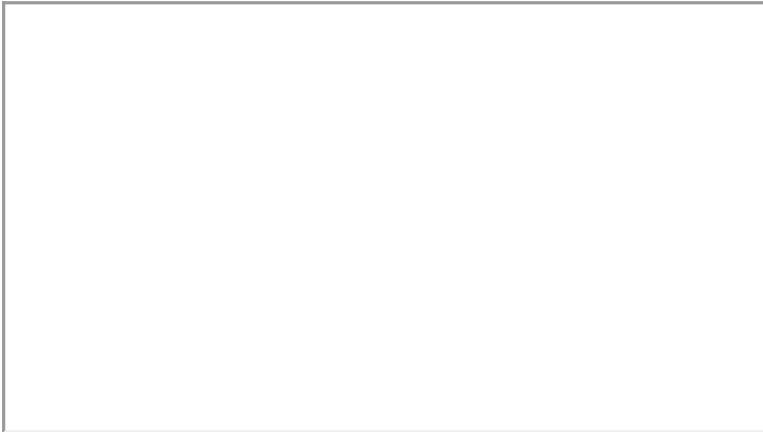


Documents

Last Modified on 10/29/2021 4:34 pm CDT



Documents in BrightWork 365 are stored in your SharePoint Online site. During the [installation](#) of BrightWork 365 the SharePoint site and accompanying document library were created for the environment. A folder in this document library will get created for every new project. With appropriate permissions you can view all the folders directly in the environment's SharePoint site.

You can create new Microsoft Office documents or upload existing documents into this library through the **Documents** section of the Project record.
