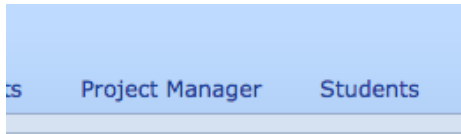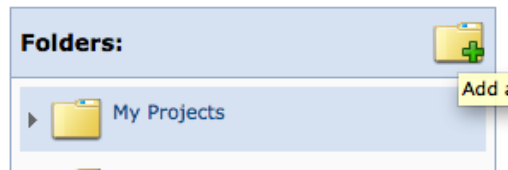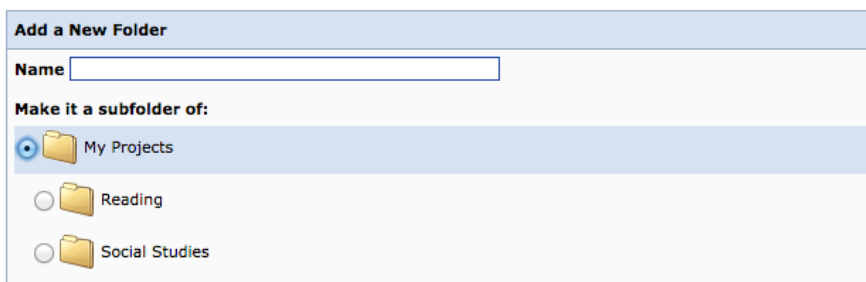# Creating Project Folders

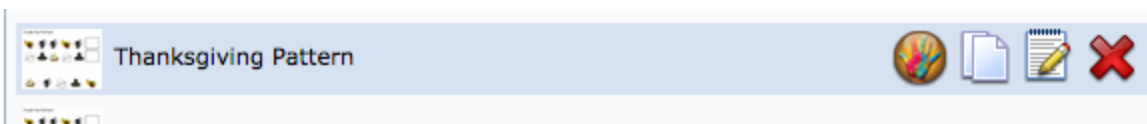1. Click on the Project Manager Tab

2. Click the Add folder icon

3. Name your folder and assign the location

4. Click and hold on the project icon and drag and drop to the correct folder

5. Click on the folder to view the project