

## Windows 10 Fundamentals –Week 2 Quiz

Please write the letter of the best answer to the following questions.

**1) What default folder is found on most Windows computers?** \_\_\_\_\_

- a) Recycle Bin.
- b) Documents.
- c) Old files.
- d) Favorites.

**2) What drive typically is used to store data and programs?** \_\_\_\_\_

- a) Drive A.
- b) Drive B.
- c) Drive C.
- d) Spread across all drives proportionally.

**3) Where can you find information about the PC's drives?** \_\_\_\_\_

- a) In the PC Hardware Manual..
- b) On the back of the computer.
- c) Under the File Explorer "This PC" index.
- d) When the system starts up.

**4) How do you open the Windows File Explorer?** \_\_\_\_\_

- a) Click on the File Explorer quick access icon in the Task Bar.
- b) Click on a File Explorer Application Tile in the Start Menu.
- c) Enter "File Explorer" in the Search input field.
- d) All of the above.

**5) What best describes the Windows file hierarchy?** \_\_\_\_\_

- a) A pile of document folders.
- b) A fixed number of folders assigned to a Drive.
- c) A collection of file folders grouped into a logical order.
- d) An ever changing collection of folders and files.

**6) How do you quickly find an application?** \_\_\_\_\_

- a) The Internet Explorer.
- b) The Start Menu Search box.
- c) The Desktop Icons.
- d) There are no tools available.

**7) What is shown in the File Explorer Address Bar?** \_\_\_\_\_

- a) The size of the file.
- b) The location of the file in the file system.
- c) The complete file system hierarchy.
- d) The amount of space remaining on the Disk drive.

**8) Why is the File Type so important?** \_\_\_\_\_

- a) It associates an application with the data file.
- b) It controls the size and location of the data file.
- c) It restricts the ability to copy/move the data file.
- d) It has no obvious importance.

**9) What is the easiest way to create a new folder?** \_\_\_\_\_

- a) Type the file name in the Search input field.
- b) Open an application and begin entering data.
- c) Use the File Explorer New Folder tool.
- d) There is no easy way.

**10) What is the benefit of having a file hierarchy organization?** \_\_\_\_\_

- a) Disk space is minimized.
- b) It is required by the Windows 10 Operating System.
- c) Files are not lost.
- d) Files can be organized in a logical business-related way.