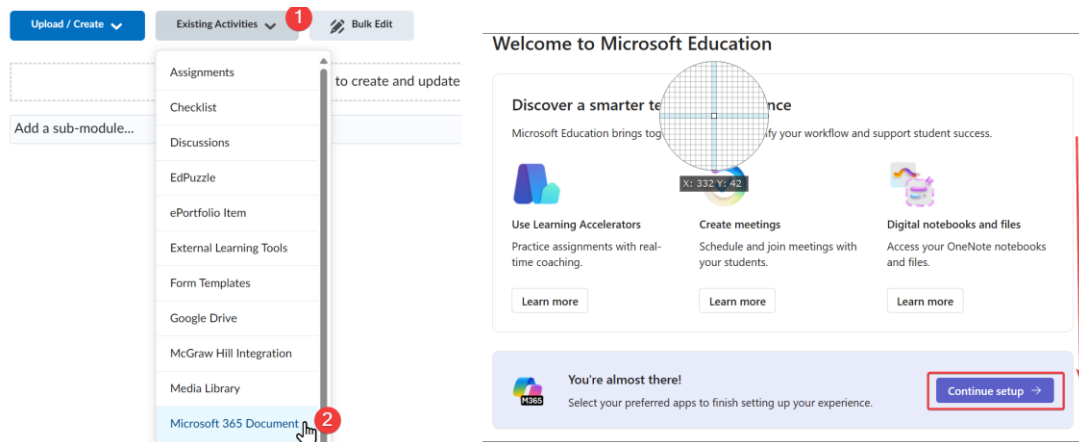


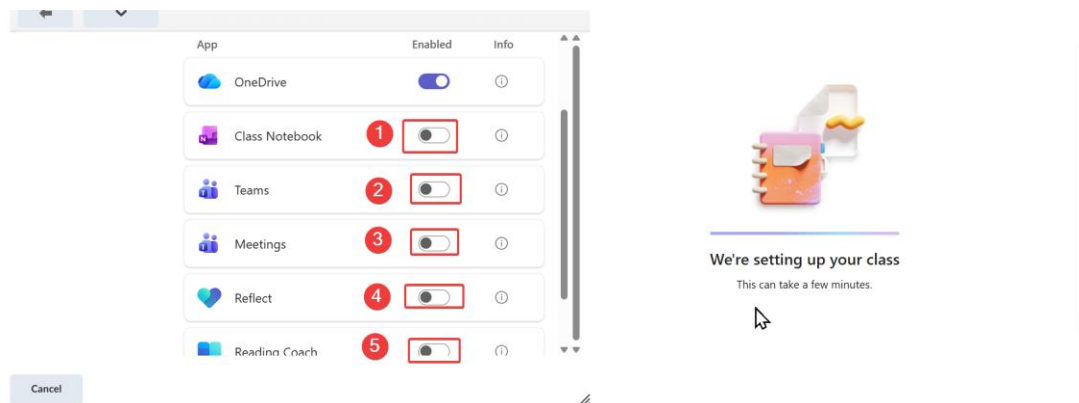
New Microsoft 365 Document integration to link OneDrive files in Brightspace

Microsoft has released a new Microsoft 365 Document LTI integration module to replace the existing OneDrive integration, which will be phased out. Before the new tool can be used to link documents in a course, a one-time configuration process must be completed.

In your Brightspace course content module area, click on **1)** the “**Add Existing Activities**” dropdown and **2)** then select the “**Microsoft 365 Document**” link. On the next window, scroll down and click on the “**Continue setup →**” button.



On the next screen, make sure only OneDrive is enabled. **Make sure all other applications (1-5) are disabled**, and click on the “**Done**” button. You will see the screen on the right (below) for a few minutes while the configuration completes.



You will then see your OneDrive files and folders and can pick a file to link in your course. Subsequently, clicking the “**Microsoft 365 Document**” link will open your OneDrive file and folder listing in that course.

NOTE: This one-time configuration is required for all Brightspace courses where you intend to link OneDrive files.