Workspace ONE Content allows you to access your network stored files from anywhere.

Installing and Configuring the Content app

1. **Apple:** Open the **Hub** app, go to the **Apps** view, scroll to the bottom and select **Mobile Apps**. Tap **Install** next to Content.

   Android: On the "Work" side of your phone, the Content app is preinstalled.

2. From your device home screen, launch the Content app, you will be prompted to sign-in. Enter your UH username and password.

   Note the **uhhs prefix before the username*

Finding and Opening Files

You can customize the Favorites tab to show only applications/websites you choose.

3. On the bottom menu, tap the **All Files** icon, you will see your drives. Tap on the drive you want to explore. From here, you can open the file/folders you choose. Additionally, you can tap on the magnifying glass to search for something specific.

   *On Android, when first opening a drive, tap the **Use login credentials** checkbox to avoid entering your password again.*
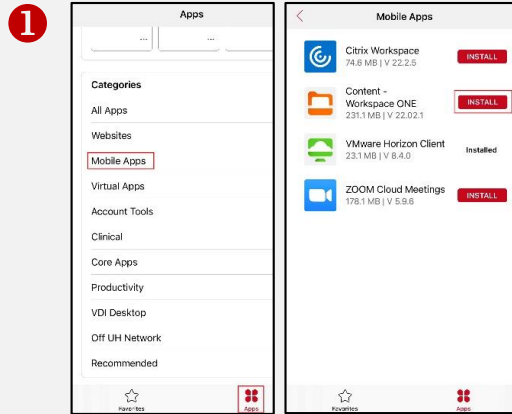
Saving Favorites

4. When browsing a file or folder, the "3 dot menu" will give you some additional options.

5. After tapping the 3 dot menu on a specific file, tap the **Favorite** option.

   *You can view your favorites at any time from the **Favorites** icon on the bottom menu.*
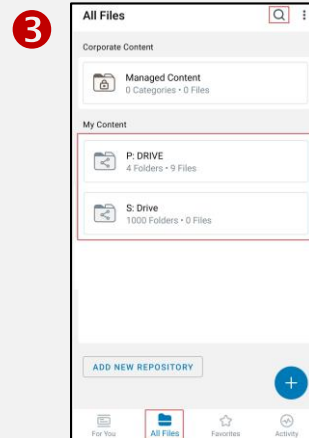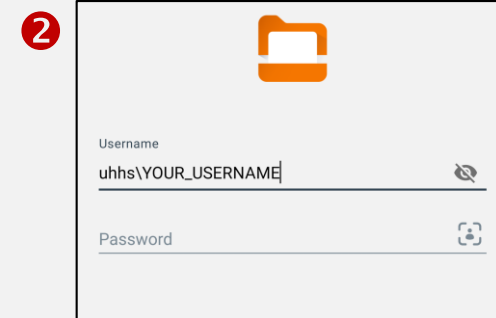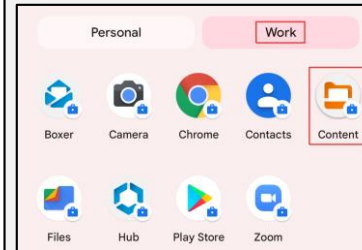
Emailing a file

6. If you have a file open, you can select the menu in the upper left and select **Email** or **Share**, this will open a new email from your UH email address. Apple devices can also email directly from the 3 dot menu shown in step 4.
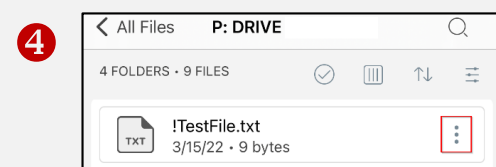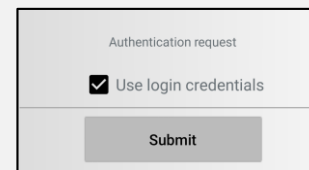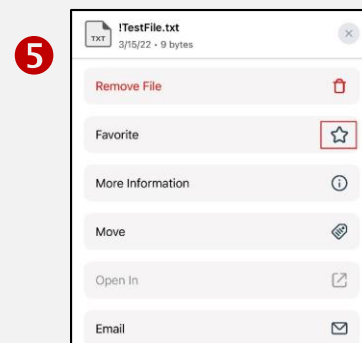
Apple   **Android**

Android only

Apple   **Android**

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