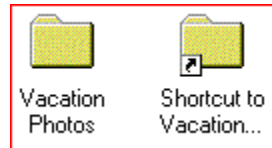


WHAT IS THE DIFFERENCE BETWEEN A SHORTCUT AND FILE?



FILE IS THE SOURCE, SHORTCUT IS THE OPENER OF A FILE.

A file holds the actual data. A shortcut just links to the data.

A file is anything you have in your file manager (Word doc, Picture.jpg, Program.exe, etc) A shortcut is an icon you would put on your desktop to quickly open the file.

Deleting a shortcut will not delete a file. Deleting a file will cause a shortcut to stop working.

The downside to shortcuts is that you have to have the actual file accessible. EXAMPLE: you can't send a shortcut in an email since the receiving person doesn't have access to the file that it links to.

Shortcuts are used mainly on desktop to easily access programs, files, etc.