

# How to store Office 2010 documents automatically to SkyDrive?

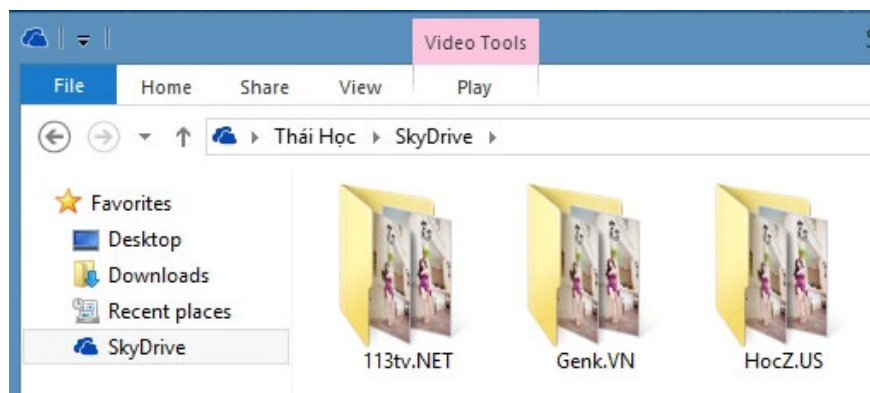
Microsoft Office 2013 launches with many valuable improvements, besides integrating SkyDrive into text storage options. So for Office 2010, how can I have more direct storage options on SkyDrive to the default option?

**Since the release of SkyDrive for Windows users, millions of users have used this cloud storage service to store important documents, images and more.**

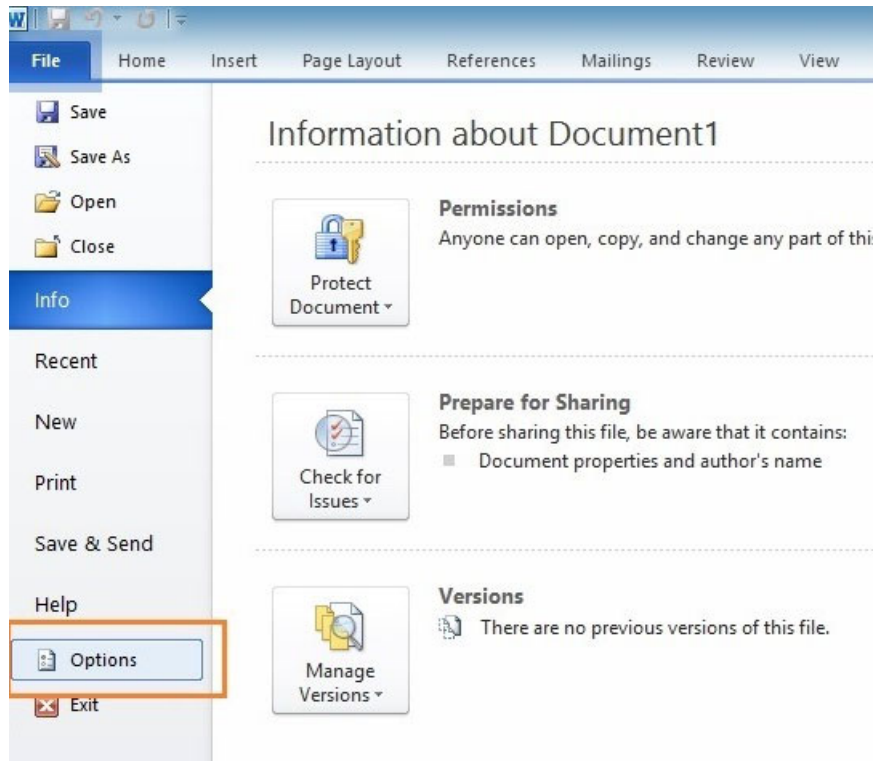
**Microsoft Office 2013** launches with many valuable improvements, besides integrating SkyDrive into text storage options. So for **Office 2010** , how can I have more direct storage options on SkyDrive to the default option?

This article will guide you to read a little trick to easily get the option to store Office 2010 documents into SkyDrive in a simple way. Invites you to read the track.

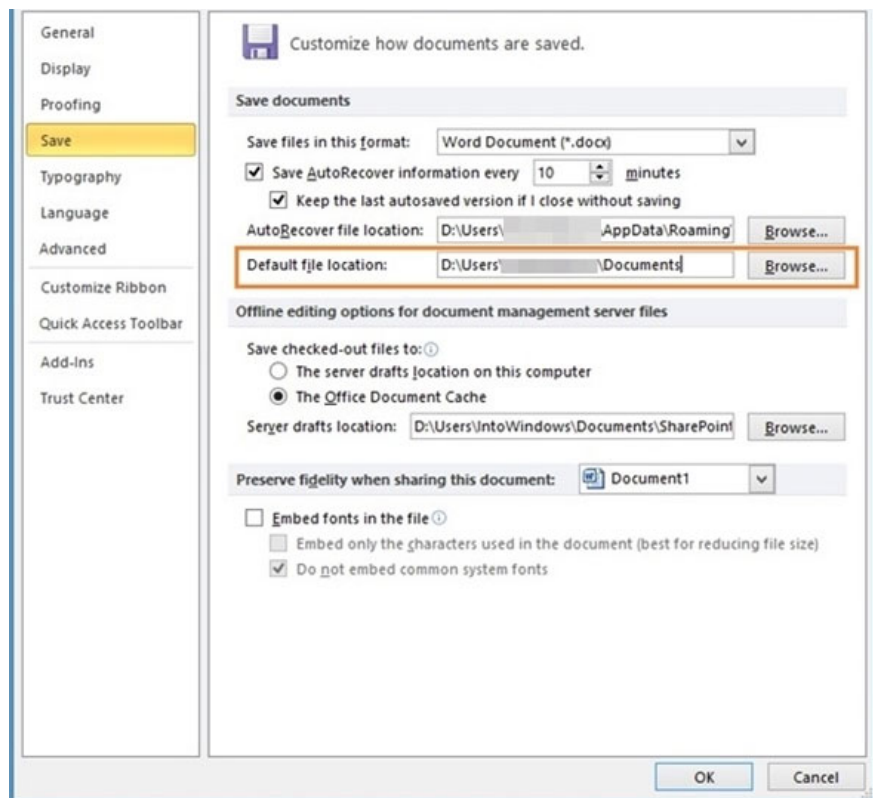
**Step 1:** Download and install the **Microsoft SkyDrive** for Windows application **here**.



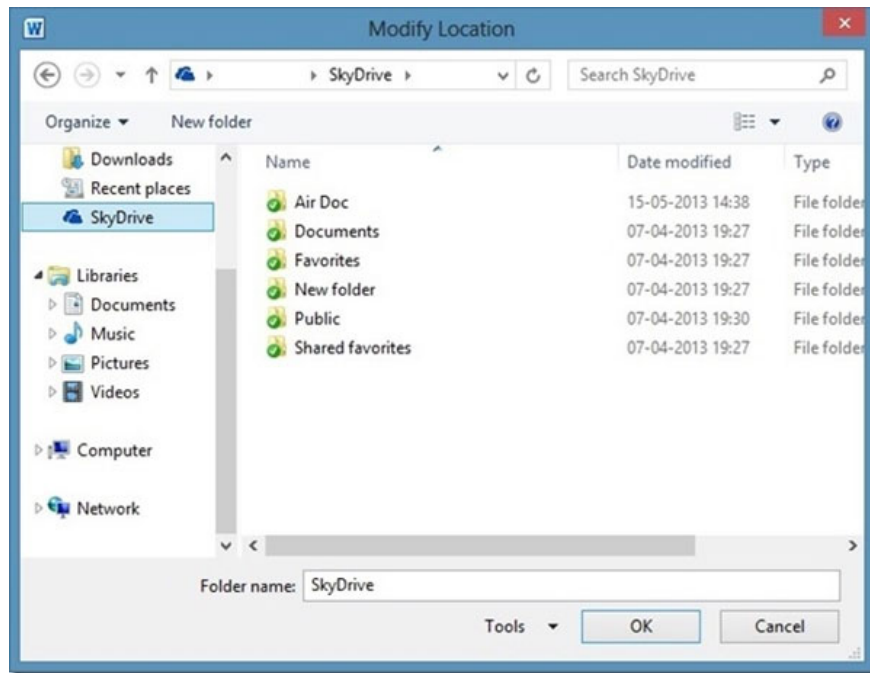
**Step 2:** Open the **Office Word 2010** editing application and go to **File> Options**.



**Step 3:** In the **Word Options** window, click on the **"Save"** group and pay attention to the **"Default file location"** line.

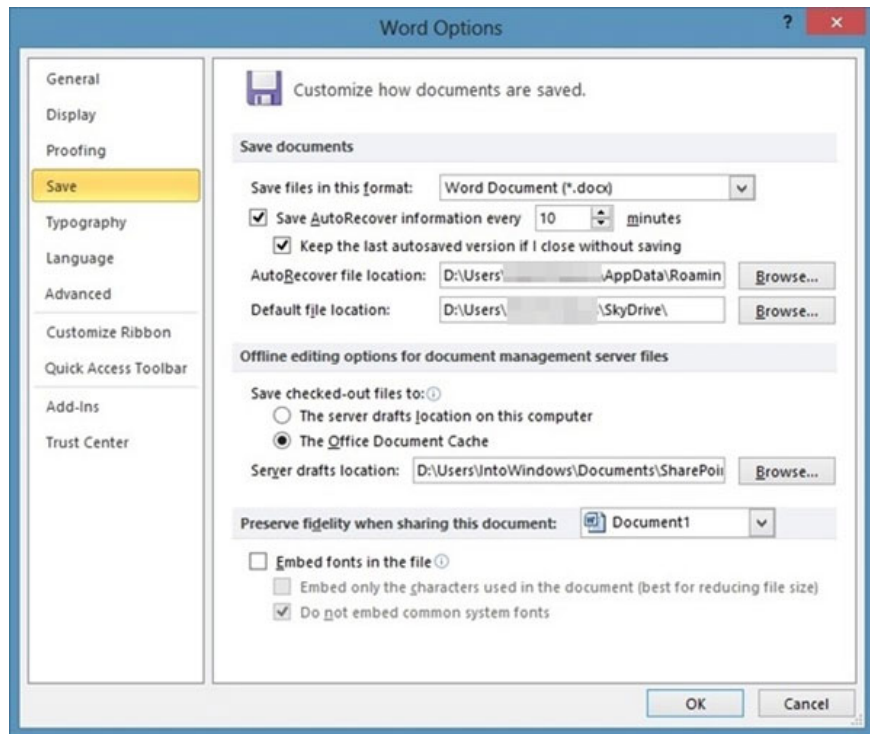


**Step 4:** Now click on the **"Browse"** button of the **"Default file location"** option, navigate to the SkyDrive folder on your computer and click **"OK"**.

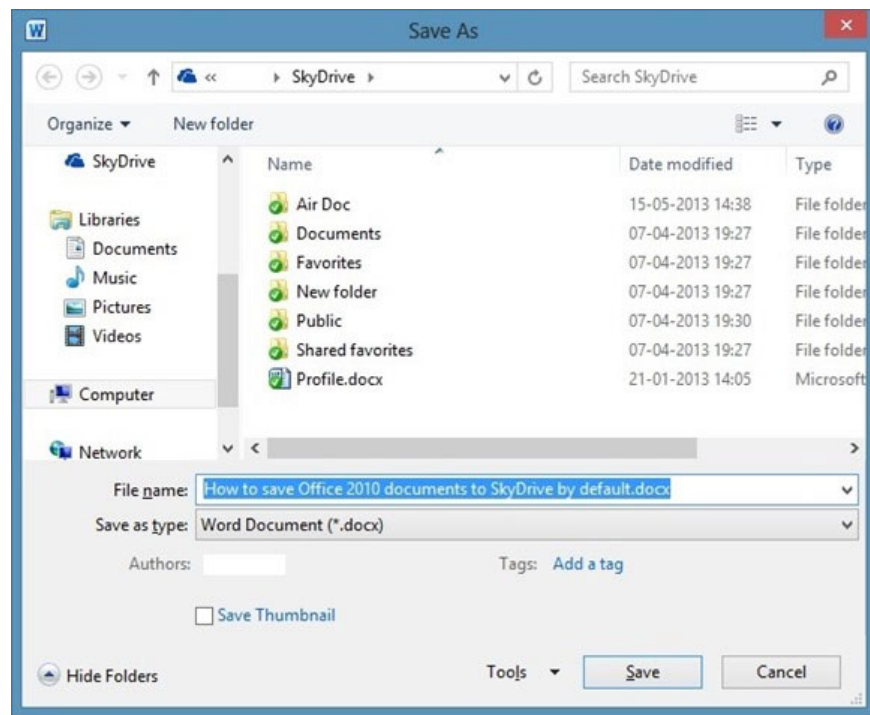


So the path in the **"Default file location"** section has been changed to the SkyDrive path you choose.

**Step 5:** Continue to click **"OK"** to save the settings in **Word Options**.



Now when you proceed to save the document in Office 2010, the document will be saved in the SkyDrive folder by default and directly uploaded to **the SkyDrive "cloud"** when there is a network connection.



A small trick is simple and convenient right? Good luck!

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