

Before you begin each learning activity, make sure you have followed these steps:

1. Create a folder called designtech inside your documents folder. (note absence of caps and spaces). You only need to do this once. If you have already done this move onto step 2.
2. Create a folder inside your designtech folder using the following naming convention:

periodnumberfirstnamemodule

e.g. if you are in 3rd period class, your name is Julie and you have selected the SketchUp module your folder name would be:

3juliesketchup (again note no spaces, no caps)

Failure to use this exact naming convention will affect your module grade.

This will be the folder you save all of your documents for this module in, it is referred to as your 'Working Directory' in the tutorials.

