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# > Practical Skills Workbook answers

## Chapter 1: File Management

### Practical Tasks

#### 1.1

##### Getting started

- c Student saves the *Evidence* document with the correct file name and correct file format.

##### Practice

- d Student creates a folder, called *Chapter 1 Activities*, a sub-folder, called *File\_extensions* and place the above document, *Evidence* inside.
- e Student successfully copies the file *Extensions*.
- f Student adds their details to the file and saves it with a new name *Extensions\_Examined*.
- g Student takes screenshot to show file has been saved with evidence of file type. Refer to Figure 1.1.

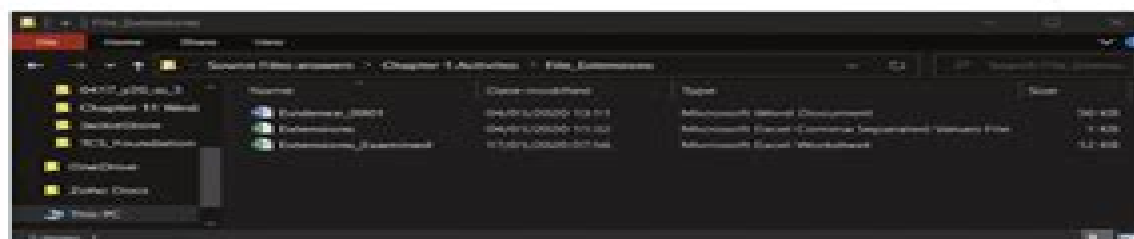


Figure 1.1: Files saved with file type and file name clearly visible

##### Challenge

Students are encouraged to read widely about the different file extension available and examples of applications that can be used to open such file extensions.

Refer to Table 1.1 for typical responses you might expect from the students.

Extension	File Extension meaning/Description	Example of Application
.doc and .docx	This is a word-processed file	Microsoft Word

# Err Workbook Answers For Ict

**M Mark**



## **Err Workbook Answers For Ict:**

## Decoding **Err Workbook Answers For Ict**: Revealing the Captivating Potential of Verbal Expression

In a period characterized by interconnectedness and an insatiable thirst for knowledge, the captivating potential of verbal expression has emerged as a formidable force. Its capability to evoke sentiments, stimulate introspection, and incite profound transformations is genuinely awe-inspiring. Within the pages of "**Err Workbook Answers For Ict**," a mesmerizing literary creation penned by a celebrated wordsmith, readers set about an enlightening odyssey, unraveling the intricate significance of language and its enduring impact on our lives. In this appraisal, we shall explore the book's central themes, evaluate its distinctive writing style, and gauge its pervasive influence on the hearts and minds of its readership.

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