Osborne McGraw: Hill

D O S

made Easy

Herbert Schildt

Covers PC-DOS and MS-DOS®



DOS Made Easy

Herbert Schildt

Osborne McGraw-Hill 2600 Tenth Street Berkeley, California 94710 U.S.A.

For information on translations and book distributors outside of the U.S.A., write to Osborne McGraw-Hill at the above address.

A complete list of trademarks appears on page 279.

DOS Made Easy

Copyright © 1988 by McGraw-Hill, Inc. All rights reserved. Printed in the United States of America. Except as permitted under the Copyright Act of 1976, no part of this publication may be reproduced or distributed in any form or by any means, or stored in a database or retrieval system, without the prior written permission of the publisher, with the exception that the program listings may be entered, stored, and executed in a computer system, but they may not be reproduced for publication.

11 12 13 14 15 16 17 DOC/DOC 9 9 8 7 6 5 4 3 2 1 ISBN 0-07-881295-X

Information has been obtained by Osborne McGraw-Hill from sources believed to be reliable. However, because of the possibility of human or mechanical errors by our sources, Osborne McGraw-Hill, or others, Osborne McGraw-Hill does not guarantee the accuracy, adequacy, or completeness of any information and is not responsible for any errors or omissions or the results obtained from use of such information.

PREFACE

This book is for anyone who wants to learn how to use DOS. It assumes no prior experience with computers. (More knowledgeable readers can skip the first two chapters.) DOS is a complex program with many commands and options. This book distills the most useful components of DOS and concentrates on getting you started with the program as quickly and easily as possible. By the time you finish this book, you will be using DOS like a pro.

There are many versions of DOS in use. This book covers all versions including 3.30, which is used on IBM's new PS/2 line of computers. No matter what computer you have, if it runs DOS, you can use this book.

You will begin with the basics, including complete discussions of what DOS is and what it does. Then, you will learn the essential DOS commands. Understanding these few commands enables you to begin using the computer. As you continue, you will learn to use the DOS editor and will see how to create custom commands of your own. As you progress, you'll learn the more advanced DOS commands that give you real power over the system. The later chapters explain how to configure your system and how to manage your floppy and fixed drives — including backing up the fixed disk.

This book is tutorial in nature, with many hands-on examples and experiments. It is highly recommended that you have a computer available so that you can work along with the text. Although the examples are applicable to all versions of DOS, they reflect the IBM version of DOS, called PC-DOS, because it is the one with the largest user base. Because the fixed disk is so common, special emphasis has been placed on its use.

xii DOS Made Easy

However, if you don't have a fixed disk, don't worry. All examples are explained for users with or without fixed disks.

The appendix contains a quick reference to the DOS commands. It will be a lasting resource as you become increasingly proficient with DOS.

-HS

The manuscript for this book was prepared and submitted to Osborne/McGraw-Hill in electronic form.

The acquisitions editor for this project was Jeffrey Pepper.
The technical reviewer was Kevin Shafer. Lyn Cordell was
the project editor.

Text type is Times Roman. Display type is Univers.

Cover art is by Bay Graphics Design Associates. Cover supplier is Phoenix Color Corporation. This book was printed and bound by R. R. Donnelley & Sons Company, Crawfordsville, Indiana.

Use Your American Express, Visa, or MasterCard

Here's More Help From the Experts

Now that you've developed even better computer skills with DOS Made Easy, let us suggest the following related titles that will help you use your computer to greater advantage.

DOS: The Complete Reference

by Kris Jamsa

Jamsa has all the answers to all of your questions about DOS through version 3.X. Every PC-DOS and MS-DOS® user will find essential information, whether you need an overview of the disk operating system or a reference for advanced programming and disk management techniques. Each chapter begins with a discussion of specific applications followed by a list of commands used in each. All commands are presented in the same clear, concise format: description, syntax, discussion of arguments or options, and examples. Jamsa provides comprehensive coverage of advanced DOS commands. EDLIN, Microsoft® Windows™, DOS error messages, and customization of your system via CONFIG.SYS.

\$27.95 p, Hardcover Edition 0-07-88/314-X, 1042 pp., 7% x 9% \$24.95 p, Paperback Edition 0-07-88/1259-3, 1042 pp., 7% x 9%

DOS: The Pocket Reference

by Kris Jamsa

Picture yourself working away efficiently on the computer when all of a sudden ... that DOS command you need just slips out of your mind and into space. Here, for the first time ever, is a Pocket Reference for PC and MS-DOS® through version 3.3. In this handy guide, you'll find complete examples of every DOS command with easy-to-follow tips and explanations. All the commands are listed alphabetically.

\$5.95 p 0-07-881376-X, 128 pp., 41/4×7

The Osborne/McGraw-Hill MS-DOS® User's Guide

by Paul Hoffman and Tamara Nicoloff

A comprehensive guide to the MS DOS® operating system, this book is designed to familiarize you with all the versions of this powerful system from Microsott. Ideal for beginners and experienced users alike, this guide covers each computer running MS DOS®, gives the version it runs and any improvements the manufacturer has made to the system. It also gives complete information on the PC DOS version designed for the IBM® PC. Additional programs and reference material make this guide a tool of lasting value.

\$18.95 p 0-07-881131-7, 250 pp., 71/2 x 91/4

DOS: Power User's Guide

by Kris Jamsa

Professional DOS users and programmers with an interest in OS/2^{III}, this book is a must for you! Jamsa, the author of the best-selling DOS: The Complete Reference, now shows experienced DOS users how to wield this operating system in powerful ways. If you're already familiar with C or Pascal, you'll gain even more insight from Jamsa's expertise. As a special highlight, the advanced features of DOS are compared with those of the new OS/2 operating system throughout the book. DOS: Power User's Guide shows you how to utilize fully the DOS pipe. memory map, system services, and subdirectories. Learn how to adapt the DOS environment to meet your specific needs. DOS pretender commands, disk layout, and system configuration are additional topics that Jamsa covers as he instructs you in the art of becoming a truly sophisticated user.

\$22.95 p 0-07-881310-7, 700 pp., 73% x 93/4

Use Your American Express, Visa, or MasterCard

OS/2[™] Made Easy

by Herbert Schildt

This "Made Easy" guide contains simple, clear instructions for using OS/2[™], the new operating system from IBM and Microsoft that runs on the 286, 386, and PS/2™ computer families. Schildt, the author of numerous bestsellers, including DOS Made Easy, teaches the fundamentals to first-time OS/2 users, as well as experienced DOS users. Start with OS/2 basics, such as formatting diskettes and backing up files. Schildt then pursues more advanced techniques. Learn to manipulate directories and files, use 0S/2 commands, run DOS applications under OS/2, operate multiple tasks, and manage your hard disk. Like all the "Made Easy" books, each chapter presents a step-by- step lesson that includes plenty of examples and hands-on exercises.

\$19.95 p 0-07-881360-3, 350 pp., 7% x 9%

Using OS/2™

by Kris Jamsa

Microsoft's new operating system is now described for beginners and experienced computer users alike.

Using OS/2™ quickly moves from fundamental to advanced techniques and covers major OS/2 strengths in detail, including multi-tasking. Jamsa, a pro-grammer for the United States Air Force and the highly regarded author of the acclaimed DOS: The Complete Reference and other Osborne books. draws on his extensive programming background to present OS/2 concepts in a clear, concise manner. You'll learn how to install OS/2 and learn the use of basic and advanced commands. Then you'll be ready for important techniques - redirection of I/O, system configuration and multi-tasking. A complete 0S/2 command summary is provided.

\$19.95 p

0-07-881306-9, 600 pp., 7% x 91/4

OS/2™ Programmer's Guide

by Ed lacobucci

Foreword by Bill Gates

Learn OS/2™ from an expert! Ed lacobucci, who lead the IBM® OS/2 design team, shows experienced programmers how to use version 1.0 of the new and powerful multi-tasking operating system built expressly for 80286 and 80386-based personal computers, lacobucci gives you a complete overview of 80286 protected mode, including valuable tips and techniques which you can use to build your first protected mode programs. lacobucci provides a complete overview of the OS/2 system, filled with insights which help you understand how and why the system works. Learn about dynamic linking and the system API; memory management in a protected environment; OS/2 multitasking; advanced interprocess communications facilities: the system I/O capabilities; session management, user interface, utilities, and more. You'll also learn how to use many of these concepts in practical programming examples that include using the I/O facilities, allocating and managing memory, using basic and advanced multitasking features, and building a "pop-up' application with keyboard monitors.

0-07-881300-x, 650 pp., 73/6 x 91/4

OS/2™: The Pocket Reference

by Kris Jamsa

Computer user's memory loss is a common ailment that plagues even the most competent 0S/2" aficionado. Now, Osborne/McGraw-Hill has a remedy that's guaranteed for immediate results - OS/2 The Pocket Reference. In these pages, you'll find complete examples of every important OS/2 command and system configuration entry, each accompanied by easy-by-follow tips and explanations. All entries are listed alphabetically.

\$5.95 p 0-07-881377-8, 128 pp., 41/4×7

Use Your American Express, Visa, or MasterCard

UNIX®: The Complete Reference System V Release 3

by Stephen Coffin

The Complete Reference series now includes a book for all Unix® users! UNIX®: The Complete Reference includes expansive coverage of System V Release 3, the version that runs on 386 machines and on the new Macintosh™ II. Stephen Coffin approaches UNIX with a perspective that benefits users of microcomputers, minicomputers, and mainframes. There is special, timely coverage of UNIX on the 80386 micros; all code in the book was run on a 386. If you're just beginning UNIX, the first part of the book will help you get started. If you're an experienced UNIX user, this book is an invaluable and extensive reference. UNIX®: The Complete Reference offers discussions of commands, text processing, editing, programming, communications, the Shell, and the UNIX file system. Important highlights include running MS-DOS® under UNIX, upgrading to Release 3, and extensive coverage of UNIX on the 386.

\$27.95p, Hardcover Edition 0-07-881333-6, 750 pp., 7% x91/4 \$24.95p, Paperback Edition 0-07-881299-2, 750 pp., 7% x91/4

A User Guide to the UNIX™ System, Second Edition

by Dr. Rebecca Thomas and Jean Yates
The best-selling User Guide to the UNIX™
System has been revised and expanded to cover
applications of the UNIX™ operating system for Bell
Laboratories' New System V and Berkeley UNIX. Twelve
extensive tutorials take you from initial log on to
advanced program control and input/output procedures. You'll find special emphasis given to word
processing and to the most commonly used UNIX
system commands. Error messages are fully explained,
and a System Administration appendix tells you how
to oversee the system's operation. Whether you're
already familiar with UNIX or just getting acquainted,
this fully illustrated guide makes an excellent
reference tool.

\$19.95 p 0-07-881109-0, 520 pp., 71/2×91/4

Advanced Programmer's Guide to UNIX™ System V

by Rebecca Thomas, Ph.D., Lawrence R. Rogers, and Jean L. Yates

C programmers who already know UNIX™ fundamentals can use this guide to write more effective programs with the software tools in UNIX System V. Thomas and Yates, two renowned names in the computer industry and the authors of A User Guide to the UNIX™ System, lend their expertise to help you develop sophisticated skills. This book explains and illustrates the use of the Bourne and C shells, text editors, the C compiler, library archives, utilities, subroutines, and system calls. You'll also learn about the new interprocess communication features, which are important in designing commercial applications software.

\$21.95 p 0-07-881211-9, 560 pp., 7% x 91/4

C: The Pocket Reference

by Herbert Schildt

Speed up your C programming with C: The Pocket Reference, written by master programmer Schildt, the author of twelve Osborne/McGraw-Hill books. This quick reference is packed with vital C commands, functions, and libraries. Arranged alphabetically for easy use.

\$5.95 p 0-07-881321-2, 120 pp., 41/4 x 7

C Made Easy

by Herbert Schildt

With Osborne/McGraw-Hill's popular "Made Easy" format, you can learn C programming in no time. Start with the fundamentals and work through the text at your own speed. Schildt begins with general concepts, then introduces functions. libraries, and disk input/output, and finally advanced concepts affecting the C programming environment and UNIX™ operating system. Each chapter covers commands that you can learn to use immediately in the hands-on exercises that follow. If you already know BASIC, you'll find that Schildt's C equivalents will shorten your learning time. C Made Easy is a step-by-step tutorial for all beginning C programmers.

\$18.95 p 0-07-881178-3, 350 pp., 7% x 91/4

Use Your American Express, Visa, or MasterCard

Advanced C, Second Edition

by Herbert Schildt

Experienced C programmers can become professional C programmers with Schildt's nuts-and-bolts guide to advanced programming techniques. Now thoroughly revised, Advanced C, Second Edition covers the new ANSI standard in addition to the Kernighan and Ritchie C used in the first edition. All the example code conforms to the ANSI standard. You'll find information you need on sorting and searching; queues, stacks, linked lists, and binary trees; dynamic allocation, interfacing to assembly language routines and the operating system; expression parsing; and more. When you finish reading Advanced C, you'll be ready for the slick programming tricks found in Schildt's twelfth book for Osborne, C: Power User's Guide.

\$21.95 p

0-07-881348-4, 353 pp., 73/6 x 91/4

C: Power User's Guide

by Herbert Schildt

Make your C programs sizzle! All the bells, whistles, and slick tricks used to get professional results in commercial software are unveiled to serious programmers in C: Power User's Guide. In his eleventh book for Osborne/McGraw-Hill, Schildt shows you how to build a Borland type interface. develop a core for a database, create memory resident programs, and more. Schildt combines theory. background, and code in an even mix as he excites experienced C programmers with new features and approaches. Learn master techniques for handling menus, windows, graphics, and video game programming. If hashing is what you're after, it's here too, along with techniques for using the serial port and sorting disk files. OS/2[™] level programming with specific OS/2 functions is also covered. Before you send your programs out to market, consult Schildt for the final touches that set professional software apart from the rest.

\$22.95 p

0-07-881307-7, 384 pp., 7%x91/4

The C Library

by Kris Jamsa

Design and implement more effective programs with the wealth of programming tools that are offered in The C Library. Experienced C programmers will find over 125 carefully structured routines ranging from macros to actual UNIX™ utilities. There are tools for string manipulation, pointers, input/output, array manipulation, recursion, sorting algorithms, and file manipulation. In addition, Jamsa provides several C routines that have previously been available only through expensive software packages. Build your skills by taking routines introduced in early chapters and using them to develop advanced programs covered later in the text.

\$18.95 n

0-07-881110-4, 220 pp., 7% x 91/4

Artificial Intelligence Using C

by Herb Schildt

With Herb Schildt's newest book, you can add a powerful dimension to your C programs — artificial intelligence. Schildt, a programming expert and author of seven Osborne books, shows C programmers how to use Al techniques that have traditionally been implemented with Prolog and LISP. You'll utilize Al for vision, pattern recognition, robotics, machine learning, logic, problem solving, and natural language processing. Each chapter develops practical examples that can be used in the construction of artificial intelligence applications. If you are building expert systems in C, this book contains a complete expert system that can easily be adapted to your needs. Schildt provides valuable insights that allow even greater command of the systems you create.

\$21.95 p

0-07-881255-0, 432 pp., 7%x91/4

Use Your American Express, Visa, or MasterCard

Advanced Graphics in C: Programming and Techniques

by Nelson Johnson

Add graphics to your C programs and you'll add significant capabilities to your software. With Advanced Graphics in C you'll be able to write graphics programs for the IBM® EGA (Enhanced Graphics Adapter), the de facto standard for highquality graphics programming on the IBM PC Advanced Graphics in C features a special. complete graphics program called GRAPHIQ, that provides a whole toolkit of all the routines you'll need for graphics operations, and even gives you code for a rotatable and scalable character set. Johnson shows you how to use GRAPHIQ to implement or adapt graphics in your C programs. GRAPHIQ is full of tools not available elsewhere. Advanced Graphics in C also offers an entire stroke/front character set; code for the AT&T Image Capture Board; and information on serial and parallel interfacing to mice, light pens, and digitizers.

\$22.95 p 0-07-881257-7, 670 pp., 73% x 914

Using QuickC®

by Werner Feibel

Learn QuickC® programming with Microsoft's speedy new compiler. Because QuickC is compatible with Microsoft's new C compiler version 5.0, this book offers the extra benefit of teaching you to program in both environments. Feibel, a C instructor and programming consultant, leads beginning C programmers from fundamentals to intermediate-level techniques, while providing experienced C programmers with a lasting reference. After a brief overview, Using QuickC® covers syntax and data types, operators, and expressions. Then Feibel tackles functions, arrays and pointers, the preprocessor, structures, unions, and files. Finally, there is a discussion of QuickC and its affiliation with the operating system and the hardware. Feibel makes a special effort to show you QuickC's unique features. Numerous examples are used in the book so that you can gain a better understanding of concepts. You'll even solve application problems by writing your own program solutions.

\$19.95 p 0-07-881292-5, 375 pp., 73/6 x 91/4

These titles available at fine book stores and computer stores everywhere.

Or call toll-free 800-227-0900 Use your American Express, Visa, or MasterCard

For a FREE catalog of all our current publications, call 800-227-0900 or write to Osborne/McGraw-Hill, 2600 Tenth Street, Berkeley, CA 94710

Prices subject to change without notice.

DOS Command Card

[drive:][path]APPEND [drive:][path][;[drive:][path]] or APPEND;	Define or display the data file search path. MS-DOS version 3.2
[drive:][path]ASSIGN [drive1 [=] drive2 []]	Route disk I/O request for drive 1 to drive 2
	Set the file's read-only and archive- attribute bits
[drive:][path]BACKUP [drive:[path][filename[.ext]] d: [/S][/M][/A][/D:mm-dd-yy]	Back up one or more files to another disk
BREAK [ON OFF]	Allow or inhibit DOS CTRL-BREAK checking when DOS functions finish
CHDIR [drive:][path] or CD [drive:[path]	Change or display the current directory on the specified drive
[drive:][path]CHKDSK [drive:][path][filename[.ext]][/F][/V]	Analyze and (optionally) repair directories, files, and the FAT
CLS	Clear the screen display
[drive:][path]COMMAND [drive:][path][/P][/C string][/E:nnnnn]	Invoke a secondary command processor
[drive:][path]COMP [drive:][path][filename[.ext]] [drive:][path][filename[.ext]]	Compare the contents of the files specified
COPY [/A][/B] [drive:][path]filename[.ext] [/A][/B] [+[[,,]drive:][path]filename[.ext][/A][/B]] [drive:][path][filename[.ext]][/A][/B][/V]	Copy the contents of the source file(s) to the target file(s)
CTTY device_name	Modify standard input (stdin) to point to an alternate device
DATE [mm-dd-yy] [dd-mm-yy] [yy-mm-dd]	Set or display the current system date
DEL [drive:][path]filename[.ext]	Delete the specified file names from disk
DIR [drive:][path][filename[.ext]][/P][/W]	List the files as specified
[drive:][path]DISKCOMP [drive1: [drive2:]] [/1][/8]	Compare the contents of the disks in drive 1 and in drive 2
[drive:][path]DISKCOPY [drive1: [drive2:]][/1]	Copy the contents of the disk in drive 1 to the disk in drive 2
ECHO [ON OFF message]	Allow or suppress the screen display of DOS command names as the command executes within a BAT file
ERASE [drive:][path]filename[.ext]	Delete the specified file names from disk
[drive:][path]EXE2BIN [drive:][path]filename[.ext] [drive:][path][filename[.ext]]	Convert an EXE file specified by the first file name to a COM file
[drive:][path]FDISK	Define fixed-disk partitions
[drive:][path]FIND [/V][/C][/N] "string" [[drive:][path][filename[.ext]]	Display all of the lines that contain the specified string

Allow iterative processing of DOS commands [drive:][path]FORMAT Format the disk in the specified drive drive:[/S][/1][/V][/B][/4]GOTO label _name Allow branching within BAT files [drive:][path]GRAFTABL Load software to support the display of extended ASCII characters for the color/graphics adapter [drive:][path]GRAPHICS Load software to print graphics [printer_type][/R][/B] IF [NOT] condition command Allow conditional batch processing condition is one of the following: ERRORLEVEL number string1==string2 EXIST [drive:][path]filename[.ext] [drive:][path]JOIN [drive: /D] | [drive: Connect a disk drive to a directory pathl [drive:][path]KEYBxx Load software for a foreign keyboard [drive:][path]LABEL [drive:] Create or modify an 11-character volume [volume_label] label MKDIR [drive:][path] or MD [drive:][path] Create the specified subdirectory [drive:][path]MODE LPT#[:][n][,[m][,P]] Set the characteristics of the system printer, monitor, or asynchronous communications adapter [drive:][path]MODE n [drive:][path]MODE [n],m[,T] [drive:][path]MODE COM#[:]baud[,[parity][,[databits] [,[stopbits][,P]]] or[drive][path]MODE LPT#[:]=COM# [drive:][path]MORE Display data obtained from standard input to standard output a screen at a time PATH [[drive:]path[;[drive:]path]...]] Define the optional command search path orPATH: [drive:][path]PRINT Install the DOS print queue and print the [/B:buffersize][/C][/D:device_name] specified file(s) [/M:maxticks][/P][/Q:maxentries] [/S:timeslice][T] [/U:busyticks] [[drive:][path]filename[.ext]...] PAUSE [remark] Suspend BAT processing and display a prompt for the user to Strike a key when ready...

FOR %%variable IN (set) DO command

DOS Command Card

PROMPT [prompt-string]

	\$E ESCape character \$G > character \$H Delete previous character \$L < character \$N Default-drive letter \$P Current directory \$Q = character \$T System time \$V DOS version number
[drive:][path]RECOVER [drive:][path]filename[.ext] [drive:]	Recover the specified file(s) or disk drive
REM [remark]	Display remarks from within a BAT file
REN[AME] [drive:][path]filename[.ext] filename[.ext]	Rename the file provided as specified
[drive:][path]REPLACE [drive:][path]filename[.ext] [drive:][path][/A][/P][/R][/S][/W]	Allow selective replacement/addition of files from the source to the target location
[drive:][path]RESTORE drive: [drive:][path]filename[.ext][/S][/P]	Restore the specified file(s) from the backup device
RMDIR [drive:]path RD [drive:]path	Remove the specified subdirectory
[drive:][path]SELECT [[A: [B:] drive:[path]] country keyboard	Create a DOS disk with the specified foreign-country support
SET [name=[string]]	Define an item in the command environment
[drive:][path]SHARE [/F:filespace][/L:numlocks]	Install file-sharing software
SHIFT	Shift the command line parameters %0-%n left one parameter
[drive:][path]SORT [/R][/+ column]	Sort and display data received from standard input
[drive:][path]SUBST [drive: drive:path] [drive: /D]	Substitute a DOS path name with a disk- drive specifier
[drive:][path]SYS drive:	Copy the system files to the specified disk, making it bootable
TIME [hh:mm[:ss[.nn]]]	Set or display the system time
[drive:][path]TREE [drive:][/F]	Display all of the directory paths on a disk and (optionally) the files that they contain

Set the system prompt as specified. The following metastrings can be used:

\$\$ Dollar-sign character
\$\$__ carriage return linefeed

\$B | character \$D System date

Display the contents of the specified file

TYPE [drive:][path]filename[.ext]

VER VERIFY (ON | OFF) VOL [drive:] [drive:][path]XCOPY [drive:][path]filename[.ext] [drive:][path][filename[.ext]][/A][/D:mmdd-yv | [/E] | /M |[/P][/S][/V][/W]or[drive:][path]XCOPY [drive:]path[filename[.ext]] [drive:][path][filename[.ext]][/A][/D:mmdd-yy][/E][/M]

Display the DOS version number Enable or disable disk-write verification Display the 11-character volume label of the specified drive

Provide selective copies of the specified file(s) to the target destination. DOS version 3.2

or

[drive:][path]XCOPY drive:[path][filename[.ext]] [drive:][path][filename[.ext]][/A][/D:mmdd-yy][/E][/M][/P][/S][/V][/W]

CONFIG.SYS Entries

[P][/S][/V][/W]

BREAK=[ON|OFF] default OFF BUFFERS=n default 2 for PC 3 for AT COUNTRY=nnn DEVICE=[drive:][path]filename[.ext] FCBS=n.n default 4.1 FILES=n default 8 LASTDRIVE=letter default E SHELL=[drive:][path]filename[.ext]

Reprinted with permission from DOS: The Complete Reference by Kris Jamsa (Osborne McGraw-Hill, 1987).

CONTENTS

	Preface	xi
1	Computer Basics	1
	The Parts of Your System 1	
	The System Unit 2	
	The Monitor 11	
	The Keyboard 11	
	The Printer 13	
	Miscellaneous Attachments 13	
	Software 14	
	What Is DOS and What Does It Do? 15	
	Summary 16	
2	Running DOS	17
	Entering Information and Using the BACKSPACE Key 17	
	Loading DOS 18	
	The Sign-on Message and the DOS Prompt 21	
	Your First Command 22	
	Backing Up the DOS Diskette 23	
	Another Command 27	
	Restarting DOS 27	
	Turning Off the Computer 28	
	The Supplemental Programs Diskette 28	
	Summary 29	

3	DOS Basics	31
	What Is a File? 31 File Names 33 The Directory 33 File Types 34 Opening and Closing Files 36 The EOF Marker 36 Changing the Current Drive 37 Internal and External Commands 37 Tracks and Sectors: A Closer Look at How DOS Stores Files 40 A DOS Error Message 42 DOS Error Messages: An Overview 42 Summary 45	
4	The Essential DOS Commands	47
	A Closer Look at DIR 48 Another Way to Stop the Directory Display 53 Drive Specifiers 54 Clearing the Screen 55 Printing the Screen 56 Formatting Diskettes 56 An Introduction to the COPY Command 58 Creating a Short Text File 62 The TYPE Command 62 Printing a Text File on a Printer 63 Removing Files from a Disk 66 Changing File Names 67 Canceling a Command 68 Summary 69	
5	More Useful DOS Commands Checking a Diskette Using CHKDSK 71 Backing Up a Diskette 74 Comparing Two Files 76 A Copy Option 81 Comparing Diskettes 81 The DATE and TIME Commands 82 The DOS Editing Keys 83 Summary 87	71