**Windows Basics- Files and Folders**

**a. Question: What happened with Folder1 and Folder2 on the Desktop?**

- Folder2 on the desktop was moved inside of Folder1 and is therefore not directly visible on the desktop anymore. Folder1 did not move anywhere.

**a. Question: What is the file extension for the text document?**

- The file extension for this text file is .txt

**a. Question: How would you do it?**

- I right-clicked on the text file and hit the copy icon (I am using Windows 11), and then I went into Folder2, and pasted the copy of the text file in the folder, also using right-click.

**a. Question: What are the attributes associated with this file?**

- When I went into the details of the file, following the instructions, I see that the attributes of this text file are “A”.

**a. Question: What is the complete path to Folder3? (Hint: One way to find this information is in the folder properties.)**

- The path to Folder3 is as follows: C:\Users\David Powell\Desktop\Folder1\Folder2

**b. Question: In Windows 10, which directories are listed under Folders? (Note: There is no Folders heading in Windows Explorer.)**

- I am using Windows 11, but under “This PC”, I see the folders “Desktop”, “Documents”, “Downloads”, “Music”, “Pictures”, and “Videos”.

**a. Question: What happened? Why would you want to do this?**

- When I did that task, Folder1, and all its contents, were moved to the Quick Access tab in explorer. You would want to do this to make it easy and quickly to get to the folder in as few steps as possible.

**a. Question: What are folders listed in the Local Disk (C:)?**

- The folders in Drive C: are as follows; “DRIVER”, “PerfLogs”, “Program Files”, “Program Files (x86)”, “Users”, and “Windows”.

**a. Question: List all of the folders in the “Users” directory**

- The folders in the “Users” folder include “David Powell”, “k\_s\_p”, and “Public”.

**a. Question: Were you able to open it? Explain.**

- I was able to open the folder with my username on it. I see lots of different folders inside. I am assuming that if there were certain restrictions set up on the computer, then I would not be able to open that folder.

**a. Question: Were you able to open it? Explain**

- I tried to open the “k\_s\_p” folder, which is my mom’s. However, the computer then said that I did not “currently have permission to access this folder”. Then, when I hit continue, it asked for my mom’s pin, that I totally don’t know... :) Long story short, I did not get into the folder.

**a. Question: Open the Public folder. List all the folders in the directory.**

- “Public Documents”, “Public Downloads”, “Public Music”, Public Pictures”, and a “Public Videos” folder

**a. Question: Which folders or files are listed under the Libraries heading?**

- Under the “Libraries” heading, I see “Camera Roll”, “Music”, “Saved Pictures”, “Documents”, “Pictures”, and “Videos”.

**a. Question: How would you remove the directory of Folder1 from the library without deleting Folder1 and its contents from the computer?**

- So, what I did was I went to the library, I right-clicked, and I then clicked on “Properties”. After this, I just right clicked on the folder inside of the library, and then hit remove. Remove only took the folder out of the library and did not delete it off my computer.