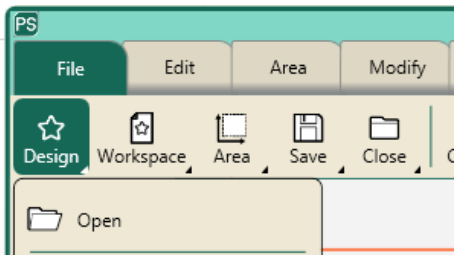


Adding and Deleting Folders in the Design Files

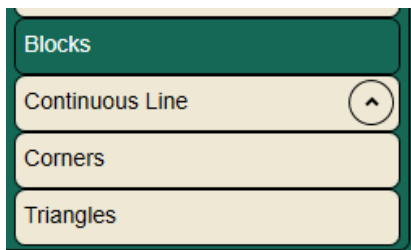
This tutorial will give information on how to create and delete folders in the design files.

1. Create a Folder

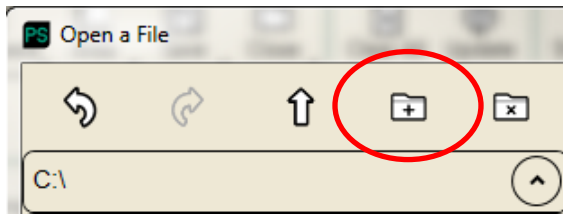
- Select **File** tab.
- Select **Design**.
- Press **Open**.



- Select the file to place the new folder in. In this example the Blocks Folder has been selected.



Press the “+” Folder at the top left side of the screen.



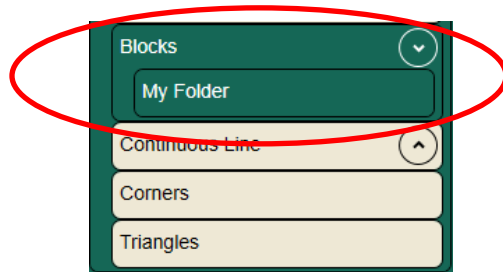
- A keyboard will pop up allowing you type the name of the folder in the top title bar.

Note: You could choose a name such as the quilt that you are working on or your design folder of new blocks. The choice is yours.

- After typing the name of the folder, press **Create**.

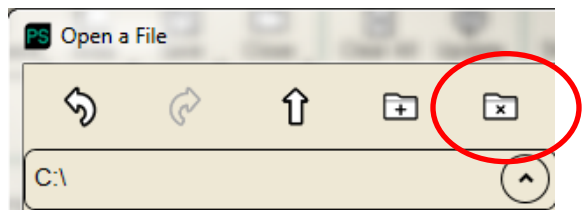


- Now you will see a new folder under the Blocks folder titled “My Folder”.



2. Deleting a Folder.

- Select **File** tab.
- Press **Design**.
- Press **Open**.
- Press **Blocks**.
- Press **My Folder**.
- Press the “x” Folder at the top left side of the screen.



- The folder will be deleted from the Blocks folder, removing all the designs from that folder as well.