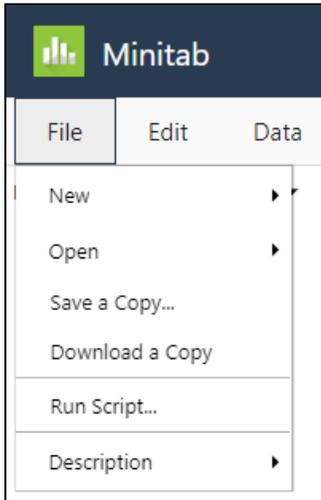


Saving files using Minitab Online

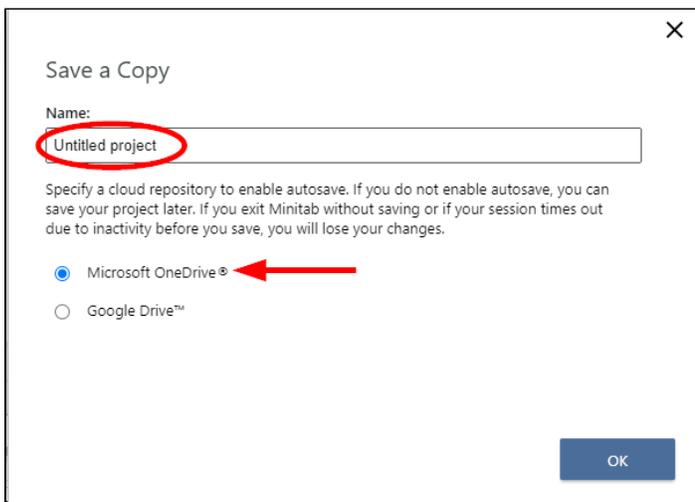
When using [Minitab Online](#) you can save to OneDrive or Download a Copy to be saved locally on your computer.

To Save to OneDrive:

Select **File>Save a Copy**

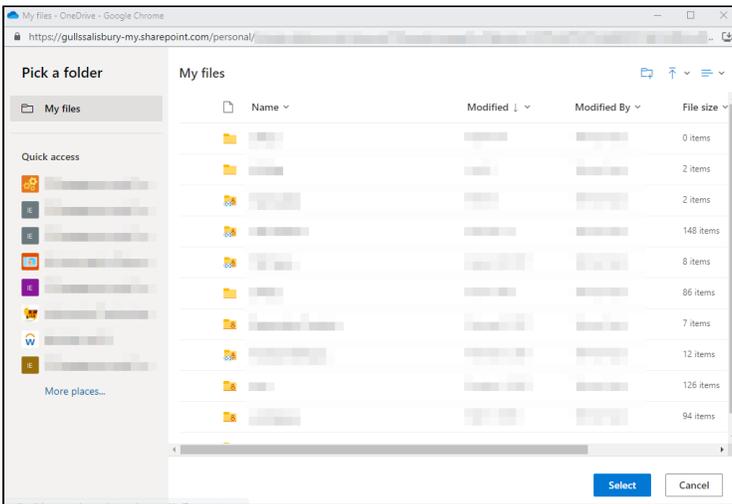


Enter a **name** for your project and select **Microsoft OneDrive**.



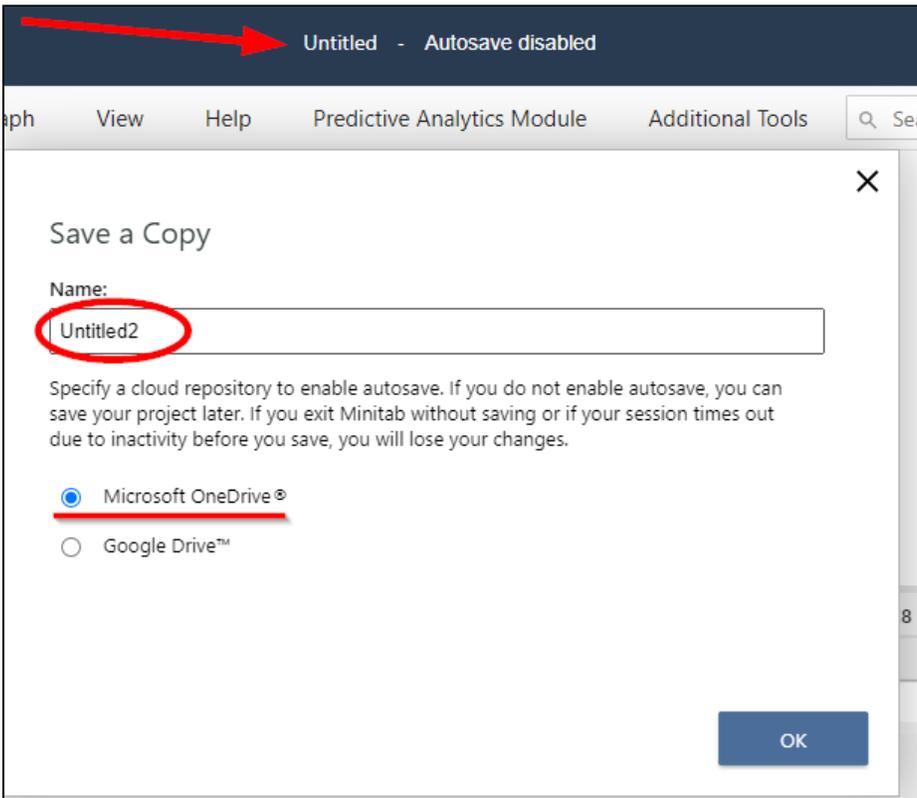
On the initial time saving you will be asked to sign in to OneDrive. Sign in with your SU credentials.

Choose the location you would like to save the file and click **Select**.



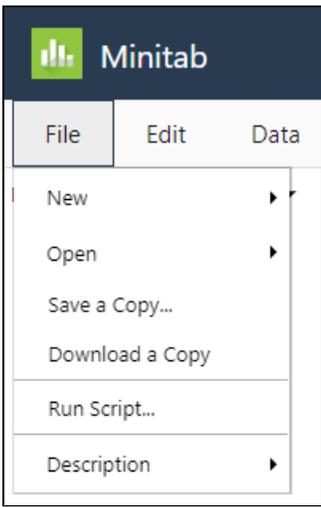
Your file will now be saved to OneDrive.

Alternatively, you can click **Autosave disabled** at the top of the screen, **name** the document, and select **OK** to be prompted for the save location in OneDrive.



To Save to your Computer:

Select **File>Download a Copy**



A copy of your file will be downloaded to your computer. Please note the location will depend upon your browser and settings.

