***2.3 practical assignment. Create folders and files and perform various actions on them***

* Create a folder on your desktop and name it SCIENCE.
* In the SCIENCE folder, create a PHOTOS folder.
* Create an empty text file called Text.txt in the SCIENCE folder. **Note**. File extensions must be visible. When you open the folder, click *Tools " Folder Options* and in the *View* tab uncheck *Hide extensions for known file types* (if checked).
* Start *WordPad*, write a few sentences about yourself. Save the file in the SCIENCE folder under CV.doc.
* Make a copy of the CV.doc file in the TRAINING folder, rename it CV\_copy.doc.
* *In Paint*, draw a postcard and save it at under the name grazu.bmp in the SCIENCE folder.
* Find two .jpg photos and copy them to your PHOTOS folder.