


# Information about Installing the OneDrive client on your Mac computer

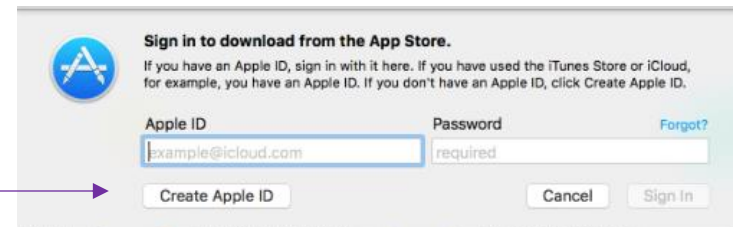
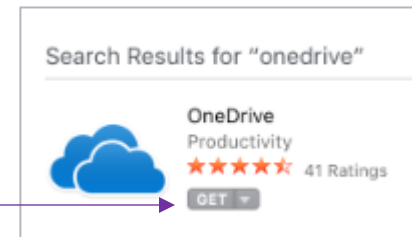
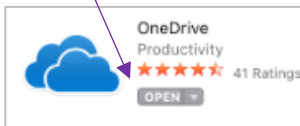
The downloadable OneDrive desktop application—also known as the desktop client—gives you access to your OneDrive directly through a folder on your hard drive.

The client runs in the background and automatically keeps your files in sync and backed up online - any time you save a change to a file and are connected to the internet, that change will sync everywhere you have OneDrive installed. This client replaces all preexisting Microsoft clients including the SkyDrive and OneDrive for Business Clients.

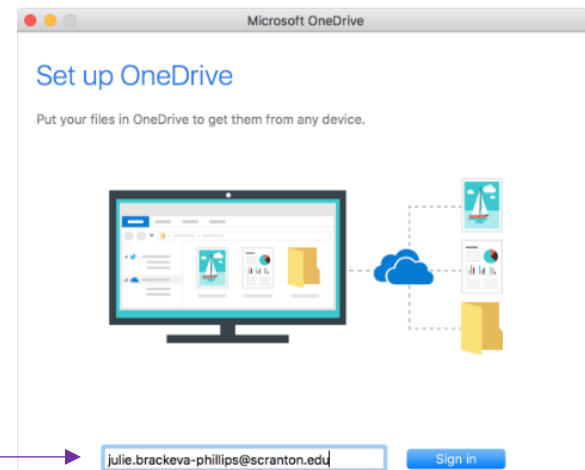
## Download the OneDrive client

**Please note:** Please uninstall all previous installations of OneDrive and/or OneDrive for Business sync clients before proceeding.

1. Open the App Store .
2. Search for *OneDrive*.
3. When you have found the app, click *GET*.
4. Click *INSTALL APP*.
5. Sign in with your Apple ID and Password in order to download the app. You may be prompted to enter an ID Verification Code.
6. Click *Open*.



7. In the Set up OneDrive window, enter your scranton.edu email.
8. Click *Sign in*.



9. Select *Work or school*.

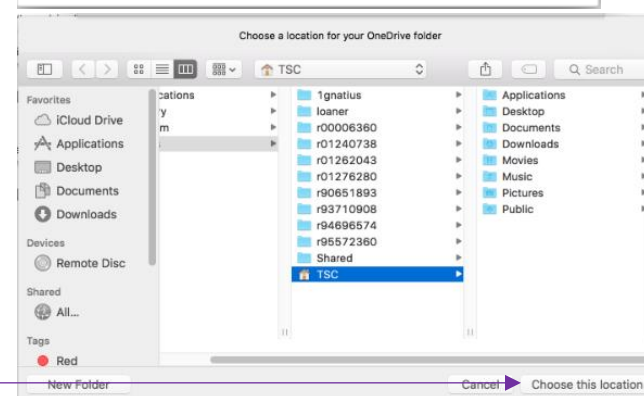
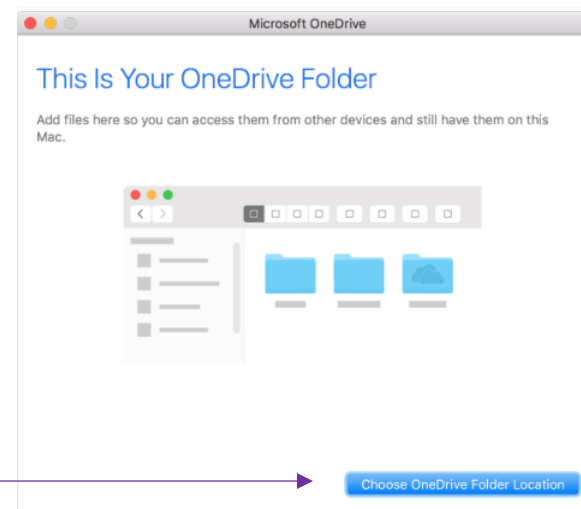
10. Enter your my.scranton password when prompted.

11. Click *Sign In*.

12. Select *Choose OneDrive Folder Location* for easy access to your files.

13. To leave the default location, simply click *Choose this location*.

14. Click *Next*.

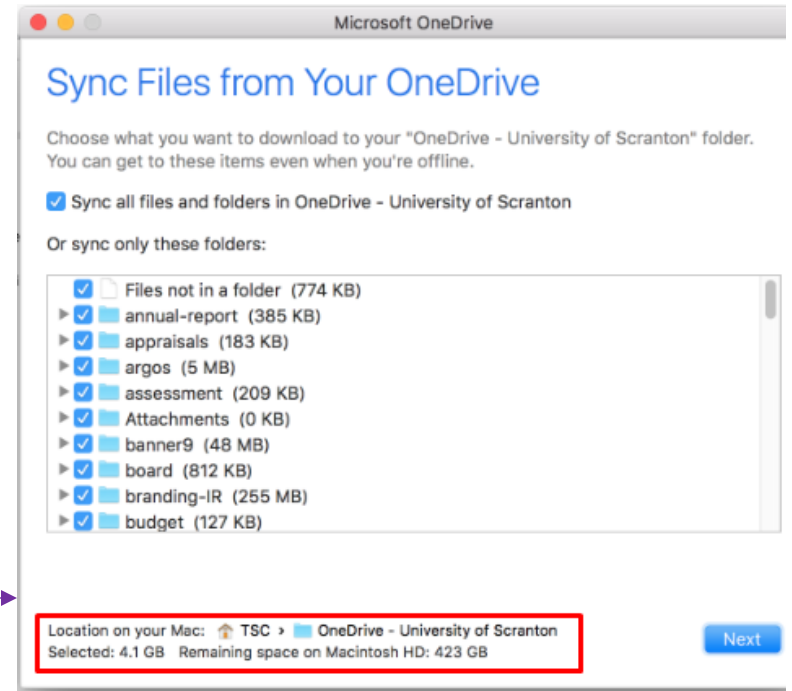
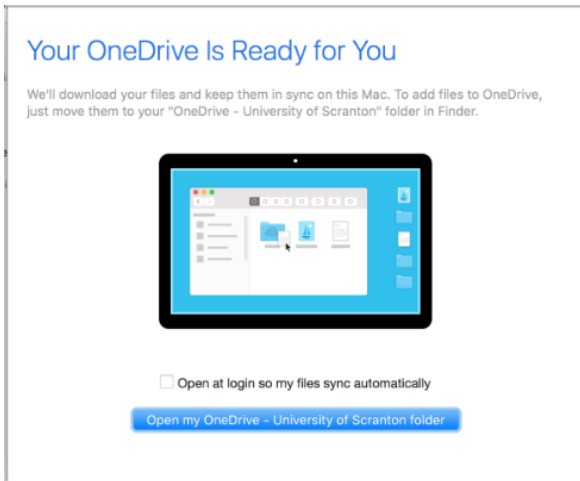


15. Select which files and folders you'd like to sync to the local computer.

Please note: if you sync files with your hard drive, it will use your local disk space. This could result in a slower computer performance.

16. Click *Next*.

17. The client download is complete.



OneDrive can be found in the top right corner of your screen. Clicking on the icon will give you information about your files.

### OneDrive resources

OneDrive resources are easily accessible online at [Scranton.edu/onedrive](http://Scranton.edu/onedrive).

