

Download instructions

Downloading files

Before downloading any files, create a folder structure similar to the one below on your hard disk or network drive to store the downloaded files.

- 1 Click on the download hyperlink to commence the file transfer.
- 2 Choose to save the file to disk.
- 3 When the download is complete, locate the downloaded file using Windows Explorer.
- 4 To open the downloaded file, double click on the file in Windows Explorer.

If you don't already have WinZip installed, go to www.winzip.com and click on [Download Free Evaluation](#).

Locating student files

Rather than have the student regularly download files from the Internet, it is preferable to store the files in a network drive accessible by all students. Please advise the students of the location of the downloads.

The following is a suggested folder structure that can be used for storing on-line files on your network:

```
GartonSBD
  Activity
    Complete
    Chapter1
    Chapter2
    Chapter3
    Chapter4
    Chapter5
    Chapter6
    Chapter7
    Chapter8
  Progressive
    Chapter1
    Chapter2
    Chapter3
    Chapter4
    Chapter5
    Chapter6
    Chapter7
    Chapter8
  Reference
    Checklists
    Correction marks
    ForestReefs
    JustFigures
    Logs
    Punctuation
    Shortcuts
    Style
    TeachersGuide
    Tech-Headz
  Solutions
    Chapter1
    Chapter2
    Chapter3
    Chapter4
    Chapter5
    Chapter6
    Chapter7
    Chapter8
```