



Creating the	Folder			
o v 🖉 → Computer → OS (C:) →		← □ ×	0	Open File Manager
rganize 👻 📜 Open 🛛 Include in library 👻 Share 🕯	with 🕶 Burn New folder	III • 🔟 🔞	0	Navigate to the root directory of the <i>C</i>
📃 Recent Places	Name A	Date modified Type		Drive
a Libraries B Documents J Music ■ Pictures Videos	 Perioga Program Files Program Files (x86) ProgramData Temp Unser 	9/23/2017 11:36 AM File folder 5/18/2018 11:42 AM File folder 9/10/2018 11:41 AM File folder 6/18/2013 348 PM File folder 2/08/2017 10:21 AM File folder	0	Create a new folder named <i>AGDMdata</i> by pressing the New Folder button
Computer	Windows	9/29/2017 11:36 AM File folder	0	If you've done this before, verify that a
Los (C:) Access Databases (R:)	dell.sdr	6/18/2013 5:24 PM SDR File 9/28/2018 1:46 PM File folder		folder with that name already exists
AGDMdata Date modified: 9/28/2018 1:46 PM File folder				









The AGN exte	default for Windows has been to hide file extensions. The ramifications of this for this application is that if you save a text file with the name AME.TXT, Windows really saves it as AGNAME.TXT.TXT and Accu-Gold will not recognize the file. The fix for this is to turn on the display of file nsions which can be turned off later if desired.
•	For Windows 10
1.	Start Windows Explorer, you can do this by opening up any folder.
2.	Click the View menu.
3.	Check the box next to "File name Extensions"
•	For Windows 7
1.	Start Windows Explorer, you can do this by opening up any folder.
2.	Click Organize.
3.	Click Folder and search options.
4.	Click the View tab.
5.	Scroll down until you notice Hide extensions for known file types, un-check this line by clicking the check box. To hide file name extensions, check this line.
6.	Click OK