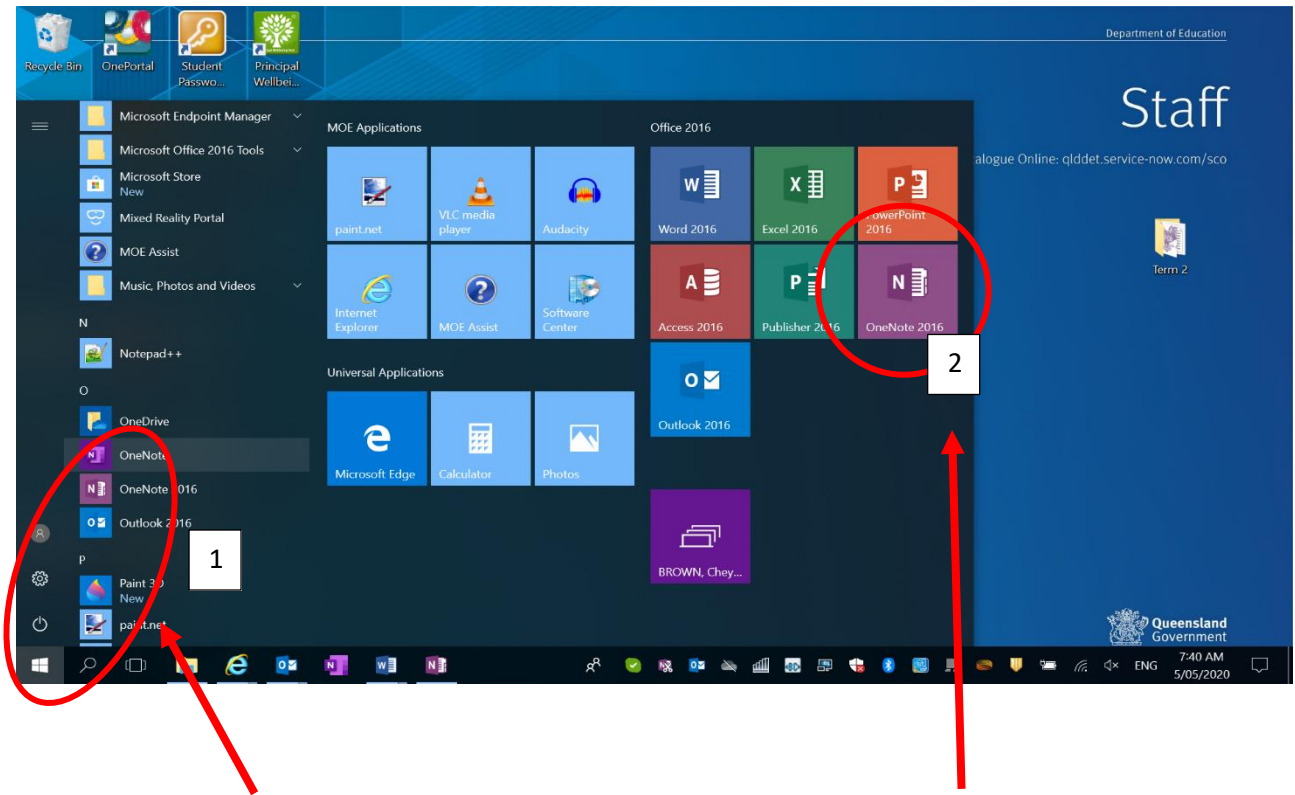


HOW TO ACCESS ONENOTE VIA THE APP

There are multiple ways to open OneNote APP on your computer.



OPTION 1	OPTION 2
Click on the Windows icon. Scroll down the list of Apps and then click on OneNote.	Click on the Windows icon. You will all of the Office programs on right. Click on OneNote.

Right click on the icon and select 'pin to taskbar'.

