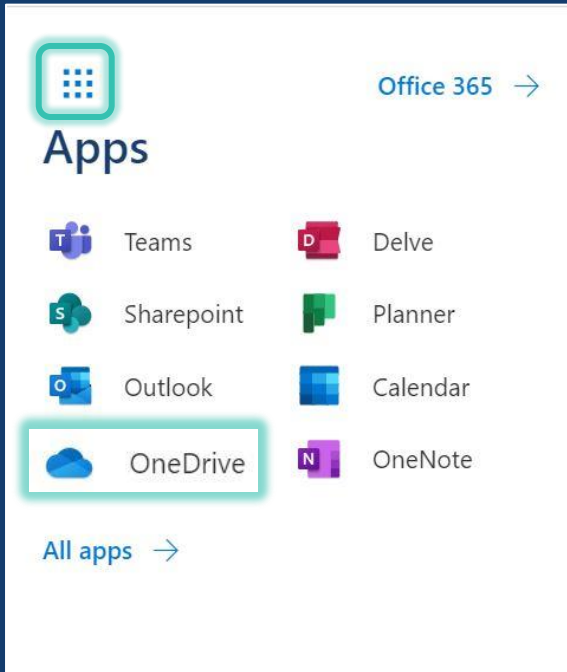


Check your OneDrive storage usage

1

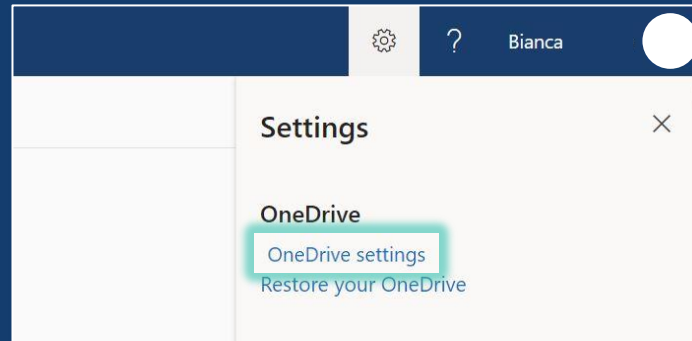
Log in to your dashboard:
[GovTEAMS OFFICIAL](#).

Select the **Apps** waffle menu in the top left corner and choose **OneDrive**.



2

On the OneDrive page, click the **Settings (gear) icon** in the upper right, then select **OneDrive Settings**.



3

On the OneDrive settings page, select the **More Settings** tab then select **Storage Metrics**.

Your OneDrive storage use will be shown above the list on the right of the screen.

