

BOOK REVIEW STEPS

1. Go to Amazon or Barnes & Noble and find your book. Save a picture of the book to the desktop.
2. Go to File Explorer and open the Z drive. Double click the folder "00DoemelDigFrames," double click the folder for your class, and find your name and open that file.
3. Drag your book cover picture from the desktop into your review file.
4. Type all the information asked for at the top and the book summary.
5. Resize and reposition your book cover so all the text shows. (Text size should not go below 22)
6. **Save Well and Save Often!!!**
7. Have your partner read your work.
8. Save and close your file. Then re-open it to make sure everything is there!