# File Management System:

For this theoretical file management system there would be an alphabetically ordered folder called Projects. Inside this folder each project will have an abbreviated 5 character tittle, and the start and finish dates as the name for the folder containing the project. Inside this folder will be a file called employee data. This will have the information on the employee assigned to the project as the project manager. This file will also be the location of any necessary new files for said project.