Your Name -

Hand –Out Exercise #1 for CIS 151

“Let’s move some files”

Joan is the Office Assistant for the VP of Marketing. When she comes in every morning, her important files are deleted or modified. She thinks the Ad Department is responsible since they work at night and they need her files for accurate and up to date totals. She wants you to fix this issue

Since Joan files are stored on a file share, you need to move them to a different folder location that only Joan has access to. Joan doesn’t want to move them manually, she wants one of those fancy back-up programs, one click and it is done.

Budget is tight and buying software is out of the question. You need to write one of them script things to move her files from one folder to other.

Download the MarketingVP Folder from Blackboard. It contains all of Joan’s very important files. Handle with CARE !!

1. Copy the file from MarketingVP folder into the JoanDesktop folder
2. Open Notepad
3. Write a script to move the files from JoanDesktop folder to Target folder

Here is an example - xcopy C:\Users\rm110\Desktop\CDDRIVE\\*.\*

C:\Users\rm110\Desktop\CDDRIVE-backup\\*.\*

1. Save file as JoanVP.bat (Change “Save as type” to All Files (\*.\*)
2. Open both file folders (JoanDesktop and Target)
3. Click on your BAT file to move the files
4. Did the files move?
5. (PITSTOP #1) Clear all files out of Target folder and email me your txt file
6. Copy the file from MarketingVP folder into the Server folder
7. Open Notepad
8. Write a script to move the files from JoanDesktop folder to the Servers folder
9. Save file as JoanSer.bat
10. Open both file folders (JoanDesktop and Server)
11. Click on your BAT file to move the files
12. Did the files move?
13. Great Job !! Save JoanSer.bat as a text file and email it to me.

MarketingVP

Download the MarketingVP2 Folder from Blackboard. It contains all of Joan’s very important files. Handle with CARE !!

1. Copy the file from MarketingVP2 folder into the JoansWork folder
2. Open Notepad
3. Write a script to move the files from JoanWorks folder to DEV subfolder
4. Save file as Joandev.bat
5. Open both file folders (JoanWorks and DEV)
6. Click on your BAT file to move the files
7. Did the files move?
8. Change the batch file so that it moves the files into the Test folder.
9. (PITSTOP #1) Clear all files out of Test folder and email me a text file.