How to Log In to OneDrive for Business

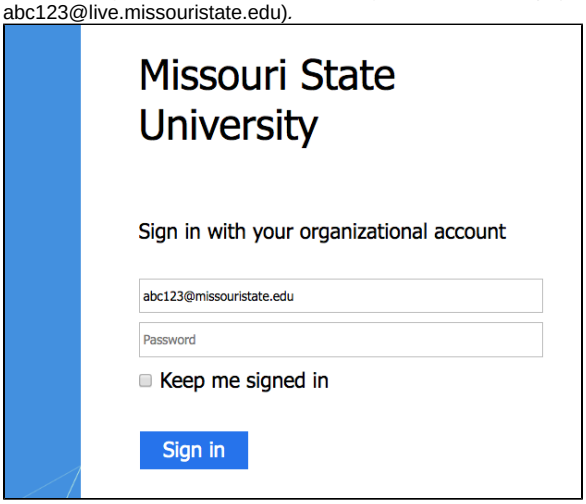
Your Office 365 account comes with up to 1TB of storage using Microsoft OneDrive for Business. This online cloud storage is similar to other online file storage options (like Dropbox or Google Drive), but OneDrive for Business is the only University approved, secure cloud-storage system.

Related articles:

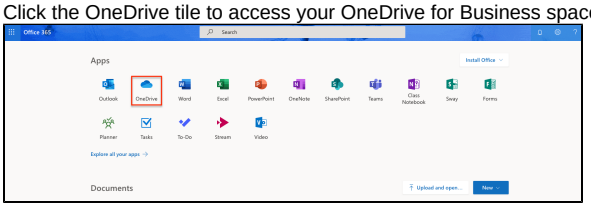
- Microsoft Forms
- Microsoft Teams Tools & Features
- Microsoft Teams
- How to Install OneDrive for Business on your Desktop
- Office 365 Education

Step-by-step guides

1. Navigate to Office 365 by going to https://portal.office.com/.
2. Log in using your *BearPassLogin@missouristate.edu* if you are faculty or staff or *BearPassLogin@live.missouristate.edu* if you are a student (e.g. abc123@missouristate.edu or abc123@live.missouristate.edu).



3. Click the OneDrive tile to access your OneDrive for Business space.



For questions or comments, contact the Computer Services Help Desk
HelpDesk@MissouriState.edu
417-836-5891