

Name: \_\_\_\_\_  
 Roll No: \_\_\_\_\_  
 Class: \_\_\_\_\_ Section: \_\_\_\_\_ Date: \_\_\_\_\_

**MANAGING FILES OR FOLDERS IN UBUNTU**

**A. Write the use of following icons.**

1.  .....
2.  .....
3.  .....
4.  .....

**B. Fill in the blanks using the hints given below:**

**Hints:** downloads, trash, status menu, rename

1. .... is present at the right side of the Titlebar.
2. To rename a file, click the ..... option from the drop-down list.
3. Once a file or folder is deleted from the ....., it cannot be restored.
4. To delete a file or folder from Trash, select ..... option.

**C. Rearrange the letters to get correct words.**

1. OFLEDR
2. NEAERM
3. HTASR
4. IECTRYRDO

.....  
 .....  
 .....  
 .....