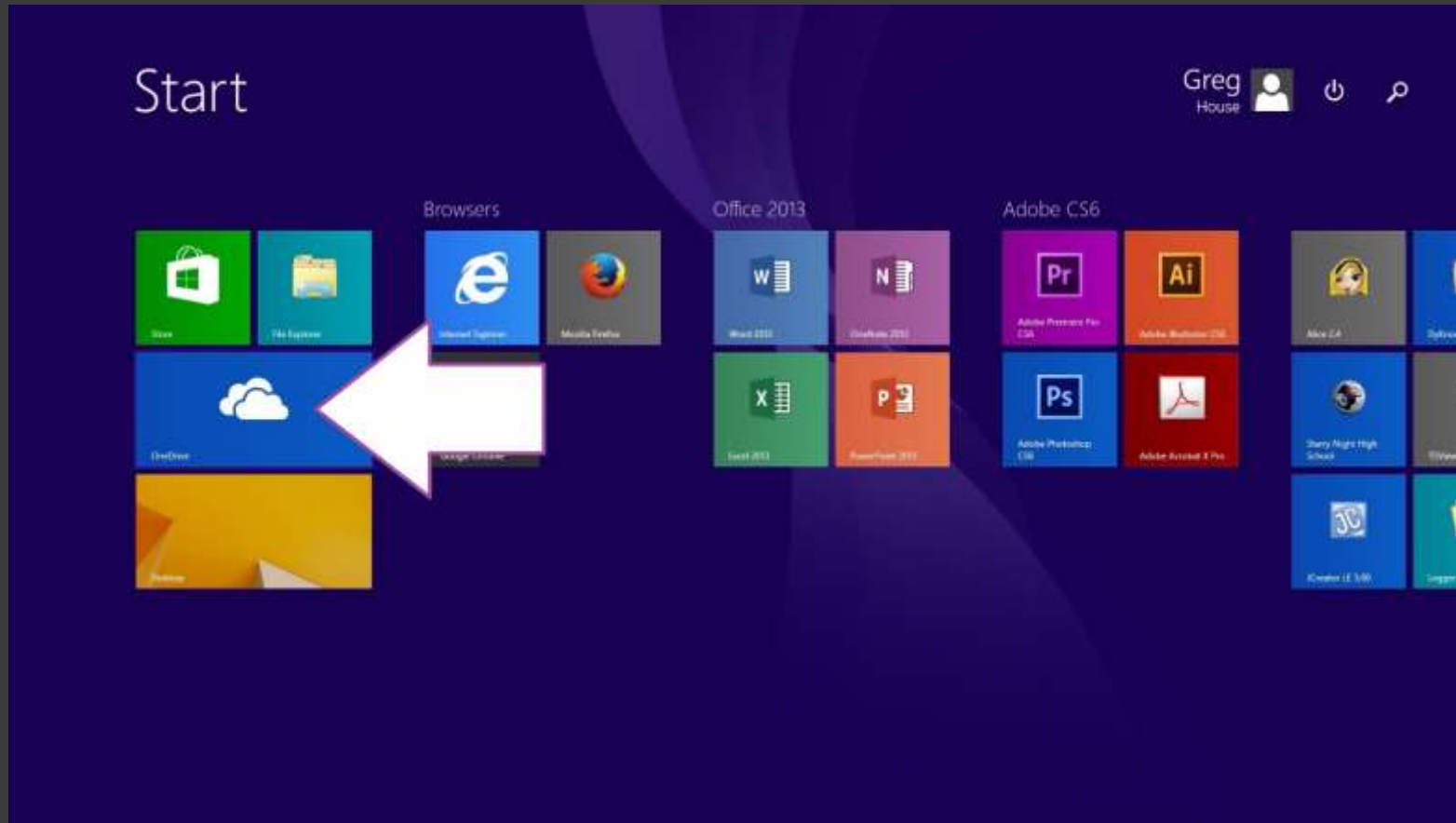


Creating Microsoft OneDrive Account



Go to the start menu and select the OneDrive Icon



Click “Go to PC Settings”

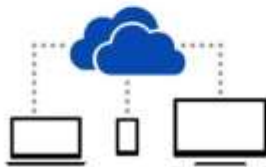
OneDrive ▾



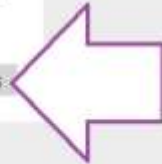
Always have your files

Add your files to OneDrive to get to them from any device.

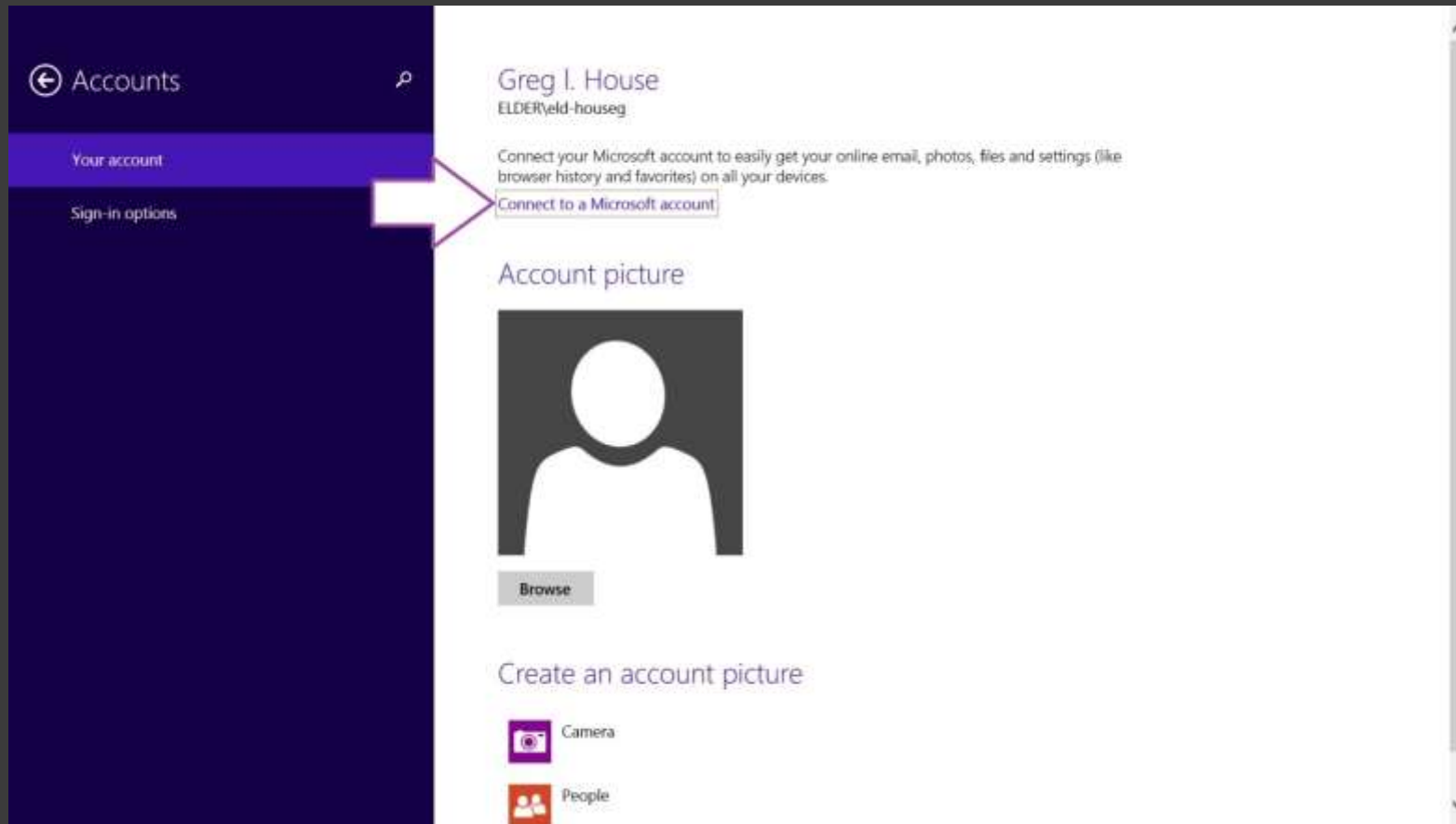
To view your OneDrive, you need to sign in to this PC with a Microsoft account.



Go to PC settings



Select “Connect a Microsoft account”



Leave the boxes checked and select “Next”



Select “Create New Account”



← Sign in to your Microsoft account

Sign in to easily get your online email, photos, files, and settings (like browser history and favorites) on all your devices. You can manage your synced settings at any time.

Email or phone

Password

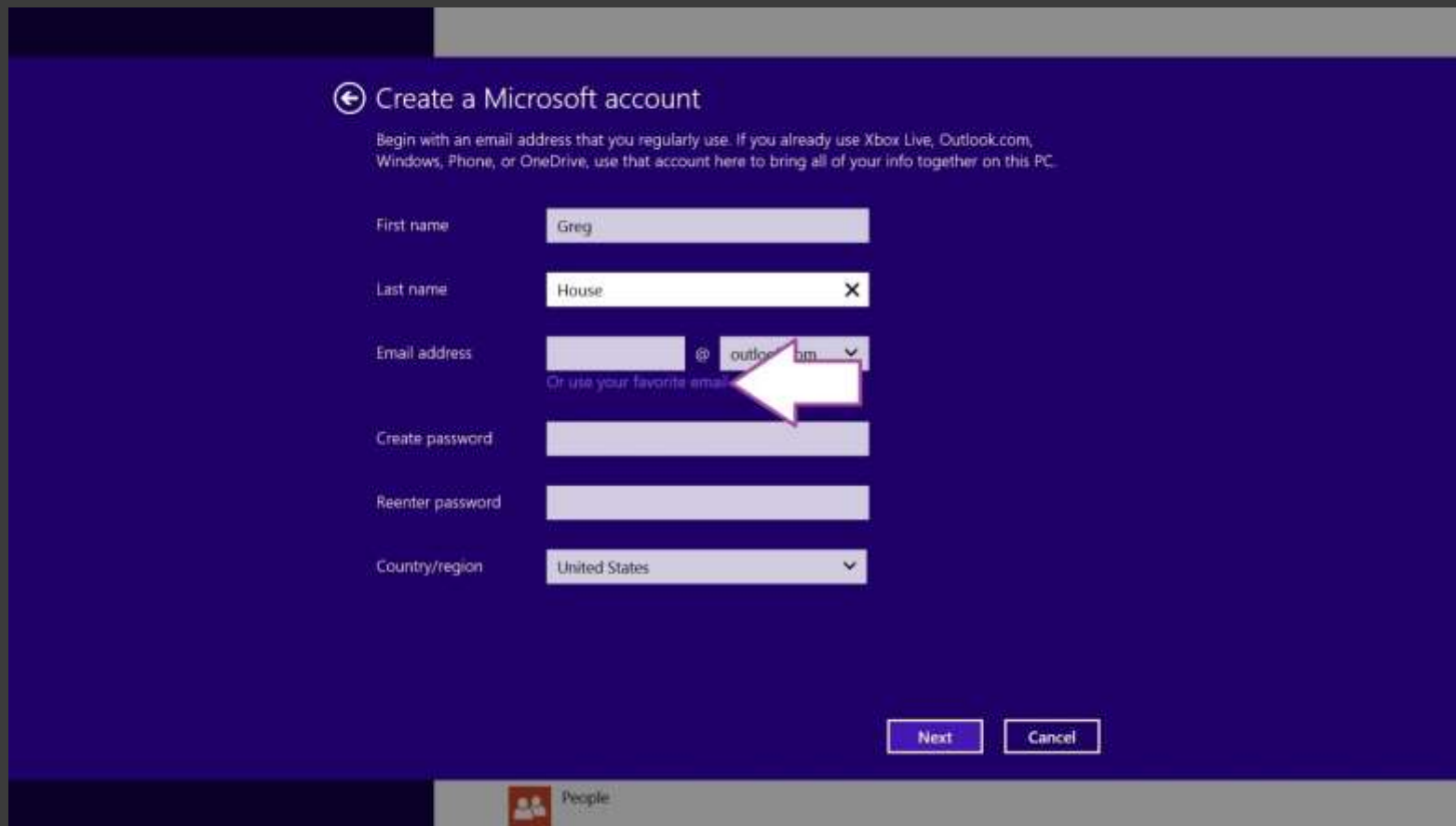
Don't have an account?
[Create a new account](#)

Privacy statement

Next Cancel

People

Enter your first and last name. Select “..use your favorite email”



← Create a Microsoft account

Begin with an email address that you regularly use. If you already use Xbox Live, Outlook.com, Windows, Phone, or OneDrive, use that account here to bring all of your info together on this PC.

First name

Last name


Email address @

[Or use your favorite email](#)

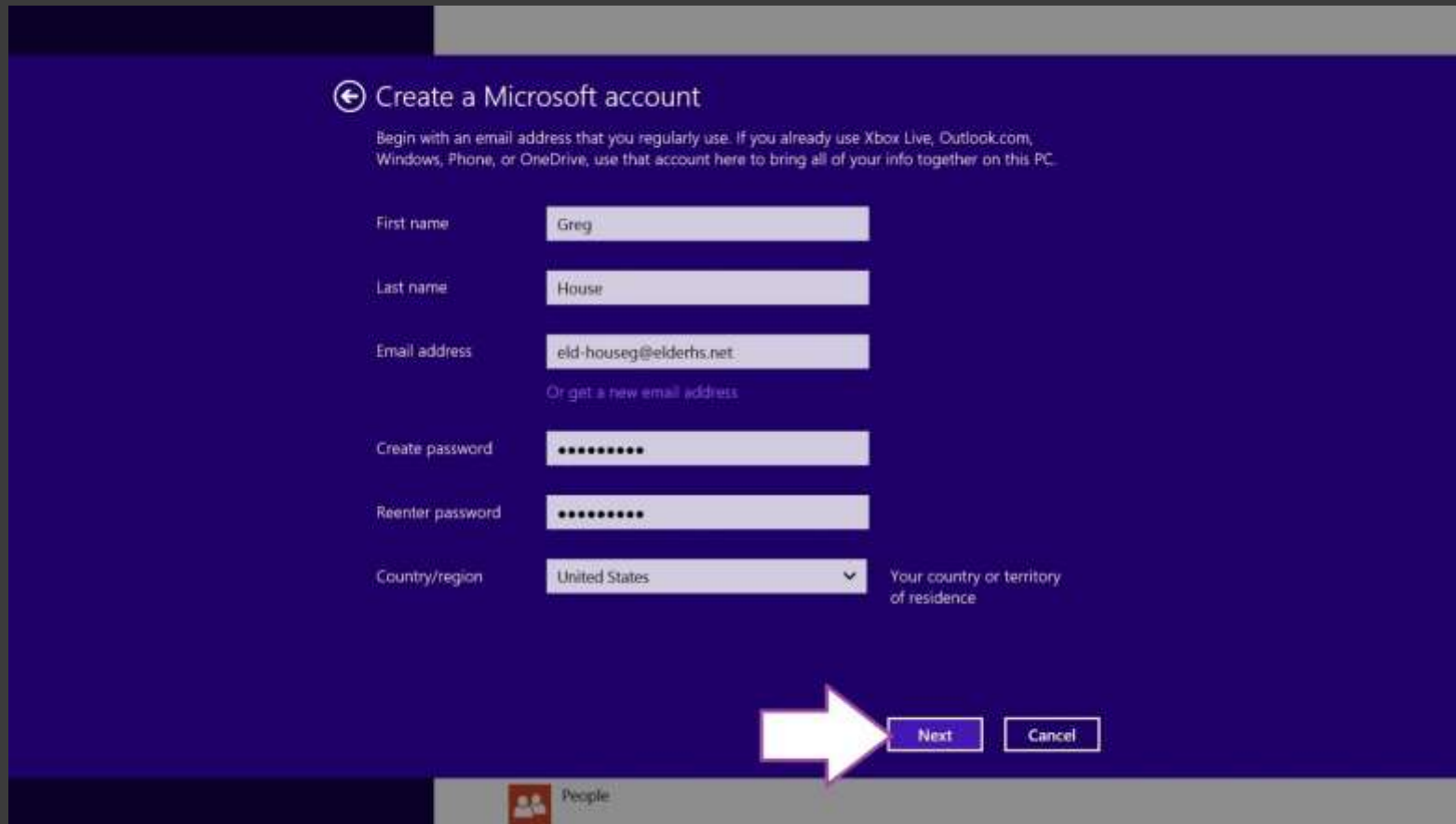
Create password

Reenter password

Country/region

 People

Enter your Elder email address eld-lastfm@elderhs.net
Make sure your email is correct, then fill out other info accordingly, then select “Next”



← Create a Microsoft account

Begin with an email address that you regularly use. If you already use Xbox Live, Outlook.com, Windows, Phone, or OneDrive, use that account here to bring all of your info together on this PC.

First name

Last name

Email address
[Or get a new email address.](#)

Create password

Reenter password

Country/region Your country or territory of residence

People

Enter your birthdate, gender and if you would like, your cellphone number then select “Next”

← Add security info

We'll only use this info to help you recover your password and keep your account more secure.

Birthdate: May 7, 2000

Gender: Male

Country code: United States (+1)

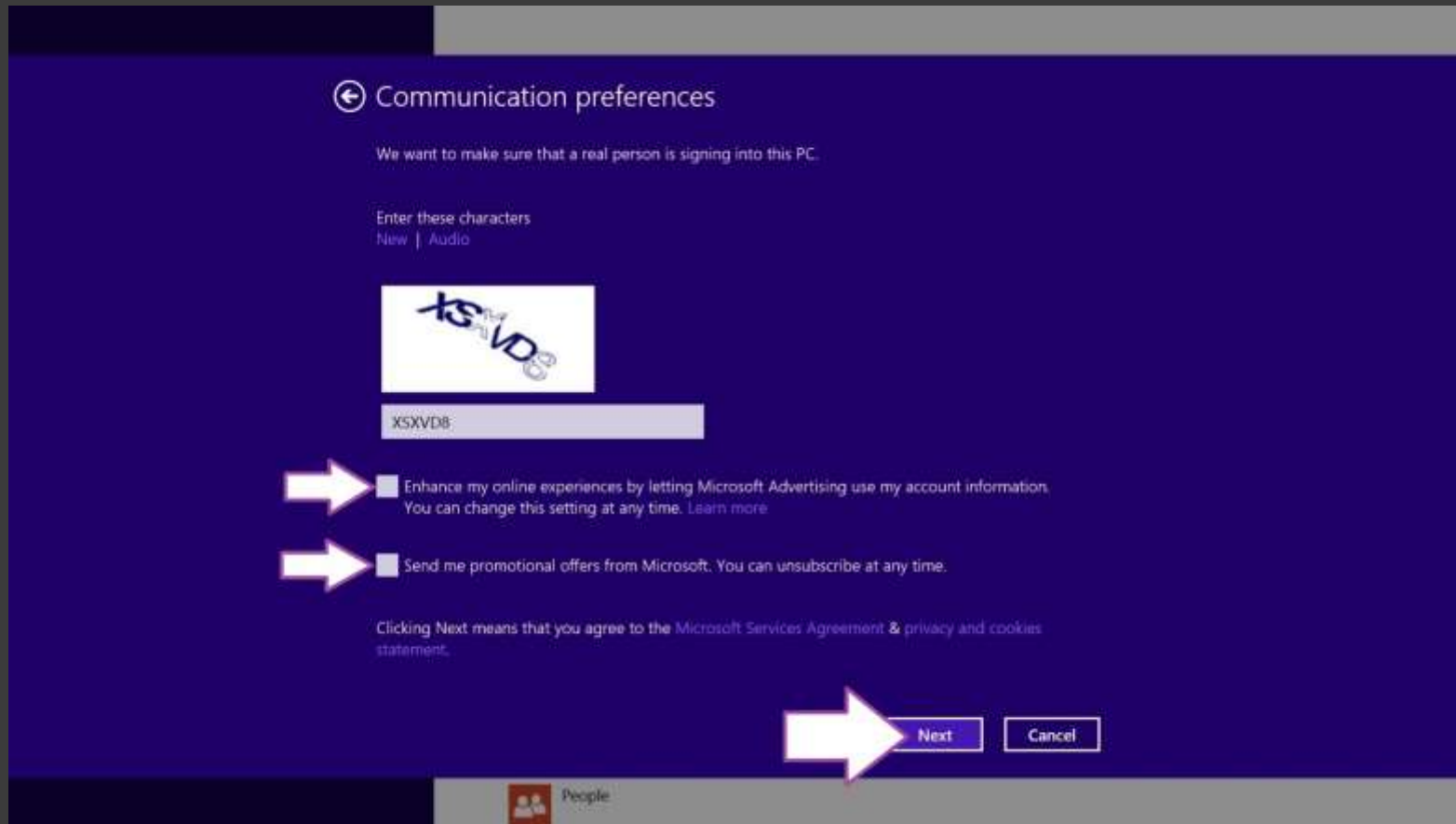
Phone number: (###)-###-####

Alternate email address: eld-houseg@elderhs.net

Next Cancel

People

Enter the characters for the captcha, uncheck both boxes and select “Next”




The screenshot shows a 'Communication preferences' dialog box with a blue background. At the top, there is a back arrow icon and the title 'Communication preferences'. Below the title, a message reads: 'We want to make sure that a real person is signing into this PC.' Underneath, it says 'Enter these characters' with a link for 'New | Audio'. A captcha image displays the characters 'XSXVDB' in a stylized font. Below the image is a text input field containing 'XSXVDB:'. Two white arrows point to the unchecked checkboxes for the following options: 'Enhance my online experiences by letting Microsoft Advertising use my account information. You can change this setting at any time. Learn more' and 'Send me promotional offers from Microsoft. You can unsubscribe at any time.' At the bottom, a line of text states: 'Clicking Next means that you agree to the Microsoft Services Agreement & privacy and cookies statement.' Two buttons, 'Next' and 'Cancel', are at the bottom right, with a white arrow pointing to the 'Next' button. The bottom of the screen shows a 'People' section with a Microsoft logo icon.


← Communication preferences


We want to make sure that a real person is signing into this PC.

Enter these characters
[New](#) | [Audio](#)





XSXVDB:

 Enhance my online experiences by letting Microsoft Advertising use my account information. You can change this setting at any time. [Learn more](#)

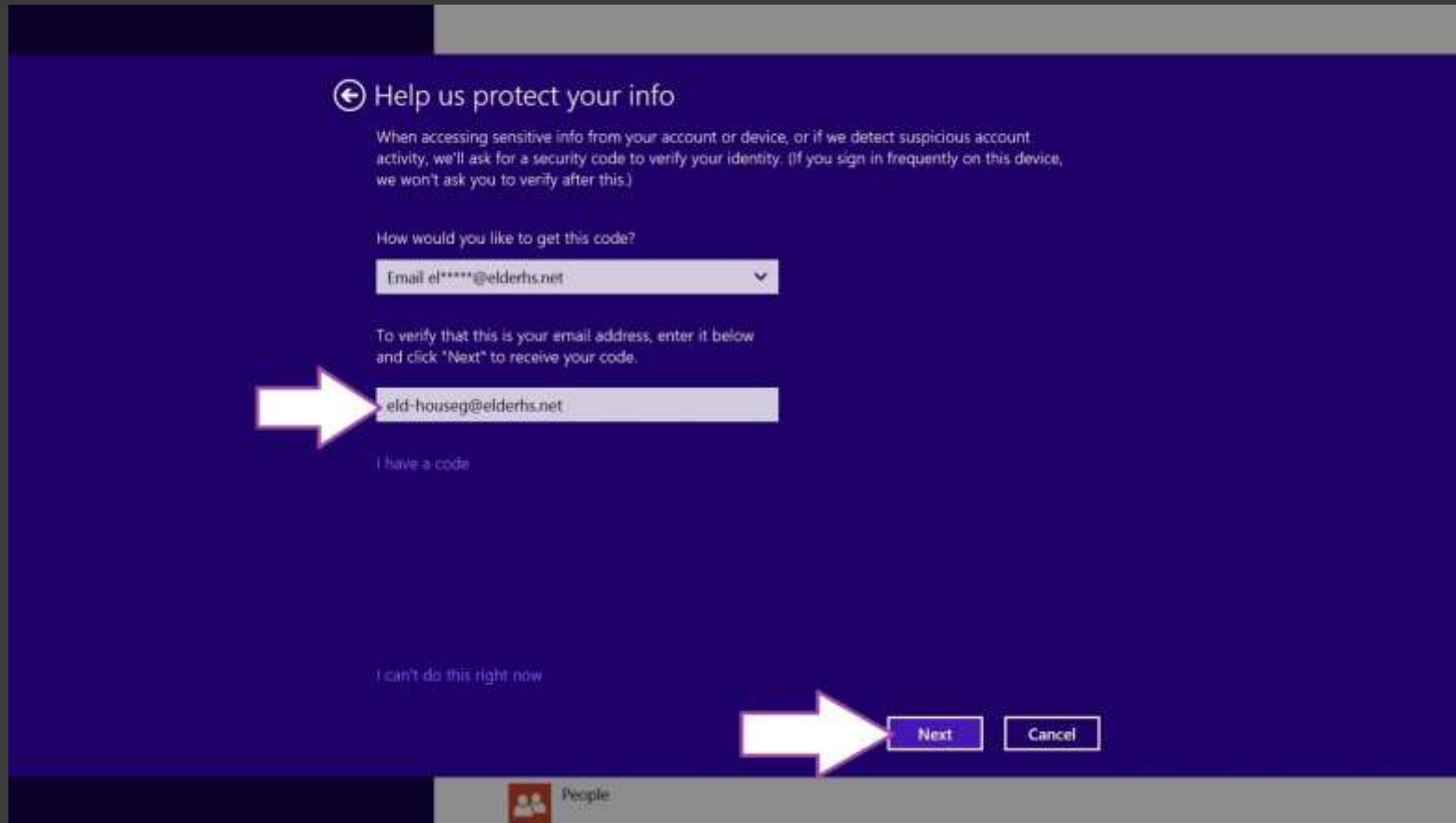
 Send me promotional offers from Microsoft. You can unsubscribe at any time.

Clicking Next means that you agree to the [Microsoft Services Agreement & privacy and cookies statement](#).



 People

Enter your Elder email address in the lower box (eld-lastfm@elderhs.net) then select “Next”



← Help us protect your info

When accessing sensitive info from your account or device, or if we detect suspicious account activity, we'll ask for a security code to verify your identity. (If you sign in frequently on this device, we won't ask you to verify after this.)

How would you like to get this code?

Email el*****@elderhs.net

To verify that this is your email address, enter it below and click "Next" to receive your code.

eld-houseg@elderhs.net

I have a code

I can't do this right now

Next Cancel

People

The screenshot shows a security verification screen with a dark blue background. At the top, there is a back arrow and the text "Help us protect your info". Below this is a paragraph explaining that a security code is required for sensitive information or suspicious activity. A dropdown menu asks "How would you like to get this code?" with "Email el*****@elderhs.net" selected. A paragraph instructs the user to verify their email address by entering it and clicking "Next". A white arrow points to the email input field containing "eld-houseg@elderhs.net". Below the input field are two options: "I have a code" and "I can't do this right now". At the bottom right, there are two buttons: "Next" and "Cancel", with a white arrow pointing to the "Next" button. The bottom of the screen shows a "People" section with a small icon.

Login to your Elder email address and retrieve the 7 digit code Microsoft sent. Enter the code in the box below and select “Next”

← Enter the code you received

If eld-houseg@elderhs.net matches the email address on your account, we'll send you a code.

8602116

Use a different verification option

[I can't do this right now](#)


Next Cancel

People

Select “Next”

← OneDrive is your cloud storage

Your camera roll and PC settings will automatically be backed up to the cloud, and new documents you create will be saved to OneDrive by default. That way, you can get to them from any device, even if something happens to your PC.



Photos you take Documents PC settings

Turn off these OneDrive settings (not recommended)

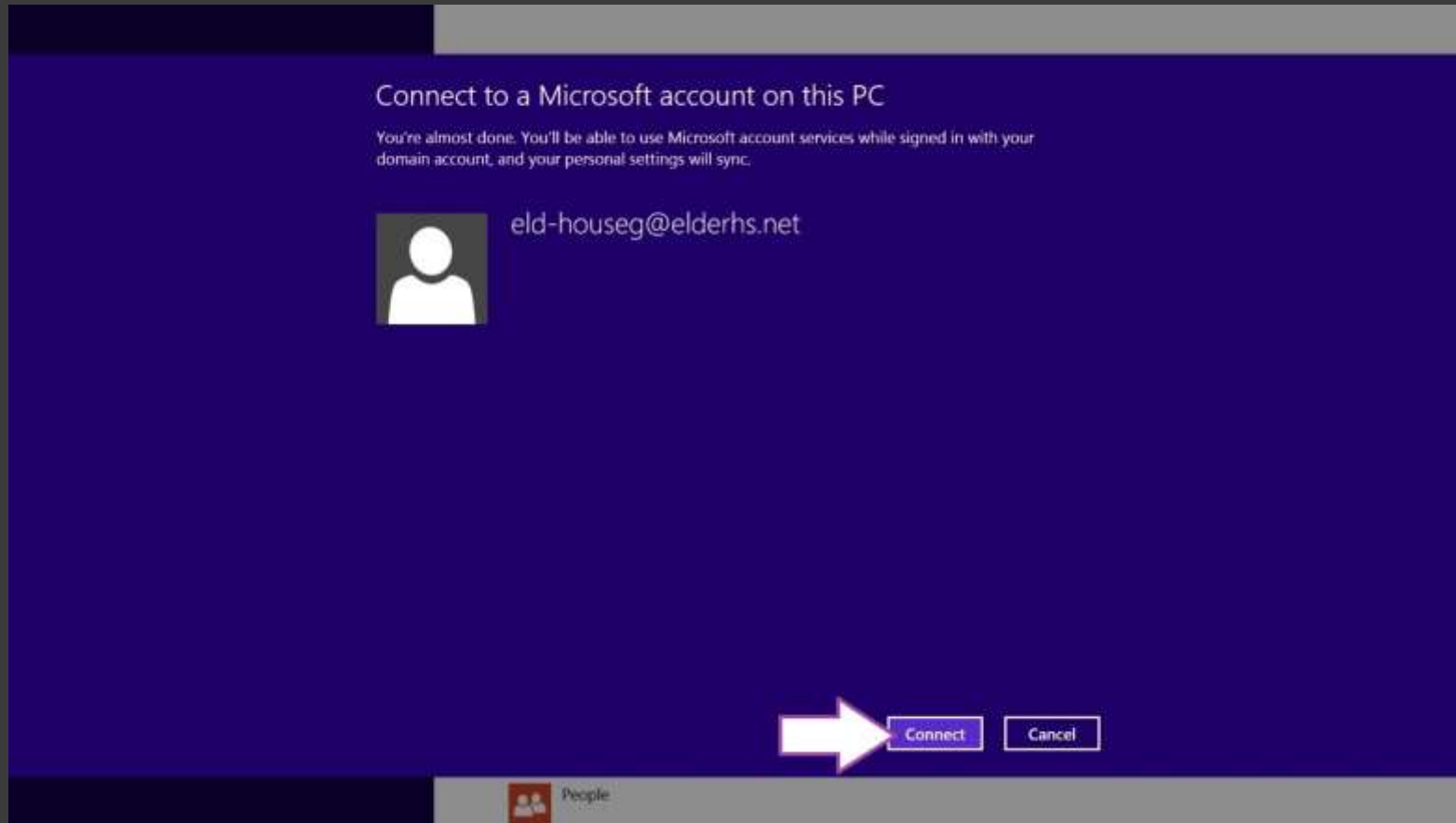
Saving to OneDrive is limited to what your organization allows. For more info, go to PC settings and choose OneDrive.

[Privacy statement](#)



 People

Select “Connect”



Once your account is successfully connected, you should see the info like in the preview below.

