



Task #1: Folder Management

- Create a Folder on Desktop
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- **firstname.lastname** (in lowercase)

Example: yvonne.flores

- Create the following Sub Folders:
 - **Chapter 01**
 - **Chapter 02**
 - **Chapter 03**
 - **Chapter 04**
 - **Chapter 05**
 - **Chapter 06**
 - **Chapter 07**
 - **Chapter 08**
 - **Chapter 09**
 - **Chapter 10**