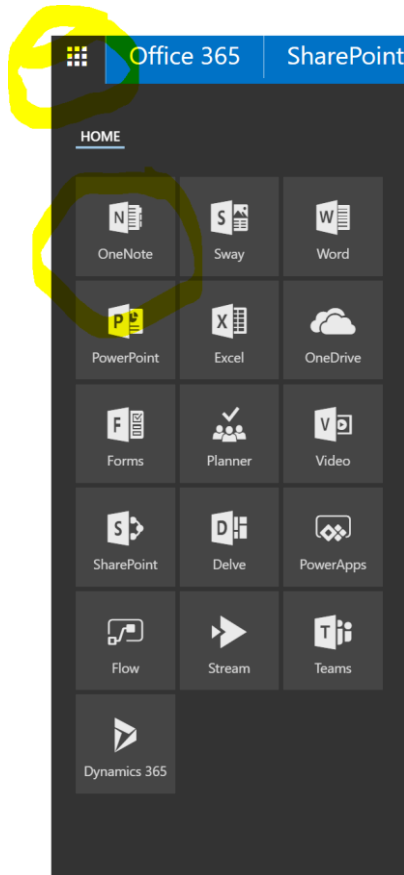


## How to save your work in a Class Notebook (for example My Learning Journey or your class OneNote) if you or your parents have a Personal Microsoft Account.






1. Sign in to Microsoft 365.
2. Go to OneNote Online.



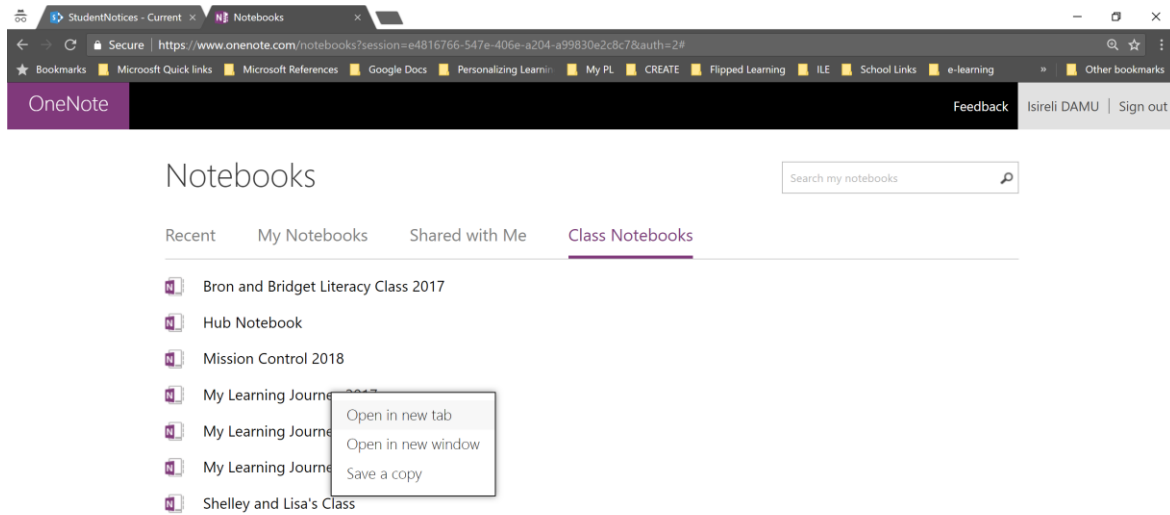
3. From the Notebook list, click **Class Notebooks** to display all your Class Notebooks.

## Notebooks

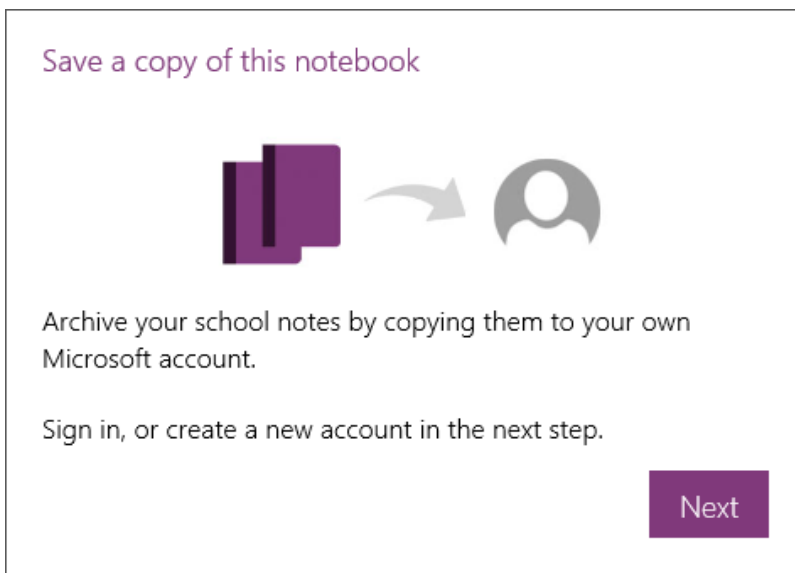
Recent    My Notebooks    Shared with Me    Class Notebooks

-  Bron and Bridget Literacy Class 2017
-  Hub Notebook
-  Mission Control 2018
-  My Learning Journey 2017
-  My Learning Journey 2018

4. Right-click to select a Class Notebook and then select **Save a copy**.



4. Click **Next**. You are prompted to sign in to a consumer Microsoft account. If you don't have one, go here <http://www.live.com> to sign up – **with your parent's supervision and permission.**



That's it! Your OneNote Class Notebook is copied to the Personal OneDrive and is available for you to use elsewhere.