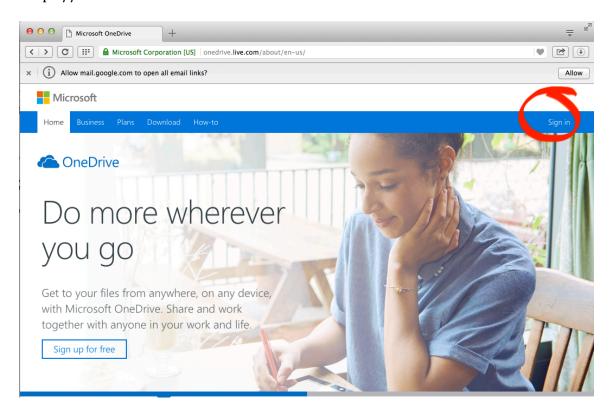


Hours:
Monday - Friday 7:30 am - 5:00 pm*
Saturday 9:00 am - 5:00 pm
*Limited Phone Support Until 12:00 Midnight
Phone: (330)941-1595 E-Mail: techdesk@ysu.edu
http://techdesk.ysu.edu

To access your OneDrive directly from the web:

Open your web browser and type:

https://onedrive.live.com



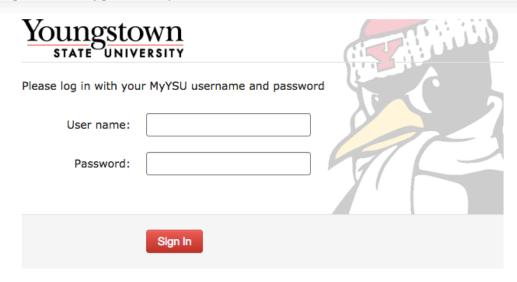
Click Sign in (located in the upper right corner of the screen)

Sign In with your full YSU email: (example: johndoe@student.ysu.edu)

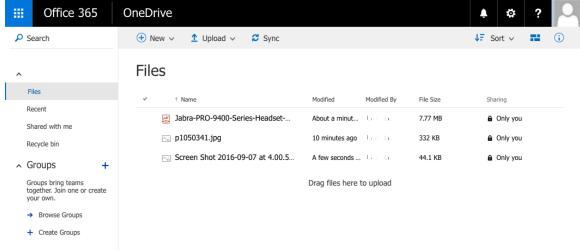
Sign in
Enter the email address of the account you want to sign in to.
Next
 Always use this account
Don't have an account? Sign up now

You will then be prompted to enter your YSU credentials:

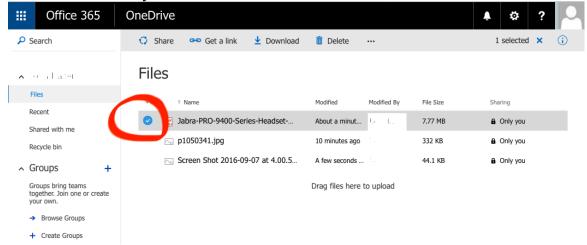
(use the User Name and Password you use to log into your YSU email; example: JDoe, mypassword)



After which you will have to access your files:



You can then select your files...



...and download them to a local computer to continue to work on, edit, email and/or submit the files to Blackboard (or other apps) as needed.

