



### INTERPRET BOOKMARKS

#### Before You Begin

Ensure that you have read and understood the resources within the **Interpret Bookmarks** Sub Process before completing this exercise.

If there is a Knowledge Assessment for this Task, it should also be completed prior to beginning this exercise.

#### Learning Exercise

- 1 In order to organize your bookmarks, create the following folders under the Bookmarks menu: Tasks and Resources.
- 2 In the Processes that you are assigned, create a bookmark that falls into each of the above bookmarks.
- 3 Once you have created your bookmarks, test them to make sure they are saving in the correct location (using the Bookmark menu).

#### Feedback & Evaluation

When you have completed this exercise, request a Capability Assessment from your supervisor. Your supervisor will contact you regarding scheduling of the Capability Assessment.