

OneDrive Sign In Students

In order to avoid problems accessing files and shortcuts, students should be sure to log into their OneDrive accounts

Logging into OneDrive

1. Click on the gray OneDrive cloud icon located in the lower right hand corner of your home screen.



2. Login using your ORS email address
Example – johnnystudent000@ortn.edu
3. You will then be asked to confirm your OneDrive folder location. Click next on this step.
4. Make sure that every folder in your list has a checked box next to it. This ensures that all folders will sync correctly.



5. Click the link that reads “Open my OneDrive Oak Ridge Schools folder.”
6. Restart your laptop.