NAPLES COMPUTERS HOW-TO · WINDOWS TIPS

Microsoft Account vs Local Account on Windows

Windows can sign you in two ways: with a Microsoft account, which syncs your settings across devices, or a local account, which stays on just this PC. This guide explains the real difference, and shows how to switch between them, in either direction, from Settings.

What's the difference?

It's about where your settings live, not how secure you are.

Microsoft account
Settings, files and apps sync across your devices. Needs an internet connection to set up.

Local account
Lives only on this PC. No syncing, and you can sign in without internet.

Both can be secure
Either one can use a PIN, fingerprint, or Windows Hello to sign in.

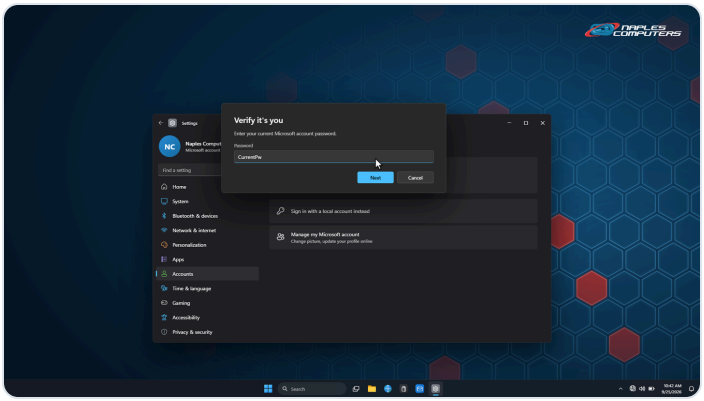
Step by step

SETTINGS → ACCOUNTS → YOUR INFO

1 Switch to a local account

In Settings, Accounts, Your info, click Sign in with a local account instead.

WHAT TO DO
Verify your password, choose a user name and password, then click Sign out and finish.



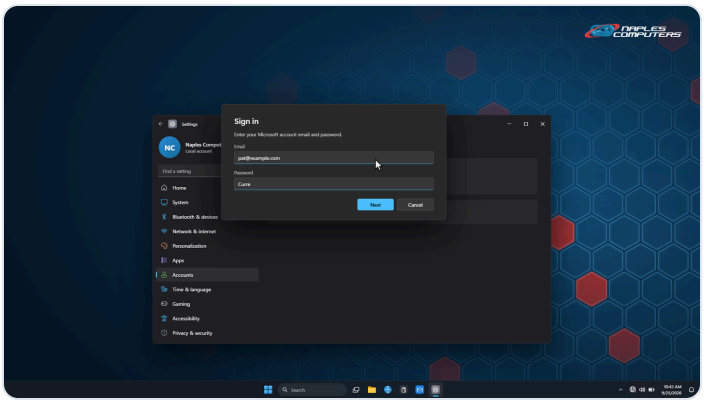
SETTINGS → ACCOUNTS → YOUR INFO

2 Switch to a Microsoft account

On a local account, click Sign in with a Microsoft account instead.

WHAT TO DO

Sign in, let Windows sync your settings, then click Finish.



A few tips

- [ ] **You can switch back any time**
  It's not a one-way decision, from either account type.
- [ ] **New PC? Microsoft account saves time**
  Your settings, wallpaper, and some apps can carry over automatically.
- [ ] **Want less syncing? Local is fine**
  Especially for a shared or single-purpose computer.

Recap: Microsoft vs local account

- [ ] Microsoft account: syncs across devices, needs internet to set up
- [ ] Local account: this PC only, works offline
- [ ] Switch either way from Settings → Accounts → Your info
- [ ] You can switch back any time

You can switch back and forth any time, it's not a one-way decision. A Microsoft account is handy when setting up a new PC, since your settings and some apps can carry over automatically.

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Not sure which account type is right for you?

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