

## Why use Microsoft OneDrive?



### SECURE

- No more lost or broken USB drives
- No wasted time looking for files
- Save time
- Minimise stress!

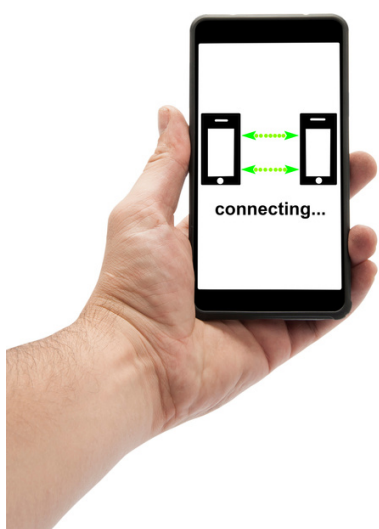
### FAMILIAR FILE FORMATS

- Word
- PowerPoint
- Excel
- OneNote



### SHARE FILES

- Share a file with your teacher – no need to email
- Two or more people can work in a document simultaneously
- Share with a link – choose whether the file can be edited or is read only

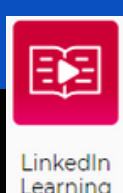


### MOBILE APPS

- OneDrive
- Word
- Excel
- PowerPoint
- Sway
- iPhone
- Android
- Tablet



Learn more: LinkedIn video courses – free subscription for seniors  
Access through the student portal



**Use industry standard software**  
**Be ready for life after school**