***Before you start, please:***

1. Insert the CS120 class USB Thumb drive
2. On the USB root folder/directory, create the ***CS120*** folder (unless the folder already exists)
3. Under ***CS120***, create ***Week2-Files*** folder (unless the folder already exists)
4. Use ***USB-thumb-drive-letter:\CS120\Week2-Files*** to store all week two files
5. Download ***Week2-Assignment.docx*** to ***Week2-Files*** folder
6. Open the ***USB-thumb-drive-letter:\CS120\Week2-Files\Week2-Assignment.docx*** file,answer all questions, save the changes to the file, and upload to Moodle.

Q1) (2 points) List the three primary panes of the File Explorer (One point for each correct answer – up to 2 points):

|  |
| --- |
| **File Explorer Panes** |
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|  |
|  |

Q2) (2 points) List the three parts of the Windows Taskbar (One point for each correct answer – up to 2 points):

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| --- |
| **Windows Taskbar Parts** |
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|  |
|  |

Q3) (2 points) List the most recent three Microsoft Windows OS editions (must get at least 1 correct for 1 point and 2 correct for 2 points):

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| --- |
| **Most Recent Microsoft Windows Editions** |
|  |
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|  |

Q4) (2 points) List five File Explorer function – for example, create a folder (must get at least 2 correct for 1 point and 3 correct for 2 points):

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| --- |
| **File Explorer Functions** |
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|  |

Q5) (1 points) Show the Windows edition, and Computer Name on the computer you are using:

1. Open the ***System*** screen (Control Panel -> System and Security -> System)
2. Use the Snipping tool to capture the ***System*** window
3. Use the red Pen to circle the ***Widows edition***, and ***Computer name*** (1 point)
4. Save as ***snip-1.jpg*** in ***Week2-Files*** folder.

Paste-snip-1-here

Q6) (1 points) Show the content of the ***Week2-File*** folder:

1. Run ***File Explorer***
2. From the navigation pane, open the ***CS120*** drive (i.e. D: or E:)
3. Open ***CS120*** Folder
4. Open ***Week2-Files*** sub-folder
5. Use the Snipping tool to capture the ***File Explorer*** window
6. Use the red Pen to circle the content of the ***address field*** and ***Week2-File*** folder(1 point)
7. Save as ***snip-2.jpg*** in ***Week2-Files*** folder.

Paste-snip-2-here