# Problem 1: (Rename files)

Windows 10 Operating System:

**Step 1: Open the directory containing your files using Windows Files Explorer**   
[You can do it by right-clicking the windows *START* button on the bottom-left corner of your screen. Select *FILE Explorer* menu from the shown list. Shortcut key is Windows Key + E]

**Step 2: Navigate to your directory containing files**   
[Navigate to the directory containing your files using mouse clicks.]

**Step 3: Open command prompt from File Explorer**   
[When you have reached/opened your destination directory containing files to be renamed. Simply type ***cmd*** in the address bar of the File Explorer and press enter. It will open command promote window with root to your chosen directory.]

[You can also use the alternative method given below to open the command prompt]

**Step 4: Rename files with ren command**   
[type this command and press enter to rename all files with csv extension to dat]

**ren \*.csv \*.dat**

ren is a windows command that rename files and directories. In above command \* shows all files. This command will rename all files having csv extension (\*.csv) to .dat extension keeping their names unchanged.

**Alternatively: Open the command prompt**   
[You can do it by right-clicking the windows *START* button on the bottom-left corner of your screen. Select *FILE Explorer* menu from the shown list. Shortcut key is Windows Key + E. Navigate to your desired directory using ***cd*** command.]

[After this perform step 4]

Linux Operating System:

**Step 1: Open the terminal**  
[Press ***CTRL+ALT+T*** OR search ***terminal*** in the top search box. Terminal is a window having black colour screen.]

**Step 2: Navigate to your directory containing files**  
[Press ***cd*** command to navigate to the directory that contains files.]

**Step 3: Install mmv utility**  
[Type this command and press enter to install mmv utility. mmv is an easiest way to rename multiple files]

**sudo apt-get install mmv**

**Step 4: Rename files using mmv utility**  
[While you root is in the destination directory. Type this command and press enter to rename all files]

**mmv \\*.csv \#1.dat**

\*.csv shows all files having csv extension. #1 is the first wildcard – consider it as equivalent to \*. This command will rename all files with csv extension to dat extension keeping their names unchanged. This command can be reversed by interchanging csv with dat.