**OneDrive**

**Summary**

Do more wherever you go with Microsoft OneDrive, it is part of your Office365 account and suite of services. Get to and share your documents, photos, and other files from your iOS device, computer (PC or Mac), and any other devices you use. Use the Office mobile apps to stay productive and work together, no matter where you are.

**Features**

- Ability to create and store photos and files as a personal library
- Ability to share files through your OneDrive storage
- Access from a variety of desktop and mobile devices through the app stores
- Synchronize a folder on your computer to OneDrive for offline access while traveling

**Who can use it?**

This service is available to the entire active SOM community.

**How much does it cost?**

This service is available at no charge to the Yale School of Management community.

**How do I get it?**

If you have Office365 for eMail then you already have Microsoft OneDrive

**Related Policy and Procedures**

- All users of Yale University computing and networking facilities are expected to read and abide by the Information Technology Appropriate Use Policy. For additional information, please familiarize yourself with the Policies and Procedures related to HIPAA Security.

**Related Knowledge Articles**

- How to Access OneDrive Online via O365
- How To Add OneDrive for Business Account
- Information about OneDrive
- OneDrive for Collaboration
- OneDrive Support
- Timestamp changes on OneDrive documents
- Unlinking PC from OneDrive (Windows)