**1. How do you distinguish between shutil.copy() and shutil.copytree()?**

The shutil.copy() function will copy a single file, while shutil.copytree() will copy an entire folder, along with all its contents

**2. What function is used to rename files??**

The shutil.move() function is used for renaming files, as well as moving them

**3. What is the difference between the delete functions in the send2trash and shutil modules?**

The send2trash functions will move a file or folder to the recycle bin, while shutil functions will permanently delete files and folders.

**4.ZipFile objects have a close() method just like File objects’ close() method. What ZipFile method is equivalent to File objects’ open() method?**

This method is equivalent to calling the Open method and setting the mode parameter to Read. The archive is opened with FileMode.Open as the file mode value. If the archive does not exist, a FileNotFoundException exception is thrown.

**5. Create a programme that searches a folder tree for files with a certain file extension (such as .pdf or .jpg). Copy these files from whatever location they are in to a new folder.**

import os

from docx import Document

# I have my pdf files in the same directory.

PATH = os.getcwd()

# os.chdir(PATH)

files = [file for file in os.listdir() if file.split('.')[-1] in ['pdf'] and not(file.startswith('~'))]

data = ""

full\_text = []

for file in files:

pdf = Document(file)

full\_text.append(f"Contents of {file}")

for para in pdf.paragraphs:

full\_text.append(para.text)

data = '\n'.join(full\_text)

new\_pdf= Document()

new\_pdf.add\_paragraph(data)

new\_pdf.save('file.pdf')