Lab - Work in the Windows Commands Shell (Instructor Version)

**Instructor Note**: Red font color or gray highlights indicate text that appears in the instructor copy only.

# Introduction

In this lab, you will use CLI commands to manage files and folders in Windows.

# Recommended Equipment

* A computer running Windows

**Instructor Note**: Students may need to change the example directory letter C if a different letter is used on the lab computers.

# Instructions

## Access the Windows command prompt.

* + - 1. Log on to a computer as a user with administrative privileges. The account **ITEUser** is used as the example user account throughout this lab.
      2. To access the Windows command prompt, click **Start** and type **cmd**. Select **Command Prompt** to continue.

## Display command help from the command prompt.

You can display command line help using the **help** command. For more information on a specific command, type the command followed by **/?**.

* + - 1. At the command prompt, type **help** and press Enter. A list of commands is displayed.
      2. The results from the help command are too long to display on one page so you can only readily see the last portion. To allow you to see it one page at a time, enter the command **help | more** at the prompt. The **more** command can paginate the results of another command when combining with **|** (pipe) and **more**.

C:\Users\ITEUser> **help | more**

For more information on a specific command, type HELP command-name

ASSOC Displays or modifies file extension associations.

ATTRIB Displays or changes file attributes.

BREAK Sets or clears extended CTRL+C checking.

BCDEDIT Sets properties in boot database to control boot loading.

CACLS Displays or modifies access control lists (ACLs) of files.

CALL Calls one batch program from another.

CD Displays the name of or changes the current directory.

CHCP Displays or sets the active code page number.

-- More --

* + - 1. To see the next page, press the spacebar. What happens when you press enter?

Type your answers here.

It only advances one line at a time.

* + - 1. Press **q** or **Ctrl-C** to exit after filling out the functions of the following commands:

|  |  |
| --- | --- |
| Command | Function |
| **CD** | Displays the name of or changes the current directory. |
| **CHKDSK** | Checks a disk and displays a status report. |
| **COPY** | Copies one or more files to another location. |
| **DEL** | Deletes one or more files. |
| **DIR** | Displays a list of files and subdirectories in a directory. |
| **DISKPART** | Displays or configures Disk Partition properties. |
| **EXIT** | Quits the CMD.EXE program. |
| **FORMAT** | Formats a disk for use with Windows. |
| **GPRESULT** | Displays Group Policy information for machine or user. |
| **MD** | Creates a directory. |
| **TASKLIST** | Display all currently running tasks including services. |
| **RD** | Removes a directory. |
| **ROBOCOPY** | Advanced utility to copy files and directory trees. |
| **SHUTDOWN** | Allows proper local or remote shutdown of a computer. |
| **XCOPY** | Copies files and directory trees. |

* + - 1. Type **md /?** at the prompt to display additional information and switches that can be used with this command.

C:\Users\ITEUser> **md /?**

Creates a directory.

MKDIR [drive:]path

MD [drive:]path

If Command Extensions are enabled MKDIR changes as follows:

MKDIR creates any intermediate directories in the path, if needed.

<some output omitted>

Use the information provided by help command about **md**.

#### Questions:

How would you create these folders **C:\Users\ITEUser\a\b\c** if your current directory is C:\Users\ITEUser?

Type your answers here.

Either of the following command would accomplish the task:

C:\Users\ITEUser> **md a\b\c**

C:\Users\ITEUser> **mkdir a\b\c**

What command would you use to verify the creation of the nested directories?

Type your answers here.

The commands are dir to list the directory and chdir or cd to change directory.

* + - 1. Clear the screen using the command line.

#### Question:

What command did you use?

Type your answers here.

C:\Users\ITEUser> cls

* + - 1. Press **F7** on the keyboard for the command history.

#### Question:

What is the last command that you have used? Press **Esc** on the keyboard to exit the dialog box.

Type your answers here.

It is probably the command cls to clear the screen.

* + - 1. Press up arrow to display the last command used.

#### Question:

What is the last command?

Type your answers here.

It is probably the command cls to clear the screen.

* + - 1. To exit the command prompt, enter **exit** at the prompt.

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