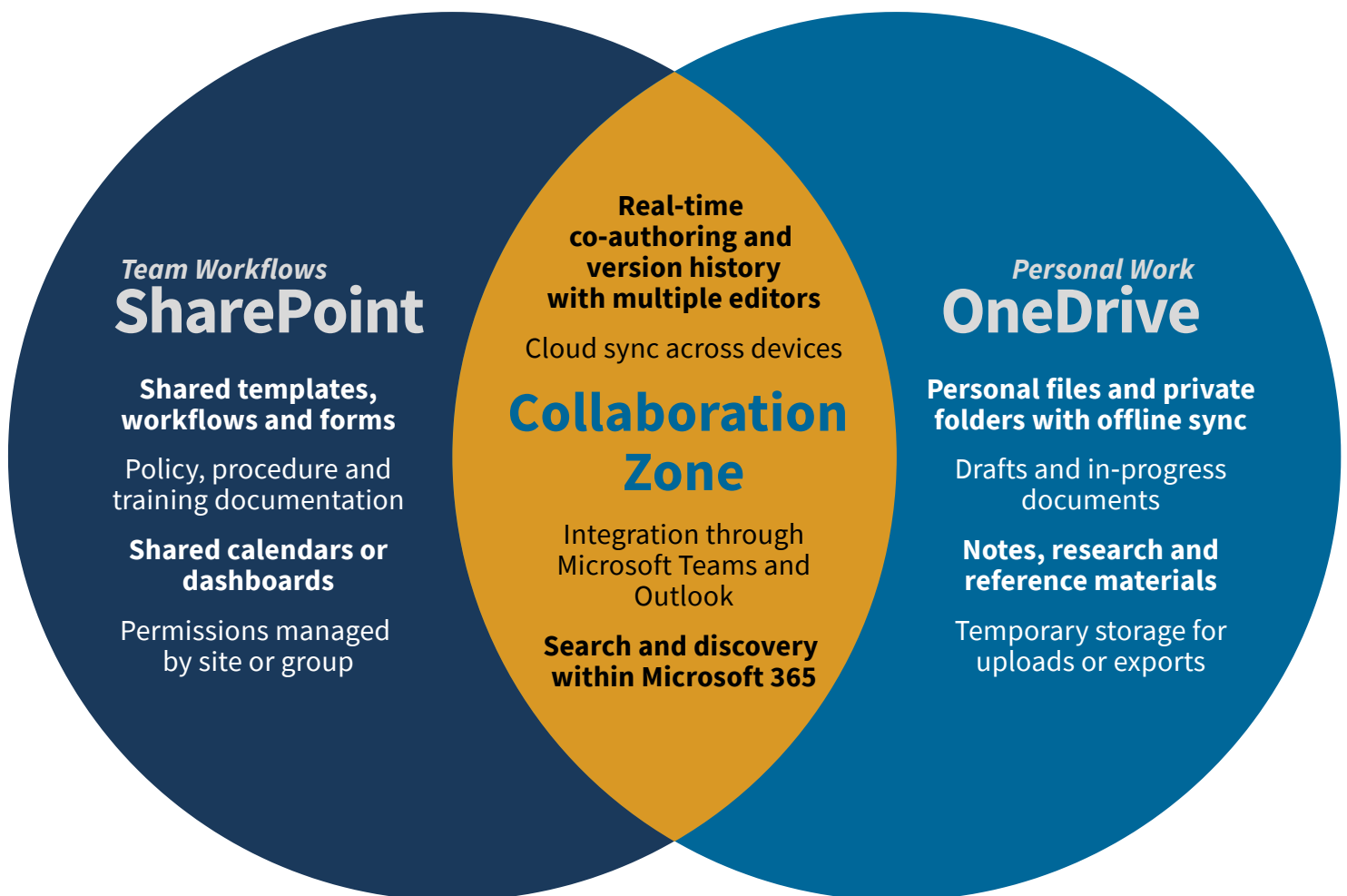


SharePoint vs. OneDrive: Everyday Business Impact

Microsoft 365 gives you two powerful ways to store and share files — SharePoint and OneDrive. Knowing when to use each keeps your data organized, secure and easy for every team member to find.



Why Accent is a No-Brainer

Accent Consulting helps you align SharePoint and OneDrive with real workflows — so your teams collaborate efficiently, share securely and stop wasting time hunting for files.

Accent in Action

Before

Files live on personal desktops or email attachments.

Version confusion — nobody's sure which file is "final."

Access is inconsistent; people can't find what they need.

Sharing happens ad-hoc, often outside secure boundaries.



After

OneDrive keeps personal work files private until you decide to share.

SharePoint stores team, department and company files in one organized workspace.

Version control, co-authoring and permissions are built in.

Secure sharing means everyone has the right access — no lost versions or rogue links.

Bottom Line...

OneDrive is your personal workspace. SharePoint is your team's secure headquarters. Together, they keep your data accessible, organized and protected across Microsoft 365.