1. At the MISD, 2 10 2015, opened WORD on the COMPUTER, not Office 365, went to the upper right hand corner, to the “little person”,



1. Then signed in as alocricchio.cvs.k12.mi.us.



1. Type document…
2. Click save as, then now b/c I’m signed in the word on the MISD COMPUTER, not office 365 word, I was able to directly save to One Drive!



1. Now you don’t need to save, because it’s automatically saving to your ONE DRIVE!



1. Students/staff can now work at school, on Word on the computer, NOT office 365, install FULL M.S OFFICE at home (<https://youtu.be/C2pwMKLQVGQ> this is a YouTube video Locricchio created on how to install FULL OFFICE at home on up to 5 devices) and can then easy save to their One Drive and access at home and at school! No more dealing with Office 365 and the lack of options!
2. You can now even download the One Drive for BUSINESS app from itunes or Google play and have it on your phone!