ENR145 Assignment #2

Due: 1/30/25 9:00 pm

This is a part of the digital toolbox training, if you already knew how to do all the tasks, I am expecting you guys spend less than 10-20 min wrap up the work.

1. Apply a filter in your Gmail.
   You can find the detailed guide here:

   https://support.google.com/mail/answer/6579?hl=en#:~:text=Create%20a%20filter,Click%20Update%20filter%20or%20OK.

Are you get spammed by Coe/all, or Moodle emails every day? Do you have 999+ unread emails in your Gmail folder, that you don't know where they are? Let's change that reality.
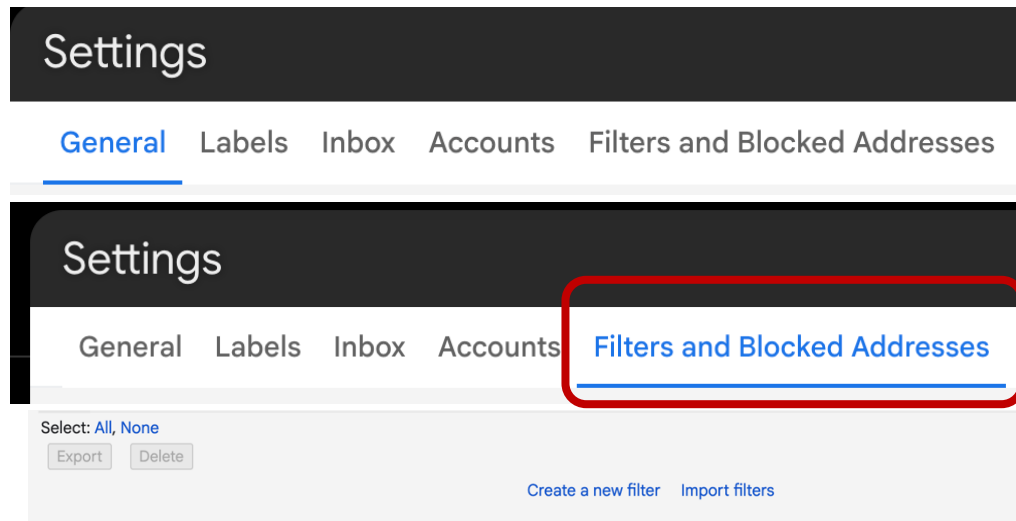
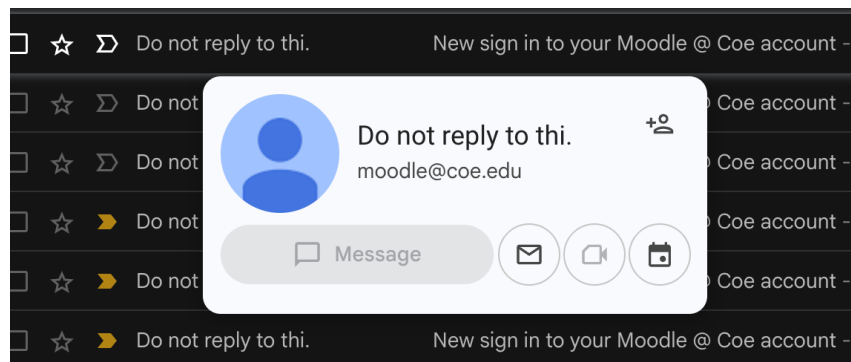Here're the steps to set up a Moodle containment folder:

i) Log into your Gmail

ii) Find and click ⚙️Settings, then See all settings:
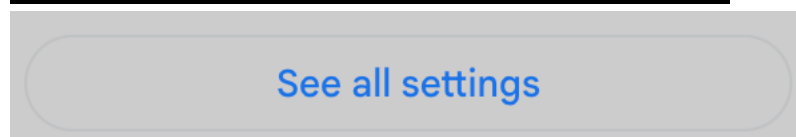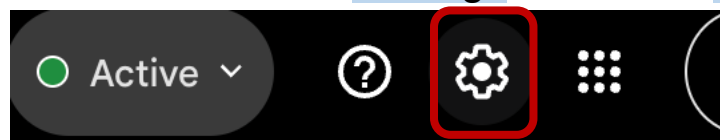
iii) Find the options to Create a new filter

iv) Now it's time to some detective work. What are the common traits of the emails you want filter out? For the Moodle spam, it all came from the following email address:

v) Set up the criteria and hit Create filter, this set-up is very much like any advanced search function.

vi) Now it's time to decide what to do with it. In this example I chose to Mark as read and Apply the Moodle label. You can also retro-apply the rule to all the previous emails.

← When a message is an exact match for your search criteria:

☐ Skip the Inbox (Archive it)

☑ Mark as read

☐ Star it

☑ Apply the label: Moodle ▼

☐ Delete it

☐ Never send it to Spam

☐ Send template: No templates ▼

☐ Always mark it as important

☐ Never mark it as important

☐ Categorize as: Choose category... ▼

☐ Also apply filter to **40** matching conversations.

❓ Learn more   **Create filter**

vii) Now you have your first Gmail filter! You can always edit or delete the settings. In this example I have dedicated filter for Coe/all, github, and moodle.

The following filters are applied to all incoming mail:

☐ Matches: **to:(allfacultystaff@coe.edu)**
Do this: Skip Inbox, Apply label "Coe /all", Never mark it as important, Categorize as Forums   edit   delete

☐ Matches: **from:(notifications@github.com)**
Do this: Skip Inbox, Mark as read, Apply label "Github", Categorize as Updates   edit   delete

☐ Matches: **from:(moodle@coe.edu)**
Do this: Skip Inbox, Apply label "Moodle", Categorize as Updates   edit   delete

To show me the proof-of-effects for this task, take a screen shot of your Moodle filter and put it into a slide. If you apply more filters and make your Inbox "Unread" free, you can show it to me as well.
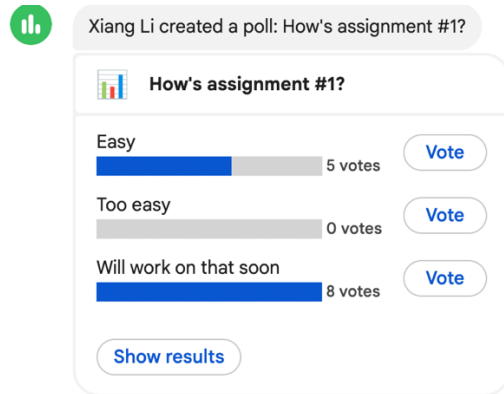
2. Send message and files via Gmail-chat.
   i)   Open you Gmail client, on the right side underneath the ≡ icon, you should be able to see three tabs: Mail, Chat, and Meet.
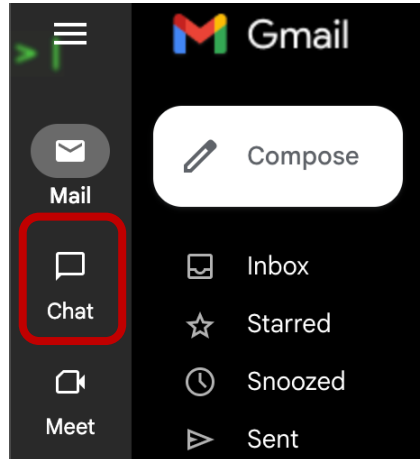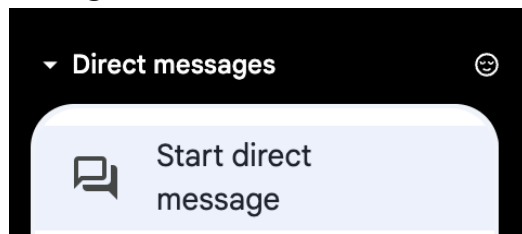

   ii) Click Chat, and find ENR Comp Methods. In my chrome and Gmail, it's under the Spaces tab:
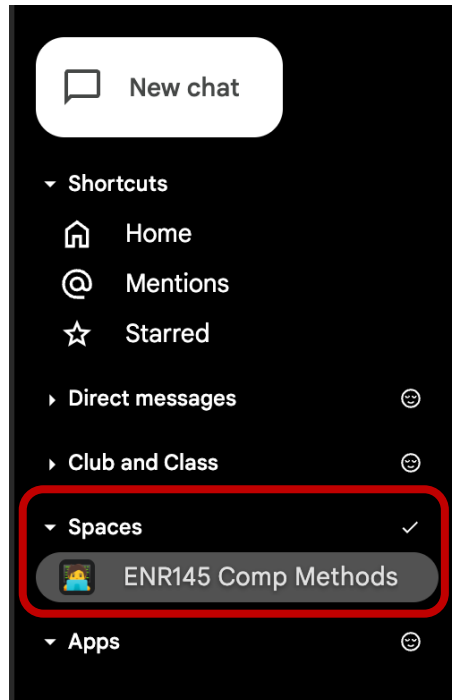

   iii) **Vote on the Poll "How's assignment #1?"**

iv) **In the direct messages tab, find a way to do a direct message with me (xili@coe.edu), and send/share the slide of this assignment with me.** *There will be no Moodle upload link for this assignment.*


3. Get access to free edu access to Autodesk Fusion 360. (any CAD software works for me, as long as it's not tinkercad).
   i) Set up account and validate your edu access via the following link:https://www.autodesk.com/education/edu-software/overview
   ii) Download and install any software you like, for here I am asking for Fusion.
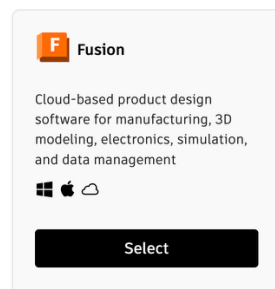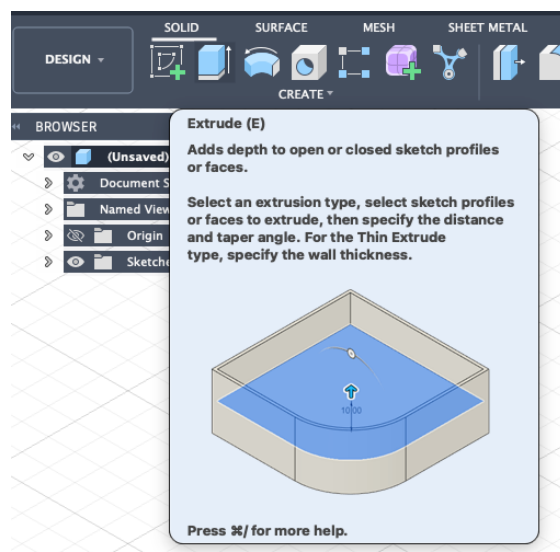
iii) **To show me the proof-of-effects for this task, boot up fusion, draw a box, take a screen shot, and put it into the slides.**
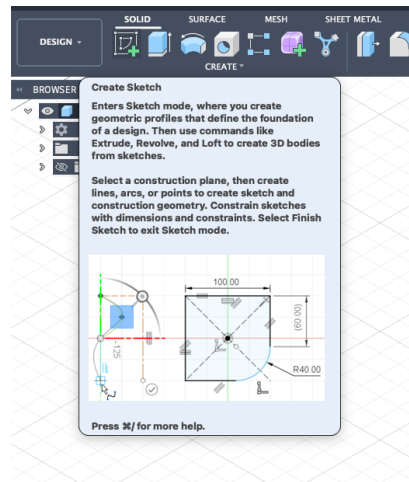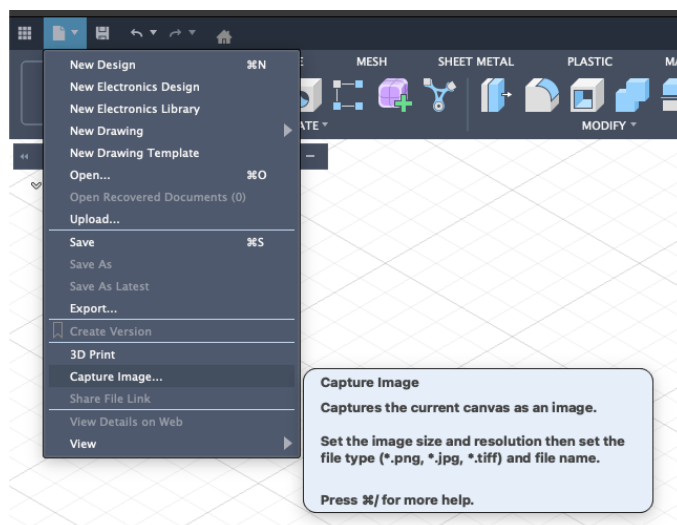

Create a sketch.
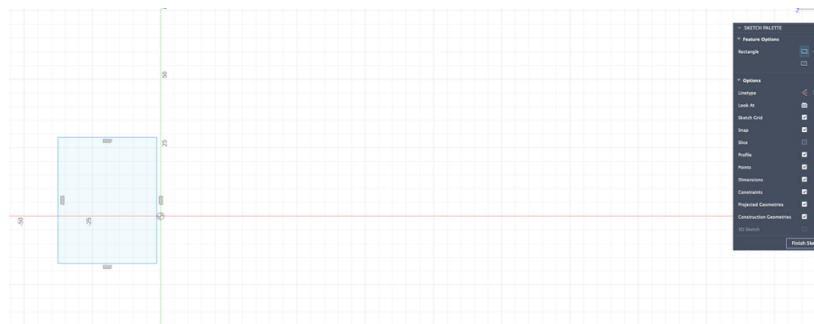
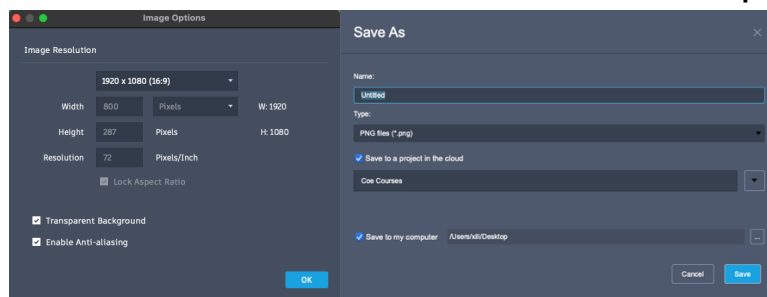Pick a plane, then draw you sketch there. Finish sketch.

Now try to Extrude.

Extrude a new body, now you will have a box.

Capture image.

Save image.

If you are struggling with CAD (spent more than 20 min to draw this box), spend some time self-learn the basics of "CADDING":
https://www.autodesk.com/learn/catalog/fusion

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