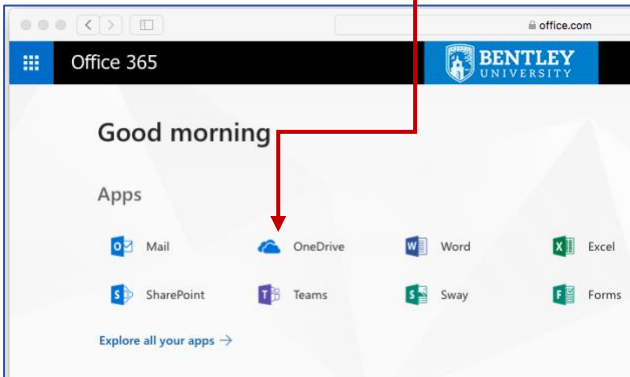


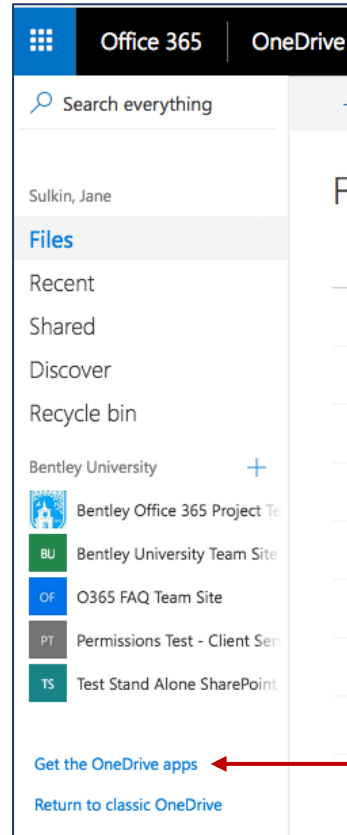
How to Download and Install OneDrive-Bentley University for MacOS

Step 1: Click [here](#) to install OneDrive for MacOS. This link will take you to Bentley's Office 365 Portal. You will be asked to login with your Bentley email address and password.

Step 2: Click on the OneDrive icon

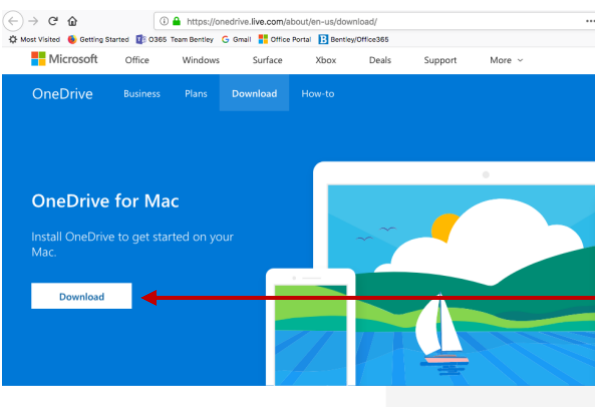


Step 3: In the bottom left-hand corner of your screen, click on "Get the OneDrive apps"



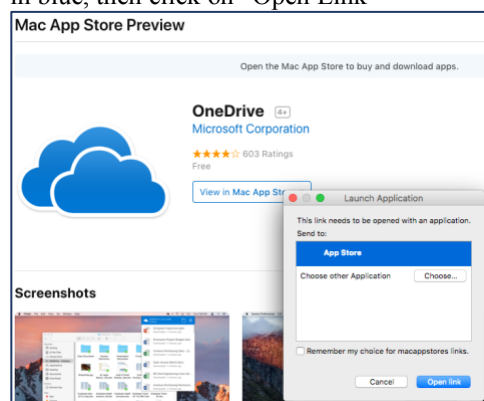
This link will take you to the Microsoft OneDrive download site.

Step 4: Click on "Download"



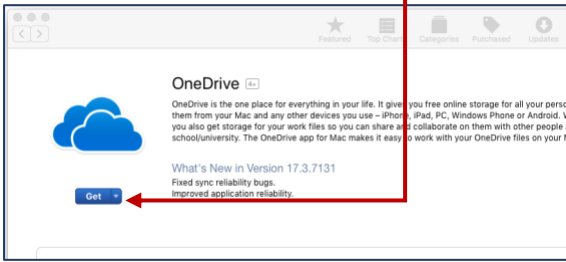
This will take you to the Apple App Store

Step 5: Make sure that "App Store" is highlighted in blue, then click on "Open Link"

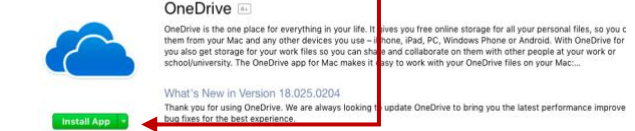


How to Download and Install OneDrive-Bentley University for MacOS

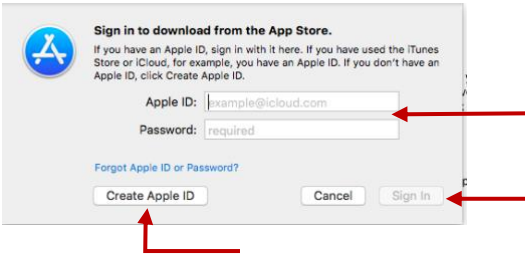
Step 6: Click on "Get"



Step 7: Click on "Install App"

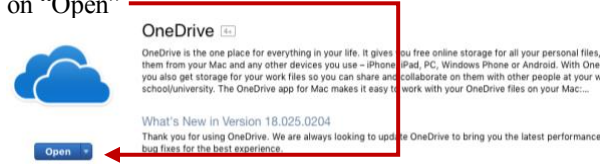


Step 8: If prompted, enter your Apple ID and Password and then click "Get" or "Sign in"

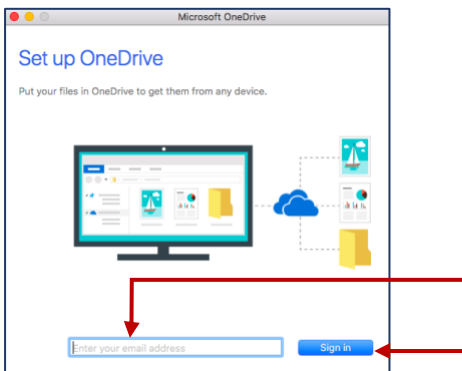


If you do not have an AppleID, click "Create AppleID"

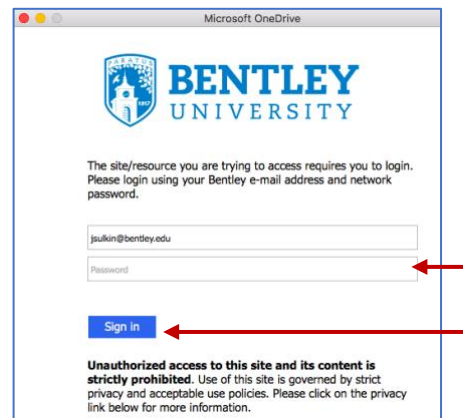
Step 9: Wait while OneDrive is installed and then click on "Open"



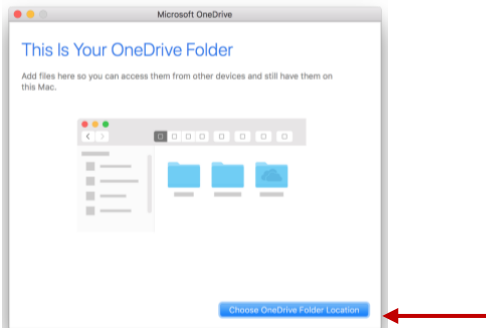
Step 10: Enter your Bentley email address and then click on "Sign in"



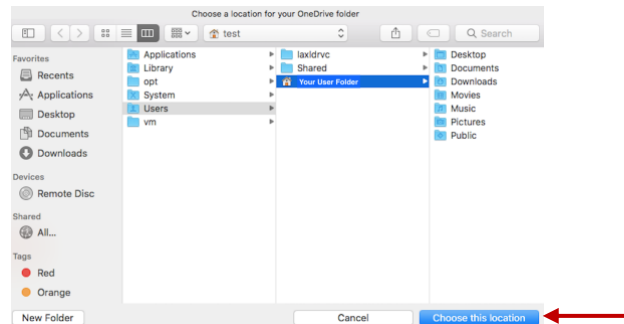
Step 11: Enter your Bentley email password and then click Sign in



Step 12: Click on "Choose OneDrive Folder Location"

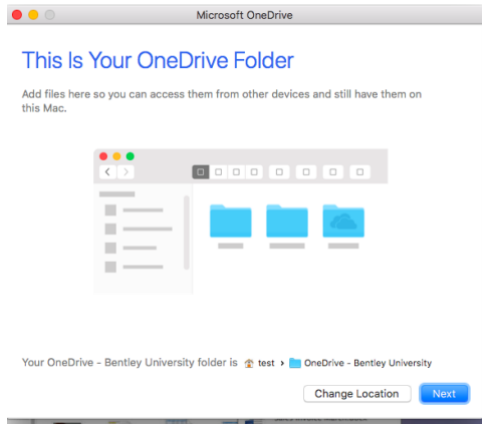


Step 13: Click on "Choose this Location" to place your OneDrive-Bentley University folder in your user folder

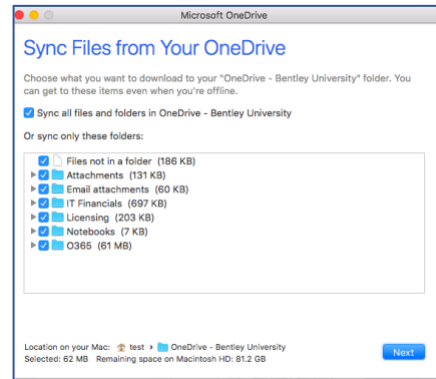


How to Download and Install OneDrive-Bentley University for MacOS

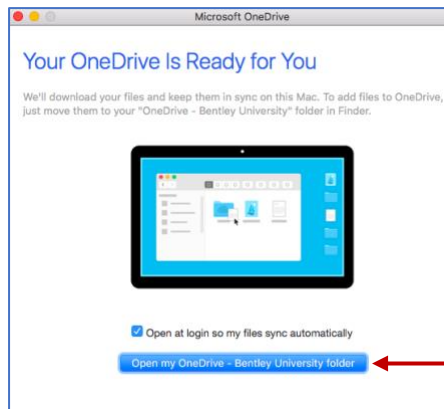
Step 14: Click on "Next":



Step 15: Click on "Next"



Step 16: Check "open at login so my files sync automatically" and then click "Open my OneDrive-Bentley University folder"



Congratulations! Your "OneDrive-Bentley University" is now ready to use and you should see the folder in your user folder.