

GRADE 12 · UNIT S3.5: EXTENSION & ENRICHMENT (OPTIONAL)

Packaging & Handoff: Preparing Files a Client Can Actually Use

Lesson 26 of 43 · Day 2 of 2

DO NOW

List every format this job's delivery actually requires.
Export (20 min): export the job in each required format (print-ready PDF, web PNG/JPG, and keep the editable source file). Write (15 min): write a short handoff note listing what's included and how to use each file.

TODAY'S PLAN

Do Now

5 min

Export

20 min

Write

15 min

Submit

5 min

TODAY'S VOCABULARY

File Naming Convention

EXIT TICKET

What's one thing about your own file organization habits you're going to change after this, and why?