

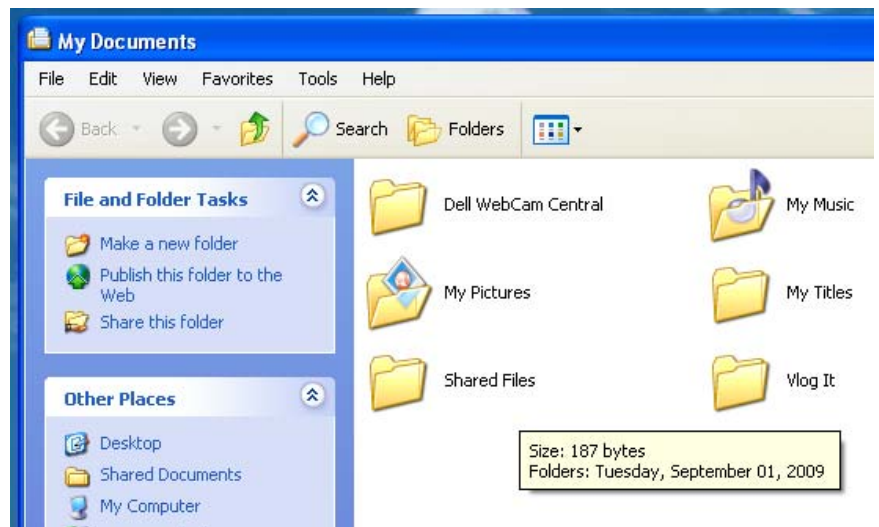
Send A file to the students



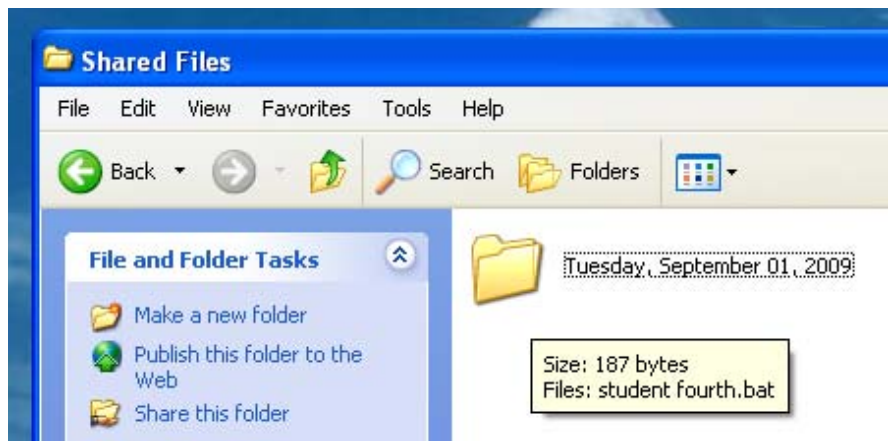
BEFORE YOU BEGIN: YOU WILL USE SMART SYNC TO SEND THE FILE TO THE STUDENTS. THEY MUST BE CONNECTED TO SMART SYNC BEFORE YOU BEGIN. THERE WILL BE AN INDIVIDUAL

STEP 1: CLICK ON START AND CLICK ON MY DOCUMENTS TO OPEN THE MY DOCUMENTS FOLDER..

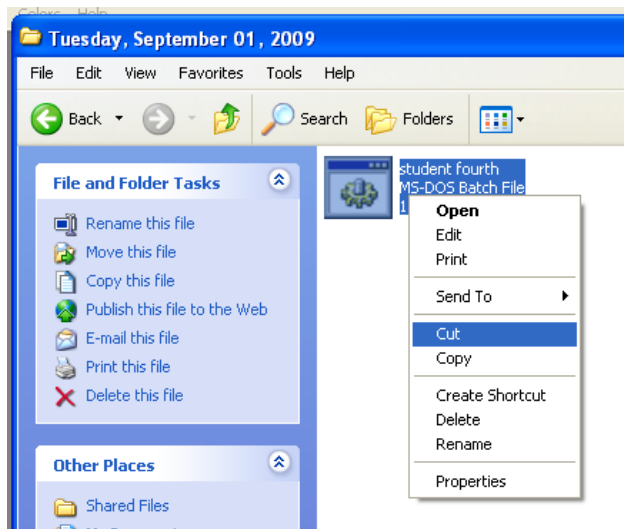
STEP 2: LOCATE THE SHARED FILES FOLDER IN THE MY DOCUMENTS FOLDER AND DOUBLE CLICK ON IT TO OPEN IT.



STEP 3: INSIDE THE SHARED FILES FOLDER WILL BE A FOLDER WITH THE CURRENT DATE ON IT. LOCATE IT AND DOU-



STEP 4: INSIDE THE FOLDER, YOU SHOULD FIND THE FILE THAT WAS SENT THRU SMARTSYNC. IN THIS EXAMPLE, THE FILE IS CALLED STUDENT FOURTH.



STEP 5: IN A BLANK AREA ON THE DESKTOP, RIGHT CLICK AND

NOW, THE FILE SHOULD BE ON THE DESKTOP. HAVE YOUR STUDENTS RUN THE FILE DOUBLE

