**“How to” assignment**

For both Tabula and Import.io, you will create and submit a “how to” that explains how these tools work. Each “how to” should demonstrate, step by step, how someone new to the tools would use them to scrape data.

Choose from the following methods for producing your “how to” guide:

1. A screencast/video of you using the tool and explaining it verbally as you go (QuickTime will allow this).
2. A Word document or Google Doc file with screenshots of each step along with text that explains the steps.
3. An InDesign document with screenshots of each step along with text that explains those steps.

Once you have created your “how to,” pair with a student who will follow your instructions exactly, doing only what the directions tell them to do. If anything was confusing or unclear, or if your partner seemed lost, revise your “how to” as necessary.