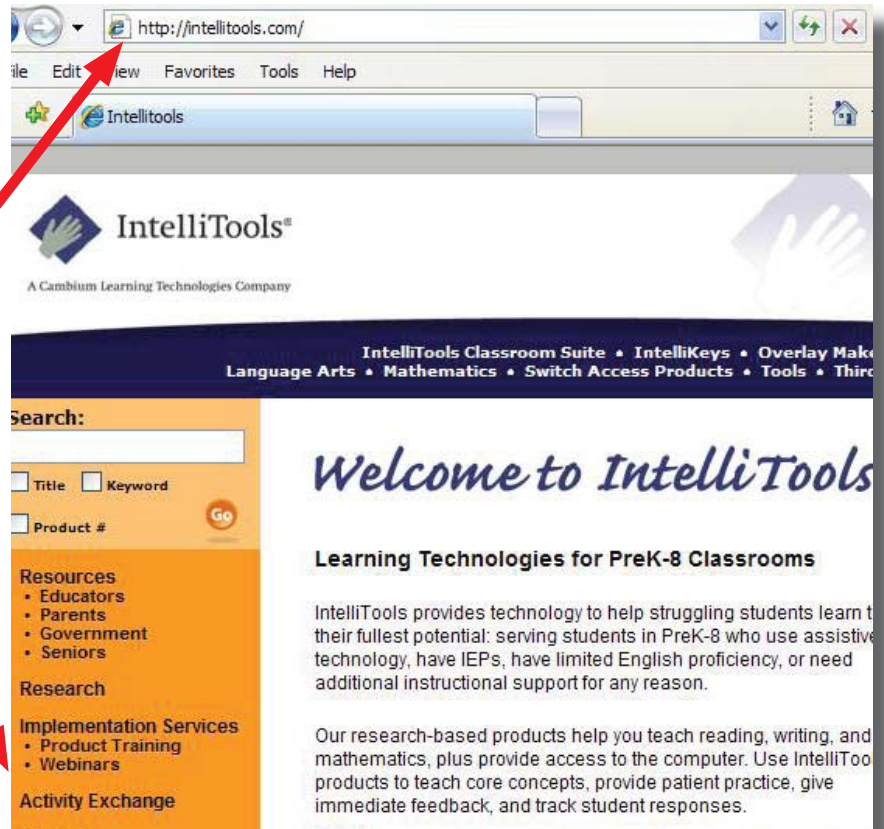


# Download & Import a Classroom Suite Activity from Activity Exchange at Intellitools.com

## I. Go to Intellitools website

1. Open **Internet Explorer** or other web browser

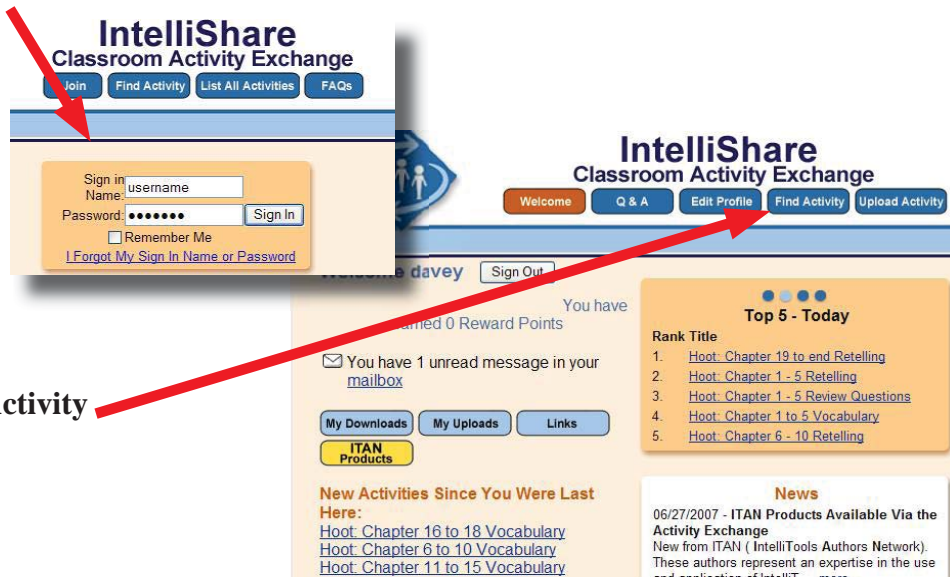
2. Type in `http://www.intellitools.com`



3. Click on **Activity Exchange**

4. Login to **Activity Exchange**

*\*\*\*You will have to register for an account prior to login\*\*\**



5. Click **Find Activity**

6. Type in file name or subject

7. Click **Submit**



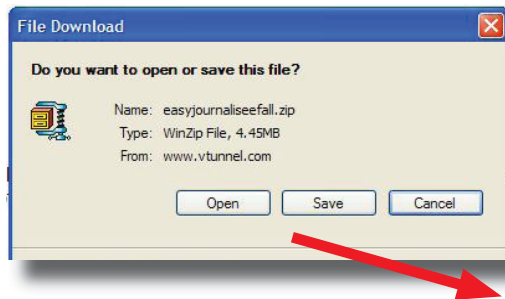
8. Click on the name of the activity you wish to view



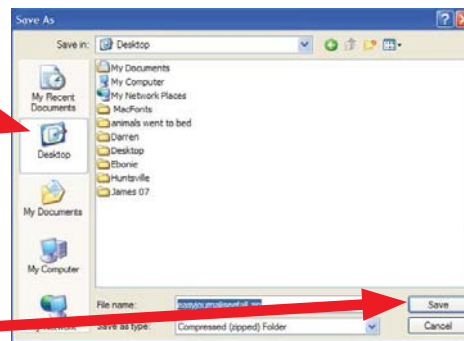
9. Click **Download** to save activity to your computer



10. Click **Save**



11. Click **Desktop**



12. Click **Save**

13. Click **Close**

14. Close all open programs

or

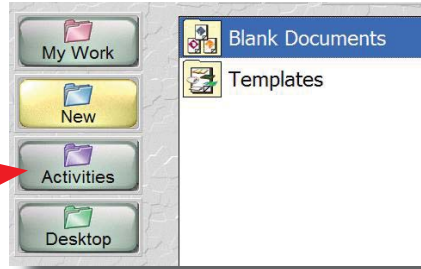
Press key combination



**Windows Logo Key+D** to hide all programs

## II. Import Activity into Classroom Suite

1. Open Classroom Suite

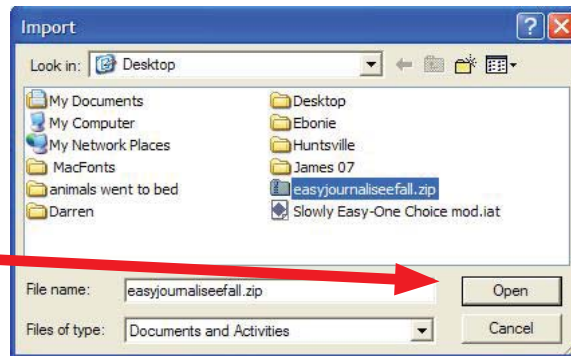


2. Click **Activities** Button

3. Click **Import** Button



4. Click on downloaded file



5. Click **Open**

6. Imported file will end up in Activities list.

	Count to 5	02/22/07
	Dog	02/22/07
	Easy Journal I see fall	08/03/07
	Easy Writing 4 seasons	02/22/07
	Easy Writing Mammals	01/11/07
	Easy Writing October	10/19/06