Create a New Project

- One person in your team needs to create a new project
- Name the project "ABx_y" Where "ABx" is your section and "y" is your team number
 - \circ $\:$ If you don't know your team number check the team list on Canvas
 - o Monday 1-3 AB1
 - o Monday 3-5 AB2
 - o Tuesday 1-3 AB3

How To:

- 1. In the data panel, select New Project
- 2. Name the project as above

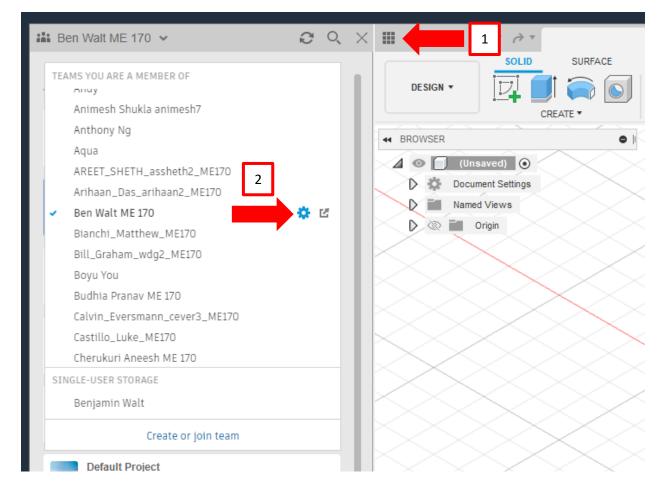
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Change Permission

- The team should already be shared with Ben, but if not invite 'walt@illinois.edu'
- Invite your Teammates
- Change the permission for your project
 - Teammates probably should be at least "Editor"
 - Ben I need to be "Editor"
 - Grader is not needed they do not grade Team Projects

How To:

- 1. Open Data Panel
- 2. Open the Administrator Console (A new webpage will open)
- 3. Select your new project
- 4. Select Folder Permissions
- 5. Invite your teammates
- 6. Select their Role
- 7. Set any additional roles here (Probably you need to change Ben's role)



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		83	Team Administrat System Group	Invite People To The Project	
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			Benjamin Walt walt@illinois.edu	Add email addresses of the people you'd like to invite (required)	
		HJ	Huangchang Ji hji9@illinois.edu	Role (required)	
				Select	
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			-	Reader - Viewer + open with desktop, download, copy and paste	
		L	6	Editor - Reader + edit, upload, rename, move, delete and share	
				Manager - Editor + manage members and set access levels Administrator - Manager + permanently delete	
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Notify Ben

The last step is that you need to tell me where to find your work. Edit this google doc to let me know whose Team Hub has all of your work. If I don't know, I can't grade your work and it will be missing.

Team Project Location List

Please also list your teammates, so I can get an updated list as some have changed.