

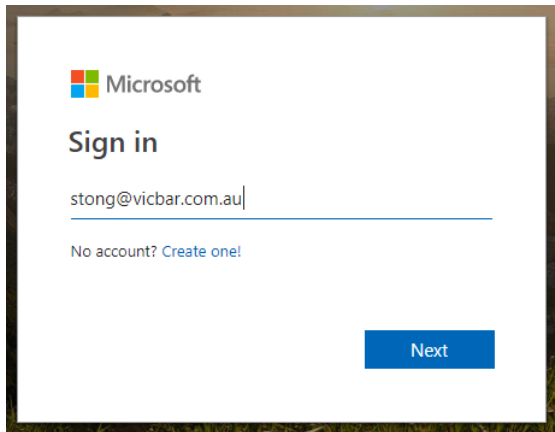
How to access OneDrive for Business files remotely.

Please note, the preferred long-term method to access OneDrive data is with the OneDrive for Business sync application. This is available by logging into portal.office.com.au. For licensing and support queries for the OneDrive for Business application, please contact the BCL Service Desk.

Barristers and staff who use BCL's One Drive for Business solution can remotely access files online without the need to install or configure any software.

Step 1 – Go to <http://onedrive.live.com> and select "Sign In"

Step 2 – Enter your vicbar.com.au email address and relevant password



Step 3 – Your folders and documents are now visible within the webpage. Click each one to open.

