

Minimize Impress

Open File Explorer

- cursor up to OneDrive folder
- talk about my folder setup
- show Box Sync Folder

Scroll Down to U drive

- click and show OneDrive Folder
- talk about my file system
- talk about temp folder

Close File Explorer

Hover Over OneDrive Tray Icon

- either up to date or processing changes

Click OneDrive Tray Option

- up to date blue or processing changes orange
- scroll and show files
- click to open folder (do same on laptop)
  - rename bored camel on laptop
  - delete camel and home on laptop
- show go premium – no need to click

Click Help and Settings

Click Settings

- Account Tab
  - mention I have 30 GB storage
  - talk about unlinking OneDrive folder
  - show other links, etc.
- Settings Tab
  - everything checked by default
- Show All Other Tabs

Click Help and Settings

Click View online (do same on laptop)

- delete lostboatszoomlogin on laptop
- demonstrate all tabs