



Introducing the O365 Waffle Challenge

Office 365 gives you easy access to Microsoft's suite of cloud-based productivity tools. OneDrive for Business, part of the O365 suite, provides a place in the cloud where you can store, sync, and share your individual work files.


Take the waffle challenge now and start learning about OneDrive today, then treat yourself to a delicious custom-made Waffle! **(Limited Quantities. First come, first served).**

Access our full OneDrive for Business training library, at any time from <http://training.hasbro.com>. Just click on the Hasbro Business Systems Library then navigate to the OneDrive for Business training portal.

Waffle Challenge Instructions

From Computer A:



1. Open a browser and navigate to <http://webmail.hasbro.com>
2. Log in, if prompted
3. Click on the **Waffle** (O365 Application Selector) 
4. Select **OneDrive**
5. Click on the **Documents** folder
6. Click on the **Ellipsis button** (. . . Dots) next to any file
7. Select **Share**
8. Type **Breeze** as a last name in the **Invite People** field
9. Click on the **Cinnamon Breeze** result to select it
10. Type **I want my waffle** into the **Message** field
11. Click on the **Share** button

From Computer B:



1. Open a browser and navigate to <http://webmail.hasbro.com>
2. Log in, if prompted
3. Check your email inbox for the shared file
4. Open the file to view
5. Collect your Waffle Ticket