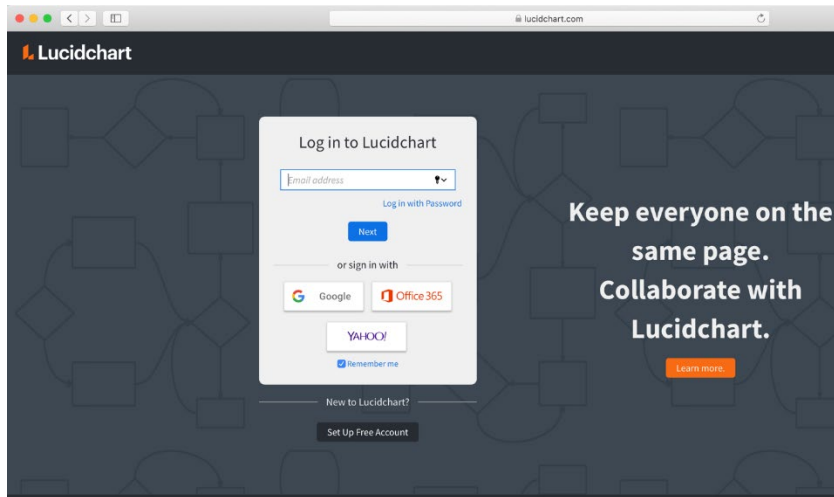
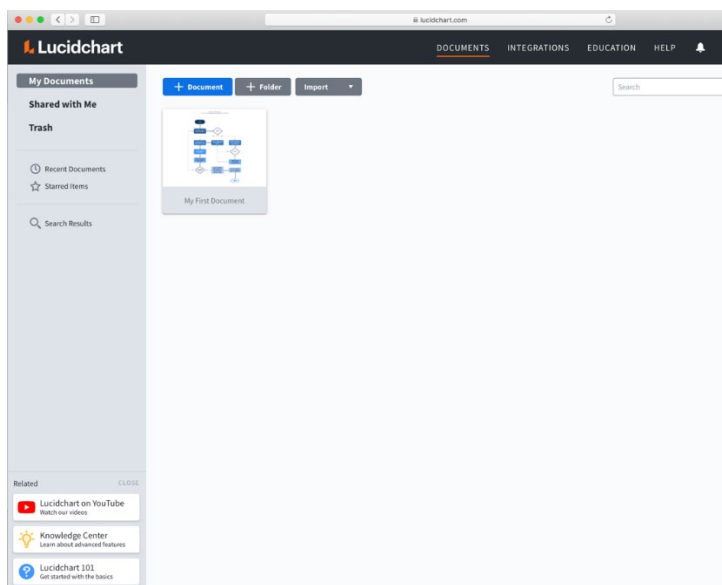


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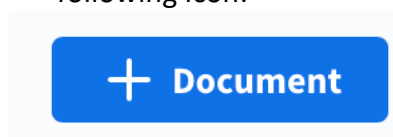
1. To access Lucidchart's online suite click on the following link:  
<https://www.lucidchart.com/users/login>
  - a. Click on the Google link and enter your CSU Global email and password:



2. The following screen will show all documents that you have in your CSU Global Lucidchart account:

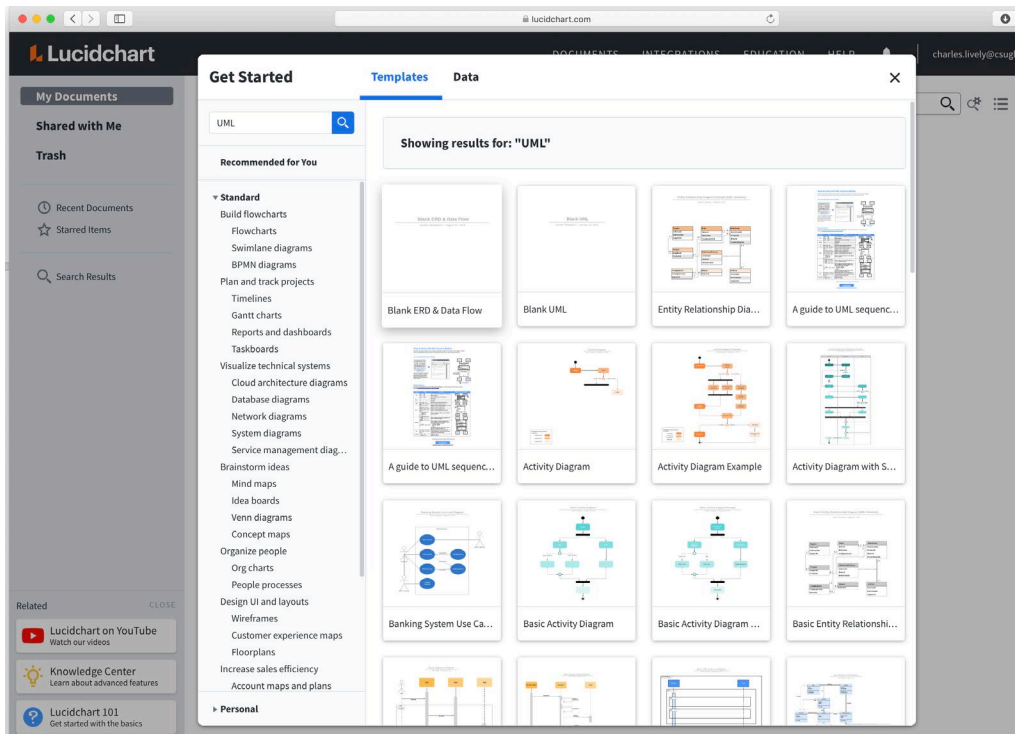


3. To create a new chart or document, such as a UML diagram or Gantt chart, click on the following icon:

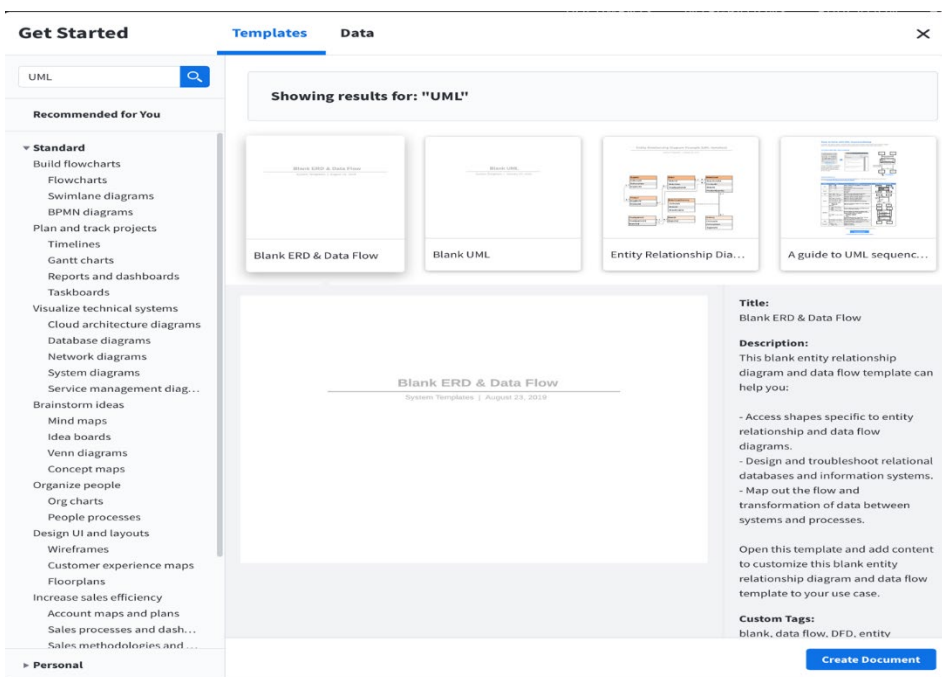


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4. To create a specific chart, you can search for the template. To create a UML diagram, search for UML and choose an appropriate template:

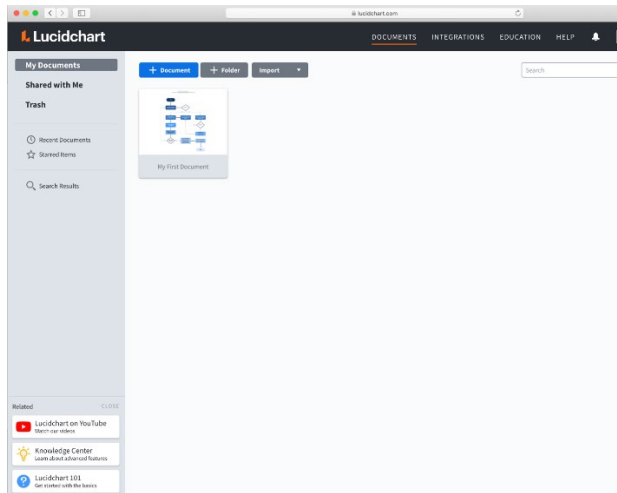


- a. Click on the appropriate template and then click “Create Document” in order to create the diagram or chart:

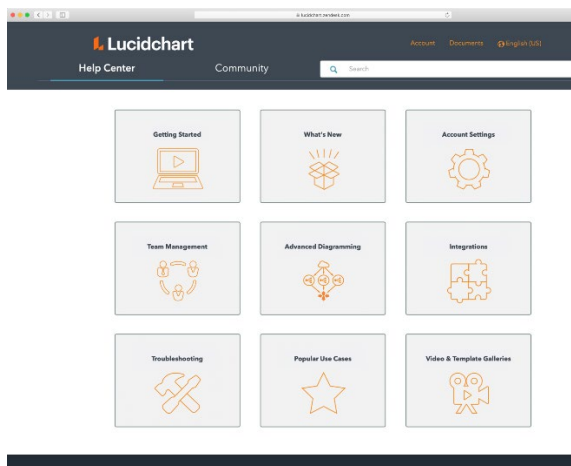


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5. To create a Gantt chart, search for Gantt and click on an appropriate template:



6. Additional tutorials for working with Lucidchart can be found at:  
<https://lucidchart.zendesk.com/hc/en-us>
  - a. Click on the “Video & Template Galleries” for detailed video tutorials on working with Lucidchart’s variety of features:



7. To download a UML diagram or Gantt chart that you have created:
  - a. Make sure that the chart or diagram that you want to download is open.
  - b. Select File from the banner menu.
  - c. Select Export from the dropdown menu.
  - d. Select PDF if your chart or diagram will be submitted as its own attachment to the assignment submission. Select JPEG if you will be including your chart or diagram as an image within a Word document.