



UNIVERSITY OF
Baguio

SCHOOL OF INFORMATION AND TECHNOLOGY

NAME:	DATE PERFORMED:	
Section:	DATE SUBMITTED:	

SYSADM1 – Introduction to File Systems in Windows and Linux

Requirement:

- A virtual machine running Linux and Windows OS

Instructions:

Part A: Windows File System

1. **Open File Explorer:** Click the File Explorer icon on your desktop or press the Windows key + E.
2. **Navigate to your Documents folder:** This is usually the default location for user files.
3. **Create a new folder:** Right-click in an empty space, select "New," then "Folder." Name it "Lab1_Windows."
4. **Create a text file:** Right-click in the "Lab1_Windows" folder, select "New," then "Text Document." Rename it to "info.txt."
5. **Open the text file:** Double-click the "info.txt" file to open it in Notepad.
6. **Type some text:** Write a short paragraph about yourself or the purpose of the file.
7. **Save the file:** Close the Notepad window and save the changes.
8. **Create a subfolder:** Create a new folder inside "Lab1_Windows" called "Data."
9. **Copy the text file:** Copy the "info.txt" file to the "Data" subfolder.
10. **Rename the copied file:** Rename the copied file to "data.txt."
11. Create a folder named "LabFiles" with subfolders for each file type. Use the internet for the resources of the files listed below.

LabFiles

1. **Text**
 1. large_text.txt
 2. small_text.txt
 3. code.cpp
2. **Images**
 1. image1.jpg

2. image2.png
 3. image3.bmp
 3. **Audio**
 1. song.mp3
 2. speech.wav
 4. **Video**
 1. clip.mp4
 12. **Check file properties:** Right-click on the "info.txt" file and select "Properties." Explore the General, Details, and Security tabs to understand file attributes like creation date, size, and read-only status.
 13. **Change file attributes:** Try changing the file attributes (e.g., read-only, hidden) using the Properties dialog. Observe the changes in File Explorer.
 14. **Share the folder:** Right-click on the "Lab1_Windows" folder, select "Properties," and then the "Sharing" tab. Share the folder with a specific user or group, setting appropriate permissions (e.g., Read, Write, Full control)
 15. **Create an archive:** Use WinRAR or 7-Zip to create a compressed archive of the "Lab1_Windows" folder.
 16. **Extract an archive:** Create a new folder, then extract the created archive into it.
- Part B. Create a log report structure