Microsoft OneNote

In addition to the standard note that can be added to a project in the Communications tab, you also have the option to create Microsoft OneNote notes that are saved as part of a OneNote notebook associated with a project.

To access the OneNote notebook after it's created, you can either click on the OneNote link displayed when you click the + sign in the Communications module:
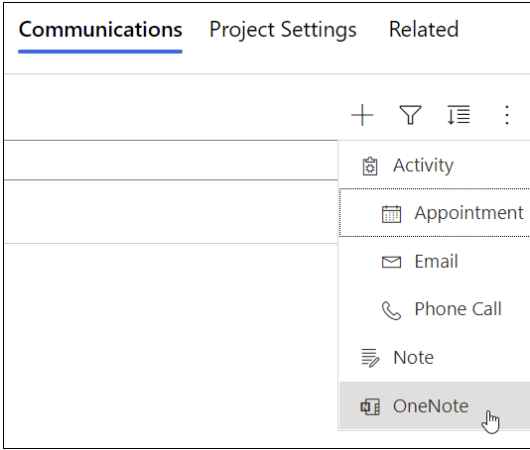
Or,

click on the **.one** file within the **Documents** tab: