Chapter-2

Windows 10: File and Folder

Section A: Multiple Choice Questions

1. **What is the primary interface with the computer in Windows 10?**
   - a) Taskbar
   - b) Desktop
   - c) Recycle Bin
   - d) Start Menu
2. **Which of the following is NOT a feature of Live Tiles?**
   - a) They display weather and news.
   - b) They can be resized.
   - c) They cannot be removed.
   - d) They show frequently updated information.
3. **What does the "This PC" icon represent?**
   - a) A folder for deleted files.
   - b) A shortcut to the Recycle Bin.
   - c) A file explorer to manage files and folders.
   - d) A tool to resize tiles.
4. **Which key do you hold down to select multiple files or folders?**
   - a) Shift
   - b) Alt

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- c) Ctrl
- d) Tab

5. **Where do deleted files and folders go in Windows 10?**
   - a) Start Menu
   - b) Taskbar
   - c) Recycle Bin
   - d) This PC

Section B: Fill in the Blanks

1. The _____ is a horizontal bar at the bottom of the desktop that helps manage open programs.
2. To create a new folder, right-click on the desktop and select the _____ option.
3. The _____ is where deleted files and folders are stored temporarily.
4. To permanently delete all files in the Recycle Bin, click on the _____ button.
5. The _____ icon allows you to manage files and folders on your computer.

Section C: True or False

1. **True or False:** Live Tiles can display real-time information like weather and news.
2. **True or False:** You cannot resize or remove tiles from the Start Menu.
3. **True or False:** The Recycle Bin can restore deleted files to their original location.
4. **True or False:** The Taskbar can be moved to any side of the screen.
5. **True or False:** A folder is a collection of related files.

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