

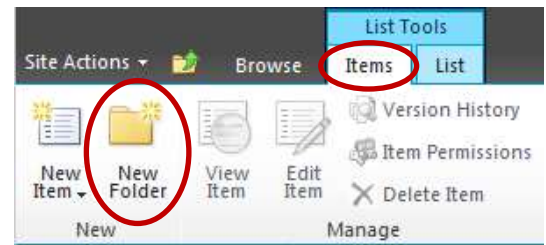
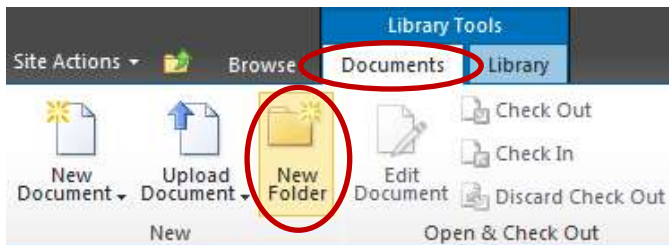
## Add Folders In Web Parts (Libraries, Links, etc.)

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Open the desired document library, links, etc.

On **Tools** section at the top, click **Items** or **Documents**, etc. depending on which web part you are in.

Click **New Folder**.



Name your folder, and click **Save**.

