



# Enabling backups for OneNote

## SaaS Backup For Office 365

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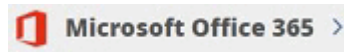
By default, backups for OneNote notebooks are not enabled. If you want your OneNote notebooks backed up, you must enable the backup in the desired service.


## Steps

1. Click **Services** from the left navigation pane.



2. Click Microsoft Office 365.



3. Under **Manage Services**, click the backup settings icon  next to the service that you need to update.

OneNote backups are available for

A list of your backup settings available for the selected service is displayed.

4. Select **ENABLE ONENOTE BACKUP**.

5. Click **Confirm**.

Notebooks will be included in the next scheduled backup. If you want them backed up immediately, perform an [immediate backup](#).

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