Sheet1

LV Q1,C,40   Q2,C,40
  1 The concept of Computers is as old as:
  1 Many people refer to RAM as the   Computer's _____ .
  1 Floppy disks are like cassettes and   video tapes because
  1 Which of the following is not part   of proper disk handling:
  1 The notch on a floppy disk is called   the _____ notch.
  1 Since floppy disks do not require   electricity to hold their information,
  1 Why is it a good idea to save your files on at least 2 separate disks?
  1 Software is really a set of _____   which are placed in RAM to give the
  1 The hardware is useless without the   _____.
  1 Microcomputers differ from Mainframes   by all the following reasons except for:
  1 Hardware devices are considered either   _____ or Output devices or both.
  1 All computers require an _____   system.
  1 DOS performs the following functions:
  1 DOS is considered:
  1 When a floppy drive is being accessed -   either written to and read from:
  1 Diskettes are:
  1 Word processing, Spreadsheets, Games,   Database Management, Accounting are
  1 Later when you want to bring back a   document created at an earlier time, you
  1 Who created PC PRIMER Tutorial disk?
  1 The original IBM differs from the   original APPLE in many ways - 1 way
  1 IBM stands for
  1 The first electronic computer was   developed in 1942 at
  1 IBM introduced its first PC in _____
  1 Today APPLE computers still dominate   the _____ market.
  1 IBM's market entry made the PC a   legitimate _____ tool.
  1 IBM has _____ architecture in its   design.
  1 IBM's open architecture allowed for a   host of lower cost _____ compute
  1 Visicalc software is credited with   _____.
  1 DEC stands for:
  1 PC PRIMER Tutorial disk was formerely   called MR DOS? True/False
  2 Each time the computer is turned off   all the information in _____ is lost
  2 The floppy disk material is made out   of _____.
  2 Floppy disks and hard disks are similar   for the following, except:
  2 RAM is part of the computer's brain.   What does it stand for?
  2 Physical devices such as monitors,   keyboards, modems, etc are referred
  2 Since RAM requires electricity to   contain its information, it is referred
  2 When we create something with the   computer - like a document, we then
  2 What does the CPU stand for?
  2 What does BIT stand for?
  2 8 bits comprise a?
  2 RAM stands for:
  2 ROM stands for:
  2 The layout of the computer keyboard is   called a _____ keyboard.
  2 A IBM monitor displays:
  2 What do you call the device which   enables you to hook your computer up
  2 A Joystick is:
  2 _____ printers are fast   and inexpensive.
  2 PC PRIMER Tutorial can run on any:

Page 1

Sheet1

3 What is the process of loading DOS into RAM called?
3 DOS has 2 key functions: Linking the Hardware and _____
3 What is the maximum number of charact allowed in a filename? (do not include
3 What is the maximum number of charact allowed in an extension? (do not include
3 What is the following referred to: A>
3 When you see the DOS Prompt: A> The "A" drive is referred to as the
3 A floppy disk is like a:
3 How can you get a listing of files on the disk in the A drive? (Do not use
3 The disk in drive A contains a file called: SAMPLE.WK1 How would y
3 What does the following command do? A>DATE
3 What does A>DIR/P accomplish that a simple A>DIR does not?
3 What is wrong with this filename: BUD-1989.123
3 How would you copy a file called: TEST.PRG from the B drive to the A driv
3 How can you change the default drive from A to B
3 How can you delete the file called TEST.PRG from the disk in the B drive
3 What command will indicate the amount RAM storage on your machine?
3 How can you clear the screen in DOS?
3 What does FORMATing a disk do?
3 When using a 2 drive system, what is in the A drive when this is issued:
3 In a single drive system, what is in the A drive when the following is issued:
3 What command will Format a disk in the drive, and place the internal DOS files
3 What command will make an exact copy a disk in the A drive onto a disk in the
3 How would you copy the TEST.DOC file from the A disk to the B disk?
3 Two files with the _____ _____ cannot exist on the same disk.
3 Unless told otherwise, the computer assumes the _____ drive is where
3 PC PRIMER Tutorial Disk is a Shareware Product
3 What command will change the computer system date?
3 What command will change the system's time?
3 How can I delete the TEST.DOC file from the B drive?
3 I only have 1 floppy drive. What command will make an exact copy of a
3 What command will allow conversion of lost clusters to *.CHK files on the B
3 Will the Following try to FORMAT the A drive? A>FORMAT
3 If there any problem with the following: A>DIR /W /P
4 What does ROM stand for?
4 _____ allow expanding t file criteria of DOS commands
4 How would you copy all files from the A disk with an extension of .EXE to the
4 What command will delete the following from the B drive: SALES.COM SALE.D
4 Internal DOS, the 3 files which are necessary to boot DOS include
4 The first purpose of ROM is to install instructions in RAM to perform
4 The 2 hidden files within the internal DOS file trilogy enable:
4 Other than LINKING HARDWARE, DOS' mission is one of _____.
4 How would you copy all files beginning with a D and with an extension of WK1
4 The * (asterisk) wildcard is commonly called _____
4 How would you delete all files that begin with a D and have an extension W
4 How would you get a directory of the B disk for files the have an extension of
4 How would you include the following files in a copy from A to B - BUDGET.W
4 How would you delete all files from the B disk?
4 The last instruction that ROM gives is:
4 Does this command make sense: A>FORMAT B:*.*

4 I want to copy these: SALE.JAN SALE. but not SALESMAN.JAN SALESMAN.FE

4 What command will allow seeing all files on the A drive but will pause after each

4 What command will allow displaying all the filenames on the B disk but listed

4 It is OK to use upper or lower case or a combination when typing a DOS comm

4 How can we delete all files from a disk in the A drive?

4 Is it possible to issue both a copy and a delete command at the same time?

4 How can I copy all files that have S as the first character and D as the third

4 What would happen with the following command: A>COPY *.* B

4 What would happen with the following command; A>COPY A:*.*

5 If something created on an older version of software works on a newer, this is

5 F.A.T. refers to:

5 A fragmented disk means:

5 When a file is deleted from a disk, the contents are only removed from the

5 What command will print out the list of files on the B drive?

5 What command will display the contents of the A disk in alphabetic order

5 What command will print out a sorted list of B disk files?

5 What command will show all files on the A disk with BUD in the filename?

5 How can I get a display of files on the B drive sorted by extension?

5 Batch files are called Batch because:

5 What command will allow me to create a file called DIRLIST.001 which contains

5 What is the kickoff command that will allow construction of a batch file

5 What command will allow displaying the A disk directory in sorted order by

5 What command will allow executing a batch file called WP.BAT from a disk

5 What command will allow copying all files from the A disk to the B disk?

5 One of the reasons for software upgrades is to rid _____ from the software.

5 When you purchase software, _____ version requirements and RAM required

5 When a file is copied to a disk, the _____ is checked for available

5 Why would the command DIR |FIND ".C not list WP.COM or any other output?

5 When building a Batch file with the COPY CON command approach, what k

5 Can a disk in which a PIPING command SORT, FIND or MORE is used be write

5 Fragmented files do not affect the data integrity - likelihood of losing data -

5 What command will allow deleting all files from the B disk?

5 What command will yield a sorted print- out of the C drive directory (sorted by

5 What is the standard output device in DOS?

5 What is the standard input device for DOS?

6 Only .COM .BAT and _____ files can be executed from the DOS prompt.

6 The unit of measure commonly used for file size, disk size and RAM capacity is

6 1,000 (1,024 actual) Bytes are known as a _____.

6 What command will allow considering the subdirectory: C:\LOTUS\FILES

6 What command will change the DOS pro from C>   to   C:\>

6 What command will give a status report on the C   drive and allow converting

6 After a disk has been formatted, what command will transfer the DOS hidden

6 The SUBST command has been used to assign E as the logical drive for a

6 The _____ command will enable DOS to check other subdirectory locations for

6 The main directory of a hard drive is like a subdirectory but is called

6 How can all the files of the subdirectory called WPFILES be copied

6 What command will allow creating a subdirectory called LOTUS

6 How can I change to the C:\DBASE subdirectory?

6 How can I change to the LOTUS subdirectory?

6 To remove a subdirectory we use the RD command. The subdirectory to remove
6 Assuming the WPFILE89 subdirectory is empty, what command will remove it?
6 What command will allow you to return to the ROOT directory?
6 How can I change the current directory   to C:\LOTUS\123FILES in 1 command?
6 How can I make a sub-subdirectory calle DATFILES underneath a subdirectory
6 What command will give a listing of   all subdirectories on the C drive?
6 What command will give a listing of all   subdirectories on a disk AS WELL AS all
6 What command will set a path to include the subdirectories: DOS,   LOTUS
6 What command will allow me to make an EXACT copy of a disk in drive A to a
6 CONFIG.sys and _____ are 2 optic files that will be opened and read by
6 <CTRL>-<ALT> and _____ are 3 keys th are required to warm boot the system.
7 Batch files have an extension of:
7 What command would allow you to list th contents of the   LOTUS.BAT   batch
7 What optional file will help DOS   configure the hardware of our system
7 In an optional CONFIG.SYS file, the   BUFFERS command refers to:
7 Unless specified in the optional   CONFIG.SYS file, the default number
7 What command will allow BACKING UP t entire C disk to disks in the A drive
7 What command will allow restoring the   entire C drive from floppies produced
7 What command will allow me to BACKUF only files from a subdirectory called
7 The following is true about XCOPY   except:
7 How would you use the XCOPY comman COPY the entire contents of the
7 Other than the COPY CON technique, wh command would allow creating an
7 Using the XCOPY command, how can we copy only the files from this subdir
7 Using BACKUP, how can I backup the or the files that have been modified since
7 AUTOEXEC.BAT and _____ are 2 optional files that are opened and read
7 What command would you enter to get a print out of the AUTOEXEC.BAT file
7 The BACKUP command will produce a se of numbered disks which really represen
7 Using XCOPY, how would I copy only the files in this subdirectory created after
7 What is the command given within the   EDLIN environment to end and save wha
7 Is it a good idea to put all program   BATCH files in a subdirectory called
7 What command will BACKUP the entire   hard drive of only files that have been
7 How is   C:\BUD>COPY *.* A: different than   C:\BUD>XCOPY *.* A:
7 While using the EDLIN editor, what   command issued from the leftmost
7 EDLIN and the COPY CON technique wil create _____ type files.
7 Ideally the ROOT directory will only   contain Command.com, Config.sys,
7 When purchasing a hard disk drive, the   2 factors affecting cost are: Capacity

Q3,C,40	A1,C,30	A2,C,30
	Stanely Steamer	Chinese Abacus
	BRAIN	GUT
	You can record movies on disks	They use magnetic media
	Never touch the mylar surface	Hold the disk by its label
	WRITE PROTECT	WRITE PROTECT NOTCH
they are called _____ memory	NONVOLATILE	NON VOLATILE
	Help the disk manufacturers	In case one is destroyed
hardware a useful ability.	INSTRUCTIONS	INSTRUCTION SET
	SOFTWARE	
	Cost	Capacity
	INPUT	
	OPERATING	DOS
	Links File Management	Enables screen graphics
	HARDWARE	SOFTWARE
	The drive light will light up	The earth stops rotating
	Female Disks	Rockettes understudies
all examples of _____ software.	APPLICATION	APPLICATIONS
_____ it from a floppy disk.	RETRIEVE	READ
	RON REAGAN	MS DOS
is:	OPEN ARCHITECTURE	SIZE OF FLOPPY DISKS
	NAUGHTY DOGGY	ICE BY MENNON
	Duke University	Moscow Research Institute
	1981	
	SCHOOL	EDUCATION
	BUSINESS	
	OPEN	CLOSED
ers	COMPATIBLE	COMPATIBLES
	PC market growth	Children's software
	Digit Eprom Conduit	Dark Electron Control
	TRUE	T
	RAM	RANDOM ACCESS MEMORY
	MYLAR	
	Storage mediums	Non volatile memory
	RANDOM ACCESS MEMORY	
to as what?	HARDWARE	COMPUTER HARDWARE
to as _____ memory	VOLATILE	
_____ it to a floppy disk.	SAVE	STORE
	CENTRAL PROCESSING UNIT	CENTRAL PROCESSOR UNIT
	BINARY DIGIT	
	NIBBLE	STRAND
	RANDOM ACCESS MEMORY	
	READ ONLY MEMORY	
	QWERTY	
	80 columns by 25 rows	40 columns by 25 rows
to another via a phone line:	MODEM	MODULATOR/DEMODULATO
	A smiling broom	A computer input device
	DOT-MATRIX	DOT MATRIX
	Computer	MS DOS Computer

	BOOTING	BOOTING DOS
	MANAGEMENT OF FILES	MANAGING THE FILES
____.		
the extension)	6	11
the filename)	3	10
	DOS PROMPT	PROMPT
_____ drive?	DEFAULT	THE DEFAULT DRIVE
	Frisbee	Brassiere
command options: /P or /W)	DIR	DIR A:
copy it to a disk in the B drive?	COPY A:SAMPLE.WK1 B:	COPY SAMPLE.WK1 B:
	Displays today's date	Allows changing system date
	PAUSES AFTER EACH SCREEN	PAUSES
	The 1st character is a letter	Extensions must be characters
e	COPY B:TEST.PRG A:	COPY B:TEST.PRG
	B:	
	DEL TEST.PRG	ERASE TEST.PRG
	CHKDSK A:	CHKDSK
	CLS	
	Evens the margins	Increases storage space
A>FORMAT B:	DOS DISK	DOS
A>FORMAT B:	DOS DISK	DISK OPERATING SYSTEM
on the disk too.	FORMAT B:/S	FORMAT/S B:
B drive.	DISKCOPY A: B:	DISKCOPY
	COPY TEST.DOC B:	COPY A:TEST.DOC B:
	SAME EXTENSIONS	SAME NAMES (and extensions
the action is?	DEFAULT	
	True	False
	DATE	
	TIME	
	DEL B:TEST.DOC	DEL B:\TEST.DOC
disk in the A drive?	DISKCOPY A: A:	DISKCOPY A: B:
disk?	CHKDSK B: /F	CHKDSK B:/F
	True	False
	Yes	No
	READ ONLY MEMORY	
	WILDCARDS	WILDCARD
B drive?	COPY A:*.EXE B:	COPY *.EXE B:
SALESMAN.EXE SALLIKE.WK1 SALINAS	DEL B:SAL*.*	DEL B:SA*.*
COMMAND.COM and 2 _____ files.	HIDDEN	
_____ checks.	SYSTEM	HARDWARE
	Linking file strings	Command execution
	FILE MANAGEMENT	MANAGEMENT OF FILES
from the B disk to the A disk?	COPY B:D*.WK1 A:	COPY B:D*.WK1
	STAR	
from the A disk?	DEL A:D*.WK1	DEL D*.WK1
COM only?	DIR B:*.COM	DIR B:????????.COM
BUD1989.DOC BAR.GO SALESMAN.PRG	COPY A:*.* B:	COPY *.* B:
	DEL B:*.*	DEL B:????????.*
	To turn on the power supply	To beep when disks access
	YES	NO

A to B - how?	COPY A:SALE.* B:	COPY SALE.* B:
screen is filled?	DIR/P	DIR A:/P
width wise on the screen?	DIR B:/W	DIR B: /W
and?	TRUE	FALSE
	DEL A:*.*	DEL *.*
	YES	NO
character from A to B drive?	COPY A:S?D*.* B:	COPY S?D*.* B:
(notice, no full colon after the B)	All files copied to B disk	No files copied to B disk
	Error message would appear	Files correctly copied to B
referred to as _____ compatible.	UPWARD	UPWARDLY
	FILE ALLOCATION TABLE	
	The envelope is torn.	The mylar is torn.
F.A.T.	True	False
	DIR B:>PRN	DIR B: >PRN
based on filename?	DIR |SORT	DIR A:|SORT
	DIR B:|SORT >PRN	DIR B:|SORT>PRN
	DIR BUD*.*	DIR A:BUD*.*
	DIR B:|SORT/+10	DIR B: |SORT/+10
	They are whipped up	They contain a series of
an alphabetic list of B disk files?	DIR B:|SORT >DIRLIST.001	DIR B: |SORT >DIRLIST.001
called DB.BAT on the A disk?	COPY CON:DB.BAT	COPY CON:A:DB.BAT
date?	DIR |SORT/+24	DIR A:|SORT/+24
in the A drive?	WP	
	COPY A:*.* B:	COPY *.* B:
	BUGS	BUG
are noted on the package.	DOS	DISK OPERATING SYSTEM
sector locations.	F.A.T.	FAT
	FIND is only for EXE files	WP.COM is not a file
pressed to save and exit the process?	<F6>	F6
protected?	YES	NO
but, they do affect the retrieval _____	SPEED	ACCESS TIME
	DEL B:*.*	DEL B:*.*
filename)?	DIR C:|SORT >PRN	DIR C:|SORT>PRN
	MONITOR	CRT
	KEYBOARD	KEY PAD
	.EXE	EXE
known as a _____.	BYTE	
	KILOBYTE	KB
the D drive?	SUBST D: C:\LOTUS\FILES	SUBST D: \LOTUS\FILES
	PROMPT PG	
lost clusters to .CHK files.	CHKDSK /F	CHKDSK C:/F
files from the C drive to the A drive?	SYS A:	
subdirectory, how cancel this setting?	SUBST E: /D	SUBST E:/D
.EXE, .COM and .BAT files?	PATH	PATH COMMAND
the _____ directory.	ROOT	
to the A disk?	COPY C:\WPFILES*.* A:	COPY \WPFILES*.* A:
	MD LOTUS	MD \LOTUS
	CD DBASE	CD\DBASE
	CD\LOTUS	CD \LOTUS

must be _____ prior to removal.	EMPTY		EMPTIED
	RD WPFILE89		RD\WPFILE89
	CD\		
	CD\LOTUS\123FILES		CD LOTUS\123FILES
called WP in 1 command?	MD C:\WP\DATFILES		MD WP\DATFILES
	TREE		TREE C:
files?	TREE /F		TREE C:/F
	PATH=\DOS;\LOTUS		PATH=C:\DOS;C:\LOTUS
disk in drive B?	DISKCOPY A: B:		
DOS upon Booting.	AUTOEXEC.BAT		
	DEL		<DEL>
	BAT		.BAT
file which is on the B disk?	TYPE B:LOTUS.BAT		
when it boots?	CONFIG.SYS		
	Reliever to RAM stress		ASCII micro spooler
of files that DOS allows open at once is	5		2
(Use BACKUP)	BACKUP C:*.* A: /S		BACKUP *.* A: /S
with the BACKUP command in the A drive?	RESTORE A: C:*.* /S		RESTORE A:*.* C:*.* /S
123FILES to disks in the A drive?	BACKUP C:\123FILES*.* A:		BACKUP C:\123FILES*.* A:\
	Faster than COPY command		Able to transfer entire Subdir
123FILES subdirectory to the A drive?	XCOPY C:*.* A:		XCOPY C:\123FILES*.* A:
AUTOEXEC.BAT file in the Root directory?	EDLIN AUTOEXEC.BAT		EDLIN C:\AUTOEXEC.BAT
that have been modified since last XCOPY	XCOPY *.* A:/M		XCOPY C:\DBFILES*.* A:/M
the last BACKUP in this subdirectory.	BACKUP C:*.* A: /M		BACKUP C:\WPFILES*.* A: /
upon booting if located in the Root dir.	CONFIG.SYS		
for use as good documentation?	PRINT AUTOEXEC.BAT		PRINT C:\AUTOEXEC.BAT
1 continuous floppy disk:	TRUE		FALSE
January 1, 1990 to the A disk?	XCOPY C:*.* A:*.* /D:01-01-90		XCOPY *.* A: /D:01-01-90
you just created?	E		
BATCH which is included in a PATH comnd	YES		NO
modified since the last BACKUP?	BACKUP C:*.* A:\ /S/M		BACKUP *.* A: /S/M
	XCOPY allows for more files		than 1 disk could hold
asterisk will delete line #6?	6D		
	.EXE		Document
Autoexec.bat and _____ .	Program Files		Batch Files
and Access Time?	TRUE		FALSE

A3,C,30	A4,C,30	A5,C,30
Cotton Mill	Edsel	Numerical Controlled Machines
STORAGE AREA	NOSE	TOE NAIL
They have a shelf life	They're easily repaired	They do not require a stylus
Use felt tip pens	Do not leave in hot or cold	Remove prior to power off
WRITE PROTECTION	WRITE-PROTECT	ERASE PROTECTION
2 heads are better than one	Disks are people too	IBM says so
INSTRUCTION		
Speed	Size	The use of 0s and 1s
DISK OPERATING SYSTEM		
Links Hardware and File Mgmt	Translate ASCII characters	Allows Word Processing
Neurons release energy	Synapses flow	Electricity reverses
Floppy Disks	Baby Frisbees	Female Disco
DEDICATED		
PETER DIOTTE	WILL ROGERS	PETER NORTON
VOLTAGE REQUIRED	TYPE OF MONITORS	TYPE OF PRINTERS
INTERNAL BYTE METHODS	INTERNATIONAL BUSINESS MACHINE	ITTY BITTY MACHINE
German Rocket Research Univ	Iowa State College	Harvard
GRAPHICS		
MODERN	FLAT	MICROTIC
CLONE	MS DOS	DOS
College math software	Computer drafting	Hardware
Digital Equipment Corporation	Disks, Equipment, Computers	Big Blue
Read and Write to and from	Used with micro computers	Both are portable
HARDWARE DEVICES		
WRITE		
Γ		
BYTE	BROGEN STAFFOSOUND	MICRORAM
132 columns by 25 rows	infinite columns and rows	73 columns by 20 rows
MODULATOR DEMODULATOR		
Divining rod	Baseball bat	Electronic letter opener
TV	Radio	Racetrack

COLD BOOT	WARM BOOT	
FILE MANAGEMENT	MANAGING FILES	MANAGEMENT OF FILES
8	5	14
0	2	4
A PROMPT	DOS COMMAND PROMPT	
DEFAULT DRIVE		
Rolodex	Stage Shoot	File Drawer
DIR A:*.*	DIR A:/*.*	DIR A:/
COPY SAMPLE.WK1 B:SAMP	COPY A:\SAMPLE.WK1 B:	COPY A:\SAMPLE.WK1 B:\
Initiates computer dating	Nothing	Prints a date stamp
PAUSES THE SCROLLING	PAUSES AFTER EACH PAGE	PAUSE
Too many characters	A dash (-) is not allowed	This name is reserved
COPY B:\TEST.PRG	COPY B:\TEST.PRG A:	COPY B:\TEST.PRG A:\
DEL B:TEST.PRG	ERASE B:TEST.PRG	DEL B:\TEST.PRG
CHKDSK A:\	CHKDSK A:*.*	CHKDSK A:*.*
Initializes a new disk for use	Alphabetizes all the files	Removes old, unused files
DISK OPERATING SYSTEM	MS DOS	MS-DOS
OPERATING SYSTEM	MS-DOS	DOS
FORMAT B: /S	FORMAT /S B:	
COPY A:\TEST.DOC B:	COPY A:\TEST.DOC B:\	
SAME PROGRAM	SAME SIZE	DIFFERENT PROGRAMS

DISKCOPY

*	* AND ?	* ?
COPY ????????.EXE B:	COPY A:????????.EXE B:	COPY A:*.EXE B:
DEL B:S*.*	DEL B:\SAL*.*	DEL B:SAL?????.???
HARDWARE SYSTEM		
Linking hardware	Internal command set	Software logo
MANAGING FILES		
COPY B:D???????.WK1 A:	COPY B:D???????.WK1	COPY B:\D*.WK1 A:\
DEL A:D???????.WK1	DEL D???????.WK1	DEL A:\D*.WK1
DIR B:*.COM		
COPY A:????????.* B:	COPY A:*.* B:	COPY A:????????.??? B:
DEL B:????????.???	DEL B:*.???	DEL B\:*.*
To find DOS in drive A, then C	IBM trademark	Clean out all RAM chips

COPY A:SALE.??? B:	COPY SALE.??? B:	COPY A:\SALE.* B:
DIR /P	DIR *.* /P	DIR A:*.*/P
DIR/W B:	DIR B:*.* /W	DIR B:*.* /W
DEL A:????????.???	DEL ????????.???	DEL A:*.*
COPY S?D?????.* B:	COPY S?D?????.??? B:	COPY A:S?D*.??? B:
All copy to A disk, named "B"	System blows up	Nothing - error message appear
All files copied to B drive	All files deleted	Some files copied
It is a 2-tiered hard drive	Files are stored in non-	contiguous sectors
DIR B: >LPT1	DIR B:>LPT1	
DIR A: |SORT	DIR A:\ |SORT	DIR A:*.* |SORT
DIR B: |SORT >PRN	DIR B: |SORT>PRN	DIR B:*.* |SORT>PRN
DIR |FIND "BUD"	DIR A:|FIND "BUD"	DIR A:\BUD*.*
DIR B: |SORT /+10	DIR B:*.* |SORT /+10	DIR B:*.* |SORT /+10
commands that are executed	sequentially.	They are a sub-DOS grouping
DIR B:|SORT>DIRLIST.001	DIR B: |SORT>DIRLIST.001	DIR B:*.* |SORT>DIRLIST.001
EDLIN DB.BAT	EDLIN A:DB.BAT	EDLIN A:\DR.BAT
DIR |SORT /+24	DIR A:*.* |SORT/+24	DIR A:*.* |SORT/+24
COPY A:*.* B:	COPY A:*.* B:\	DISKCOPY A: B:
PROBLEMS	ERRORS	GREMLINS
FILE ALLOCATION TABLE		
DIR listings do not contain a	period before the extension	COM is in upper case
FUNCTION KEY 6	<CTRL><Z>	
TIME		
ERASE B:*.*	ERASE B:*.*	
DIR C: |SORT>PRN	DIR C: |SORT >PRN	DIR C:*.* |SORT>PRN
SCREEN	DISPLAY SCREEN	CONSOLE
CONSOLE		
1 KILOBYTE		
CHKDSK C:*.*/F	CHKDSK C: /F	CHKDSK C:*.* /F
COPY C:\WPFILE*.* A:\	COPY \WPFILE*.* A:\	COPY C:\WPFILES*.* A:*.*
MD C:\LOTUS		
CD \DBASE		

RD C:\WPFILE89   RD \WPFILE89

CD C:\LOTUS\123FILES   CD \LOTUS\123FILES
MD \WP\DATFILES   MD\WP\DATFILES
TREE C:\
TREE C: /F   TREE/F
PATH = \DOS;\LOTUS   PATH = C:\DOS;C:\LOTUS

DELETE

Number of open files allowed The type of Word Processor   Staging area within RAM
15   7   20
BACKUP C:*.* A:*.* /S   BACKUP C:*.* A:/S   BACKUP *.* A:/S
RESTORE *.* C:*.* /S   RESTORE A:*.* C:*.* /S
BACKUP \123FILES*.* A: BACKUP \123FILES*.* A:\
Target disks must be formatted Can copy files > floppy size   Faster than BACKUP command
XCOPY C:*.* A:*.*   XCOPY *.* A:\   XCOPY *.* A:*.*

XCOPY C:*.* A:/M   XCOPY C:*.* A: /M   XCOPY *.* A: /M
BACKUP *.* A: /M   BACKUP C:*.* A:\ /M   BACKUP C:*.* A:*.* /M

TYPE AUTOEXEC.BAT >PRN TYPE C:\AUTOEXEC.BAT >PRN   TYPE AUTOEXEC.BAT>PRN

XCOPY C:*.* A: /D:01-01-90   XCOPY *.* A:\ /D:01-01-90

BACKUP C:*.* A:\ /S /M   BACKUP C:*.* A: /S /M   BACKUP C:*.* A:*.* /S /M
XCOPY allows for a single file larger than 1 disk could hold   COPY is faster

ASCII   ASME   Spreadsheet
Subdirectories   Read.Me files   Text Files

H1,C,30	H2,C,30	H3,C,30
The Abacus depends on the	location of beads. A computer	- the location of 0s and 1s
A Brain contains memories	in which inputs are compared	and action is taken. RAM is
Each uses a magnetic spread	to store data. Magnets have	2 orientations - N to S, and
It is ok to remove disks	prior to turning off the	system - just be sure you have
If the notch is covered, the	disk cannot be copied to	or erased. Do not use clear
Like recorded cassettes, the	information can be played back	for years to come.
Disks are fragile. They can	fail for no apparent reason.	Don't be caught with a
We learn by data being fed	thru our 5 senses into our	brain. The computer learns by
Likewise, the software is not	useful without the hardware.	
Technically, there is little	difference. It all boils down	to distinguishing between a 0
Disk drives are both Input	and Output devices. A	keyboard is an input device, a
IBM and all the IBM compatible	computers use Microsoft's	Disk OPERATING System.
DOS is vital to a computer's	operation.	
Apple has its own DOS. This	is one reason that Apple	compatibility with IBM is not
Generally, removal of a disk	while the drive light is lit	is hazardous.
Diskette is the eloquent way	of referring to a floppy Disk.	
DOS is software too, but since	it is vital it is not	considered Application
Files are Written to and Read	from a floppy disk. It is	a magnetic storage cabinet.
MS-DOS is the official name	of MicroSoft's DOS. Some	wonder if it's a feminist.
Open Architecture of the IBM	lead to faster add on systems	from vendors. This aided
Some say IBM stands for Big	Blue since it has dominated	the direction of the micro-
Although some dissent, many	agree that Iowa College	deserves the credit
Not the first on the scene,	but quickly a dominant player.	
Although IBM is gaining school	market share.	
The market grew very quickly	with IBM as a player.	
Open architecture is a	natural for add in cards.	
We have benefited due to the	downward price pressure thru	added competition in the
Visicalc is the first software	that business found new	abilities with.
DEC is considered on the	cutting edge of technology,	while IBM is noted for
First written in 1989 under	the Name MR DOS, it was later	trademarked and Microsoft corp
RAM is called volatile memory	because it requires	electricity to keep its
This is the same material that	are used in cassettes and	video tapes.
Both Floppy drive and Hard	drives operate in a similar	way. Hard drives are faster
RAM contains the instructions	that gives a computer a	specific ability.
In general, if you can touch	it, it is Hardware	
When the power is cut to the	computer, all of RAM's	contents is lost.
Writing to a floppy disk does	not mean you are dysfunctional	it means you are saving it on
The CPU is a key to determin	speed of computation. This is	called the clock speed. A slow
A Binary Digit is a 0 or a 1.		
A "Byte" sound larger than	a "Bit" - and it is.	
RAM is often considered the	brain of the computer	
ROM contains factory preset	instructions. It can be READ	but not written to, thus
The top row of keys = QWERTY.	The keyboard is laid out	illogically to slow typist
Some specialty software can	alter the display of columns	and rows
For less than $100 you can	have this ability. It opens	the world of information right
First seen on video games,	this device is primarily used	on computer games.
Dot Matrix printers are the	most popular due to cost,	speed and durability.
MS DOS computers encompass t	world of IBM compatible	computers.

The computer seeks out certain files on a disk - thus pulling itself from its bootstraps

DOS is vital - 1st piece of software installed in RAM. Can't run computer without it.

Filename and Extensions can be comprised of letters or numbers.

Filename and Extensions can be comprised of letters or numbers.

Some novices call it the "A greater than sign"

UNLESS told otherwise, the computer will assume the "action" is in the default

A floppy disk contains files which can be copied, erased, printed, etc - just like

DIR is short for DIRectory. Notice that since A is the default drive, it is not

The COPY command requires 2 pieces of information: What file on which drive to be

Each file that is created or modified will be date stamped with the system date. It is

If more than 25 files on a disk, they will scroll by a full screen without stop.

Other symbols off limits: . " / \ [ ] : < > + = ; ,

Since A is the default drive its use is optional

The default drive is where DOS will look unless told otherwise

Notice the default prompt is now the B drive. DEL and ERASE are identical commands

This command also shows the amount of free storage space on the disk, and other items -

Although the remains of previous commands are on a screen, they have no use.

FORMAT superimposes a grid of sectors on a disk. Apple's grid is different, thus

FORMAT is an External command DOS must be present in the system

When an external command is issued, the file is loaded into RAM, then pauses while

The internal DOS files can only be placed on a disk at specific times. This is one

There are other ways to copy an entire disk covered in the next unit. If not told, DOS

The A: is optional since A is the default drive.

In Hard Disk DOS we will learn that 2 identical named files can coexist in different

To change the Default drive, just type the new default drive followed by a full colon

Shareware is a technique for distributing software on a payment honor system. We

The date will be changed for the remainder of the session only. For permanent change,

The time will be changed for the remainder of the session only. For permanent change,

B:\ is the same as   B: more information in later units.

Only for floppy disk copying. With a single drive, it can be considered A or B. If no

The /F option switch must be used to convert lost clusters. CHKDSK will also show the size

Yes, like any DOS command, if DOS is not told otherwise, it will assume the default drive

Multiple optional command switches are not a problem in most cases. This will display

ROM chips contain a factory preset instruction set

The * broader that the ?

Use the file commands the same as with a single file - use the wildcards to broaden their

Using a DIR B:SAL*.* would provide a peak as to the files you are about to delete - a

A hidden file cannot be seen with DIR or copied or deleted with conventional means.

ROM is preset at the factory

For IBM's PC-DOS, these files are: IBMDOS.SYS   IBMBIO.SYS

DOS is vital to computer operation

The * is quicker to type than ?. Note: It works to put *.* after A: or A:\ -
Copy *.EXE files = Copy star

NO HELP

The DIR command default is to show all files, wildcards can narrow the criteria

This was a partial trick question - there is no common base between the 4 files. Must

Again, since the asterisk is more powerful fewer are needed to do this job.

If no disk is in the A drive, the computer will then look in the root directory of a hard

FORMAT is not a file specific command - it is an operation performed on an entire disk.

Artful use of wildcards can greatly speed the task of file management.
Since A is the default drive, it is not necessary to call it out in this command.
You will lose the size, date and time information for each file with the /W switch in a
Although many computer activities require exact type including case, DOS does not.
Be careful! Of course the DEL command will not erase hidden files from a disk.
DOS file management is one of single task instruction that is executed by pressing the
This is a case where the ? wildcard must be used.
When a drive is not specified, DOS assumes the default drive.
Copy requires noting which drive to copy to. If none specified, it assumes default.
dBASE IV - a database software is downward compatible with dBASE III - this is unusual.
The F.A.T. is like an index to the disk - it notes which files are located at which
Many third party tools exist to defragment disks.
This is why software tools exist which can recover previously deleted files.
The greater than sign > is a redirection of output from the default of the screen.
The files are not permanently sorted on the disk. They appear sorted for this command
This print out is often folded and placed inside the disk sleeve as a reference.
The FIND approach will also pickup files with BUD within the filenames - 89BUDGT.wk1 -
To sort by Date would require /+24 DOS 5 has great improvements
Batch files always have the extension .BAT
This file will be date stamped this is good way to keep a record of a disk content on
Edlin is a very basic Word Processor supplied with DOS. It can only create ASCII files
The first date character is 24 characters in on the DIR line. Dates are in order by Month,
Batch files have the extension of .BAT but you only need to enter the
The Copy command will send files in a serial fashion. Thus, no fragmentation -
Upgrades with a suffix of .01 are often known as Bug-Fixes. Example: version 4.01 is the
For most programs, any DOS over 2.11 will be adequate.
When a file is deleted, the information is deleted from the FAT only - thus allowing
Although when specifying a file within a DOS command the period is necessary, it does
Pressing <F6> will display ^Z on the screen. (note: press <F6> while on the last line of
When using one of these commands, a temporary file is written to the disk
Many third party defragment software exist which will help the system performance.
DEL and ERASE are identical commands.
This will display the current directory of the C drive only- see Hard Disk sections for
DOS commands default their output to the screen. The early docs list it as console-
Sometimes the Keyboard is known as the Console
All other files can broadly be regarded as data files.
A Byte is comprised of 8 bits.
A Kilobyte means 1,000 bytes. However, a kilobyte actually has 1024 bytes.
Any command referring to the D drive will actually be acting on the C:\lotus\files
The Prompt command allows man alternative configuration of the DOS prompt. This is the
The *.* option will also report on the fragmentation status of all files
The disk in the A drive must be empty - UNLESS - this is used to Upgrade the hidden
The SUBST must be cancelled prior to reassigning to another subdirectory
Typing PATH without any parameters will display the current DOS path setting.
The Root directory contains all the subdirectories
A subdirectory is like a separate disk. Many commands require us to specify a drive,
The command MKDIR is the same as the more common, abbreviated MD command
The blank space approach: CD DBASE works anytime you are changing a subdirectory
Use of CD LOTUS only works if the LOTUS subdirectory is one level below the current

Being empty also means that — no other subdirectories are — hung from the subdirectory
A subdirectory is empty when — all files and connected — subdirectories are deleted.
On some versions of DOS, — CD.. will move the user to — 1 level above the current one.
No Help
No Help
Many third party software — tools do a better job of — displaying the layout of
Many third party software — tools do a better job.
DOS will now look for EXE, COM — and BAT files in both the DOS — and LOTUS subdirectories if
The disks must be the same — size. The COPY command is — slower, but does defragment
If booting from a hard drive, — these files must be present in — the Root directory.
A cold boot is when the power — to the computer is turned on.
Certain extensions have — reserved meanings in the world — of DOS.   BAT is one of them
The TYPE command is used to — display ASCII files. All — other file types will not be
If not present, all hardware — settings will default to — DOS standard settings
Word Processing and Spread- — sheet programs do not make use — of these Buffers. Accounting
The program called DBASE — requires FILES=20 parameter — set for proper operation.
The /S option instructs it — to include all subdirectories.
The /S option requires that — all subdirectories be restored
This is useful because it only — includes files we have created — and not system files - like
XCOPY is very powerful and is — available from DOS 3.2 Its — only lack is that it cannot
If more than 1 disk is needed, — it will prompt you for it. — The 4th answer works because
EDLIN is a basic word — processor supplied with DOS. — It creates ASCII files.
Be careful to use C:*.* — rather than C:*.* - this — refers to root directory.
The /M option will speed up — the process since only files — that have been modified will
CONFIG.SYS is for special — configuration of hardware. — AUTOEXEC.BAT is a file
A redirected TYPE command is — similar to the PRINT command. — PRINT however, is an external
BACKUP was created to address — the inability to copy a single — file that is larger than a
XCOPY is useful because it — can selectively pick files - — like above. And, you can use
This command is issued at — the leftmost asterisk in the — EDLIN process.   *E or *e
This will keep the ROOT — directory uncluttered.
The /S option ensures that all — subdirectories and their — contents are included. The /M
XCOPY is like BACKUP in that — it can handle more files than — a single disk, BUT not a
Be sure to say 6D rather than — D6. D6 will delete the — current line which is probably
ASCII stands for American — Standard Code for Information — Interchange. ASCII files
It is not a must, but this is — a good organization technique.
Access Time is amount of time — a random piece of data is — access on the drive. It is

H4,C,30	DOSPROMPT,C MULTIPLE,N,1,0
	2
similar.	1
S to N - thus a 0 or 1.	2
saved anything you've created.	5
tape to cover.	
catastrophic data loss	2
pushing instructions into RAM.	
and a 1 at a high rate.	5
monitor is an output device.	
	3
automatic.	2
	1
	3
software	
	3
quick market penetration.	1
market.	4
	4
	1
market.	
	1
customer service and support.	3
objected.	0
information.	
and less likely to fail.	5
	0
	0
the disk.	
one is 4.7 megahertz, fast 20.	0
	0
	3
cannot be altered.	
when the machine was 1st built	
	1
to your own home/business	
	2
	2

		0
		0
		3
		1
		0
drive.		0
manilla folders in a drawer		5
necessary to include that info	A>	
copied to which drive.	A>	
important that it is correct.		2
DIR/P is 1 approach to help.		
		4
	A>	
	A>	
in DOS.	B>	
see Hard Disk DOS	A>	
CLS simply wipes it clean.	A>	
another compatibility issue		3
disks are changed.		
of them.	A>	
will ask for drive in this cmd	A>	
	A>	0
Subdirectories		2
A>B:		
offer an upgrade AND 200p TEXT		2
see the system manual.	A>	
see the system manual.	A>	
	A>	
drive entered, will be asked.	A>	
of RAM.	A>	
for its commands.		1
filenames width wise and pause		2
application.	A>	
good idea!	A>	
		3
A:*.* or A:*.*	A>	
dot EXE files		
	A>	
	A>	
use the *.* approach.	A>	
	A>	
drive.		3
		2

	A>	
	A>	
DIR command.	A>	
		1
	A>	
Enter key.		2
	A>	
		3
But, can't copy unto itself!		1
location.		
		4
		1
LPT1 = Line Printer #1	A>	
only. DOS 5 has easier method	A>	
	A>	
BUD*.* won't	A>	
and abilities in this area.	A>	
		2
a particular date.	A>	
	A>	
not by year.	A>	
filename to execute.	A>	
Diskcopy will not.	A>	
Bug-Fix of version 4.00		
undeletion if necessary.		
not show up in the DIR output.		3
file to avoid extra return)		
		2
	A>	
more information		
keyboard connected to screen.		
subdirectory	C>	
most common.		
	C:\>	
files already on the A disk.	C:\>	
	C:\>	
similarly we specify a subdir.	C:\>	
below the current one.	C:\>	
directory	C:\DBASE>	

	C:\>	
	C:\123FILES>	
	C:\>	
	C:\>	
subdirectories	C:\>	
	C:\>	
not found in the current sub.	C:\>	
the files being sent.	C:\>	
discernible with this command.	C:\>	
and database software does.		5
"7" may vary based on version.		4
	C:\>	
	A>	
the Lotus program itself.	C:\>	
copy a single file > floppy.		4
123FILES is the current subdir	C:\123FILES>	
	C:\>	
C:*.* refers to current subdir	C:\DBFILES>	
be included.	C:\WPFILES>	
containing DOS commands.		
command, TYPE is not.	C:\>	
floppy disk to a floppy disk.		1
the COPY command to retrieve.	C:\BUDGET>	
		1
option checks for modification	C:\>	
single file larger than a disk		1
line #1 - not line #6.	*	
contain only text characters.		3
		3
measured in milliseconds.		1