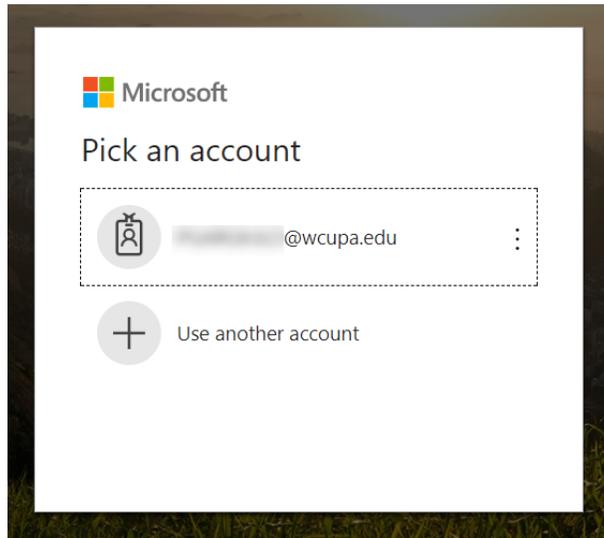


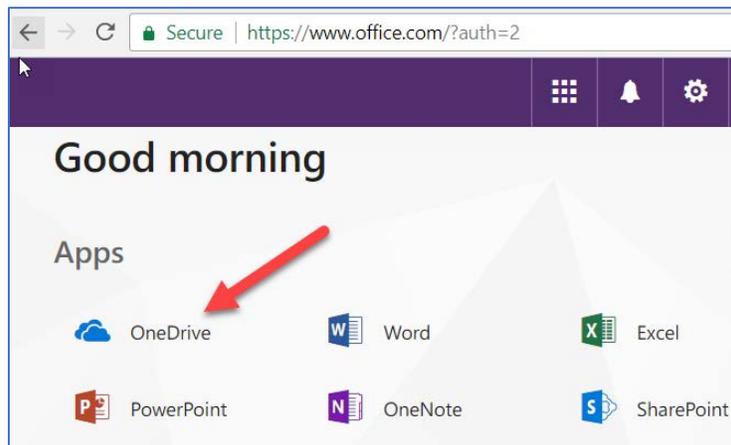
## Syncing the local OneDrive Client - Windows

To sync OneDrive with your local files, you will first need to login to <https://login.microsoftonline.com>.

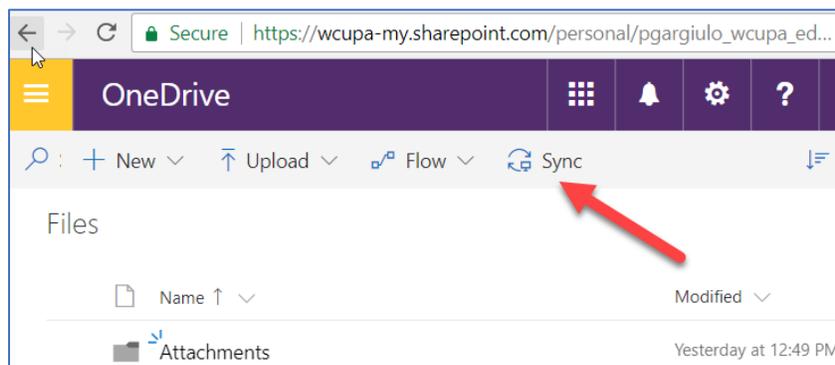
Login with your WCU username and password



Once you are logged in, select **OneDrive**



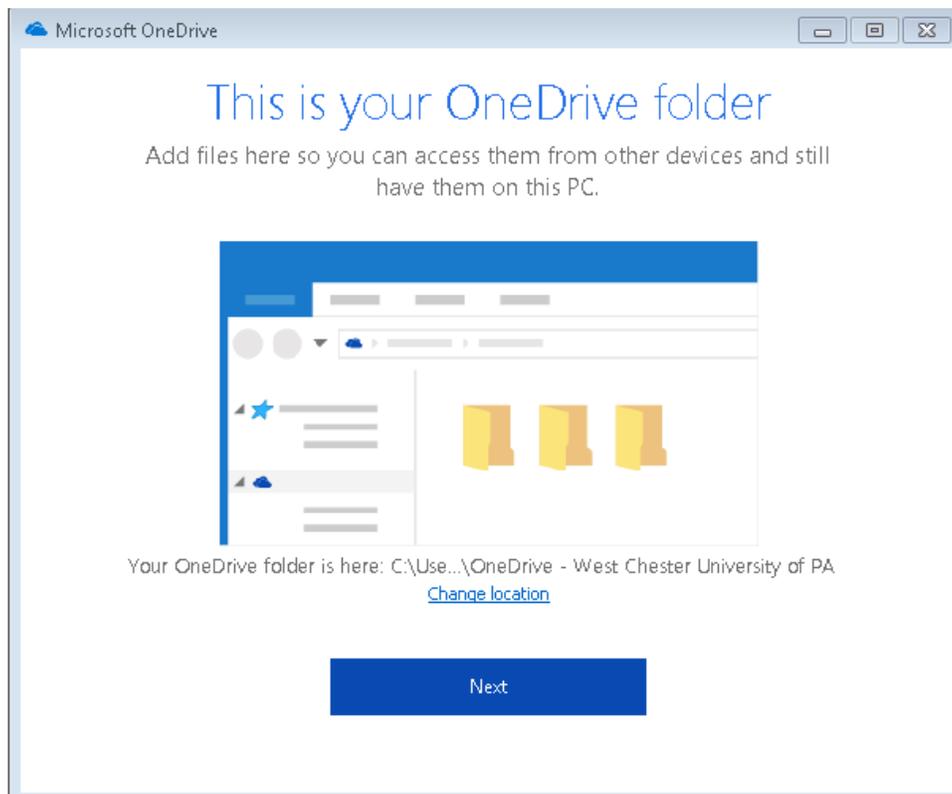
Select **Sync**



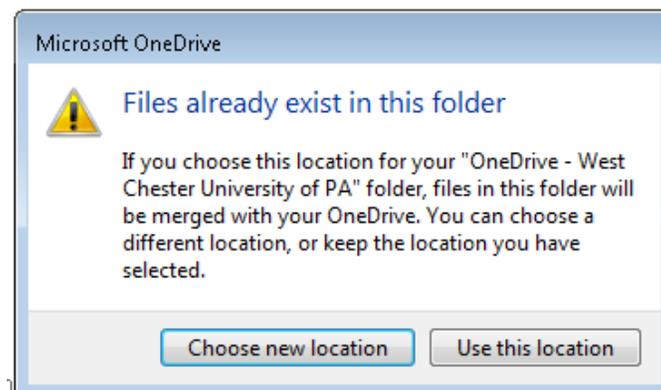
## Syncing the local OneDrive Client - Windows

You will be prompted to link your existing local folders with the new Microsoft tenant.

Select **Next**, and follow the on-screen instructions.

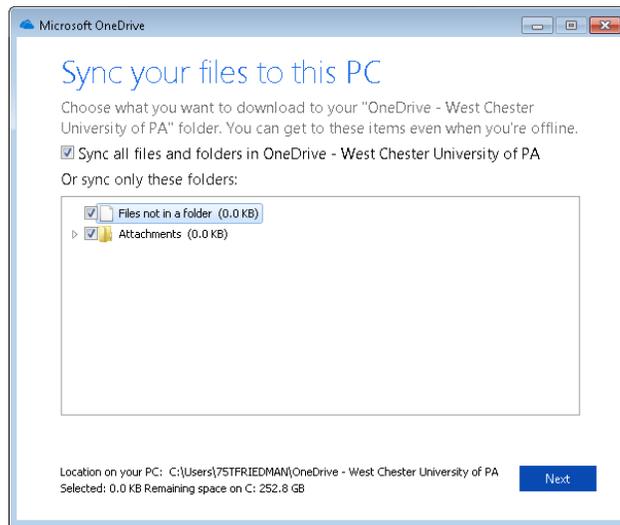


Select **Use this location**.



## Syncing the local OneDrive Client - Windows

Check the box next to each folder you wish to sync, and then select **Next**.



You are all set!

