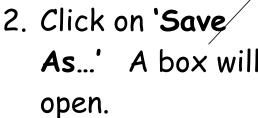
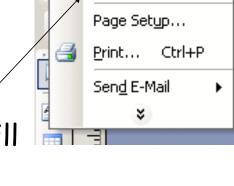
Saving

1. Go to the word 'File' on the top icon bar and click.





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Edit <u>V</u>iew

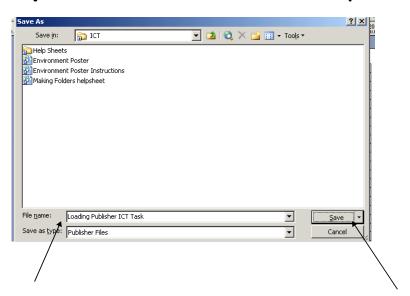
Save As...

Self As-

sessment

Class List

3. Click on your folder and click 'Open'. Your folder will open.



4. Give your work a name that you will remember. Type it in the 'Filename' box and click 'Save'.