

IT Essentials 5.0

5.3.4.8 Lab - Managing System Files with Built-in Utilities in Windows XP

Introduction

Print and complete this lab.

In this lab, you will use Windows built-in utilities to gather information about the system and to troubleshoot system resources.

Recommended Equipment

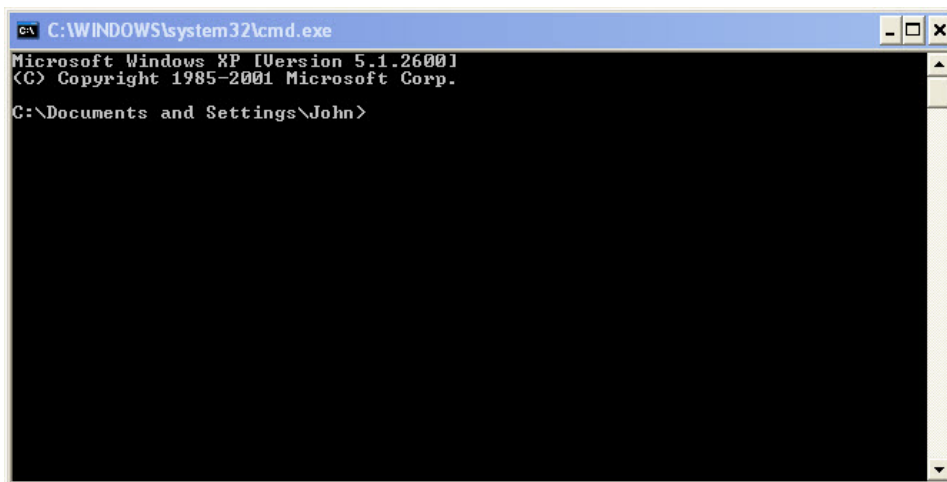
The following equipment is required for this exercise:

- A computer running Windows XP

Step 1

Log on to the computer as an administrator.

Open the command prompt by clicking **Start > Run > type cmd > click OK**.



```

C:\WINDOWS\system32\cmd.exe
Microsoft Windows XP [Version 5.1.2600]
Copyright 1985-2001 Microsoft Corp.
C:\Documents and Settings\John>
  
```

What is the drive path shown?

Type **help** and press **Enter**.

```

C:\WINDOWS\system32\cmd.exe
Microsoft Windows XP [Version 5.1.2600]
(C) Copyright 1985-2001 Microsoft Corp.

C:\Documents and Settings\John>help
For more information on a specific command, type HELP command-name
ASSOC Displays or modifies file extension associations.
AT Schedules commands and programs to run on a computer.
ATTRIB Displays or changes file attributes.
BREAK Sets or clears extended CTRL+C checking.
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.
CHDIR Displays the name of or changes the current directory.
CHKDSK Checks a disk and displays a status report.
CHKNTFS Displays or modifies the checking of disk at boot time.
CLS Clears the screen.
CMD Starts a new instance of the Windows command interpreter.
COLOR Sets the default console foreground and background colors.
COMP Compares the contents of two files or sets of files.
COMPACT Displays or alters the compression of files on NTFS partitions.
CONVERT Converts FAT volumes to NTFS. You cannot convert the
current drive.
COPY Copies one or more files to another location.
DATE Displays or sets the date.
DEL Deletes one or more files.
DIR Displays a list of files and subdirectories in a directory.
DISKCOMP Compares the contents of two floppy disks.
DISKCOPY Copies the contents of one floppy disk to another.
DOSKEY Edits command lines, recalls Windows commands, and creates macros.
ECHO Displays messages, or turns command echoing on or off.
ENDLOCAL Ends localization of environment changes in a batch file.
ERASE Deletes one or more files.
EXIT Quits the CMD.EXE program (command interpreter).
FC Compares two files or sets of files, and displays the differences
between them.
FIND Searches for a text string in a file or files.
FINDSTR Searches for strings in files.
FOR Runs a specified command for each file in a set of files.
FORMAT Formats a disk for use with Windows.

```

What is the command to change directory?

What is the command to display the contents in a directory?

Type **cd ..** and press **Enter**.

```

C:\WINDOWS\system32\cmd.exe
C:\Documents and Settings\John>cd ..
C:\Documents and Settings>
C:\Documents and Settings>cd John
C:\Documents and Settings\John>

```

What is the drive path shown?

Change back to original drive path.
Example: Type **cd John** and press **Enter**.

What is the drive path shown?

Type **dir /?** and press **Enter**.

If asked, press any key to continue.

```

C:\WINDOWS\system32\cmd.exe

C:\Documents and Settings\John>dir /?
Displays a list of files and subdirectories in a directory.

DIR [drive:][path][filename] [/A[:attributes]] [/B] [/C] [/D] [/L] [/N]
[/O[:sortorder]] [/P] [/Q] [/S] [/T[:timefield]] [/W] [/X] [/4]

[drive:][path][filename]
Specifies drive, directory, and/or files to list.

/A      Displays files with specified attributes.
attributes  D Directories          R Read-only files
             H Hidden files        A Files ready for archiving
             S System files         - Prefix meaning not

/B      Uses bare format (no heading information or summary).
/C      Display the thousand separator in file sizes. This is the
        default. Use /-C to disable display of separator.
/D      Same as wide but files are list sorted by column.
/L      Uses lowercase.
/N      New long list format where filenames are on the far right.
/O      List by files in sorted order.
sortorder  M By name (alphabetic)    S By size (smallest first)
           E By extension (alphabetic) D By date/time (oldest first)
           G Group directories first - Prefix to reverse order

/P      Pauses after each screenful of information.
/Q      Display the owner of the file.
/S      Displays files in specified directory and all subdirectories.
/T      Controls which time field displayed or used for sorting
timefield  C Creation
           A Last Access
           W Last Written

/W      Uses wide list format.
/X      This displays the short names generated for non-8dot3 file
        names. The format is that of /N with the short name inserted
        before the long name. If no short name is present, blanks are
        displayed in its place.

/4      Displays four-digit years

Switches may be preset in the DIRCMD environment variable. Override
preset switches by prefixing any switch with - (hyphen)--for example, /-W.

C:\Documents and Settings\John>

```

Which switch displays a wide list format?

Type **dir** and press **Enter**.

Type **dir /w** and press **Enter**.

```

C:\WINDOWS\system32\cmd.exe

C:\Documents and Settings\John>dir
Volume in drive C is BootDisk
Volume Serial Number is F4C8-A421

Directory of C:\Documents and Settings\John

07/23/2009  07:10 AM  <DIR>          .
07/23/2009  07:10 AM  <DIR>          ..
09/23/2008  03:39 PM  <DIR>          .nbi
09/23/2008  03:42 PM  <DIR>          .netbeans-registration
10/21/2008  05:54 AM      314 becker.robots.ini
07/23/2009  07:44 PM  <DIR>          Desktop
02/04/2009  07:28 PM  <DIR>          Favorites
06/04/2009  03:30 PM  <DIR>          My Documents
02/10/2008  05:12 PM  <DIR>          RNT
02/08/2008  09:36 AM  <DIR>          Start Menu
01/23/2009  06:31 AM  <DIR>          temp
02/09/2009  07:32 AM  <DIR>          WebEx
             1 File(s)      314 bytes
             11 Dir(s)  68,156,264,448 bytes free

C:\Documents and Settings\John>dir /w
Volume in drive C is BootDisk
Volume Serial Number is F4C8-A421

Directory of C:\Documents and Settings\John

[.]          [..]          [.nbi]
[.netbeans-registration] becker.robots.ini  [Desktop]
[Favorites]  [My Documents]  [RNT]
[Start Menu] [temp]          [WebEx]
             1 File(s)      314 bytes
             11 Dir(s)  68,156,264,448 bytes free

C:\Documents and Settings\John>

```

What is the difference between these two commands?

Type **VOL**.

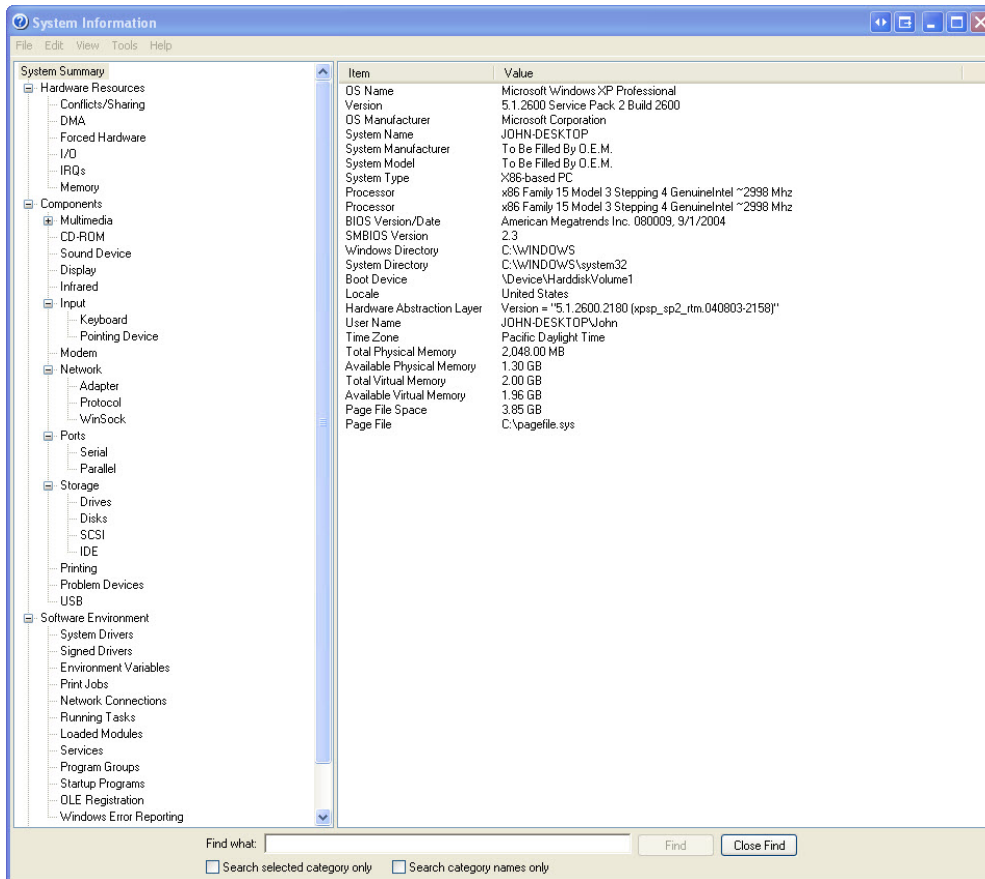
What volume is drive C in?

Close the Command prompt window.

Step 2

Open System Information by clicking **Start > Run > type msinfo32 > click OK**.

Click the **plus sign** next to Hardware Resources, Components, and Software Environment. Expand the window so you can see all the content.



Under the System Summary heading locate and list the following:
Processor

BIOS Version/Date

Total Physical Memory

Under the Hardware Resources heading locate and list the following:
DMA channels and the device using the resources.

I/O address range for these devices:
Printer Port (LPT1)

Communications Port (COM1)

Communications Port (COM2)

IRQ address for these devices:
System timer

Communications Port (COM1)

Communications Port (COM2)

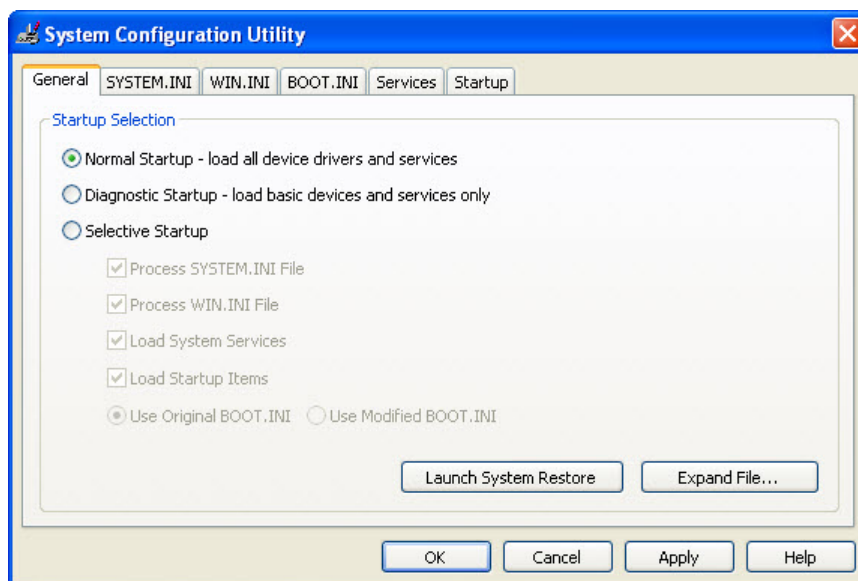
Under the Components heading and Software heading look around to see what information is provided in these areas.

Close the System Information window.

Step 3

Open System Configuration Utility by clicking **Start > Run > type msconfig > click OK**.

Note: It is very important that you do not make any changes in this utility without instructor permission.

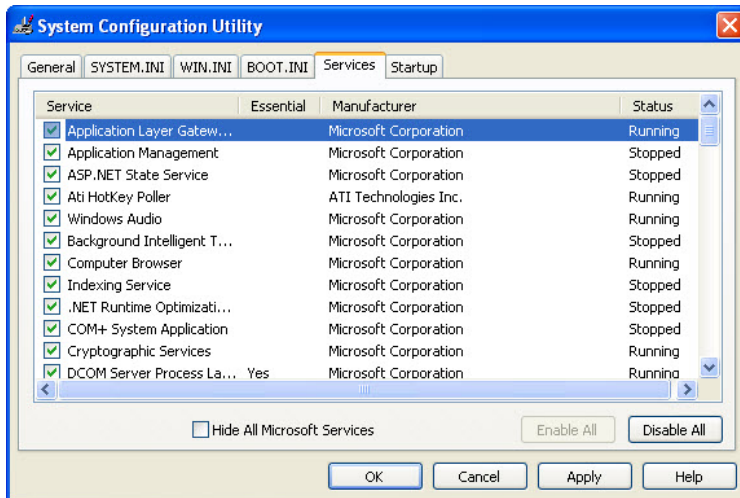


Click the **General** tab if not all ready active.

What are the startup options?

Click the **SYSTEM.INI**, **WIN.INI**, and **BOOT.INI** tabs. These tab are for modifying these files.

Click the **Services** tab. This tab lists the computers services and there status.



Can you enable and disable services at this tab?

Click the **Startup** tab. This tab lists the programs that are automatically loaded every time you turn on your computer.

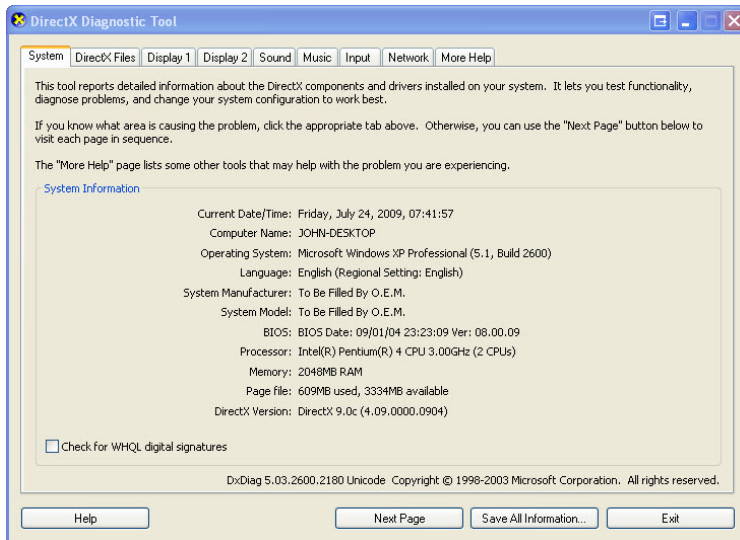
Click **Cancel** to close the System Configuration Utility window.

Step 4

Open DirectX Diagnostic Tool by clicking **Start > Run > type dxdiag > click OK**.

If you are asked to have DirectX check driver signatures click **No**.

Note: When DirectX Diagnostic Tool first opens it may take a minute to load all information. Your DirectX Diagnostic Tool may not appear exactly as shown in this lab.



Make sure the System tab is active.

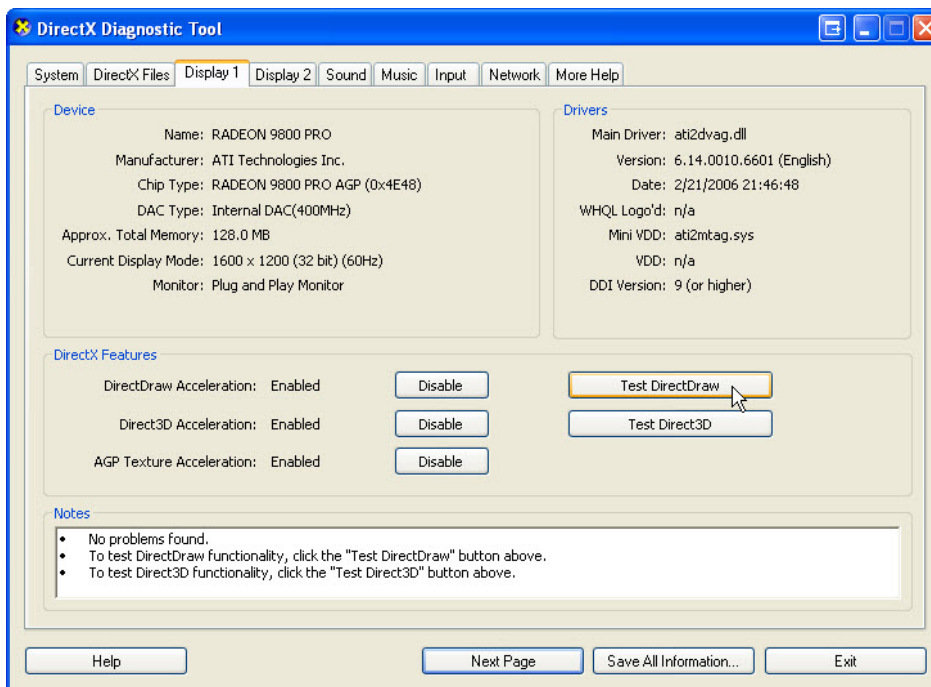
What does this tool report?

Click **Next Page** until you are at the DirectX Files tab.

A list of DirectX files is listed.

Click **Next Page** until you are at the Display tab.

Click **Test DirectDraw**.



Follow the rest of the instruction as the test progresses.

Place a check mark next to every test that your computer passes.

alternating black and white rectangles _____

bouncing white box in a black box _____

fullscreen bouncing white box _____

Click **Test Direct3D**.

Follow the rest of the instruction as the test progresses.

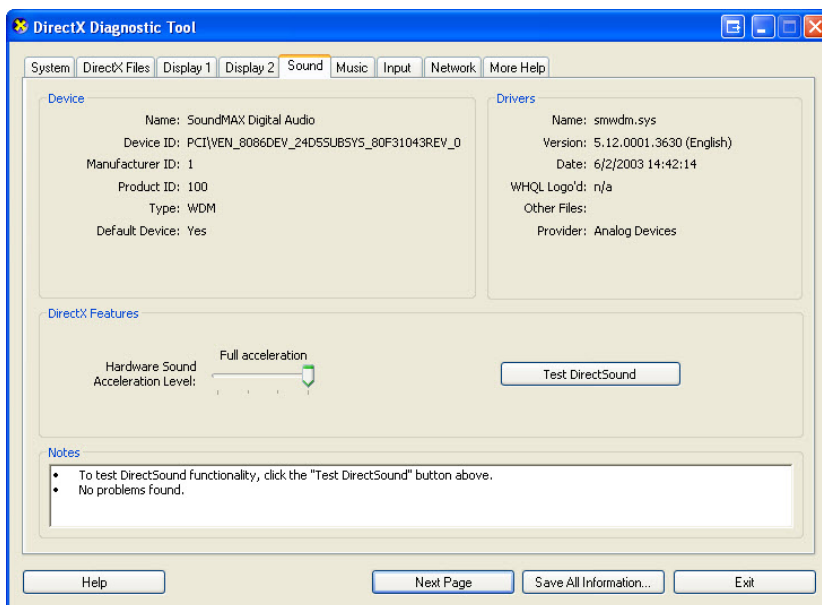
DirectX 7 interface test: what did you see?

DirectX 8 interface test: what did you see?

DirectX 9 interface test: what did you see?

Click **Next Page** until you are at the Sound tab.

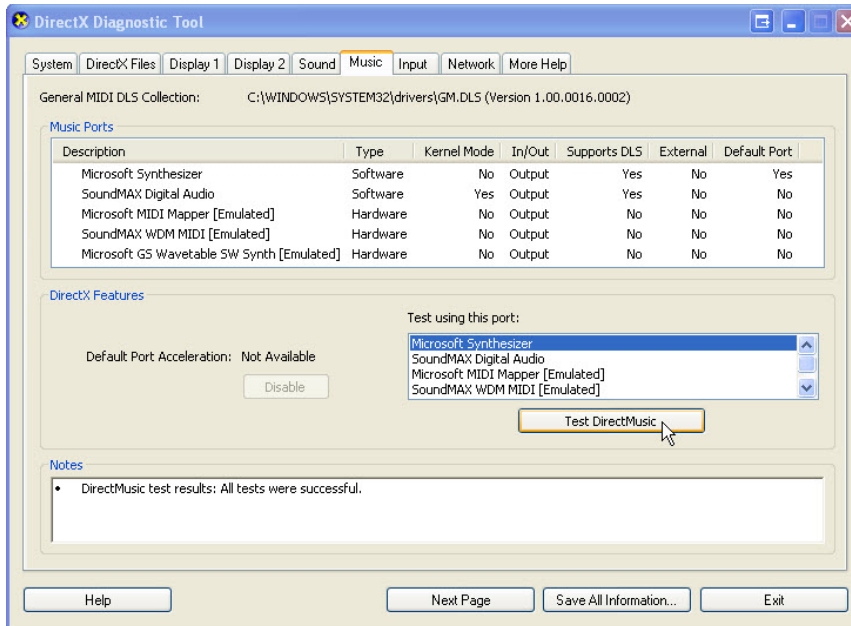
If you have headphones, click **Test DirectSound**. If you have no headphones, move to the next instruction.



Did you hear the sound effects in the audio test?

Click **Next Page** until you are at the Music tab.

If you have headphones, click **Test DirextMusic**. If you have no headphones, move to the next instruction.



Did you hear music playing?

Click **Next Page** until you are on the Input tab.

What information is listed on this page?

Click **Next Page** until you are on the Network tab.

What information is listed on this page?

Click **Next Page** until you are on the More Help tab.

Click on the various buttons to see what is provided.

What tools are provided on this page?

Click **Exit**.