

BATCH FILE

AIM: To create a Windows batch file

- **Step 1:** Open a text file, such as a Notepad or WordPad document.
- **Step 2:** Add your commands, starting with `@echo [off]`, followed by, each in a new line, `title [title of your batch script]`, `echo [first line]`, and `pause`.
- **Step 3:** Save your file with the file extension BAT, for example, `test.bat`.
- **Step 4:** To run your batch file, double-click the BAT file you just created.
- **Step 5:** To edit your batch file, right-click the BAT file and select Edit. And here's the corresponding command window for the example above

```
text.bat - Notepad
File Edit View

@echo off
echo first name:
pause
echo second name:
pause
echo reg no:
pause
echo department:
pause
echo mobile number:
pause

Ln 1, Col 1 100% Windows (CRLF) UTF-8
```

```
C:\WINDOWS\system32\cmd
first name:
Press any key to continue . . .
second name:
Press any key to continue . . .
reg no:
Press any key to continue . . .
depeartment:
Press any key to continue . . .
mobile number:
Press any key to continue . . .
```