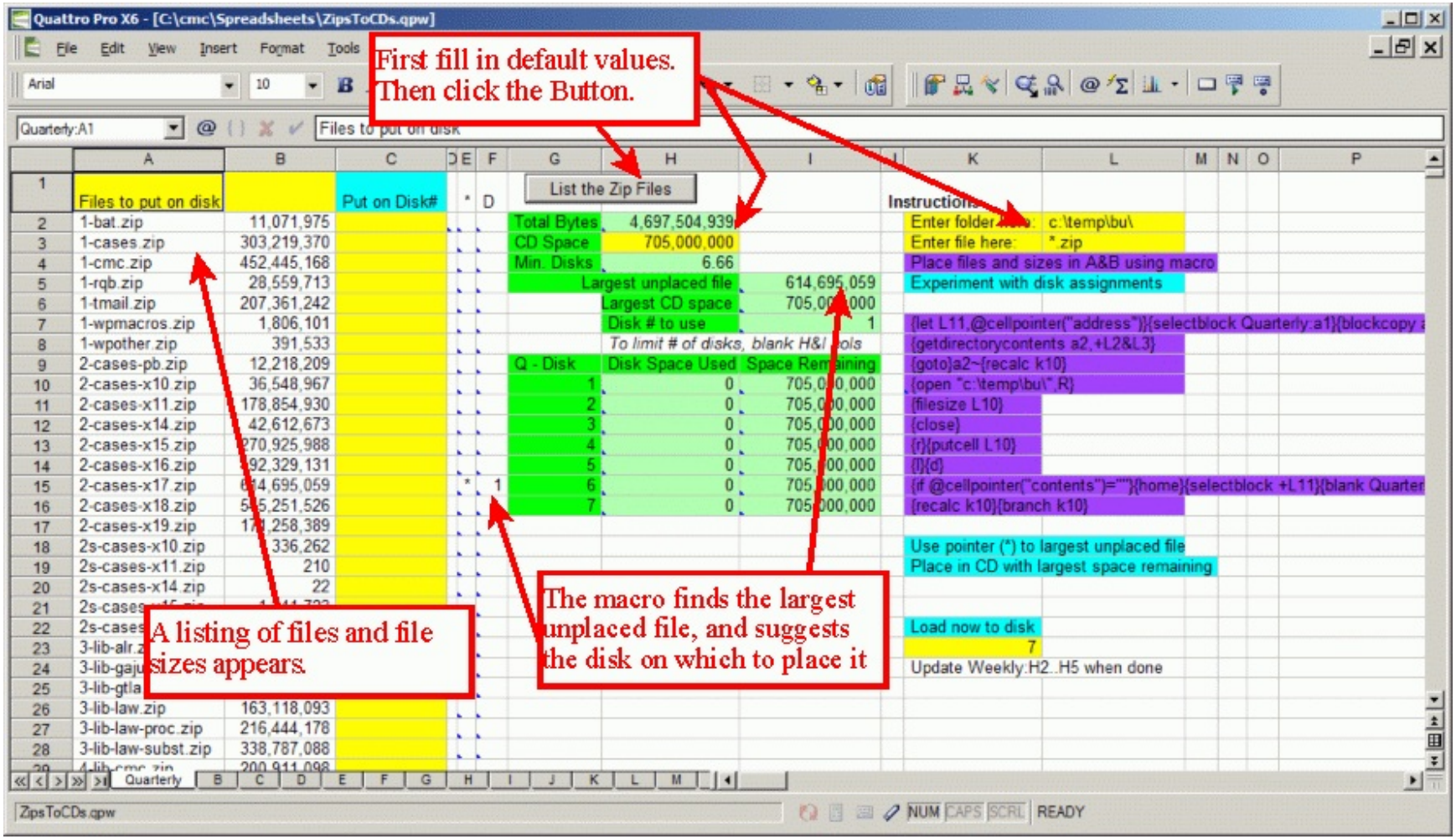
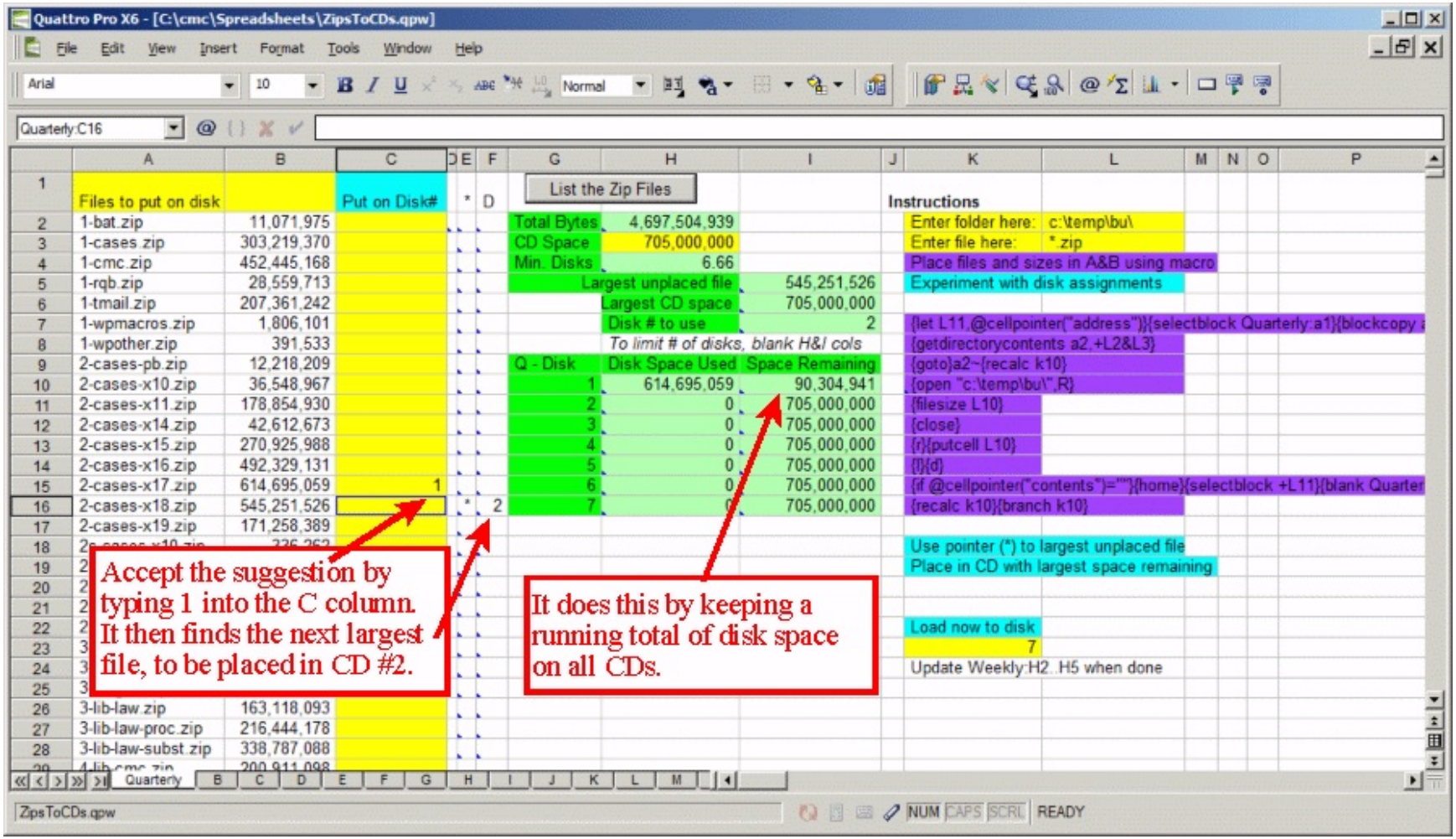
How to Use the Zips2CD Spreadsheet

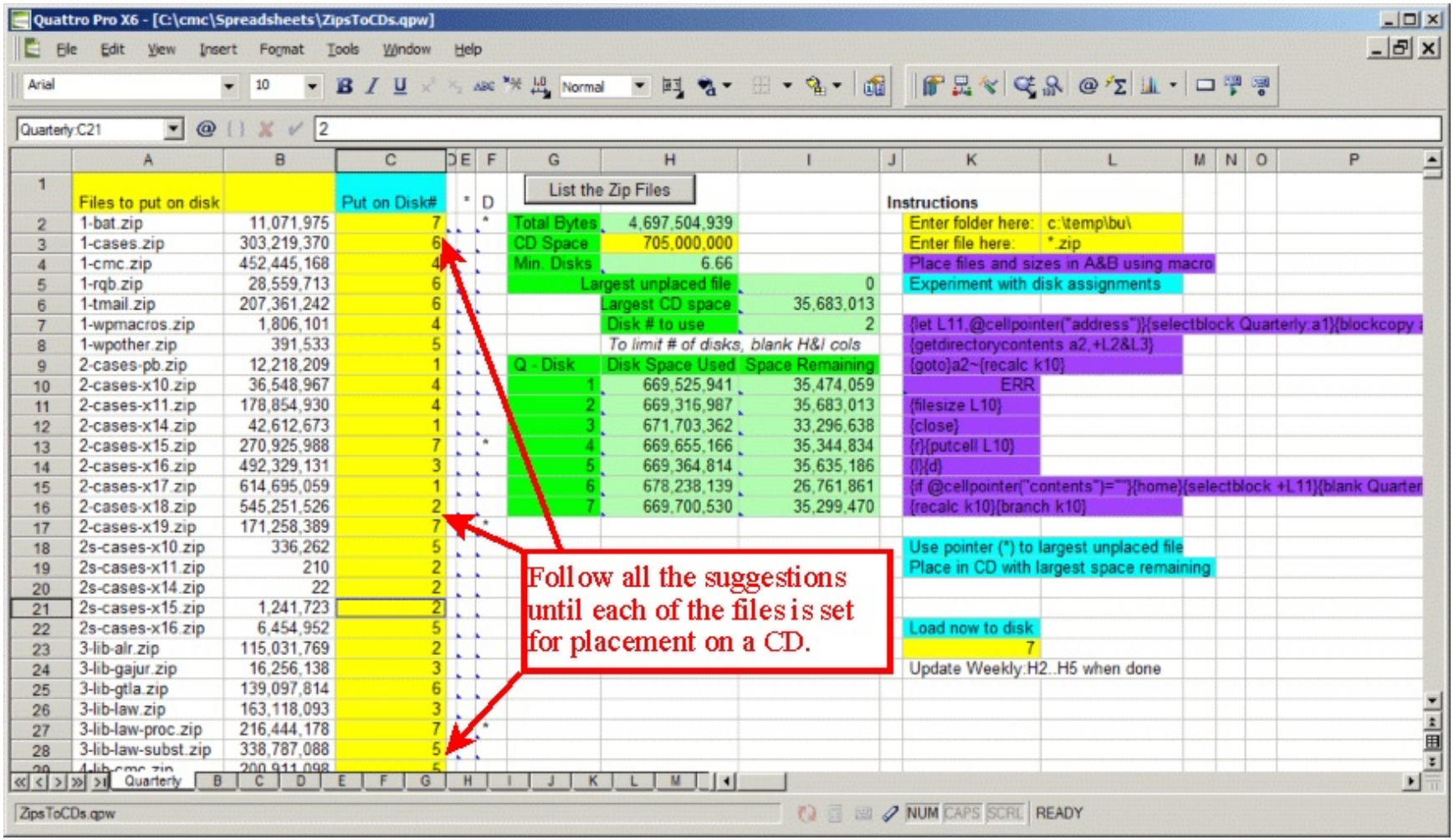
1. Open the spreadsheet and enter the default data and click the button.
2. Click the button. The files to load to CD will appear.



3. Accept the suggestions by typing the CD number into the C column.



4. Repeat for each zip file by typing the suggested number into the C column.



5. Type the disk number into K23 in order to identify all of the files that should be placed on it.