



Introducing OneDrive at Siena Heights University

OneDrive is part of the Office 365 suite of programs offered to students, staff, and faculty members of the Siena Heights community. Files saved and stored on OneDrive can be accessed on any device a user signs-in to.

Reasons to Use OneDrive



5 Terabytes of Personal Storage

OneDrive offers 5 Terabytes of storage for your Siena Heights University account – all for free. Store documents, photos, and other files to the cloud for sharing or individual storage.

Access Files & Docs Anywhere

Files and documents stored on OneDrive can be accessed from any device, anywhere. Just log in to **onedrive.com** to access your files. Installing the desktop application allows for continuous syncing.



Integrated with SHU Devices

When logged into public computers at Siena Heights University, your OneDrive account will automatically sync when you log in. This allows for easy access to your files and easy uploading.

How Long is it active?

Your OneDrive through Siena Heights University will remain active for as long as you are a part of the Siena community.

5 Terabytes?

Yep! You have up to 5 Terabytes (5,120 GB) of data storage. You can save and store any files and documents on your OneDrive.

Why Use it?

You are able to use OneDrive anywhere! Access it online, on your desktop, and most other smart devices.

Questions? Want to know more?

Contact us at (517) 264 7655 or email us at helpdesk@sienaheights.edu. We are also available at the 3rd floor of Dominican Hall.

