

## How To sync OneDrive for Selected Folders

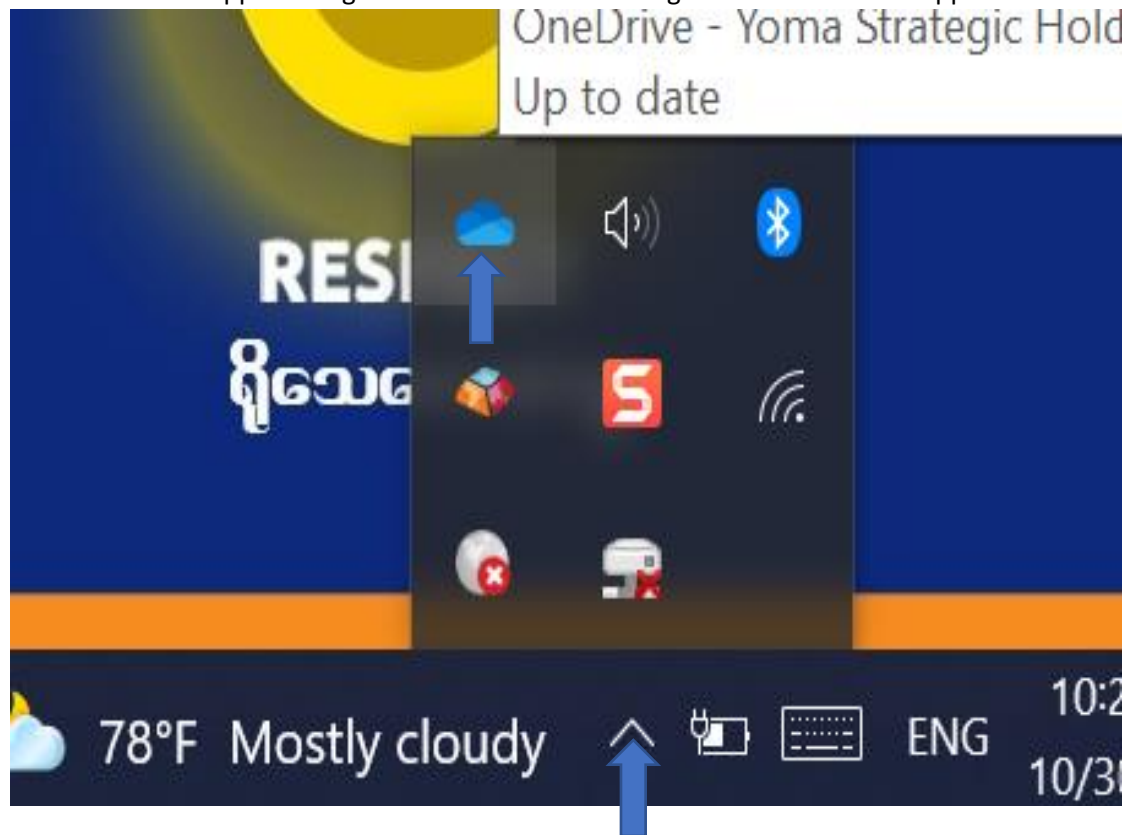
Hence, we have 1TB storage per an email for office 365 users we need more storage if we are syncing all the onedrive cloud data to our laptop, desktop or Mac's storage as offline data. Our

Device's storage probably can use hundred Gigabytes as offline data.

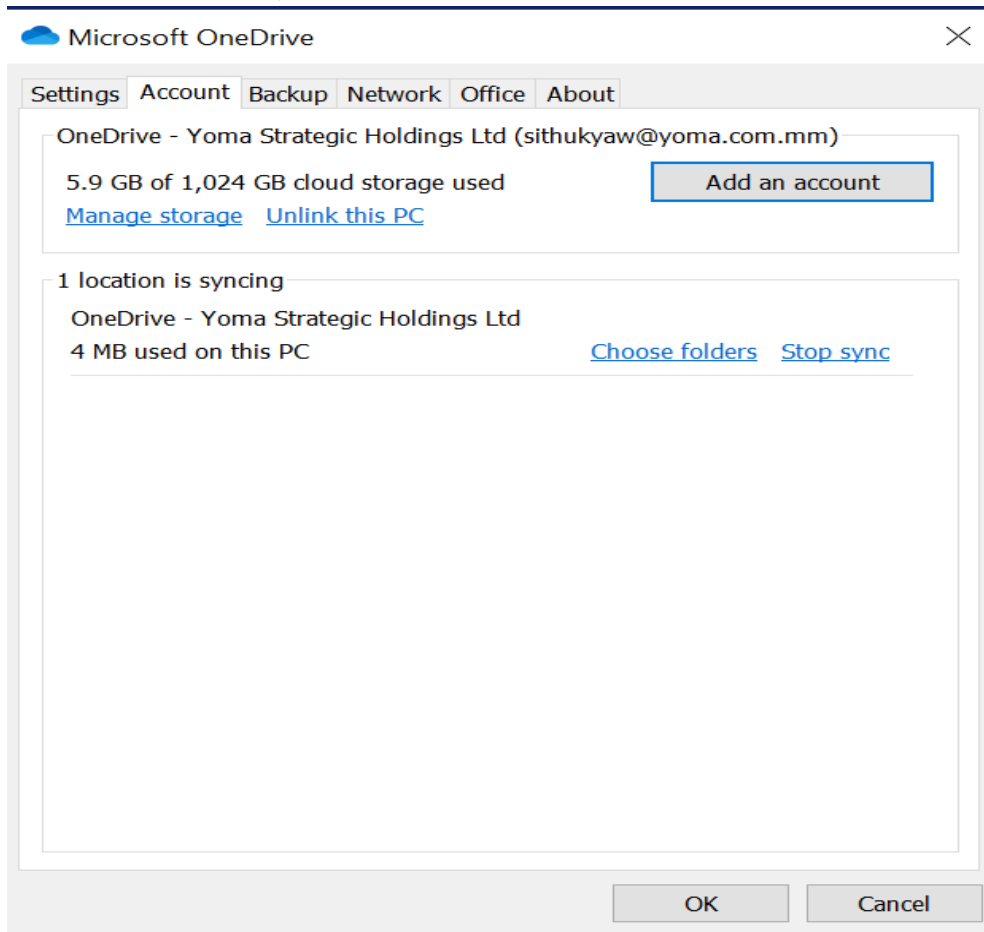
In order to sort this issue, we can sync only for the selected folders with our local storage so that we can use them as offline and will sync when internet is active in our PCs.

Please follow the below steps in order to do for this case.

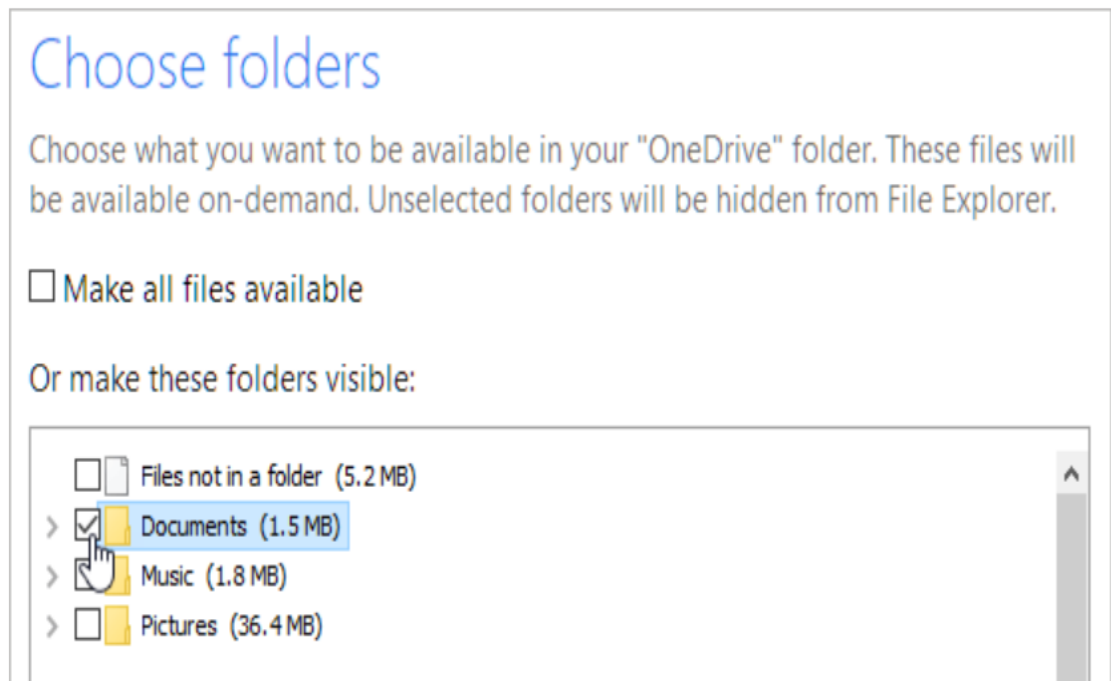
1. Search onedrive app from right corner of taskbar and right click on onedrive app.



2. Select the **Account** tab, and select **Choose folders**.



3. In the **Sync your OneDrive files to this PC** dialog box, uncheck any folders you don't want to sync to your computer and select **OK**.



4. Now you will only see the selected file that you choose as below.

access Paste shortcut to to folder New  
Clipboard Organize

← → ▾ ↑ > OneDrive - Yoma Strategic Holdings Ltd

▾ ★ Quick access

📄 Documents

↓ Downloads

🖼 Pictures

💾 DATA (D:)

📁 O365 Weekly Report

📁 Onboarding Report

📁 System32

> ☁ OneDrive - Yoma Strategic Holdings Ltd

▾ 💻 This PC

> 📦 3D Objects

▾ 📁 Desktop

Name

📁 My files

📁 Scansnap S1300i

📁 Stick Data

📁 Test Share Folder