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Troubleshooting OneNote Issues on a New Computer

If you've recently switched computers and are facing issues with OneNote not opening your notebooks, especially on Windows 11, here's a step-by-step guide to resolve the problem:

A Step-by-Step Guide

Step 1: Verify Sync Status

1. Open OneNote on your new computer.
2. Go to File > Info to check the sync status of your notebooks.
3. Look for any error messages or warnings next to your notebooks. If you see one, try clicking "Sync Now."

Step 2: Confirm Microsoft 365 Login

1. Ensure you are logged into the same Microsoft 365 account where your notebooks are stored.
2. Check this under File > Account and confirm the account matches the one used on your previous computer.

Step 3: Check for Updates

1. Open any Office application (e.g., Word or Excel).
2. Go to File > Account > Update Options, and select Update Now.
3. Allow updates to complete and restart OneNote to see if the issue resolves.

Step 4: Access Notebooks Directly from OneDrive

1. Open your browser and log in to your Microsoft 365 account.
2. Navigate to OneDrive and locate the notebooks.
3. Try opening the notebooks directly from OneDrive to see if they load.

Step 5: Repair Microsoft Office Installation

1. Go to Settings > Apps > Installed Apps on your Windows 11 machine.
2. Find Microsoft 365, select it, and click Modify.
3. Choose Quick Repair or Online Repair and follow the prompts.

Step 6: Rebuild the OneNote Cache

1. Close OneNote completely.
2. Navigate to `C:\Users

Curious on how you can work on these tips????

Get in Touch

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