Microsoft 365

Microsoft Office Save To Computer By Default using Group Policy GPO

Open the Group Policy Management tool and either create a new policy or edit and exiting one.

Expand User Configuration => Preferences => Windows Settings => Registry

Right-click in the area on the right and select New => Registry Item

Set the **action** as **Update**

Leave the **Hive** as **HKEY_CURRENT_USER**

Set to Key Path to **Software\Policies\Microsoft\Office\16.0\common\general** for Office 2016, or **Software\Policies\Microsoft\Office\15.0\common\general** for Office 2013

Set the **Value name** to **PreferCloudSaveLocations**

Set the **Value** type t0 **REG_DWORD**

Set the **Base** to **Hex**

Set the **Value** data to **00000000**

Click OK

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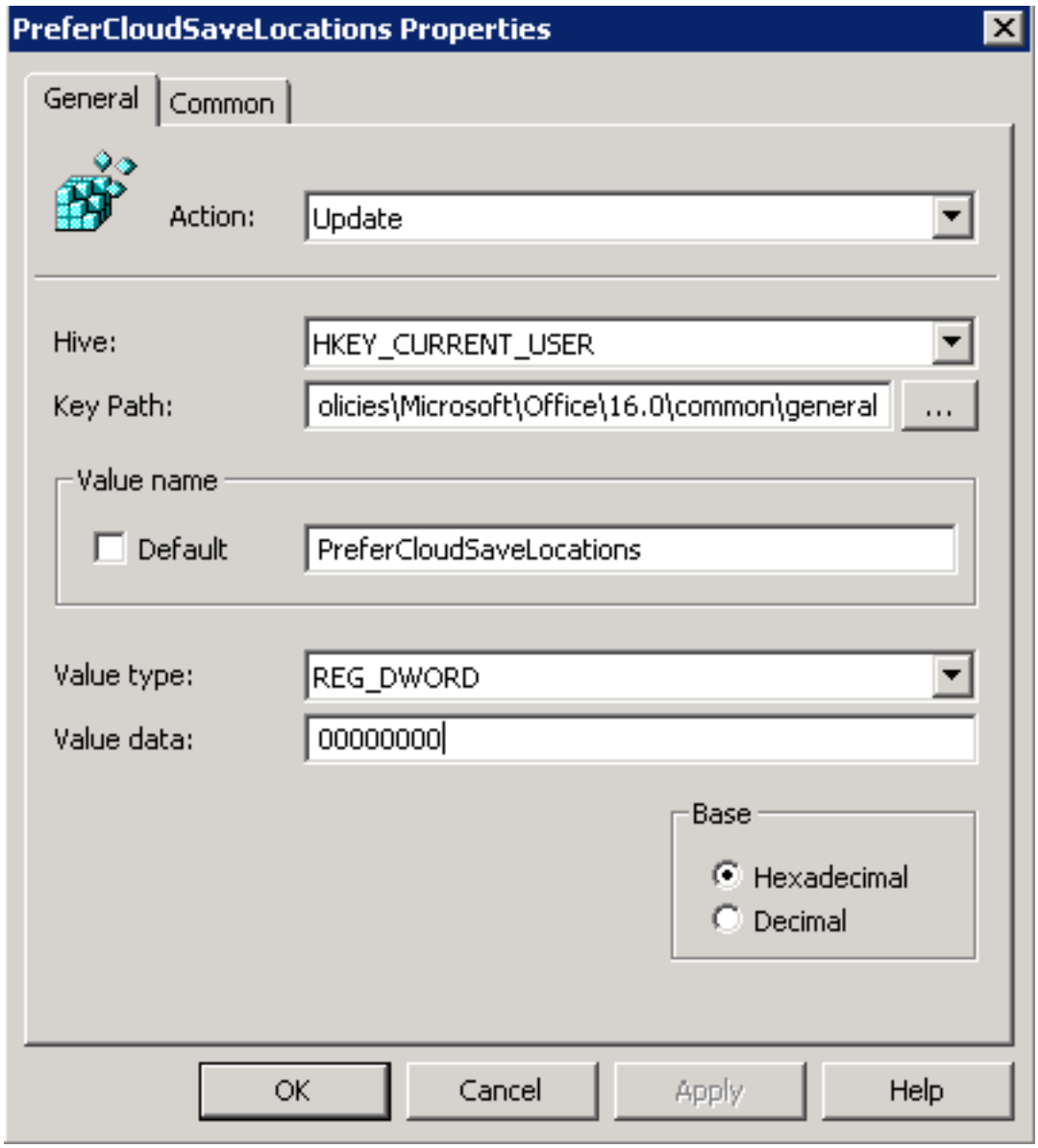

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