

## **Number: 18**

### **Objective: Delete a file or model**

### **Commands used:**

To delete a file from Roof Wizard, open the Windows Explorer program from the Programs menu under the Start menu. From here select the C drive, then double-click on Program Files, Applicad, RoofWiz, User. In this folder should be all of your files that you have saved. Find the file that you want to delete and highlight it by clicking on it. With the file now highlighted, press the Delete button on the keyboard. You will then be asked if you want to delete this file, click Yes to except.

If you want to change the name of a file, click on the file to highlight it, goto the File menu, and select Rename. This should bring up a cursor in the filename. Type in the changed filename and then press Enter.

If you would like to delete a model select the CAD in Wizard, from here select File, followed by DI-Model. You will then be presented with a dialog box showing you all of your files. Click on the file that the model that you want to delete is in and then select the model that you want to delete. When the model has been selected click on Ok.

When you have deleted a file or model, remember that it is impossible to get them back!!!.