


Figure 3.18. The double chevrons will only appear when you have too many Quick Launch items.

_____ **Page 187, step 5:** Release the mouse button only when you see an arrow and not the  symbol otherwise you will not be able to add the **Documents folder** to the **Quick Launch** toolbar area. You will need to unlock the taskbar to widen it using the toolbar sizing handles.

_____ **Activity 3.6 (Pages 190-194)** You must be connected to the Internet to complete this activity.

_____ **Page 192, step 5:** Compare your screen with **Assignment 25 (3A_Links_Snip)** in **Appendix H** of this handbook. Government web site may not be different from answer key. You will not turn in this **3A_Links_Snip** assignment for grading.

_____ **Page 195, step 1:** Show hidden icons arrow may not be displayed.

_____ **Read and Complete pages 196-202 (Objective 4):** Complete all objective steps as instructed. Note the following hints and instructions as you perform each step:

_____ **Page 201, step 13:** After saving your Snip answer file to your USB drive, you will print this **Assignment 26** by completing the steps in **Appendix I**.

_____ Compare your printout with Appendix H of this handbook. Hand-label in pen the top of your printout with **Assignment 26, your name, course number and the current date**. See the following example:

Assignment 26, 3A_Gadgets_Snip
Firstname Lastname
CAOS 102M
Current Date