Accessing OneDrive for Business
Using a Web Browser

You can access OneDrive for Business anywhere once connected to the Internet with a supported web browser on your desktop, notebook and mobile devices. The supported web browsers are:

- Internet Explorer 9, 10 or 11
- Firefox 10.x or a later version
- Safari 5
- Chrome 17.x

Steps to access OneDrive for Business via Web Browser

1. Login to your UNA Office 365 email account with an internet browser
   a. Go to http://outlook.com/una.edu
   b. Enter your UNA email address (username@una.edu) and UNAPortal password

2. Click OneDrive on the top menu bar, which stands for OneDrive for Business