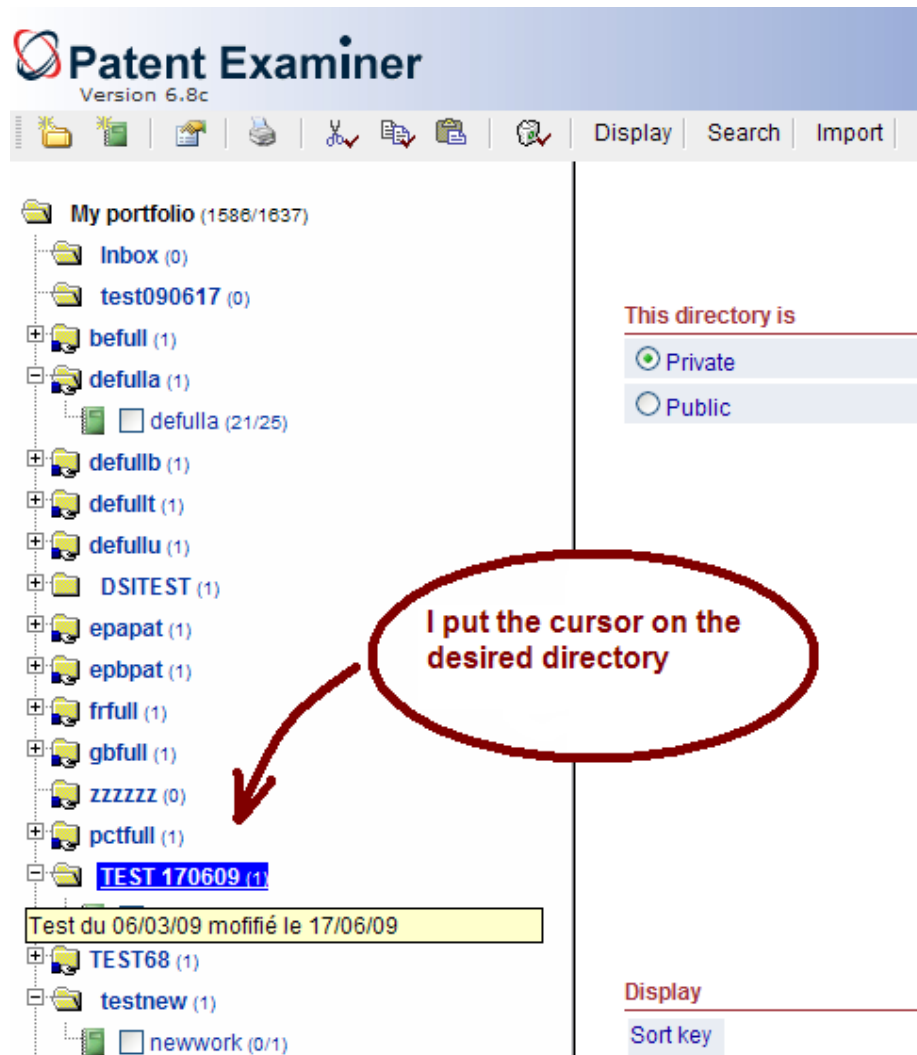


## How to create a sub-directory inside a directory in PatentExaminer?



The screenshot shows the Patent Examiner software interface (Version 6.8c). The main window displays a directory tree on the left and a control panel on the right. The directory tree is expanded to show the 'TEST 170609' directory, which is highlighted in blue. A red arrow points from a callout box to this directory. The callout box contains the text: "I put the cursor on the desired directory". The control panel on the right has a section titled "This directory is" with two radio buttons: "Private" (selected) and "Public". Below this, there are buttons for "Display" and "Sort key".

Patent Examiner  
Version 6.8c

My portfolio (1586/1637)

- Inbox (0)
- test090617 (0)
- befull (1)
- defulla (1)
  - defulla (21/25)
- defullb (1)
- defullt (1)
- defullu (1)
- DSITEST (1)
- epapat (1)
- epbpat (1)
- frfull (1)
- gbfull (1)
- zzzzzz (0)
- pctfull (1)
- TEST 170609 (1)**
- TEST68 (1)
- testnew (1)
  - network (0/1)

This directory is

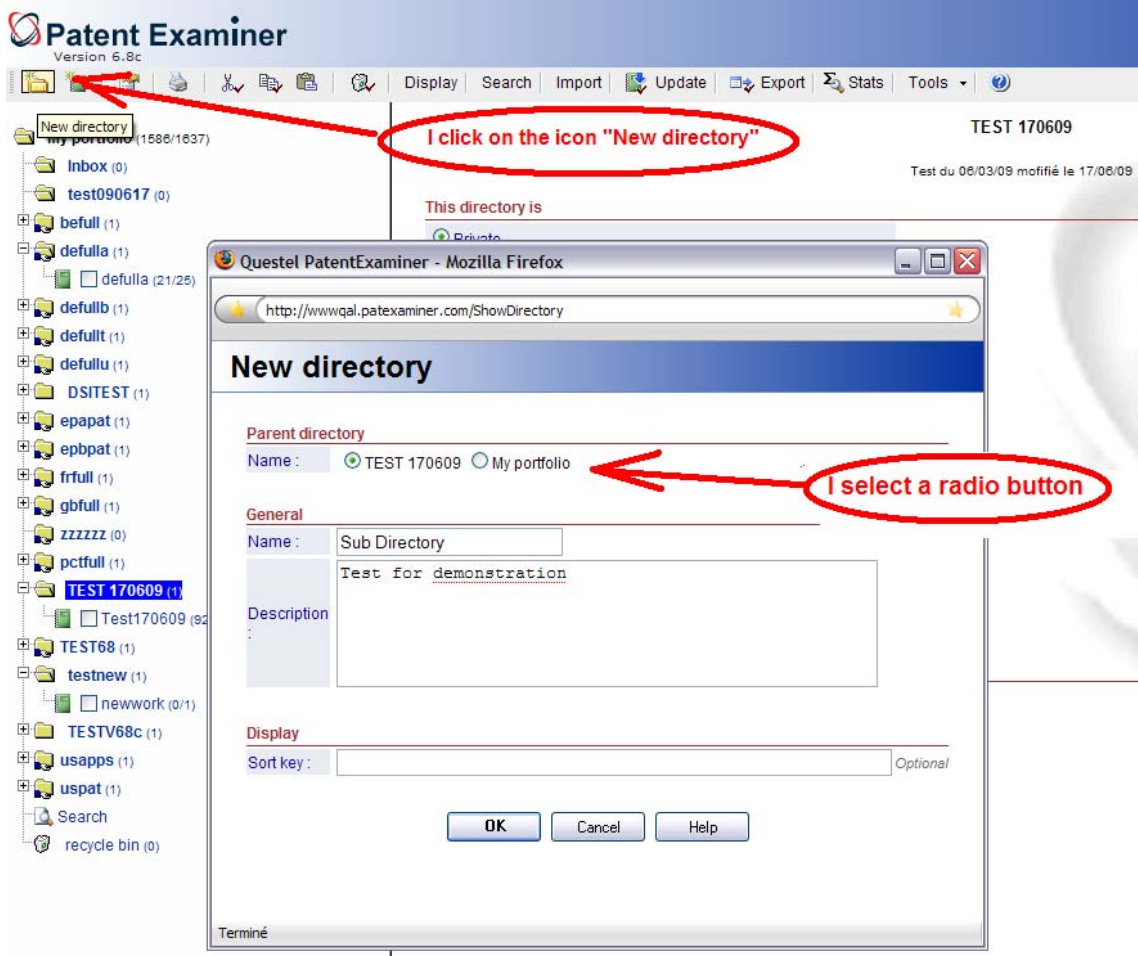
Private

Public

Display

Sort key

I put the cursor on the desired directory



The screenshot displays the Questel Patent Examiner software interface. The main window shows a directory tree on the left and a central pane displaying details for 'TEST 170609'. A red arrow points to the 'New directory' icon in the top toolbar, with the text 'I click on the icon "New directory"'. A second red arrow points to the 'TEST 170609' radio button in the 'Parent directory' section of the 'New directory' dialog box, with the text 'I select a radio button'. The dialog box contains the following fields:

- Parent directory:** Name:  TEST 170609  My portfolio
- General:** Name: Sub Directory; Description: Test for demonstration
- Display:** Sort key:  Optional

Buttons at the bottom of the dialog include 'OK', 'Cancel', and 'Help'. The status bar at the bottom of the dialog shows 'Terminé'.

**Patent Examiner**  
Version 6.8c

Display | Search | Import | Update | Export | Stat

**My portfolio (1586/1637)**

- Inbox (0)
- test090617 (0)
  - befull (1)
  - defulla (1)
    - defulla (21/25)
  - defullb (1)
  - defullt (1)
  - defullu (1)
  - DSITEST (1)
  - epapat (1)
  - epbpat (1)
  - frfull (1)
  - gbfull (1)
  - zzzzzz (0)
  - pctfull (1)
  - TEST 170609 (1)
    - Test170609 (92/11)
    - Sub Directory (0)**
  - TEST68 (1)
  - testnew (1)

**This directory is**

- Private
- Public

**Display**

Sort key

**The new sub-directory is created**

