

Grade: 🛱 🛣 🛣 🛣

WORKSHEET 2



Teacher's Signature:

			WOMESTILL		OKANGE	
		me:Section:		Roll No:		
	FIL	E MANAGEMENT-	ORGANISATION	OF FOLDERS	Chapter-6	
A.	Ma	tch the following:				
	1.	Document file	a			
	2.	Spreadsheet file	b	. W		=
	3.	Image file	C	MP3		hpad iPRIME (Version 2.0)-II
	4.	Video file	d			: (Versi
	5.	Music file	e	JPG		IPRIME
В.	Wr	ite the shortcut key:				npad
	1.	To delete a file				Touc
	2.	To save a file				
	3.	To create a new folder				
C.	An	swer the following que	estions:			
	1.	What is file?				
	2.	Write any one purpose	of saving a file.			