**Files**

* **ls** --- lists your files
* **ls -l** --- lists your files in 'long format', which contains lots of useful information, e.g. the exact size of the file, who owns the file and who has the right to look at it, and when it was last modified.
* **ls -a** --- lists all files, including the ones whose filenames begin in a dot, which you do not always want to see.
* There are many more options, for example to list files by size, by date, recursively etc.
* **more *filename*** --- shows the first part of a file, just as much as will fit on one screen. Just hit the space bar to see more or **q** to quit. You can use **/*pattern*** to search for a pattern.
* **mv *filename1 filename2*** --- moves a file (i.e. gives it a different name, or moves it into a different directory (see below)
* **cp *filename1 filename2*** --- copies a file
* **rm *filename*** --- removes a file. It is wise to use the option rm -i, which will ask you for confirmation before actually deleting anything. You can make this your default by making an [alias](http://mally.stanford.edu/~sr/computing/alias.html) in your .cshrc dfile.
* **diff *filename1 filename2*** --- compares files, and shows where they differ
* **chmod *options filename*** --- lets you change the read, write, and execute permissions on your files. The default is that only you can look at them and change them, but you may sometimes want to change these permissions. For example, **chmod o+r *filename*** will make the file readable for everyone, and **chmod o-r *filename*** will make it unreadable for others again. Note that for someone to be able to actually look at the file the directories it is in need to be at least executable. See [help protection](http://www-csli.stanford.edu/Help/.help/intro-computer/protection) for more details.

**Directories**

Directories, like folders on a Macintosh, are used to group files together in a hierarchical structure.

* **mkdir *dirname*** --- make a new directory
* **cd *dirname*** --- change directory. You basically 'go' to another directory, and you will see the files in that directory when you do 'ls'. You always start out in your 'home directory', and you can get back there by typing 'cd' without arguments. 'cd ..' will get you one level up from your current position. You don't have to walk along step by step - you can make big leaps or avoid walking around by specifying [pathnames](http://mally.stanford.edu/~sr/computing/pathnames.html).
* **pwd** --- tells you where you currently are.

**Finding things**

* **grep *string filename(s)*** --- looks for the string in the files. This can be useful a lot of purposes, e.g. finding the right file among many, figuring out which is the right version of something, and even doing serious corpus work. grep comes in several varieties (**grep**, **egrep**, and **fgrep**) and has a lot of very flexible options. Check out the man pages if this sounds good to you.

**Vi edit file**

**Touch** he following command would create three new, empty files named *file1*, *file2* and *file3*: