

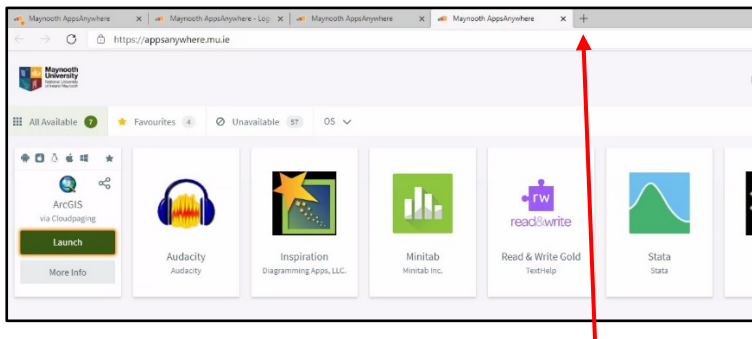
## Saving Your Data When Using AppsAnywhere on Apple or Chromebook

AppsAnywhere provides access to software previously only accessible in Public Access Computer Rooms (PACR) from anywhere via a web portal.

This is delivered to Apple and Chromebook users via a Windows Virtual Desktop environment (WVD).

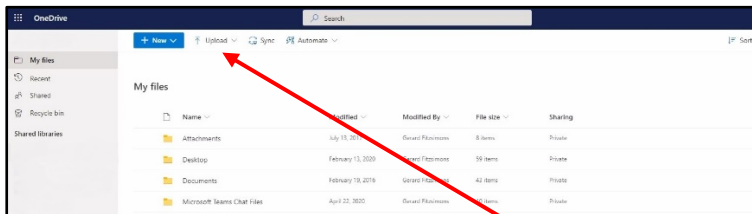
By default, data is saved onto your user profile on the WVD environment. **You must copy this data to OneDrive, before you end each session.** This is important as the service is provisioned across 4 servers and there is no guarantee that you will log onto same server on your next session.

When you are working on data, save it into the My Documents folder in your profile.



Before you end the session open a new browser tab.

Log into portal.office.com and open your OneDrive folder.



Upload the relevant data files to your OneDrive.

When this is complete, you should delete the local copy to avoid confusion in the future.

**Remember: Always upload your data files to OneDrive before you end your session on WVD**