Activate your OneDrive account [1]

October 29, 2020 by UIS Communications [2]

 System Administration is changing its backup services from Code42 to OneDrive, an online service included in your Office 365 license that brings more benefits to you at a significantly lower cost to CU. These benefits include:

- **Enhanced flexibility:** Once the files are synced with OneDrive, users can access their files on their computer, mobile device or in the cloud.
- **Version control:** You can view or restore previous versions of documents in OneDrive. Version control is accessible through Microsoft Office (Word, Excel, PowerPoint).
- **Restore deleted files:** The Service Desk can restore deleted files from OneDrive up to 30 days after deletion.
- **Storage included in our Office 365 license:** OneDrive offers users 5 TB of storage space with our Office 365 licenses.
- **Easy organization:** You can store any kind of file on OneDrive, including photos, video and documents.

Complete the steps on our website [3]by Feb. 1, when our current backup service expires.

Microsoft [4], computer help [5]
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