

# File Management

Best practices for naming conventions

- lowercase letters
- no spaces
- no special characters except hyphens
- always use file extensions

# Lists

ordered lists ( ol )

unordered lists ( ul )

```
<ul>  
  <li>1 pound asparagus</li>  
  <li>1 Tbsp olive oil</li>  
  <li>1/2 cup chopped shallots</li>  
</ul>
```