



# DOS & Windows file commands

# What is a File

- A group of organized data (records) which are assembled for one particular purpose and considered as one unit
- Stored in permanent storage like hard disk, diskettes, etc.

# Types of Files

- Files can broadly be categorized into two types:
  - Executable Files
  - Non-Executable Files (Data Files)

# What are EXE Files

- Exe Files:
  - Program files that run or execute themselves
  - Have either **COM** or **EXE** or **BAT** as extension

# What are Data Files

- Non- executable files that contain only the data that we produce
- Cannot execute themselves
- Need application program to run

# What is a Command

- A command is a set of instructions used to perform a specific work
- Interpreted by the OS interpreter to a machine language
  - E.g. <md Ram>,<cd Ram>,etc.

# Windows

- In windows it is very easy to do any action like creating a file or copying, moving, deleting, etc.....
- Because the instructions are executed by clicking on icons and windows unlike Dos operating system.
- Now create a folder and practice all instruction mentioned before ?

# DOS Commands

- **Types of DOS Commands**
  - **Internal**
  - **External**
- **Directory**
  - **Root Directory**
  - **Parent Directory**



# Types of Command

- Internal Command
  - Those commands which are already loaded in the Command.COM file while switching to the MS DOS
  - E.g. **CLS**, **VER**, **DEL**, etc.
- External Command
  - Those commands which are not loaded when loading the Program but are available in the Disk and can be invoked whenever necessary
  - E.g. **FORMAT**, **TREE**, **XCOPY**, etc.

# What is a Directory

- A directory is a list of file which is itself a file stored in the computer's memory so that users can reference it as it is required
- Also called a catalog of files

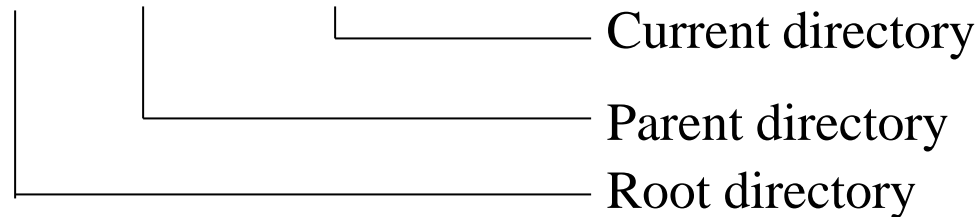
# Root Directory

- The Root directory is that directory that is automatically created when the disk is formatted
- It is the current drive that we have been working
  - E.g. A:\, B:\ (for Floppy Disk Drive)
  - C:\, D:\ etc. (for Hard Disk Drive)

# Current / Parent Directory

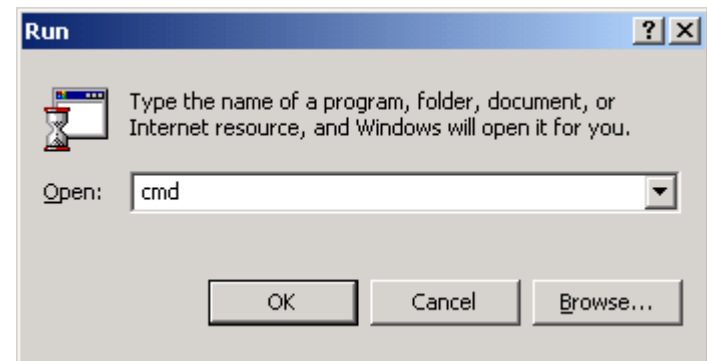
- Current directory is that directory in which you are currently working
- Parent directory is that directory which is one level up of the current directory

- E.g. C:\Ram\Hari>




# Getting into MS DOS

- To start MS DOS, click on the Start button and choose **Run**
- In the Run dialog box, type **CMD** or **COMMAND** which is the EXE file for MS DOS
- Click on the **OK** button



# Listing the Directories and Files in MS DOS

- For listing the Sub-directories and Files within a directory, we use the **DIR** command
- Syntax :
  - **DIR/** [Directory\_name]
  - E.g. C:\>DIR/ NCIT
    - Displays all the directories/files within the directory NCIT

- 
1. **Dir/ah :-Display all hidden files and directories.**
  2. **Dir/a-d : - Display only files.**
  3. **Dir/ad :- Display only Directories.**
  4. **Dir/a/s:-Display all directory and file with subdirectory.**
  5. **Dir/a :- Display All Hidden And Non hidden file and directories.**
  6. **Dir n\*.\* :Display all file and directory starting with ' n ' alphabet.**

# Creating a Directory in MS DOS

- For creating the Directory in MS DOS, we use the **MD** (Make Directory) command
- Syntax:
  - C:\> **MD** NCIT



## Changing a Directory in MS DOS

- For changing the directory in MS DOS, we use the **CD** (Change Directory) command
- Syntax:
  - C:\>**CD** NCIT
- Now it appears as:
  - C:\NCIT>

# Switching between Directories

- For switching between the directories we use the **CD..** Or **CD\** commands
- **CD..** Command switches from the current directory to the Parent directory
- **CD\** command switches from the current directory to the Root directory

# Creating Files in MS DOS

- For creating the files in DOS, the command **COPY CON** is used
- Syntax:
  - **COPY CON** filename

Note: File name should not exceed eight characters excluding three characters for extension

- E.g. College I.txt
- To save the file press Ctrl+z then Enter

# Reading Files in MS DOS

- For reading the Pre-created files in MS DOS, we use the **TYPE** command. It displays all the contents that are in the file.
- Syntax :
  - **TYPE** Filename

# Renaming Files

- For renaming the files in MS DOS we use the **REN** Command
- Syntax:
  - **REN** oldfilename newfilename

# Deleting Files in MS DOS

- For deleting files in MS DOS we use the **DEL** command
- Syntax :
  - **DEL** Filename

# Deleting directories in MSDOS

- For deleting the directories in MS DOS we use the **RD** command
- Syntax :
  - **RD** Directoryname

**Note :** For removing the directory first the directory should be empty

# Checking the Date/Time

- For checking the date from the system in MS DOS, we use the **DATE** command. It returns the current system date.
- Similarly, the **TIME** command returns the current time from the system.
- Syntax :
  - C:\>**DATE**
- E.g. C:\>**DATE**





# External Commands

Those commands which are not loaded when loading the Program but are available in the Disk and can be invoked whenever necessary

E.g. **FORMAT**, **TREE**, **XCOPY**, etc.

# The FORMAT Command

- The **FORMAT** command prepares a new disk for use by organizing the disk into magnetic tracks and sectors
- Syntax :
  - A:\>**FORMAT** [Drive\_name]
- E.g.
  - C:\>**FORMAT** A:

# The TREE Command

- The TREE command is used to display all directory pathnames on the specified disk
- Syntax :
  - C:\>**TREE** [disk\_name]
- E.g.
  - C:\>**TREE** A:

# The EDIT Command

- The **EDIT** command in MS DOS is used to edit the files. It provides a different full screen Editor window with a few menu options.
- Syntax :
  - C:\>**EDIT** [filename]
- E.g.
  - C:\>**EDIT** file1

# The PRINT Command

- The **PRINT** Command in MS DOS is used to print the text files
- Syntax :
  - **PRINT** Filename
- E.g.
  - **PRINT** File1.txt