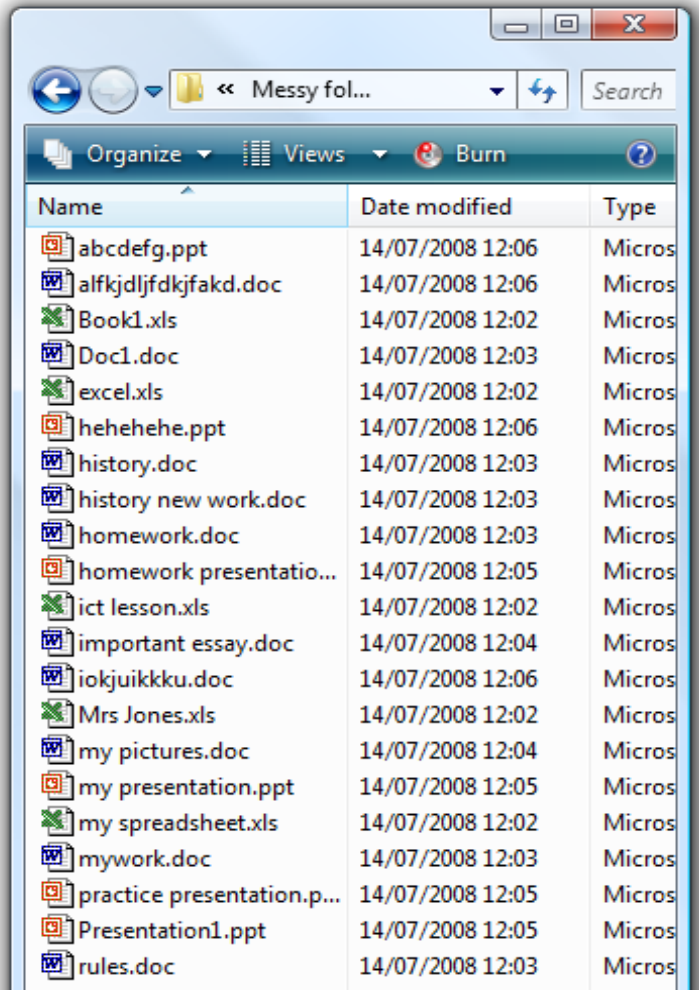


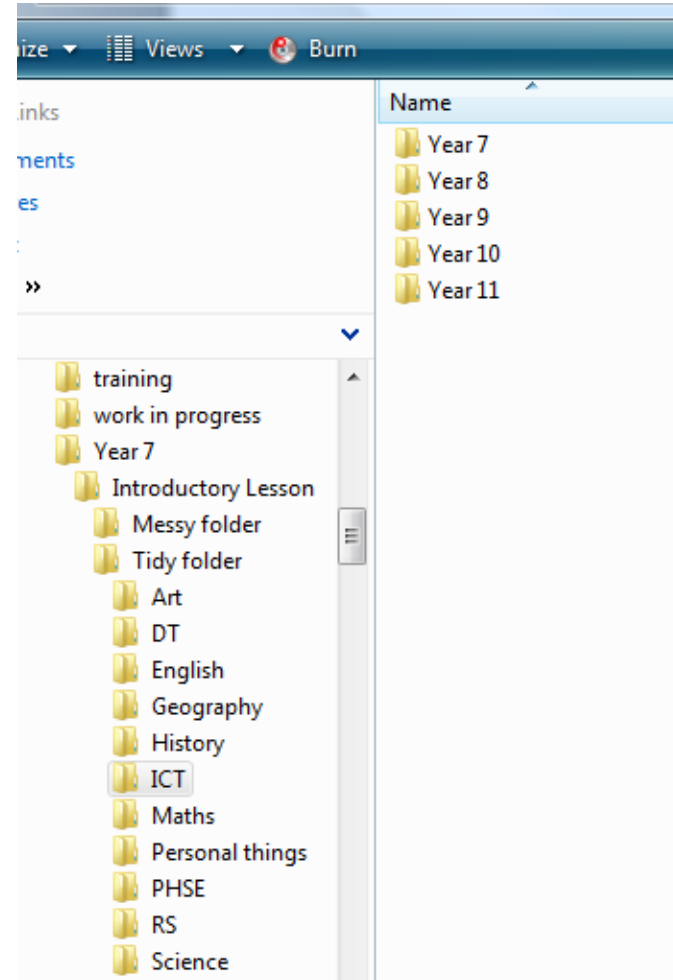
Messy-Tidy Folders

Name:

A Messy Folder



A Tidy Folder



Messy-Tidy Folders

Name:

Questions:

1. What is good about the folder structure on the right compared to the left?

Answer

2. Why should you have an organised folder system?

Answer

3. Looking at the file names on the left screenshot, how would you improve them?

Answer