

Name: _____

Roll No: _____

Class: _____ Section: _____ Date: _____

MANAGING FILES AND FOLDERS IN WINDOWS 10

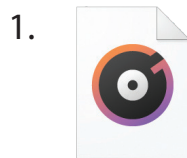
A. Tick (✓) the correct option.

- Collection of related information is called
 a. file ☐ b. folder ☐ c. icon ☐
- The deleted files are stored in the
 a. Documents ☐ b. Desktop ☐ c. Recycle Bin ☐
- You can open File Explorer by clicking on
 a. This PC ☐ b. Recycle Bin ☐ c. Folder ☐

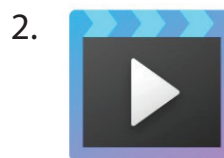
B. Match the following:

- | | |
|---------------|---------------------------------------|
| 1. Live Tiles | a. Collection of files |
| 2. File | b. Display latest information |
| 3. Folder | c. Collection of data and information |
| 4. This PC | d. File Explorer |

C. Identify the given pictures and write their name.



.....



.....



.....



.....