Southern Connecticut State University

Apporto: OneDrive Setup

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.
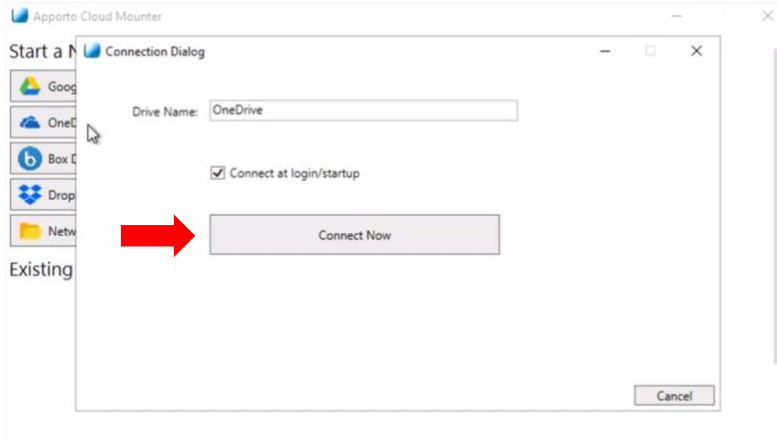
Setting up OneDrive

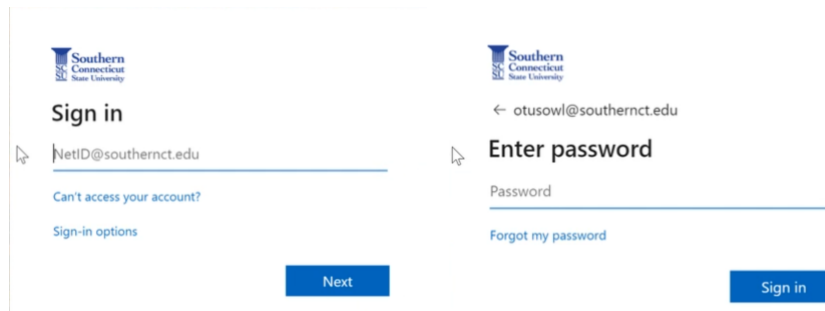1. Select the "Apporto Cloud Mounter" icon from the desktop.
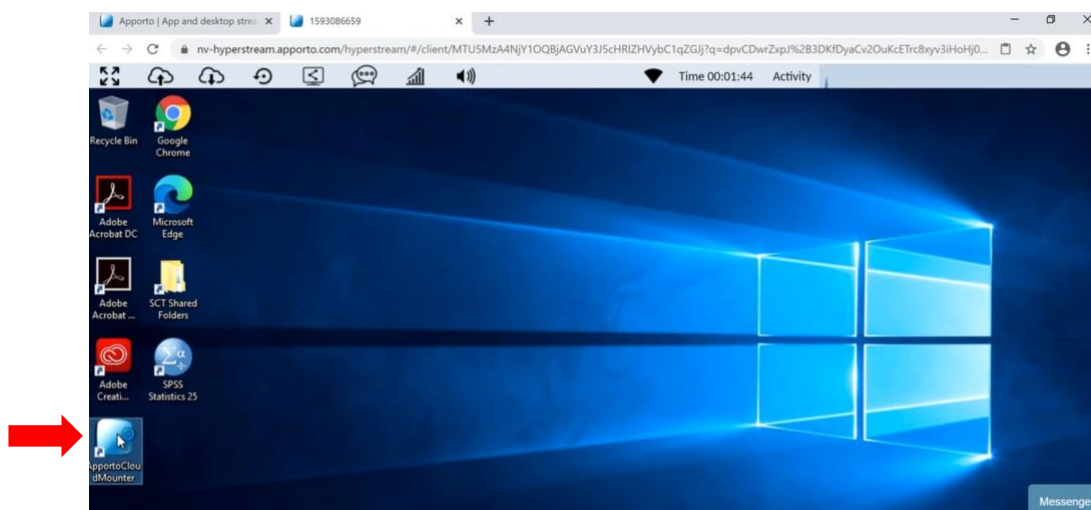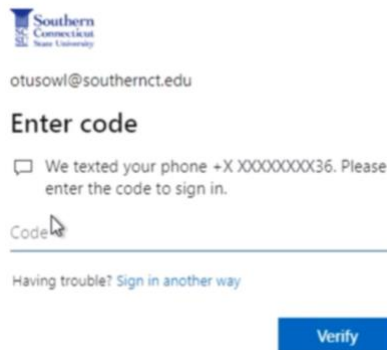

2. Select "OneDrive".
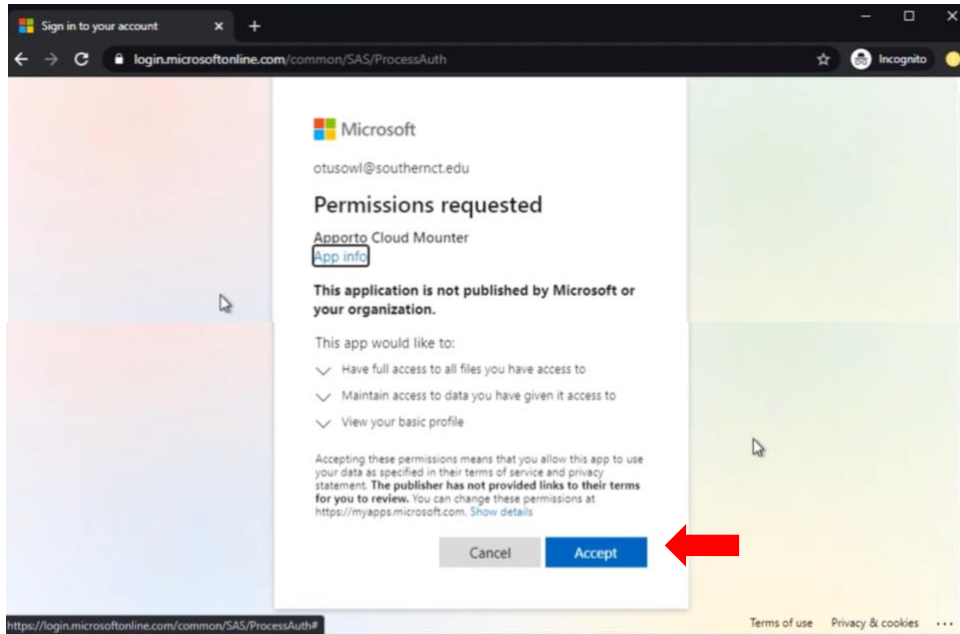
3. Select "Connect Now".

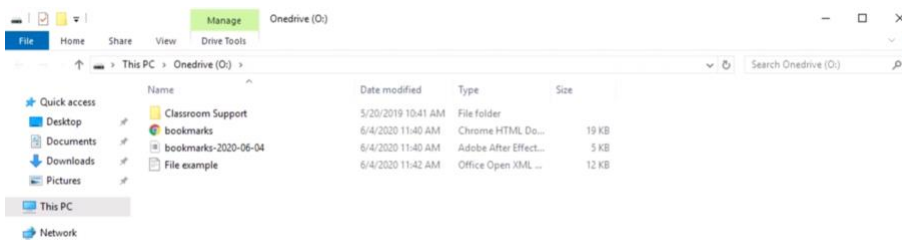4. Sign in using your full SCSU email address and password.

5. Authenticate your account.

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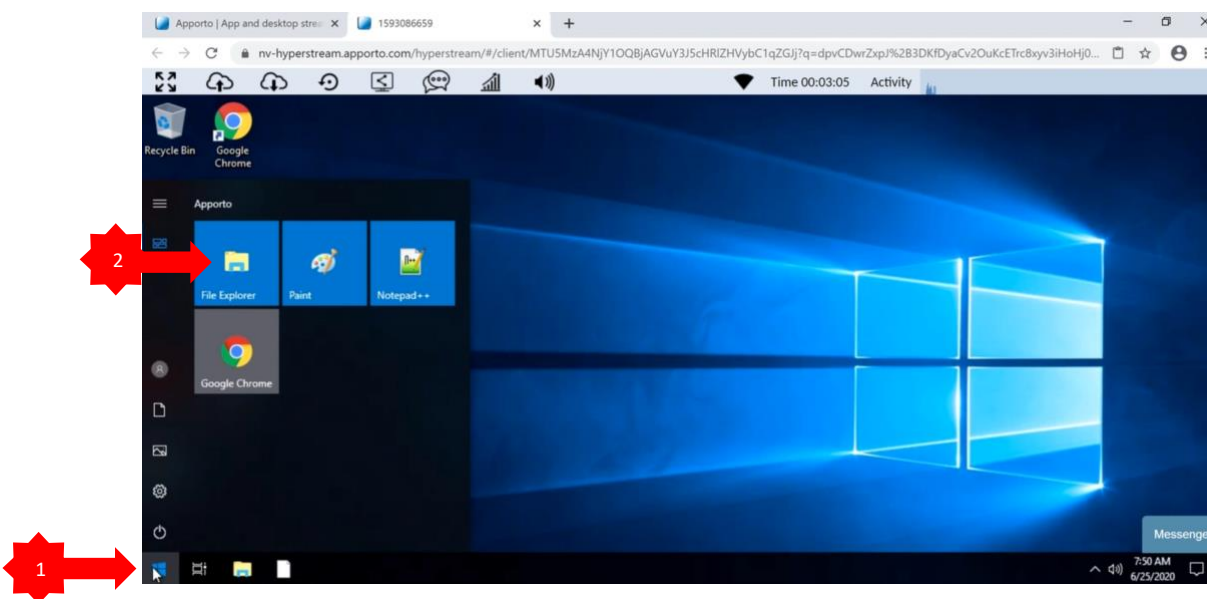

7. OneDrive will launch.

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".