

## Apporto: OneDrive Setup

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## Introduction

OneDrive may be set up within Apporto to better assist in saving and accessing your files between platforms. It is highly recommended OneDrive be used within this environment rather than saving anything to the desktop or other folders, as there is no guarantee that these items will still be available upon next use of the platform.

## Setting up OneDrive

1. Select the "Apporto Cloud Mounter" icon from the desktop.



2. Select "OneDrive".

📤 Google Drive	
CneDrixe	
b Bax Drive	
😻 Dropbox Drive	
Network Drive	

3. Select "Connect Now".

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Onel Drive	lame: OneDrive		
Box C	Connect at login/startup		
Drop	Connect at loginystartop		
Netw	Connect Now		
ting			

4. Sign in using your full SCSU email address and password.

	Southern Sconnecticat Statu tuiwrigy		Southern			
A	NetID@southernct.edu	$\square$	Enter password			
	Can't access your account? Sign-in options		Password Forgot my password			
	Next		Sign in			

5. Authenticate your account.

otus	aar Ualandy owl@southernct.edu
En	ter code
$\Box$	We texted your phone +X XXXXXXX36. Please enter the code to sign in.
Cod	e

6. Review and accept the permissions requested for Apporto to access your OneDrive.



7. OneDrive will launch.

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↑ -	> This	PC > Onedrive (0:) >				~ Ö	Search Onedrive (O:)	م
		Name	Date modified	Type	Size			
A Quick access		Classroom Support	5/20/2019 10:41 AM	File folder				
Desktop		bookmarks bookmark	6/4/2020 11:40 AM	Chrome HTML Do	19 KB			
Documents	1	bookmarks-2020-06-04	6/4/2020 11:40 AM	Adobe After Effect	5 KB			
Downloads	1	File example	6/4/2020 11:42 AM	Office Open XML	12 KB			
Pictures	\$							
This PC								
🥩 Network								

## Where to find your OneDrive after set up

1. In the future, you will not need to select the Apporto Cloud Mounter to access your OneDrive. Your OneDrive can be found by selecting the start menu, then "File Explorer".



2. Select the drop-down arrow next to "This PC", then "OneDrive".

