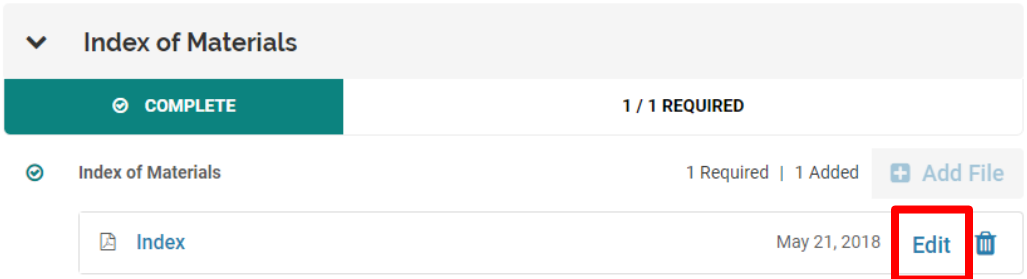
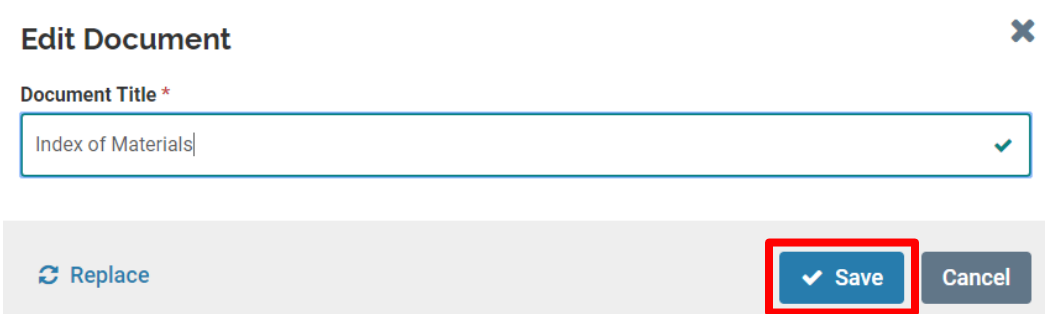
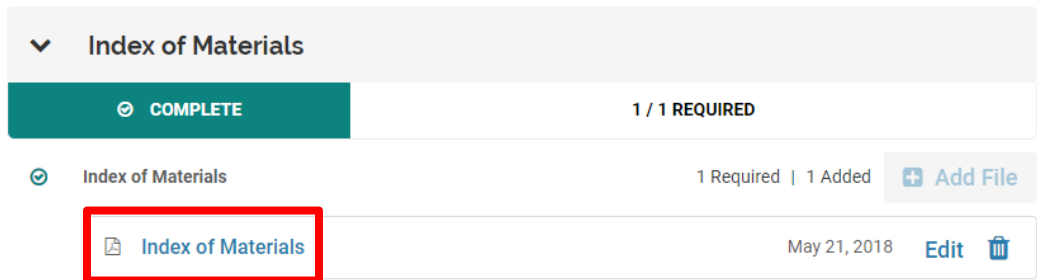


Instruction	Screenshot/Details
How To Change File Names Within Your Packet	
<p>1) Remember your file names are visible by the reviewer. You may rename files after they are added to your packet by selecting “Edit” next to the file you want to change.</p>	 <p>The screenshot shows the 'Index of Materials' section. At the top, there is a green bar with a checkmark icon and the word 'COMPLETE', and a status '1 / 1 REQUIRED'. Below this, there is a list of materials. The first item is 'Index of Materials' with a status '1 Required 1 Added' and an 'Add File' button. Below the list, there is a file entry for 'Index' with a date 'May 21, 2018' and an 'Edit' button highlighted in a red box.</p>
<p>2) Alter the document title from the next window and select “Save”.</p>	 <p>The screenshot shows the 'Edit Document' window. At the top, there is a close button (X). Below it, there is a 'Document Title' field with the text 'Index of Materials' and a checkmark icon. At the bottom, there is a 'Replace' button and a 'Save' button highlighted in a red box, along with a 'Cancel' button.</p>
<p>3) Now your new document title will show.</p>	 <p>The screenshot shows the 'Index of Materials' section. At the top, there is a green bar with a checkmark icon and the word 'COMPLETE', and a status '1 / 1 REQUIRED'. Below this, there is a list of materials. The first item is 'Index of Materials' with a status '1 Required 1 Added' and an 'Add File' button. Below the list, there is a file entry for 'Index of Materials' with a date 'May 21, 2018' and an 'Edit' button. The file name 'Index of Materials' is highlighted in a red box.</p>