

How to Choose Where Read&Write Saves Collected Highlights

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When you collect highlights in Read&Write, your highlighted text will open in either Google Docs or OneNote, depending on the selected save setting.

Steps

1. Open the Read&Write toolbar.
2. Go to Settings.
3. Select Accounts.
4. Find the setting labeled Where to save your work.
5. Check which option is selected:
 - Google Docs: collected highlights will open in a Google Doc.
 - OneNote: collected highlights will open in OneNote.
- Change the selection if needed.

