

Activity 1

TEACHER
GUIDED
ACTIVITY

Directions:

1. Launch your computer.
2. Follow the steps on how to highlight and copy files to another folder; refer to your worktext.
3. Do the following:
 - a. Create three folders to contain various files from different folders. See sample preview.
 - b. Copy at least three(3) files from each folders that you have made in Lesson 22 Activity 2.
5. Show your work to your teacher after copying all the files and ask your grade or score.

Lesson 23-24



What's my score?

SCORE

Sample Preview



FILES NEEDED for Quarter Test 1



FILES NEEDED for Quarter Test 2



FILES NEEDED for Quarter Test 3

Activity 2

TEACHER
GUIDED
ACTIVITY

Directions:

1. Launch your computer.
2. Follow the steps on how to highlight and copy files to another folder; refer to your worktext.
3. Do the following:
 - a. Open the ALL IN folder.
 - b. Group all the files according to the first letter of the filename. See sample preview.
4. You must have eight(8) new folders all in all.
5. Show your work to your teacher after copying all the files for your grades.

Lesson 23-24



What's my score?

SCORE

Sample Preview



Starts with B files

- Ben 10-A
- Ben 10-B
- Ben 10-C
- Ben 10-D
- Ben 10-E
- Ben 10-F
- Ben 10-G
- Ben 10-J



Starts with P files

- Pixie-computerworld.pxt
- Pixie-connectingfun.pxt
- Pixie-delete the odds.pxt
- Pixie-inventors corner.pxt
- Pixie-iunderstand.pxt