**Objectives**: By the end of this practical exercise, the students should be able to:

• know several MS-DOS commands

**Instructions:** Write your answers on the spaces provided.

# A. Hands-on MS-DOS

1. After successfully logging in to Windows, try to figure out how you can get to the “MS-DOS” **Command Prompt**.

1. Type **C:** to change the current drive to local drive (if your current drive is not the local drive **C**). If your current drive is already C, then skip this step.

1. Type **CD \** and hit enter key to ensure that you are at the root directory, i.e., the top level directory in hierarchy.

1. Type **CD \TEMP** to change to the TEMP directory. You are required to work in the temporary directory.

N.S. If “C:\TEMP” directory does not exist, you can create one by typing **MD \TEMP** and hit enter key.

# A.1 Practising Simple DOS commands

Try the following commands:

VER determines the windows version

DATE displays the system date [**Do not enter any value, press Enter only**]

TIME displays the system time [**Do not enter any value, press Enter only**]

CLS clears screen

DIR lists the files and directories in your current directory (drive) systeminfo | findstr /C:"Total Physical Memory" displays memory on system

# A.2 Getting Help

You may get help on how to use a particular DOS command by entering HELP command:

e.g. HELP; HELP DIR

What does the command “HELP” do?

Where else can you find HELP?

# A.3 Working with Files

Each file is identified by a file name. A file name consists of **filename** and an **extension** separated by a period(.). e.g. PAYROLL.DAT

1. Enter **COPY CON CREATE.TST** to create a file with name **CREATE.TST**

Enter the following content in your file:

THIS IS THE FIRST FILE I EVER CREATED.

IT WASN’T SO BAD.

Press **F6** or **CTRL-Z** followed by **Enter** to save the file and exit the application. Take note that there are other ways to create a file, such as EDIT.

1. Enter **DIR** to list files. Verify that your file is present.

Note the file size and date and time of creation.

1. Enter **TYPE CREATE.TST** to display the file content

1. Enter **REN** (rename) **CREATE.TST MYFILE.TST** to rename the file

Verify that the file has been renamed by typing **DIR**

1. Enter **COPY MYFILE.TST MYFILE1.TST** to copy the file Verify that **MYFILE1.TST** has been created by typing **DIR**

1. Enter **DEL MYFILE1.TST** to delete the file

Verify that **MYFILE1.TST** has been deleted by typing **DIR**

1. Do the following as the files are required in the later step:

Enter **COPY MYFILE.TST MYFILE2.TST**

Enter **COPY MYFILE.TST MYFILE3.TST**  Enter **COPY MYFILE.TST XORON.DOC**

Enter **COPY MYFILE.TST YOURFILE.DOC**

# A.4 Wildcard Characters

Wildcard characters provide a convenient shorthand for specifying multiple files or directory names with one name. Two of the most useful wildcard characters are \* and

?

1. Using the files in your current working directory, try the following commands:

DIR/W

DIR/W myfile\* DIR/W myfile?

DIR/W myfile?.tst

DIR/W \*file\*

Comment the differences between the wildcard characters \* and ?.

**The asterisk (\*) character can stand for any number of characters. Whereas a question mark (?) matches a single character once.**

# A.5 Organising Files

1. Enter **CD\TEMP** to change the working directory, the C:\TEMP> prompt appears Enter **DIR** to check the files in the directory.

1. Enter **MD** (or **MKDIR**) **TEMP2** to create a subdirectory under TEMP. Enter **DIR** to check that the subdirectory is created.

1. Moving up one-level, enter **RD** (or **RMDIR**) **TEMP2** to remove the empty subdirectory.

[Take note that before removing a directory, you must remove its files and subdirectories.]

1. Do you know how to move files from one directory to another? Try the command **MOVE** for some files.

[You may type HELP MOVE for more information.]

# A.6 Redirecting output

The output of an MS-DOS command can be redirected to a file.

1. Enter **DIR > MYFILE4.TST**.

1. Enter **TYPE MYFILE4.TST** to display the file content.

1. Enter **VER > MYFILE4.TST**. Check the contents of MYFILE4.TST. Was the previous contents overwritten?

1. Enter **DIR >> MYFILE4.TST**. Check the contents of MYFILE4.TST. Was the previous contents overwritten?

Comment the difference between using > and >> to redirect output to a file.

**“>” redirects the output to a file, overwriting it if the file is existing. If not, it will just add the output in. Whereas, “>>” would append new data into existing files.**

Type **EXIT** command under DOS prompt to exit the emulated DOS environment and return to Windows.

1. How to display one page at a time using the TYPE command? Is there another DOS command to do that?

**Using the TYPE command shows the whole content of a file. Another DOS command to display one page at a time is using the dir /p or using the pipe (|) command with the dir command dir | more.**

# A.7 File Comparison

1. Edit **MYFILE2.TST** and save the file as **MYFILE2A.TST**.

Change the last line to:

IT WASN’T SO BAD OR TERRIBLE.

1. Type **FC MYFILE2.TST MYFILE2A.TST**  Note the result of this command.

# A.8 File Attributes

1. Type **ATTRIB MYFILE2A.TST**. What do you observe?

**Sets or displays the read-only, archive, system, and hidden attributes of a file or directory.**

1. To hide the file, type **ATTRIB MYFILE2A.TST +h**.

Now do a DIR command to see if the file is listed in the directory.

You may also use the Windows Explorer to view the file attributes to confirm.

1. How do you change the file attributes to Read-Only status?

**You can change the file attributes to Read-Only status by using the +R option to make the file a read-only file. E.g. ATTRIB MYFILE2A.TST +R .**

1. How do you change the file attributes to set the ACHIVE bit off?

**You can set the ARCHIVE bit off by using the -A option to remove the ARCHIVE bit. E.g. ATTRIB MYFILE2A.TST -A.**

1. In DOS, what is the difference between Internal and External Command?

**Internal commands are DOS commands that are embedded into the cmd.exe shell. They are always available to the user and tend to focus on file and folder commands. Whereas, external commands are not located in the shell but are in program files stored on disk. They are a combination of .exe and .com files.**