

How does OneDrive Fit into all of this?



Your one-stop-shop to find, access, and work with **all your files** no matter where they live in the *Microsoft 365 Ecosystem* (*The Hub, Team Sites, Teams, and OneDrive*)

Customized Permissions

- Personal document library where you can keep documents **private** OR **share** them with employees across your organization
- Ability to set **custom permissions** unique to each file/folder, based on the specific needs of those editing the file/folder
 - Ex. An Actuarial employee can create and share a file with a Claims employee
- OneDrive personal files can be **transferred** by IT when an employee leaves

New but Familiar

- Employees will be able to access OneDrive locally on their device
 - Use File Explorer to access your files, just like you're used to
- User-friendly design to make it easier to adapt to new technologies

User-Specific

- Adaptable & Customizable to how you choose to find and organize content