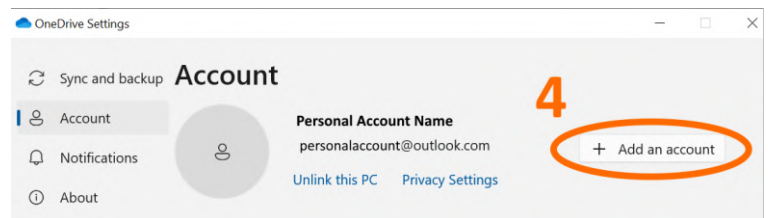
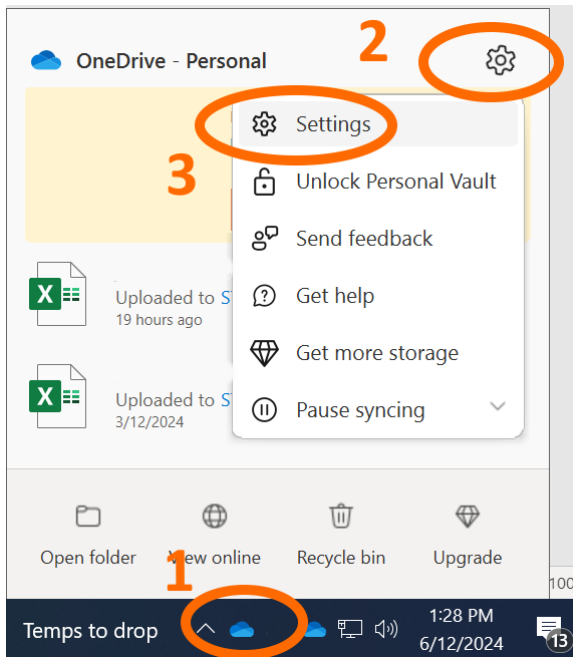




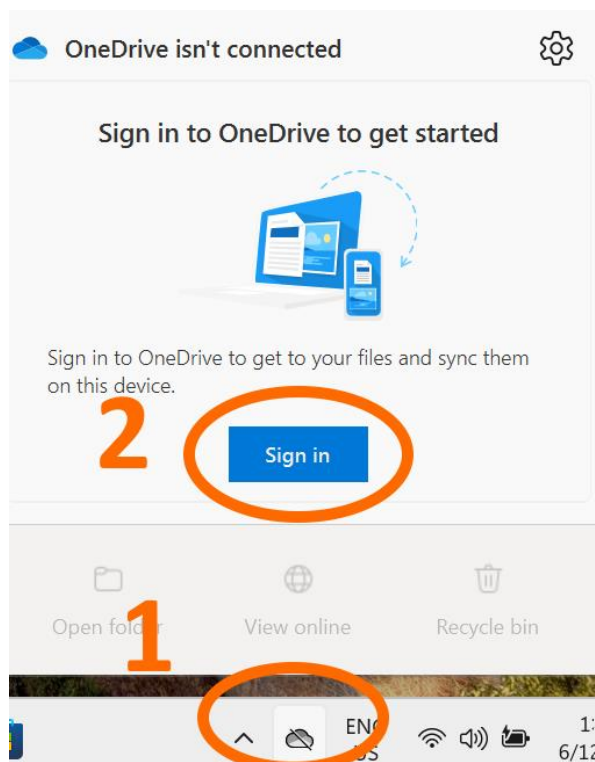
BYOD Configuration Guide for the school OneDrive app

Note: you can use only 100GB of the school OneDrive storage

1. Make sure you have Internet connection before you continue. Depending on the current configuration of your OneDrive app follow option A or B
2. Right-click **OneDrive icon** in the taskbar tray (bottom right corner).
3. If you have OneDrive app configured and connected to your personal account, click the **Cog** icon and then **Settings**. Then select **Account** and click **Add Account**. Now go to **Step 5**.



If your OneDrive app is not configured and not connected to any account at all, click Sign In button.



4. Enter your school email, click Sign In. Enter your school password and click Sign In.

5. If you are asked make sure you select Work or School account

6. Confirm location of your OneDrive folder (by default, C:\Users\[YourUserName]\OneDrive – Lilydale Heights College) and click **Next**
7. If you do not have OneDrive Backup configured before, you will be prompted to set backup configuration. If you have backup configured before you may switch it to the school account in OneDrive Settings. We recommend to sync **Desktop** and **Documents** only with OneDrive. Please slide off **Pictures**.

Back up folders on this PC

Files will be backed up, protected, and available anywhere in OneDrive - Lilydale Heights College, even if you lose this device.

[Learn more about folder backup](#)

	Documents	0 KB Ready to back up	<input checked="" type="checkbox"/>
	Pictures	0 KB Not backed up	<input type="checkbox"/>
	Desktop	552 KB Ready to back up	<input checked="" type="checkbox"/>

1 1.0 GB of 100 GB will be used after backup

2

8. Follow the introductory walkthrough or skip it. Once setup is complete, your OneDrive folder will appear in **File Explorer**