

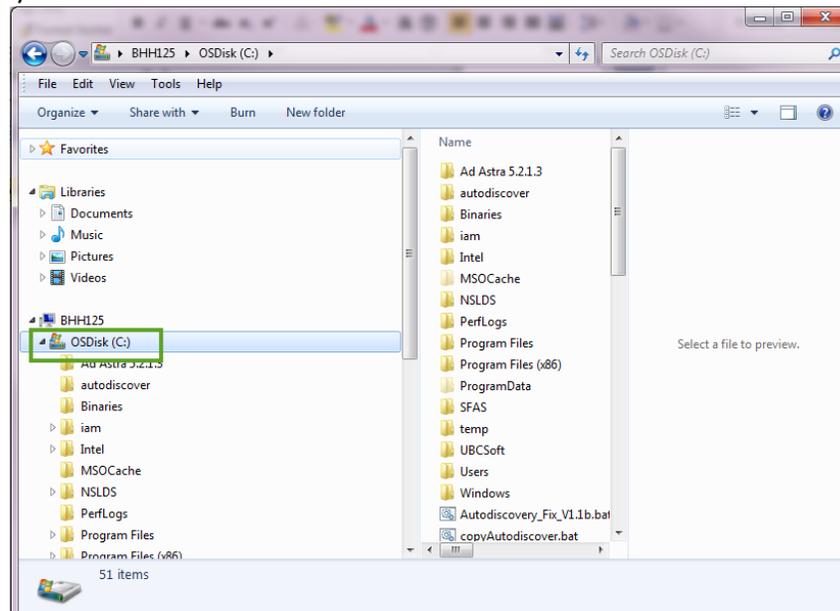
How to Delete Apps 2.0 Folder

Step 1: Un-hiding the Apps Folder on your computer

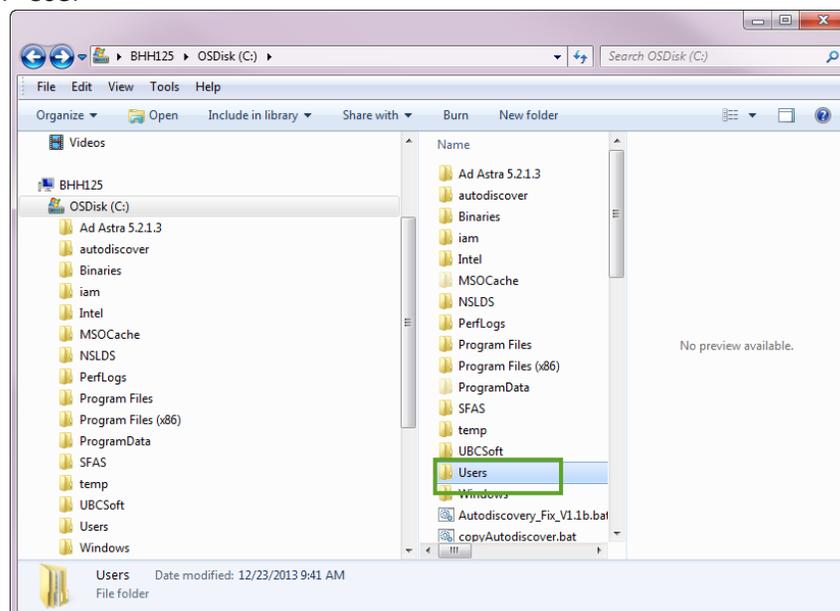
- Open windows explorer (or My Computer)



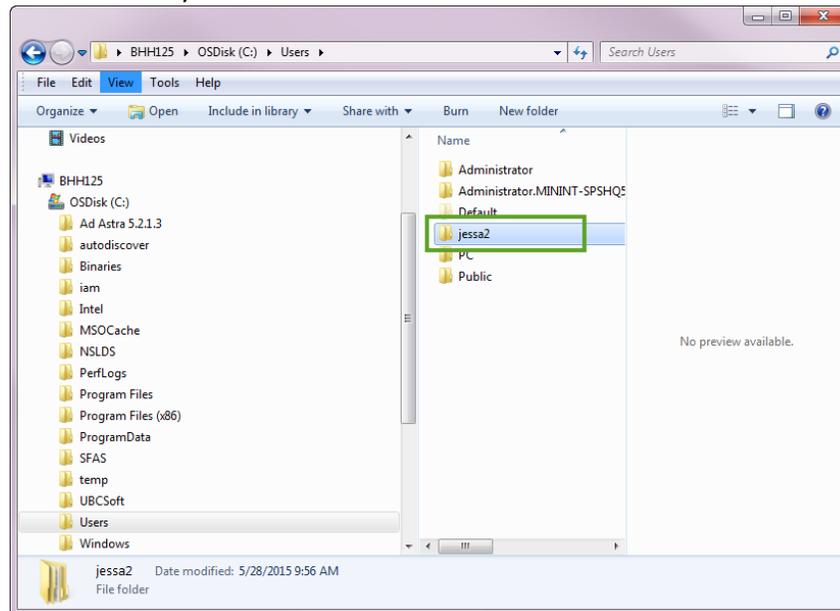
- Click on your "C" drive



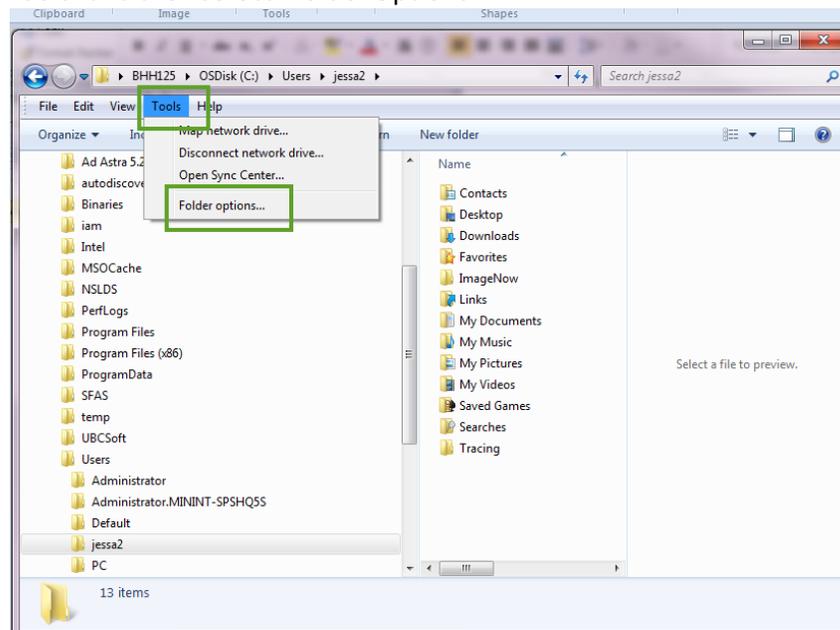
- Click on "User"



- Select the folder with your name

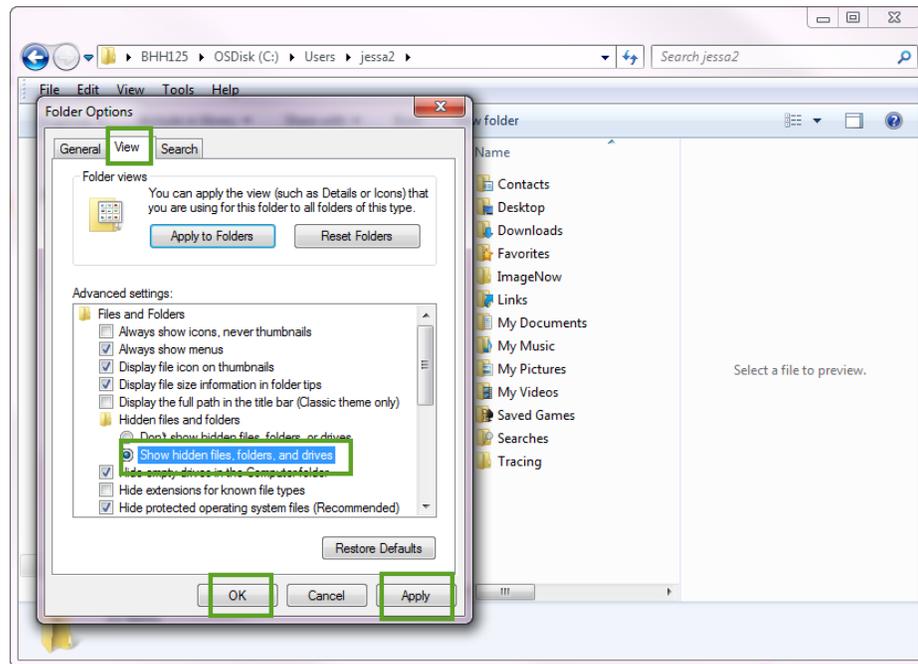


- Press “Alt” on your keyboard
 - You will now see the normal menus on the top (File, View, Tools, etc)
- Select “Tools” and then select “Folder Options”





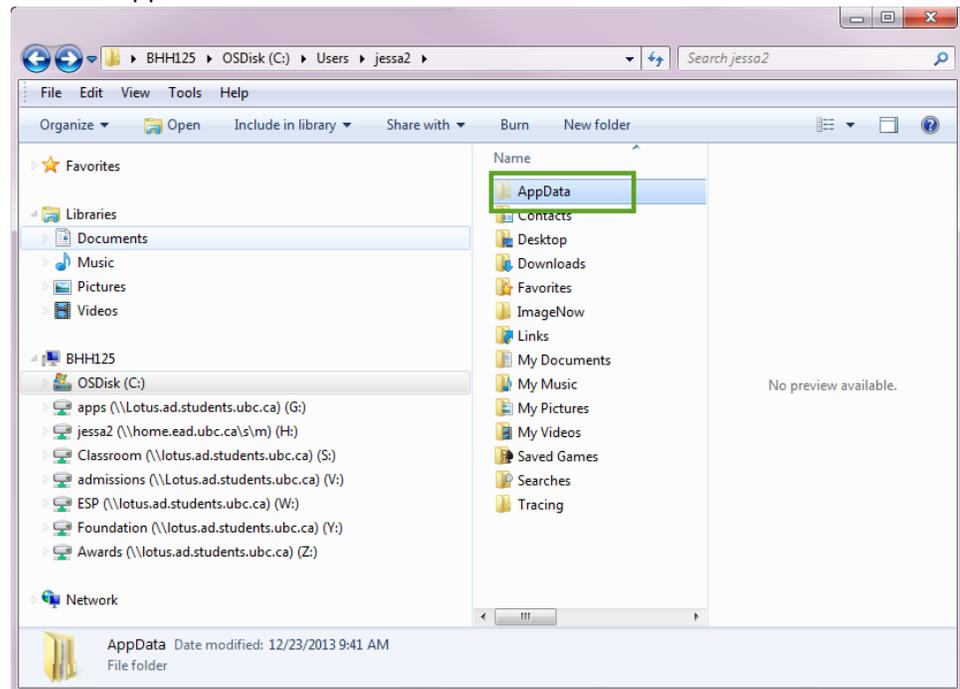
- Select the “View” tab
- Select “Show hidden files and folders and drives”



- Click “Apply” and “Ok”

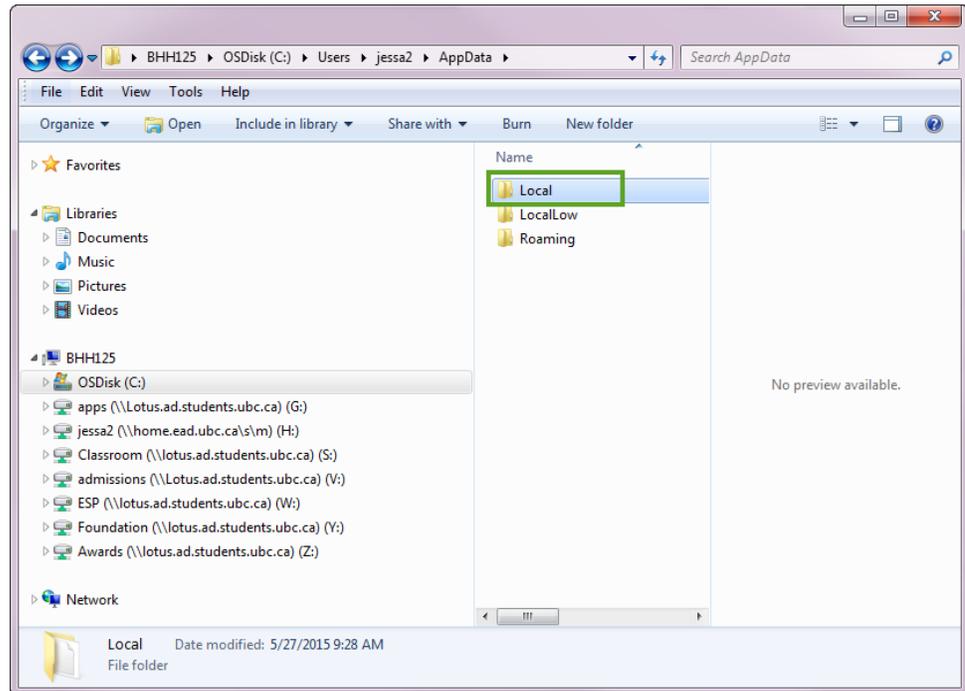
Step 2: Delete the Apps 2.0 folder

- Double click on “App Data” folder

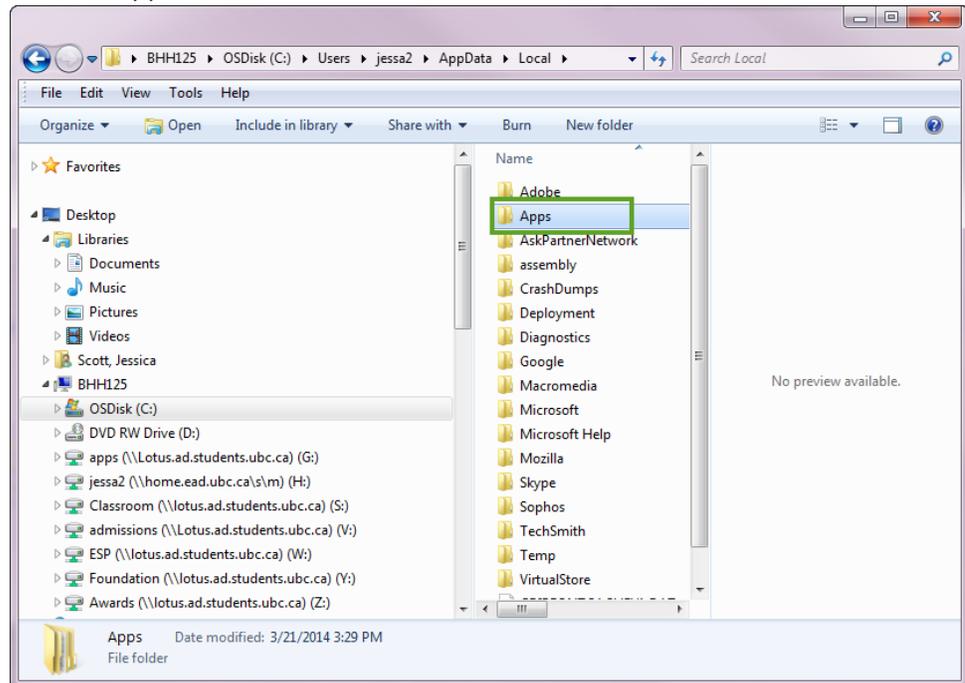




- Double click on “Local” folder

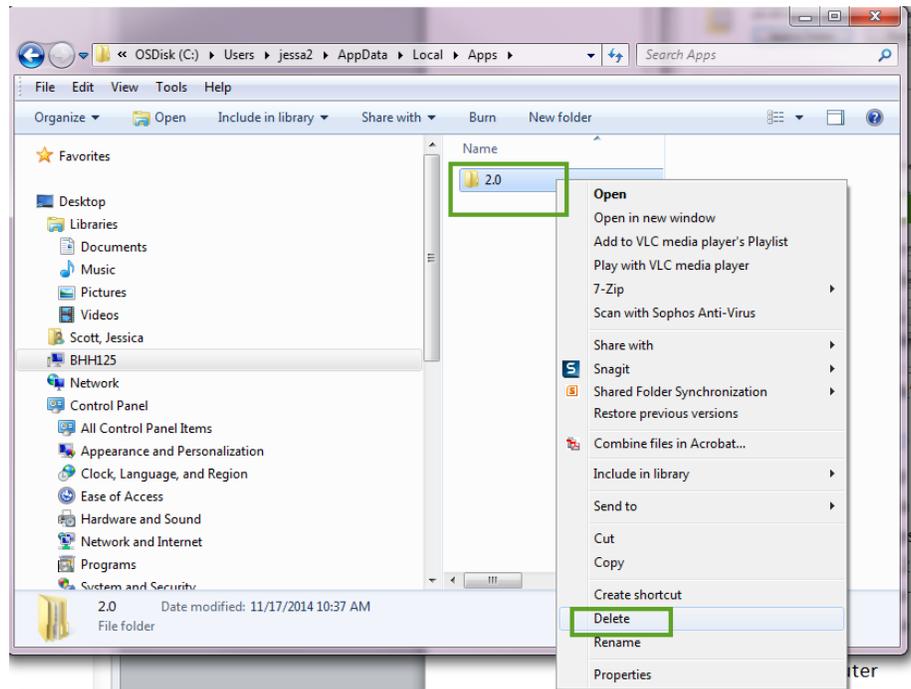


- Double click on “Apps” folder





- Single click on Apps 2.0 to highlight folder
 - Right click for a short cut menu
 - Scroll down and click “Delete”



- Restart Computer

This is most likely a very big folder, but don't panic. Deleting this file will allow Scientia to load on the new dedicated server. It will result in a loss of the column preferences that you had previously set-up. You will need to re-do your column layout preference after your first log in.