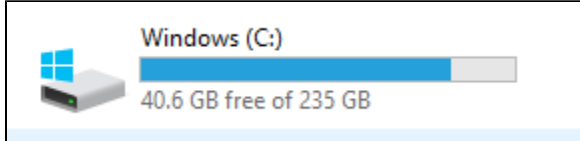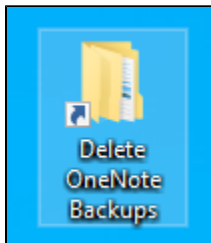# OneNote: Deleting Backups When Storage is Full

**When your laptop's storage is full "(Windows (C:)" Follow this guide:**



**On your Desktop you will find a folder called "Delete OneNote Backups" > Open this folder**



**Select "Backup" > Right click and select "Delete" | Alternatively select "Backup" and hold Ctrl+Shift and press "Delete" on your keyboard.**