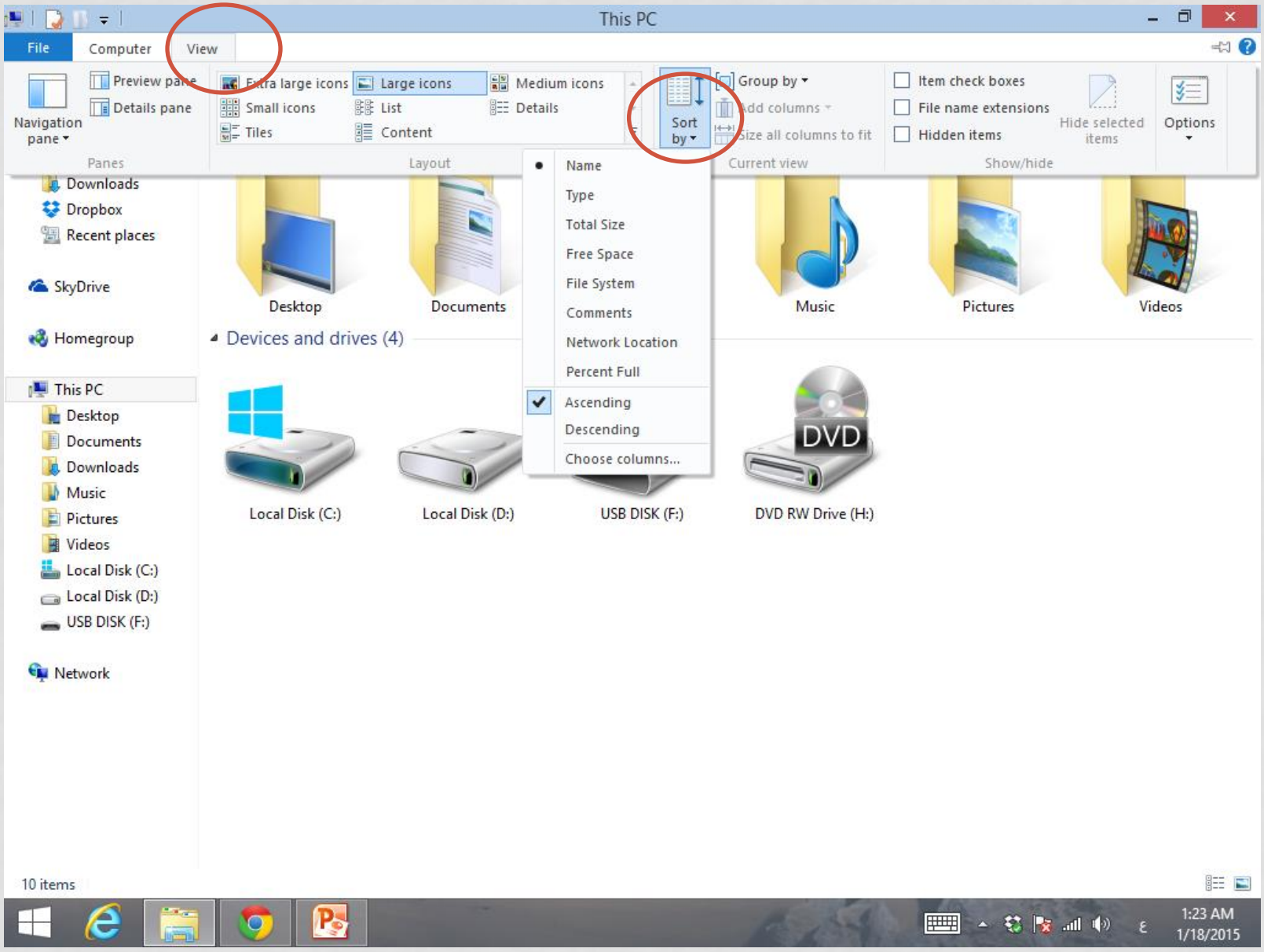
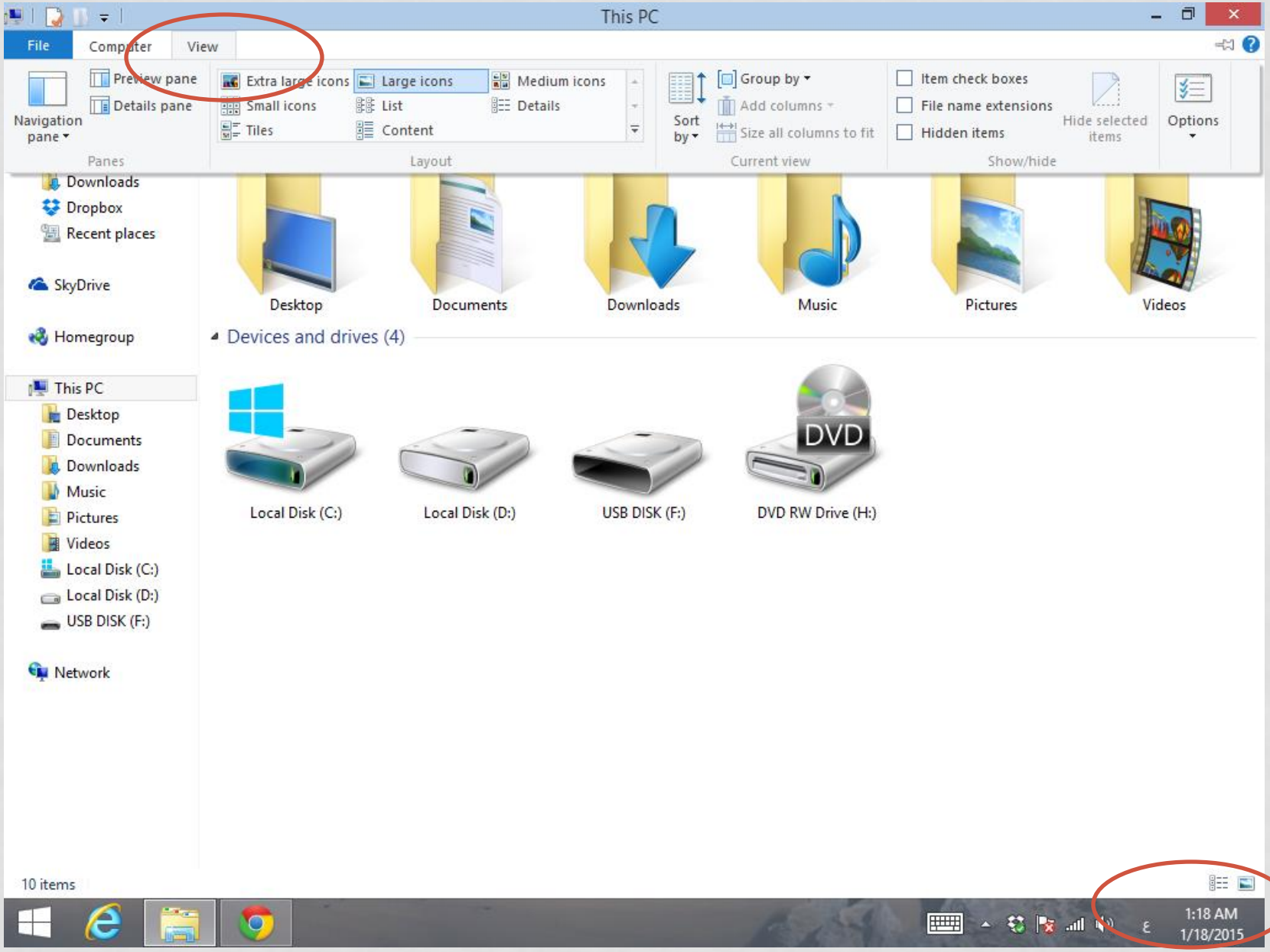
Organizing data in computer



Activity1: sort the files by descending order


This PC
File
Computer
View
Navigation pane
Preview pane
Details pane
Extra large icons
Large icons
Medium icons
Small icons
List
Details
Tiles
Content
Panes
Layout
Sort by
Group by
Add columns
Size all columns to fit
Current view
Item check boxes
File name extensions
Hidden items
Hide selected items
Show/hide
Options
Downloads
Dropbox
Recent places
SkyDrive
Homegroup
This PC
Desktop
Documents
Downloads
Music
Pictures
Videos
Local Disk (C:)
Local Disk (D:)
USB DISK (F:)
Network
Desktop
Documents
Downloads
Music
Pictures
Videos
Devices and drives (4)
Local Disk (C:)
Local Disk (D:)
USB DISK (F:)
DVD
DVD RW Drive (H:)
10 items
1:18 AM
1/18/2015

Activity1: View by Extra large icon