# Uploading Files to OneDrive with a PC:

You can upload any file type to OneDrive, including images, documents, and videos. There is no restriction placed on file types that can be uploaded to OneDrive. Photos saved as the JPG, JPEG, GIF, BMP, PNG, TIF, and TIFF file types display with thumbnail images, and can be viewed by other users on OneDrive or in an online slide show, if they have the right permissions to view them.

Note: Do not upload illegally obtained files on the OneDrive system.

To upload files, follow these steps:
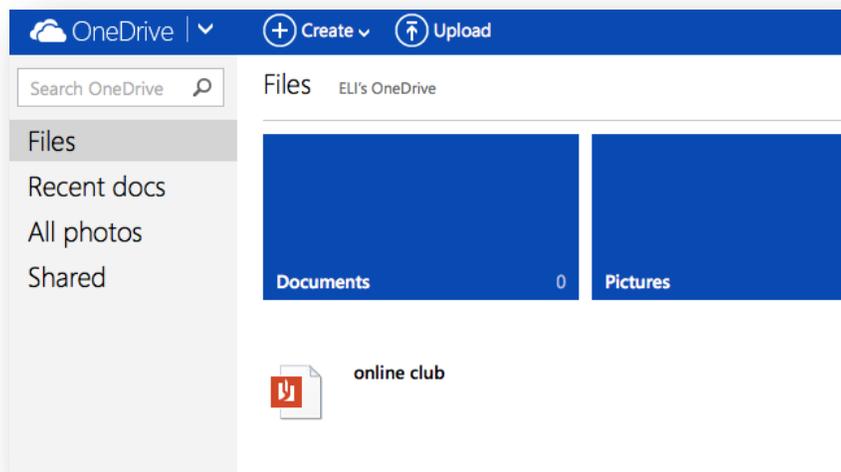
1. Sign in to your **OneDrive** account (https://onedrive.live.com/)
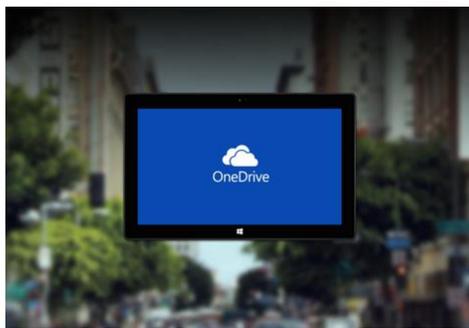
2. Click on the **Upload** option at the top of the page.

3. Navigate to the file. It can be any file type. Select the file, and then click **Open**.
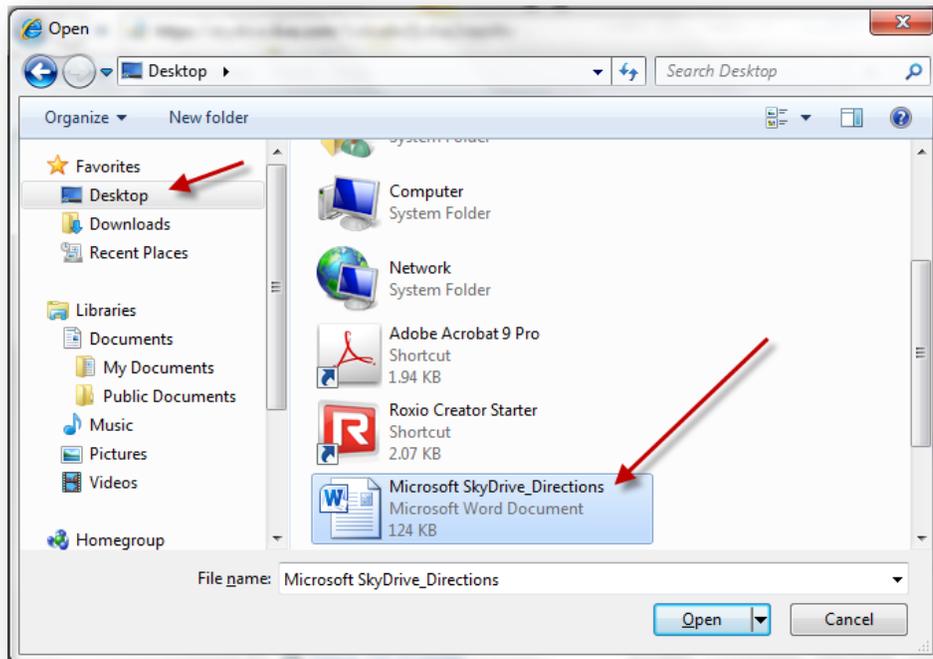

4. Your file will begin to upload. Once the upload is complete, you will find your file on your main OneDrive page.
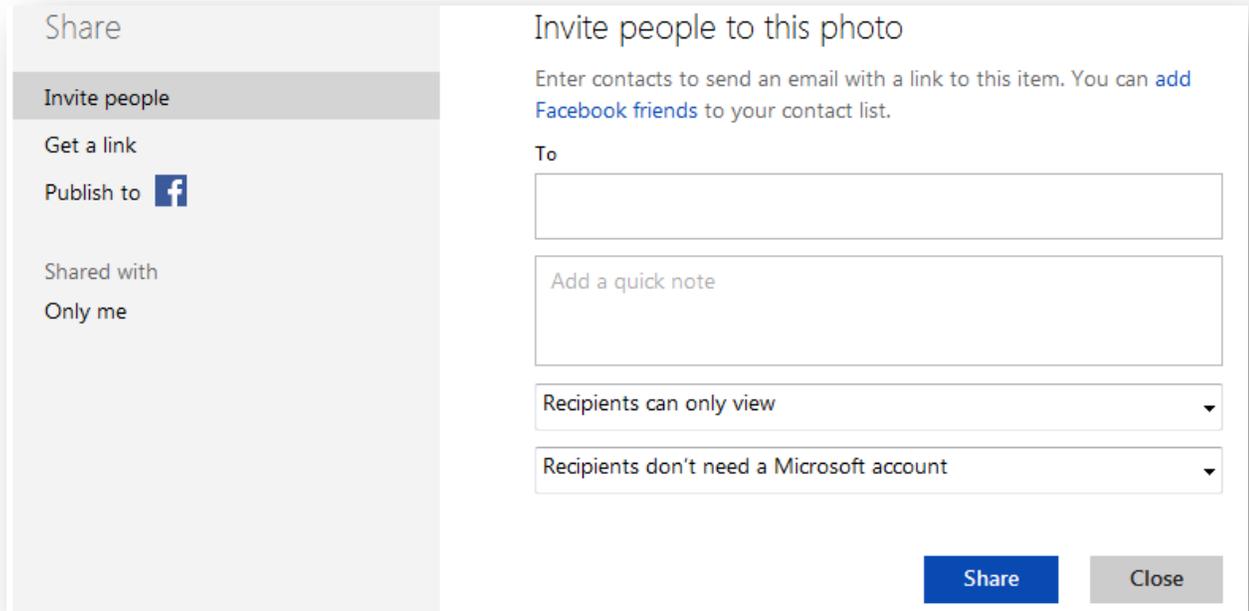
Sharing Files Using OneDrive with a PC:

You can share any file you have uploaded to OneDrive by simply sending an email. You will be able to choose who can see the file and how they can interact with it, too. Please follow the directions below to share a file or folder.

1. **Check the box** on the file you want to share, then click Share.
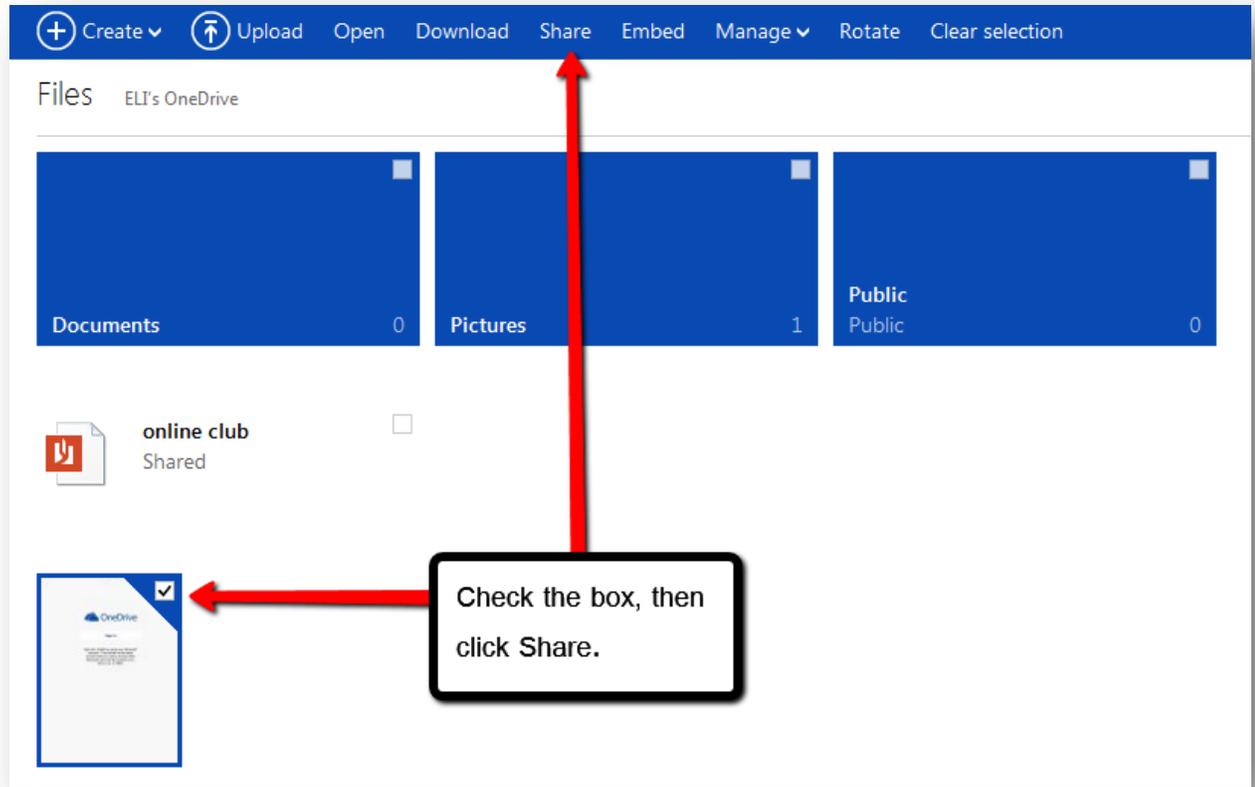
2. Choose from the options on the left. To send by email, choose **Invite People**. Enter an email address in the To field, then select the permissions below. Once you have finished, click **Share**. You can also copy and paste a link directly to the document by clicking on Get Link.

You can also connect with Facebook to share the file on your wall.

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

Note: Anyone who has this link can view the file (unless you restrict access by requiring them to sign-in), but will **NOT** be able to view any other files or folders in your OneDrive.

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