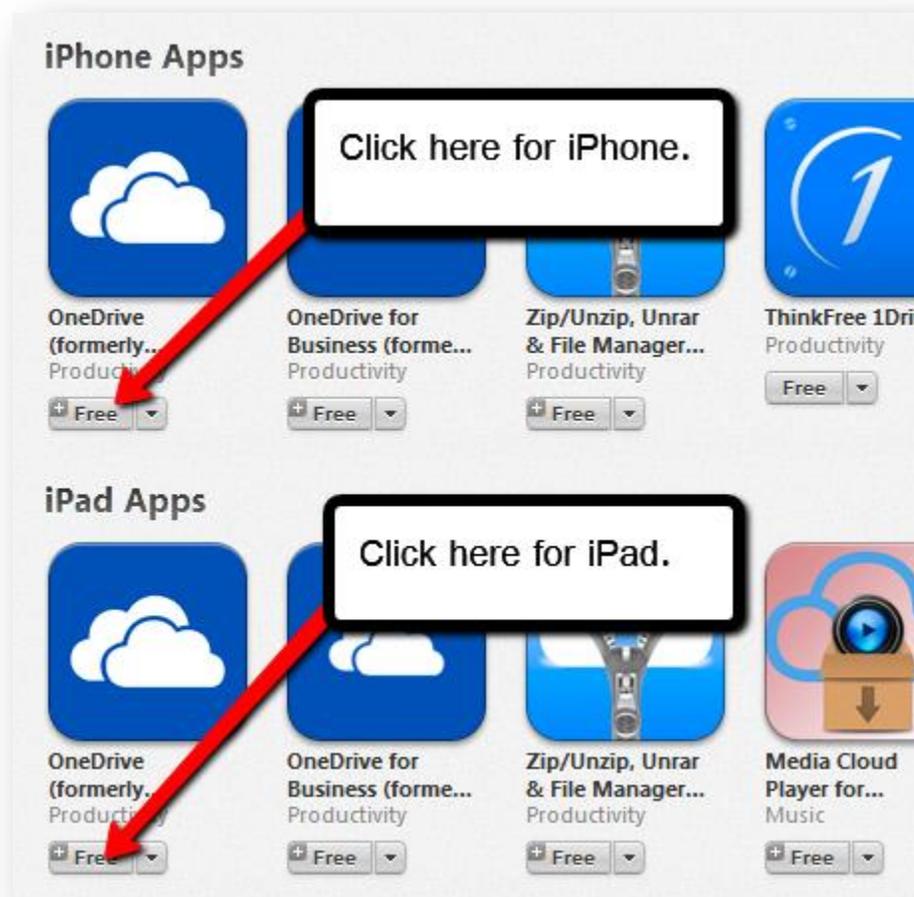


## Upload, Manage, and Share Files with an iPhone or iPad

With the OneDrive App, you can access all of your OneDrive content including files shared with you. You can also view recently used documents. You can even open your OneDrive files in other iOS apps. Uploading, however, is **limited to photos or videos from your iPhone or iPad**. To install the app, follow the directions below:

1. Search for the **OneDrive** app from the App Store by typing “OneDrive” in the search box. Tap **Free** to install.



2. Once it has finished downloading, launch **OneDrive** by tapping on the app icon.



3. Sign in to your OneDrive account.



[Sign In](#)

Sign into OneDrive using your Microsoft account. This should be the same account that you use to access other Microsoft services like Outlook.com, Xbox Live, or MSN.

4. Choose whether or not you want your photos backed up with OneDrive.



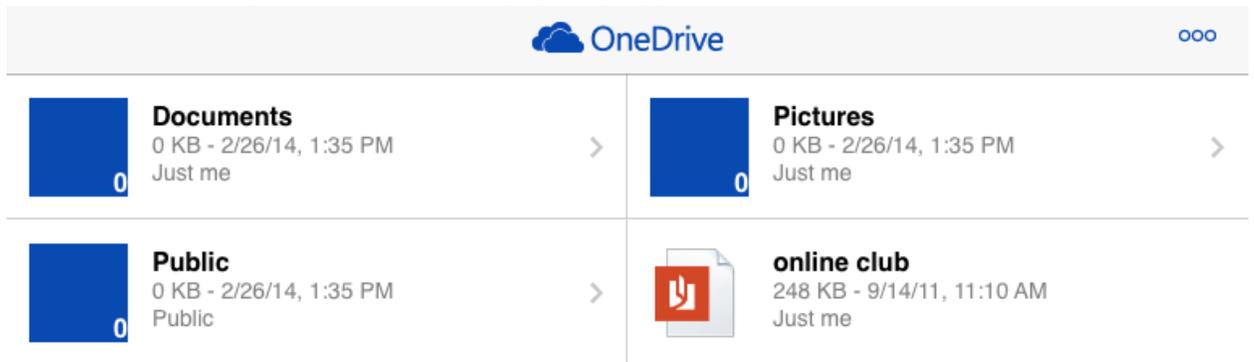
**Your photos, always with you**

Turn on Camera Backup to automatically upload your photos to OneDrive. You'll get 3 GB of additional storage for free.

**OK**

[No thanks](#)

5. On the next screen, you will see the main page display your documents.

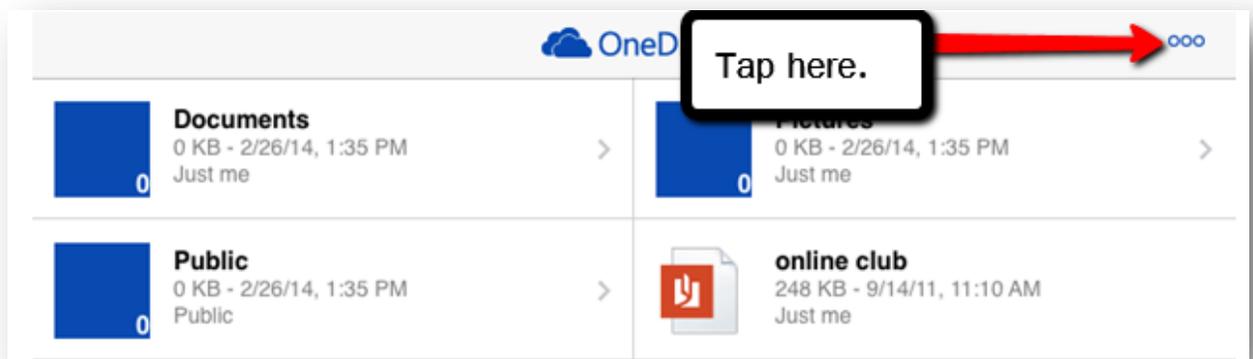


To upload to the OneDrive App, please read the next section.

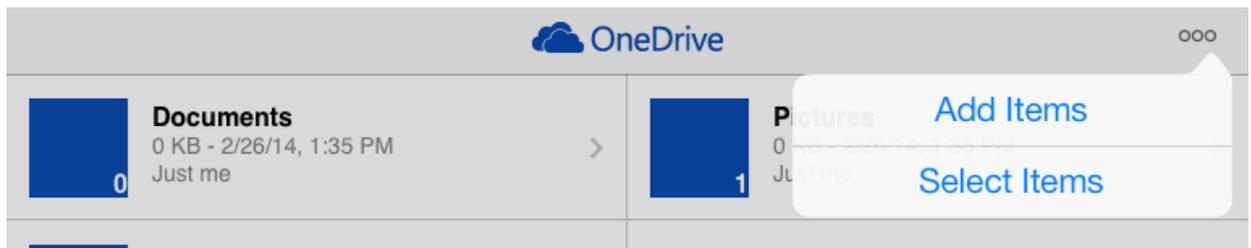
## Uploading Files to OneDrive:

You can add existing photos or video from your camera roll or take new ones to share. You can even choose multiple photos or videos to upload from your iPhone or iPad.

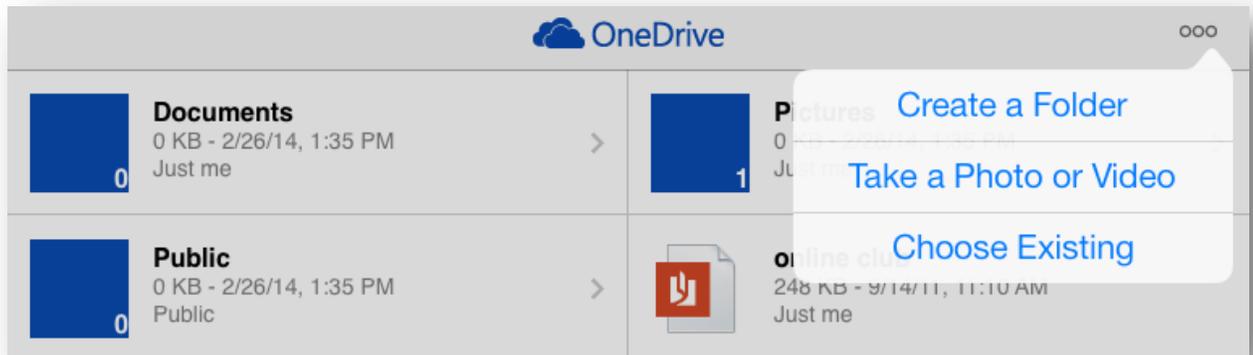
1. To upload a photo or video, **tap** on the icon at the top right of SkyDrive.



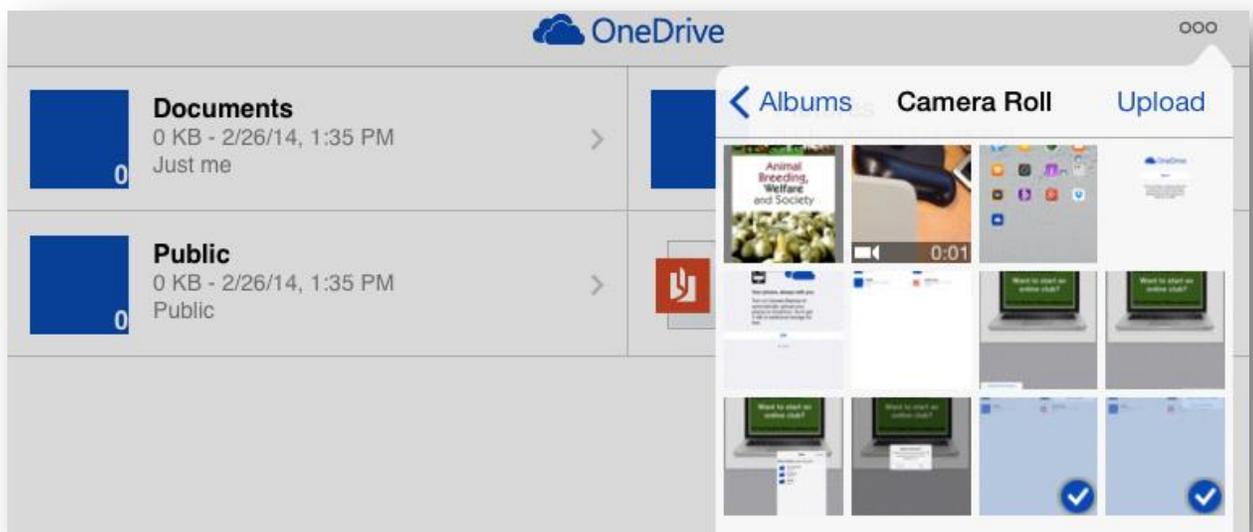
2. Now tap the **Add Items** or **Select Items** option.



3. If you selected Add Items, pick from the available options: **Create a Folder**, **Take a Photo or Video**, or **Choose Existing**.



6. You can create a new folder if you would like by tapping **Create a Folder**. If you chose **Take a Photo or Video**, you will be able to use the camera on your device to immediately take a photo or video and add it to OneDrive. If you chose **Choose Existing**, you will be able to select multiple items and then tap **Upload**.

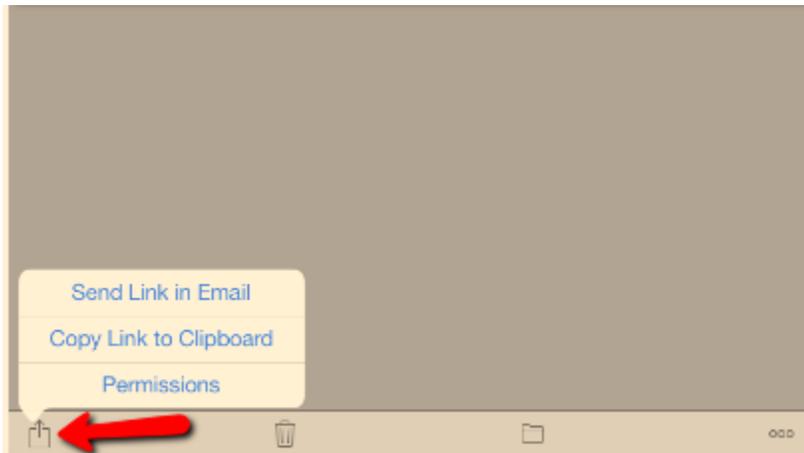


7. You will get a message at the bottom of the screen if the upload is successful.

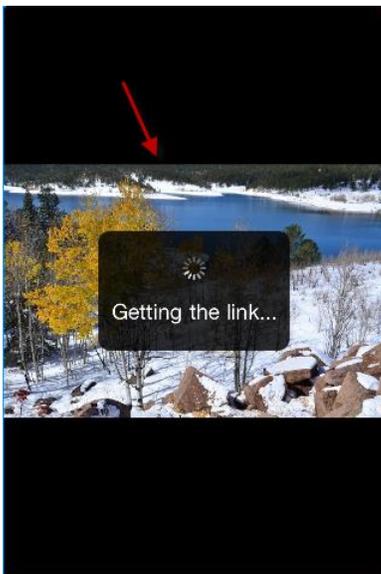
## Sharing Files in OneDrive:

With the OneDrive app, you can share any of your existing files and uploaded photos. You will be able to send a link in an email or get a link you can copy and paste into other applications.

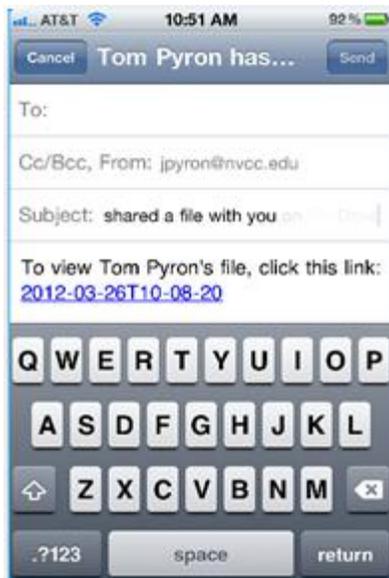
1. To share a file, **tap** it to open it.
2. Then, click the **square with the arrow**.



3. Choose the option you would like. OneDrive will create a link for you.



4. Choose the permissions for the recipient. OneDrive will then open an email with the link included. Add a recipient email address and tap **Send**.



5. The person to whom you have sent the email will be able to view your file using the link within in the email.

Additional resources for using **OneDrive** are available from the OneDrive website <http://onedrive.live.com/about/en-us/support/>.