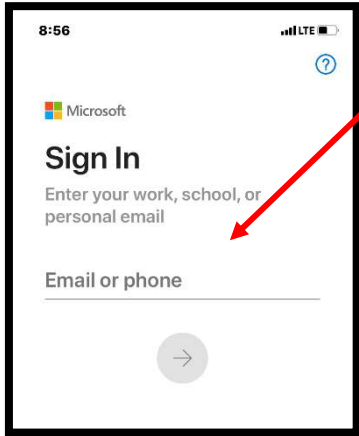


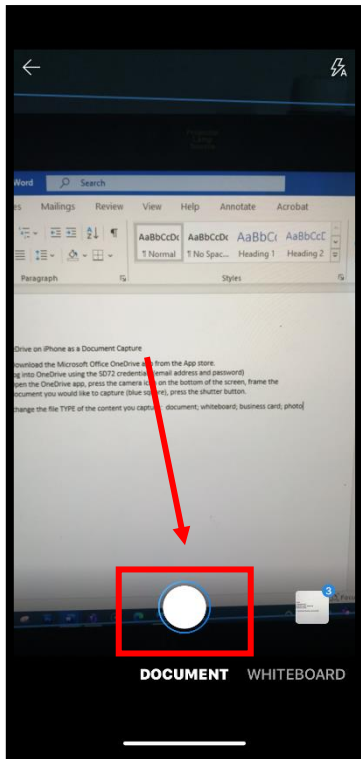
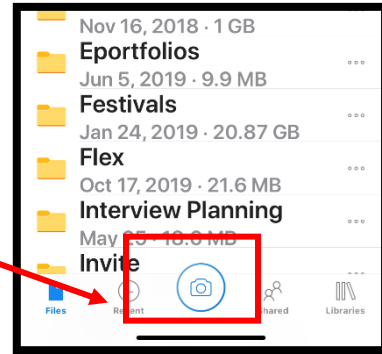
Using OneDrive Mobile App as PDF Scanner

Download the Microsoft Office OneDrive app from the App store.

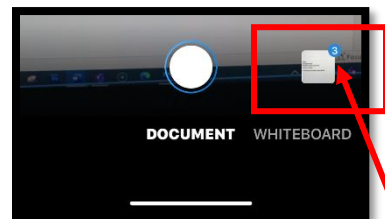
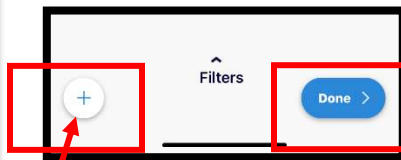


Log into OneDrive using the SD71 credentials (email address and password)

Open the OneDrive app, press the camera icon on the bottom of the screen,



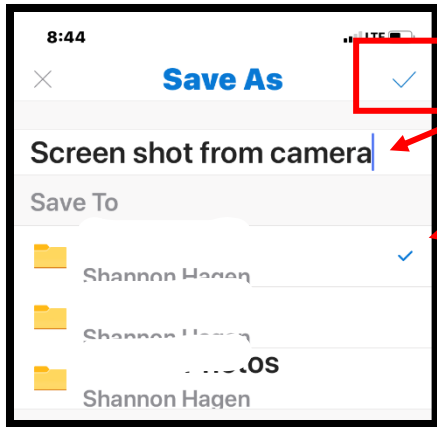
Frame the document you would like to capture (blue square), and press the shutter button.



If you have a document that is more than one page long, press the '+' icon on the bottom left of the screen and just keep capturing each page until you are done. It will just keep adding each page to the "file". Press "Done" when you've captured all of the pages.

You have the option to edit . . .

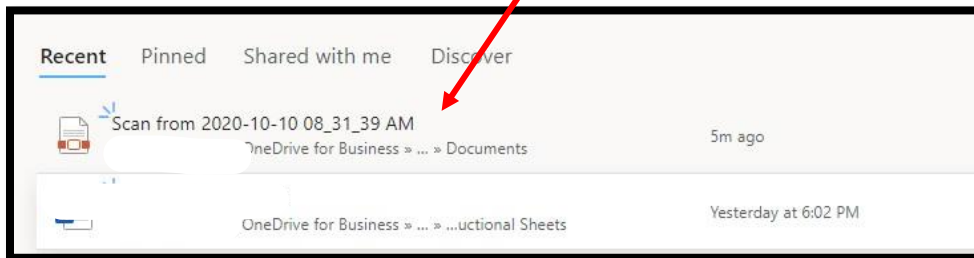




name the document AND redirect to a specific folder

click on the "Check Mark" to save it.

The file will be saved to your OneDrive file and can be accessed from the OneDrive app on your phone AND your OneDrive folder from Office.com.



This file can then be accessed for handing in from the MyEd BC submission space.

