


**OneDrive** : When you try to attach one or more files that are over 33MB in size, Outlook.com will prompt you to upload the files to your OneDrive account. If you follow this prompt, the file gets uploaded to the OneDrive **Email attachments** folder. The recipient will receive a link to the file instead of the file. You can also share a file from OneDrive with a limit of 2GB.

## How do you want to share this file?



 This file is too large to send as an attachment. The largest file you can send is 33 MB. Try sharing with OneDrive.



### Upload and share as a OneDrive link

Upload to the Email attachments folder. Recipients can see the latest changes and work together in real time.



### Attach as a copy

Recipients get a copy to review.

Once the file gets uploaded, choose if people can edit the file or only view it. Select **Change permissions** and decide what you want to do with a file you just shared. There are two options you can choose from.

- **Recipient can view:** Others can copy or download your file without signing in.
- **Recipient can edit:** Others can edit, add or delete files in a shared folder.

Outlook Search

+ New message Send Attach Discard

**Favorites**

- Inbox
- Sent Items
- Drafts 1
- Archive
- Add favorite

**Folders**

- Inbox
- Junk Email
- Drafts 1
- Upgrade to Office 365 with premium Outlook features

**Focused** Other Filter

- Microsoft  
Updates to our terms of... 3/26/2018  
You're receiving this email because we ...
- Bing Places for Business alerts  
Verify your listings 5/12/2017  
Hi You have added a new business! You...
- Bing Places for Business  
Welcome to Bing Places... 10/25/2016  
Hey Thank you for signing up with us! B...
- Microsoft Store  
Your Microsoft order of ... 4/16/2016  
Important details regarding your Micro...
- Smashing Magazine  
Smashing Newsletter #1... 4/12/2016  
A11y, CSS Animations And Good Copy ...
- Windows Insider Program  
New Windows 10 Inside... 4/5/2016  
Take a look at the new and helpful info ...

**From** [redacted] Cc Bcc

**To** [redacted]

Test attachment

TechnologyReview201301...  
Anyone can edit

- Preview
- Change permissions > Anyone can edit, Anyone can view
- Download
- Open in new tab
- Copy link

Rich text toolbar: Bold, Italic, Underline, Text color, Background color, Bulleted list, Numbered list, Indent, Outdent, Undo, Redo, Refresh, Print, Draft saved at 2:40 AM

Select an item to read | Test attachment