

## Create project using templates

You can use templates to create new projects. The template contains a folder structure and a project configuration. It is possible to add a project configuration to an existing folder structure.

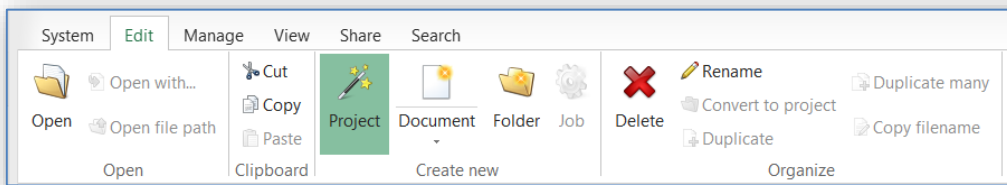
- ◆ Create a new project using a template
- ◆ Create a new project using existing folder structure

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## ◆ Create a new project using a template

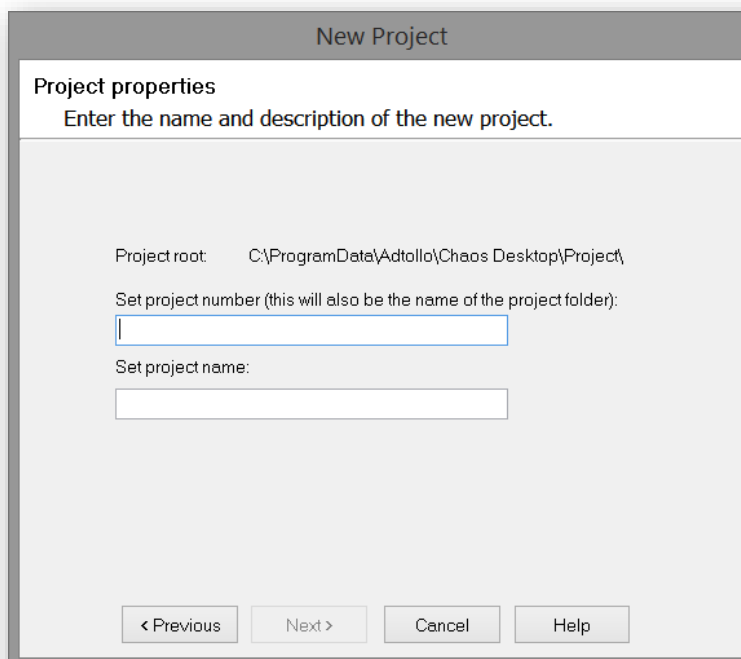
Click on Project in the Ribbon menu to create a new project.



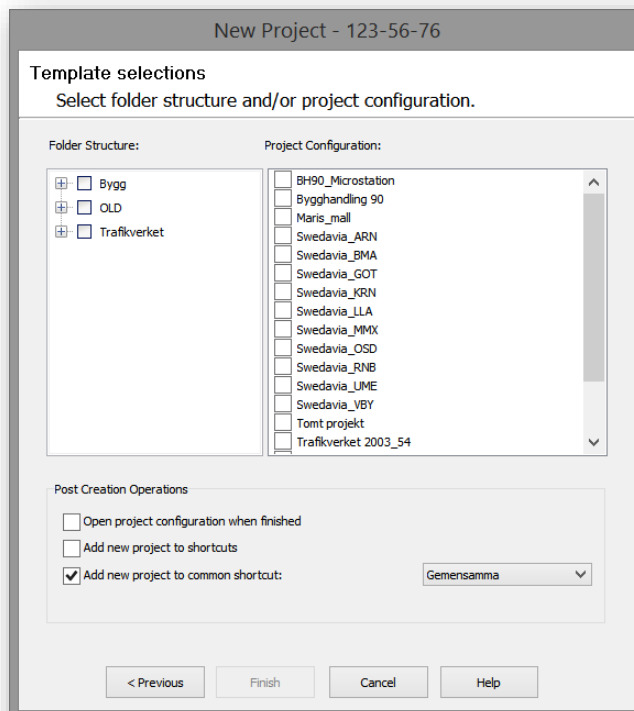
The Project Wizard appears. Fill in project number and project name.

**Set project number:** This number will also be the name of the folder in the file system.

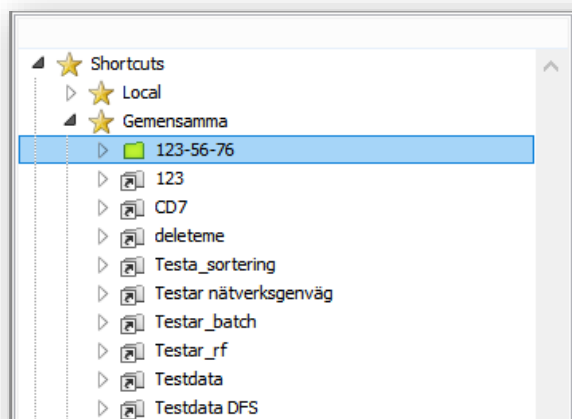
**Set project name:** This name will also be the name of the shortcut in *Chaos desktop*.

A screenshot of a 'New Project' dialog box. The title bar reads 'New Project'. Below the title bar, the text 'Project properties' is followed by the instruction 'Enter the name and description of the new project.' The main area of the dialog contains the following text and input fields: 'Project root: C:\ProgramData\Aetollo\Chaos Desktop\Project\' followed by a line break; 'Set project number (this will also be the name of the project folder):' followed by an empty text input field; and 'Set project name:' followed by another empty text input field. At the bottom of the dialog, there are four buttons: '< Previous', 'Next >', 'Cancel', and 'Help'.

Select folder structure and project configuration in the dialog. Specify if the project should be added to shortcuts. If you want to open the project configuration after project is created, you can specify it here.

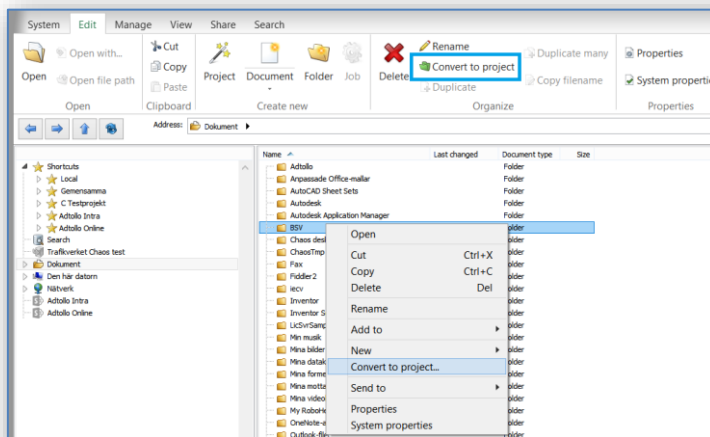


The project will be created when you click **Finish**.

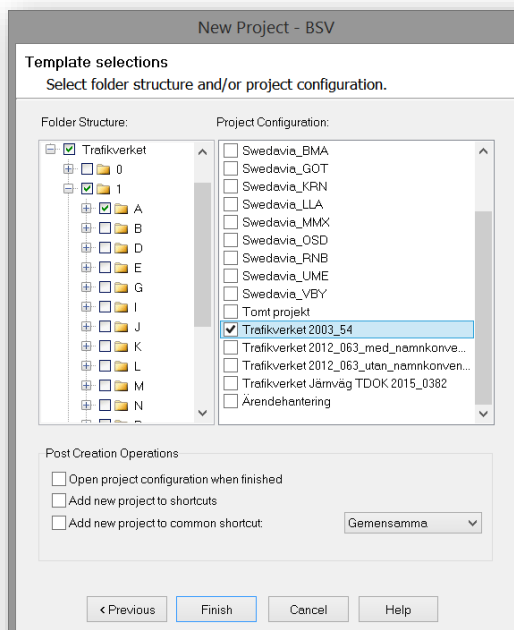


## ◆ Create a project using existing folder structure

Select the folder that you want to convert to project. Select **Convert to project** in the menu.



The same dialog as when you create a project using a template appears. Select a project configuration. Since the folder structure already exists you do not have to select a folder structure. But if you want to add folders, select the folder structure you want.



Click **Finish** and the project configuration will be added to the folder.