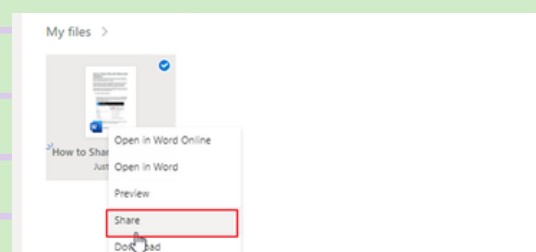




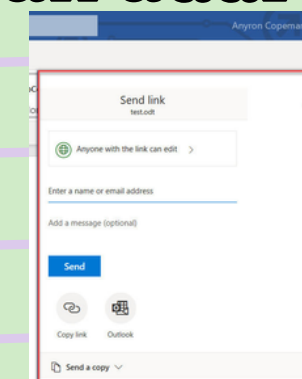
2. Find the file you want to share

Name	Modified	Modified By
Files for templates	June 23	Svetlana Cheusheva
25veta	June 22	Svetlana Cheusheva
Ablebits	July 27, 2020	Svetlana Cheusheva
Books	June 22	Svetlana Cheusheva
Documents	May 30, 2018	Svetlana Cheusheva

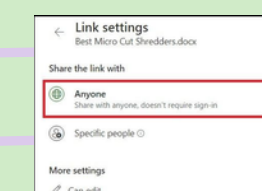
3. Click the „share” button or right click the file „Share”



4. Send a file directly: enter the name or email addresses



Select „Anyone with this link can edit”



Change settings as needed and Apply

How to share a file via the OneDrive

1. Open File Explorer



and click to OneDrive



Florentina Tifachi
Student Number
2514649



5. click Send

