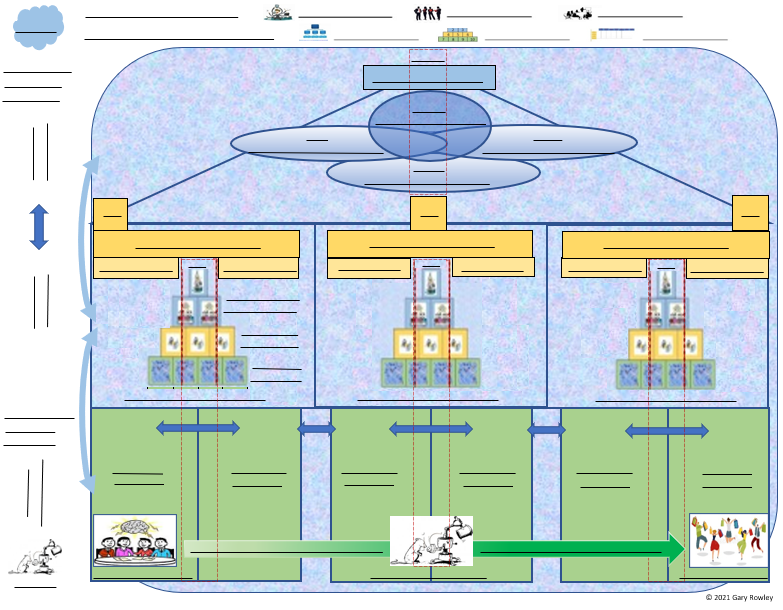
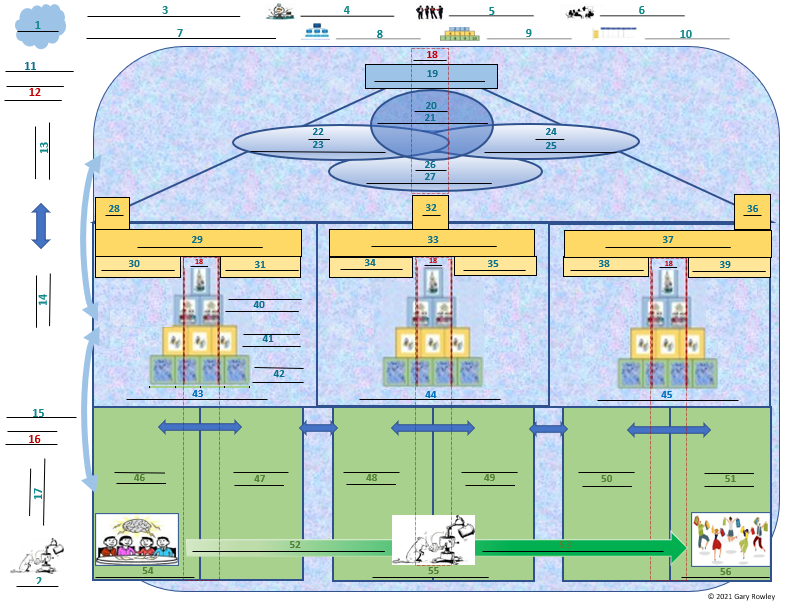
**MASTER KEY Worksheet**

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**NUMBERED WORKSHEET ITEMS**



**2**



**Master key**

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| **LIST THE SEVEN KEY CONCEPTS DISCUSSED IN THE COURSE OVERVIEW**  **a) Create a separate file folder on your computer for each concept.**  **b) Inside each folder create a document named *Folder Index*** |
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| **3.** |
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| **LIST EACH OF THE 56 WORKSHEET ITEMS BELOW**  **a) Create a separate document named for each of these items and place it in the appropriate Key Concept folder.**  **b) Create a link from each item on this list to its related document which has been placed in the concept folder you designated** |
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**Diagram

Description automatically generated**