

## Solutions

1. `shutil.copy()` and `shutil.copytree()` are both functions in Python's `shutil` module that can be used to copy files and directories respectively. The difference between them is that `shutil.copy()` copies a single file from source to destination while `shutil.copytree()` copies an entire directory tree recursively from source to destination.
2. `os.rename()` function
3. The `send2trash` module in Python sends files to the Trash or Recycle Bin instead of permanently deleting them<sup>2</sup>. The OS module's `unlink()`, `remove()` and `rmdir()` functions can be used to delete files or folders. But, these functions delete the files permanently and the operations cannot be undone if there were any accidental deletions performed. On the other hand, the `shutil` module provides a function called `rmtree()` that can be used to delete an entire directory tree. This function can also be used to delete a single file by passing in its path<sup>1</sup>.
4. `ZipFile` method is equivalent to File objects' `open()` method.
- 5.

```
import os
import shutil

source_folder = 'path/to/source/folder'
destination_folder = 'path/to/destination/folder'

for root, dirs, files in os.walk(source_folder):
    for file in files:
        if file.endswith('.txt'):
            shutil.copy(os.path.join(root, file),
                        destination_folder)
```