Updated Reference Material for OneDrive Training

# 1. Updated User Interface

The OneDrive user interface has been updated to improve usability and provide quicker access to key features. The updated interface includes a new layout for the navigation pane, making it easier to switch between files, folders, and shared content. Below are some of the key changes:  
- New 'Quick Access' section for frequently used folders.  
- Enhanced search bar with AI-powered suggestions.  
- Streamlined sharing options accessible directly from the file context menu.

# 2. Integration with Microsoft Teams

OneDrive is now more deeply integrated with Microsoft Teams, allowing users to share and collaborate on files directly within Teams. Users can access shared files in Teams through the 'Files' tab and manage them using OneDrive’s sharing and permissions options.  
- To share a OneDrive file in Teams: Go to the 'Files' tab, click 'Upload' or 'Share', and select files from your OneDrive.  
- Collaboration features include real-time co-authoring and version control.