Creating Server Projects

This section provides the step-by-step instructions on how to create a new server project.

To create a new server project

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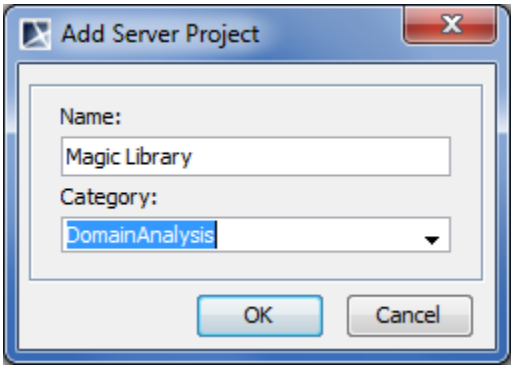
1. From the **Collaborate** menu, choose **Projects**.
2. Click the **Add** button. The Add Server Project dialog opens.
3. Type a new project name.
4. Either select an existing category or type a new category name.
5. Click **OK**.



Example of Add Server Project dialog