

# Proper Naming & Saving of your class files

## **Naming Convention:**

We have a special naming convention for anything you do in class  
(Word files, CV5 files,...)

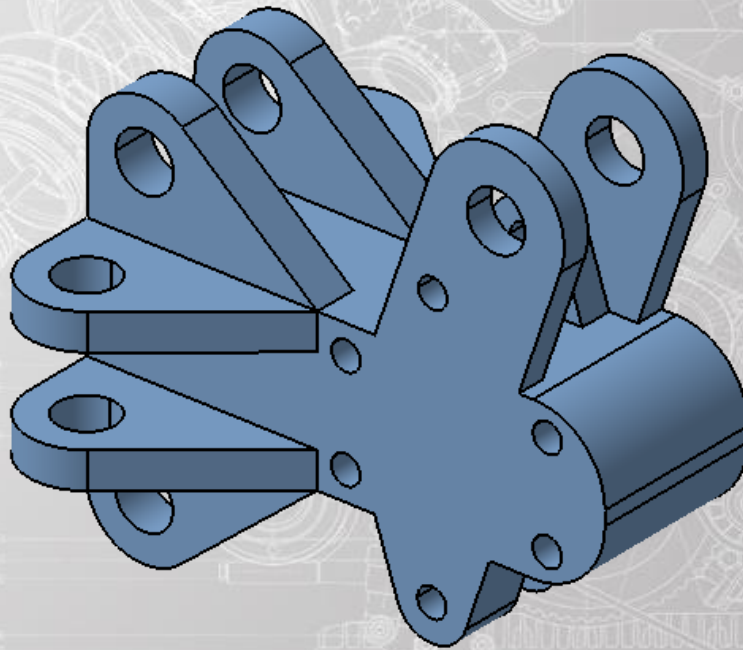
We call this the **-FML naming convention**.

## **CV5 Save Procedures:**

Additionally we have several special things that you must additionally do to your CV5 files.

- 1) Rename the "Part Number" to match the -FML file name
- 2) Hide all Sketches, Planes and Wireframe geometry.
- 3) Color the "Part Body" Blue only when you are ready to submit your part for grading.

Nothing will be graded unless it is Blue



# Class Folder Structure

**Where the instructor will put files for you**

## Student



My Documents



Common Area



**This is where the instructor will place files for all students.**



Quizzes



Problems



Anything

(You can create any additional directories you desire.)

## Student



My Documents



Common Area



Quizzes



Problems



Anything



**Copy and rename (-FML) the file to its proper folder in your area**

# FML Naming

## -FML (First Middle Last)

Anything you turn in must have a **dash & your 3 initials on the end. ALL CAPS.**

Sometimes you will be given written quizzes and/or starter CATIA model files. These files from the instructor will be placed in your Common Area

Problem-01.CATPart

Problem-01-BCB.CATPart



**Problem-01-BCB.CATPart**



**BCB-Problem-01.CATPart**



**Problem-01-bcb.CATPart**



**Problem-01\_BCB.CATPart**



**Problem-01-BB.CATPart**



# FML Naming

**Sometimes an exercise or quiz contains multiple problems.**

In these cases you must add another piece to both the: File Name & Part Number.

-FML is always the “last” in the order.

Quiz-03-a.CATPart

Quiz-03-a-FML.CATPart



Quiz-03-a-BCB.CATPart



BCB-Quiz-03-a.CATPart



Quiz-03a-bcb.CATPart

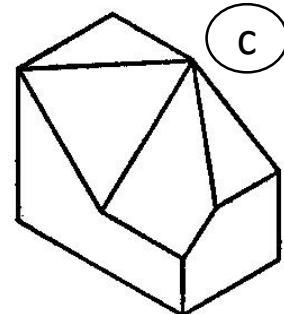
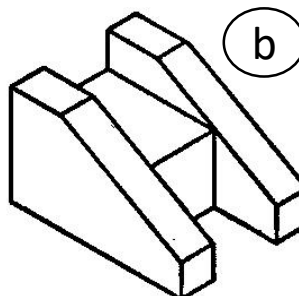
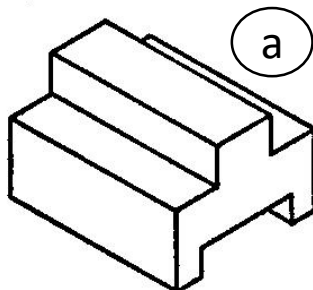


Quiz-03\_a\_BCB.CATPart



Quiz-03-FML-a.CATPart


Quiz-03



# CV5 Save Procedures

Remember you have already renamed the file (-FML)

- 1) Rename the “Part Number” to match the –FML file name
  - 2) Hide all Sketches, Planes and Wireframe geometry.
  - 3) Color the “Part Body” Blue only when you are ready to submit your part for grading.
- Nothing will be graded unless it is Blue

 Bracket.CATPart

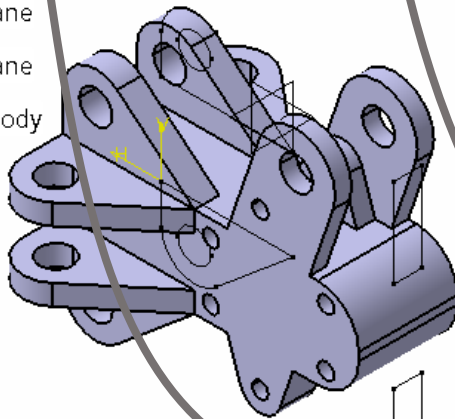
 Bracket

xy plane

yz plane

zx plane

PartBody



 Bracket-FML.CATPart

 Bracket-FML

xy plane

yz plane

zx plane

PartBody

