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| SCHOOL OF INFORMATION AND TECHNOLOGY | | |
| NAME: | DATE PERFORMED: |  |
| Section: | DATE SUBMITTED: |

# SYSADM1 – Introduction to File Systems in Windows and Linux

# Requirement:

* A virtual machine running Linux and Windows OS

# Instructions:

**Part A: Windows File System**

1. **Open File Explorer:** Click the File Explorer icon on your desktop or press the Windows key + E.
2. **Navigate to your Documents folder:** This is usually the default location for user files.
3. **Create a new folder:** Right-click in an empty space, select "New," then "Folder." Name it "Lab1\_Windows."
4. **Create a text file:** Right-click in the "Lab1\_Windows" folder, select "New," then "Text Document." Rename it to "info.txt."
5. **Open the text file:** Double-click the "info.txt" file to open it in Notepad.
6. **Type some text:** Write a short paragraph about yourself or the purpose of the file.
7. **Save the file:** Close the Notepad window and save the changes.
8. **Create a subfolder:** Create a new folder inside "Lab1\_Windows" called "Data."
9. **Copy the text file:** Copy the "info.txt" file to the "Data" subfolder.
10. **Rename the copied file:** Rename the copied file to "data.txt.
11. Create a folder named "LabFiles" with subfolders for each file type. Use the internet for the resources of the files listed below.

**LabFiles**

* 1. **Text**
     1. large\_text.txt
     2. small\_text.txt
     3. code.cpp
  2. **Images**
     1. image1.jpg
     2. image2.png
     3. image3.bmp
  3. **Audio**
     1. song.mp3
     2. speech.wav
  4. **Video**
     1. clip.mp4

1. **Check file properties:** Right-click on the "info.txt" file and select "Properties." Explore the General, Details, and Security tabs to understand file attributes like creation date, size, and read-only status.
2. **Change file attributes:** Try changing the file attributes (e.g., read-only, hidden) using the Properties dialog. Observe the changes in File Explorer.
3. **Share the folder:** Right-click on the "Lab1\_Windows" folder, select "Properties," and then the "Sharing" tab. Share the folder with a specific user or group, setting appropriate permissions (e.g., Read, Write, Full control)
4. **Create an archive:** Use WinRAR or 7-Zip to create a compressed archive of the "Lab1\_Windows" folder.
5. **Extract an archive:** Create a new folder, then extract the created archive into it.

Part B. Create a log report structure