

GSD. OneDrive - Change the Language in OneDrive Online

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Author: {'link':

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General Information:

Possible symptoms/errors:

User wants to know how to Change the Language in OneDrive Online

Alternative names of the system:

Language

IMPORTANT NOTICE:

N/A

Solution:

User can change the display language of their OneDrive based on which language they preferred. This article provides a guide on how to change the language in user's OneDrive Online.

Details:

Advise user to go to Office Portal Online and to click the OneDrive icon.

User must click on Settings (gear icon) on the upper right and then select OneDrive Settings.

Inform user to click More Settings then under Region and Language, user should select Language settings.

Under Site languages, it shows the default language. Default language is the language specified when the site is created initially. To choose options for using multiple languages, advise user to click on Show advanced settings.

Under Available languages, user must select the languages that the site will support. They can change the display language of the site to any one of the languages from the list.

User-specified text, such as Title and Description of the site, can also be translated into the alternate language(s) that they chose. User can specify whether the changes made to user-specified text in the default language should automatically overwrite the existing translations made in all alternate languages.

Once done, user must click Save to save the changes.

Assignment Group:

3rd Party e-mail address: One365Support@freseniusmedicalcare.com

Ticket Creation:

Template: N/ACategorization:

Configuration Item: N/ACategory: N/ASubcategory: N/A

Important Links:

Office Portal Online: <https://portal.office.com/>