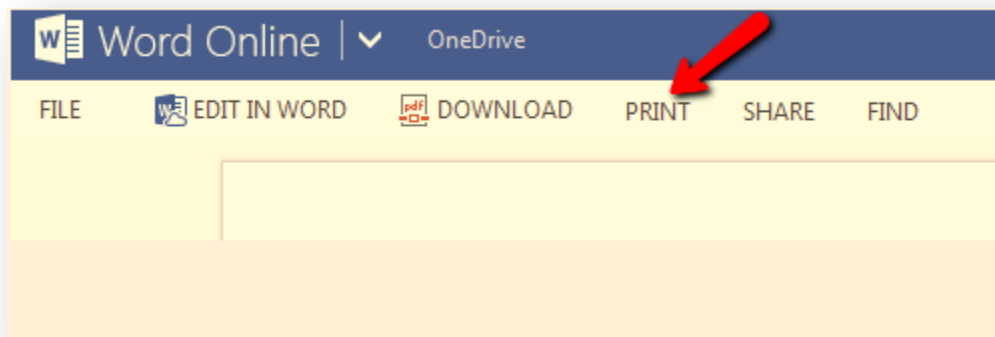


How to Print from OneDrive with a PC

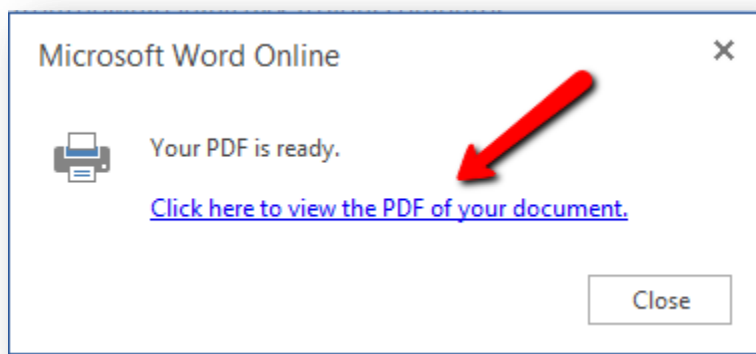
With OneDrive, you can open your Word, Powerpoint, and Excel documents and print them. This can be handy when you need to turn in an assignment in person to your instructor. **Please note that images and video cannot be printed with OneDrive.**

Sign in to your **OneDrive** account (<http://onedrive.live.com/>) and open OneDrive.

1. **Click** on the file you would like to print.
2. At the top of the next screen, click **Print**.



3. You should see a new window letting you know that your file is ready to view as a PDF. Click the link to view a PDF of your document.

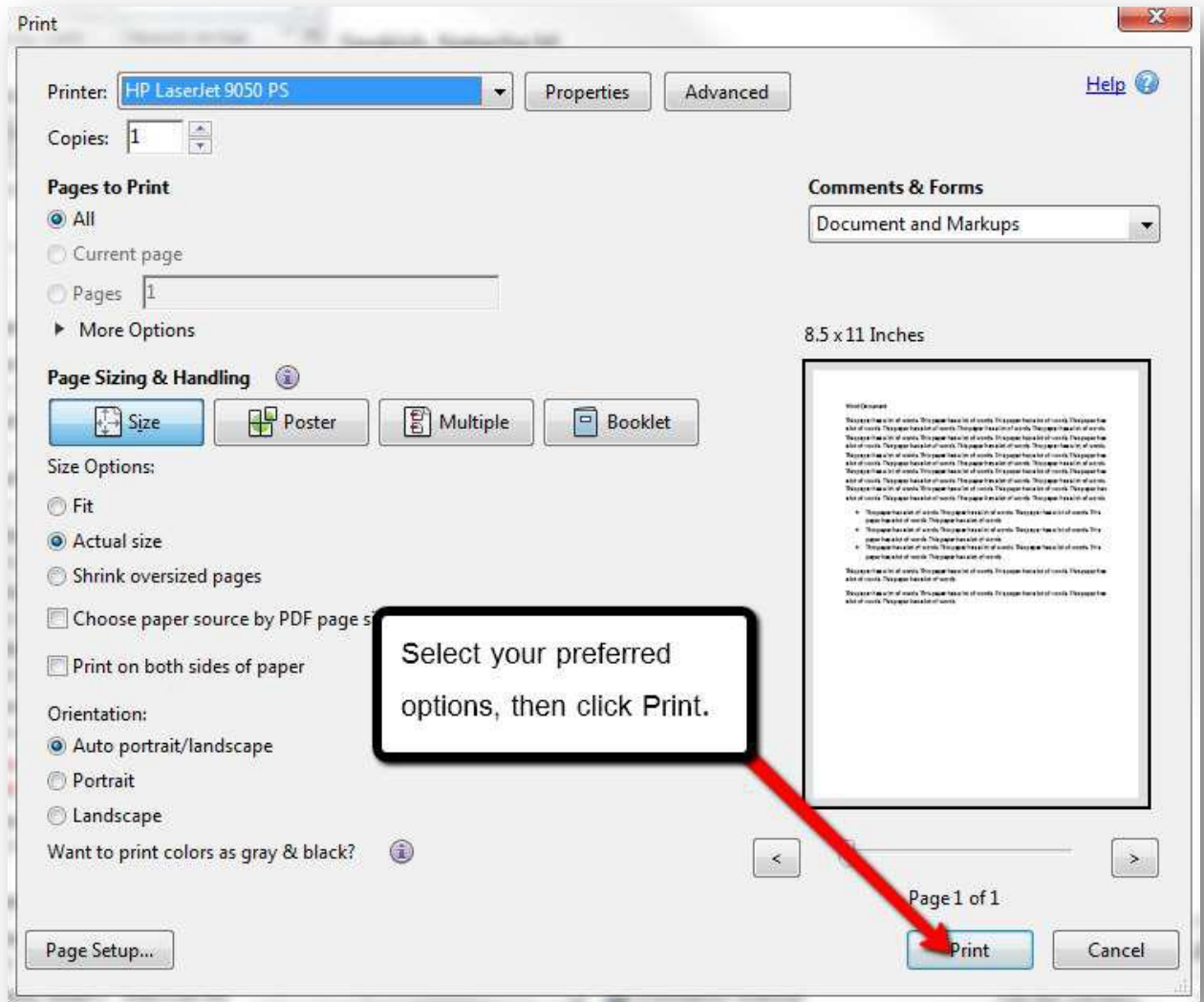


4. Once your document is open as a PDF, click on the printer icon.



5. This will open the printer preferences page.

- Choose the options you would like, select the printer you will use, and click **Print** or **OK** at the bottom of the window.



- Your document is sent to the printer, and will now print!

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