TEACHER KEY · LESSON 5

File types

EXTENSION	OPENS WITH	CONTENT	RISK
`.odt`	Writer	Editable text document	Low
`.docx`	Word / Writer	Editable text document	Low
`.pdf`	PDF viewer	Fixed layout document	Low — can carry links
`.ods`	Calc	Spreadsheet	Medium — formulas
`.xlsx`	Excel / Calc	Spreadsheet	Medium — formulas
`.jpg`	Image viewer	Photograph or image	Low
`.mp3`	Media player	Audio	Low
`.mp4`	Media player	Video	Low
`.zip`	Archive tool	Compressed folder	Medium — can hide anything
`.exe`	Windows	Program	High — runs code

Renaming a file does not convert it. Use Export As, not a new extension.