## **Blackblot® PMTK**

## **Bundle Book**



Comment: A bundle book is a central repository of documents which are related to a particular product. The ZIP file accompanying this document contains an empty folder structure (directory tree) that is used to create a network shared bundle book. Copy the unzipped folder structure to a network server and allow file sharing in read-only mode. This will allow other users to copy the folder structure or copy documents from the folder structure.

The bundle book file name convention is:
"Folder Name"\_"Product Name"\_"Author Initials"\_"Revision Number".ext
For example:
Launch\_Plan\_SLC450\_GS\_07.doc

This name convention enables easy identification and sorting of the file's location, purpose, product, owner, and revision.>

