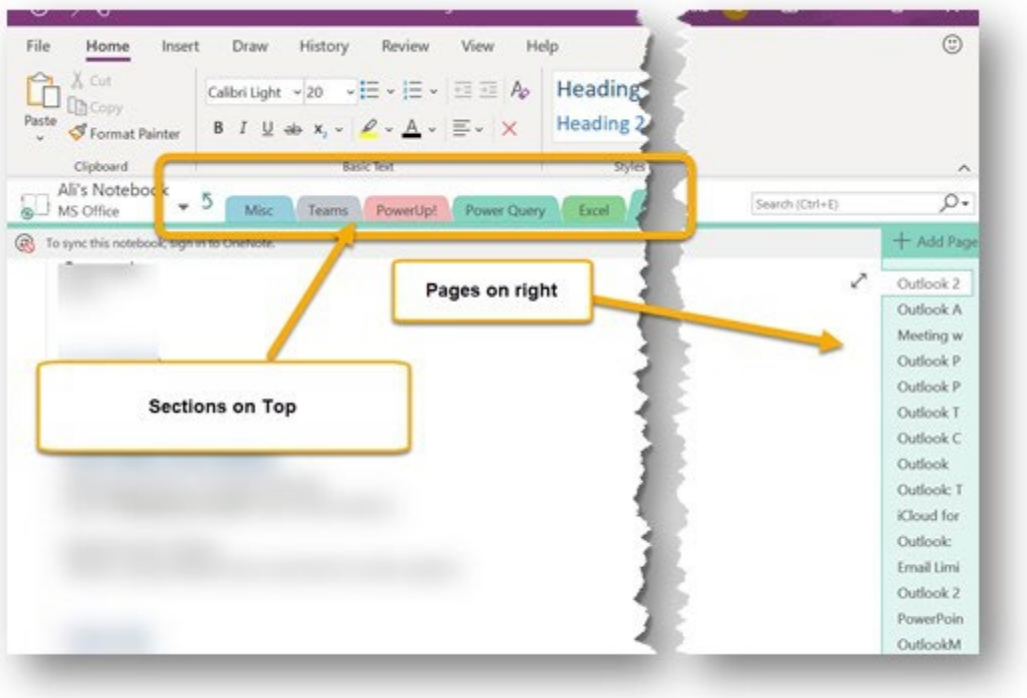
Hi Friends,

OneNote Essentials 2016 is for the **desktop application of OneNote.** This particular version is not currently available on Mac. There are a lot of different versions out there, so here is a quick way to tell.

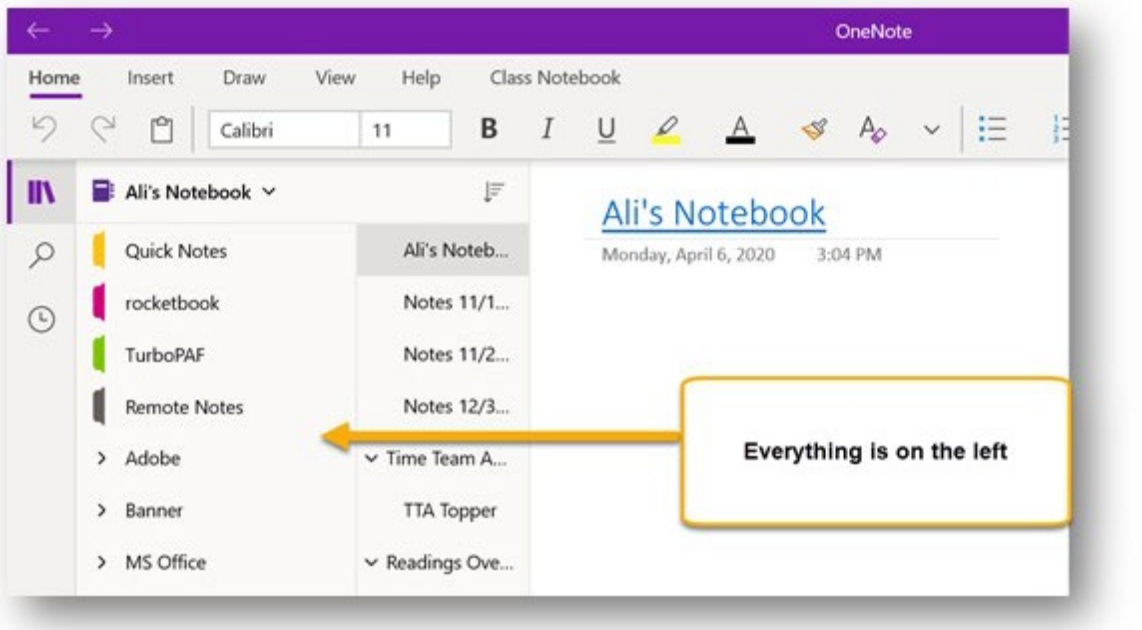
The correct version will show your sections on top, and pages on the right, like this:

Correct Version



The other versions will show everything on the left side of the screen… and the icons will be simplified in the ribbon. There also is **No File Tab**. This is **NOT** the version we train on, and has far fewer features than the other one I showed you:

Incorrect Version



What to do if yours is the incorrect version

If the second picture looks like the OneNote on your computer, here is where you can go to download the one you need: OneNote 2016 Desktop application. I will explain more about this during the session.

What to do if...

If you are on a Mac, or unable to download this desktop version, let me know, and I may try to get together a session for OneNote for Mac. Unfortunately, you won't be able to open the exercises for this session on the Mac version.