

**Fundamentals of UNIX**  
**Lab 6.2.6– Basic CDE File Manager**  
***(Estimated time: 30 min.)***

**Objectives:**

- Learn to access CDE File Manager
- Identify graphical file and directory icons
- Compare File Manager options to command line file management
- Change between folders
- Create new files and folders (directories)
- Remove files by putting them in the trash
- Recover files from the trash
- Permanently remove files by shredding them

**Background:**

In this lab you will work with Common Desktop Environment (CDE) File Manager. The CDE method of file and directory management allows you to do many of the same tasks that were performed earlier at the command line. The CDE provides a graphical interface to file management and executes most of the same commands you used from the command line behind the scene. The File Manager enables you to graphically organize files into a hierarchical structure of folders (directories) and subfolders (subdirectories). You will work with File Manager to become familiar with the graphical views of files and directories. You will create new files and folders and practice deleting and recovering files.

**Tools / Preparation:**

- a) Before starting this lab, review Chapter 6, Section 1 – Directory and File Management Using the Command Line.
- b) You will need the following:
  1. A login user ID (e.g. user2) and password assigned by your instructor.
  2. A computer running the UNIX operating system with CDE
  3. Networked computers in classroom

**Notes:**

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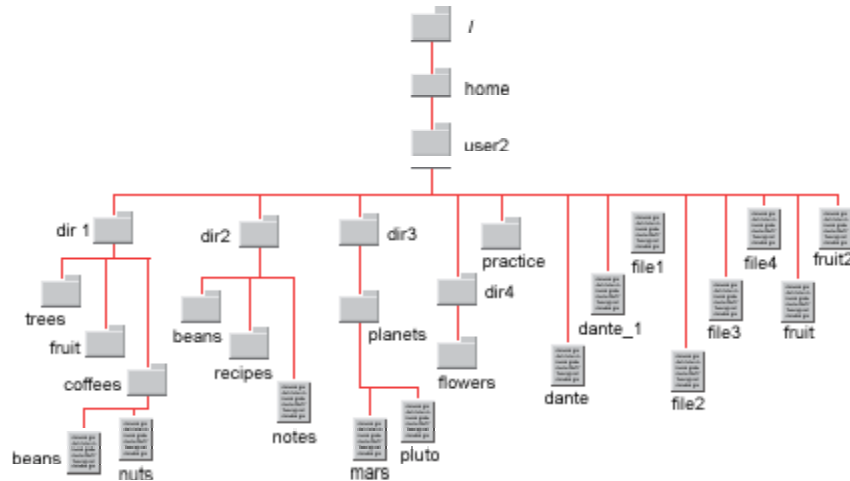
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## Worksheet

**Use the diagram of the sample Class File System directory tree to assist with this lab.**

## Class File Tree Structure



### Step 1. Log in to CDE

Login with the user name and password assigned to you by your instructor in the CDE entry box.

## Step 2. Access File Manager

**File Manager** can be accessed by clicking the **File Drawer** icon on the **Front Panel** or by right clicking on the **workspace desktop** and then on the **Files** menu. The File Manager, by default, opens a view of a folder that is your **home directory**.

**Note:** the term folder is used interchangeably with the terms directory and subdirectory.

From that folder, you can change to other folders, both up and down the hierarchy, to view each directory's contents. The path to the current folder is always displayed in the upper area of the File Manager window.

- a. Click on the **File Drawer** icon on the **Front Panel** to start **File manager**. What is the directory path displayed in the upper area of the panel? \_\_\_\_\_

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**Step 3. Identify File and Folder Icons**

Directories are displayed as folder icons. Files are displayed as appropriate icons based on the type of file. File types are based on their function and the applications that created them. Examples of file types include: Audio, Binary, Core, Graphic, Postscript, and Standard. File Manager displays different icons depending on the content of the file to help you distinguish and identify file types. The most common file icon you will see will be the standard file icon. If a file is associated with a particular application, that application will automatically start when the icon is double-clicked.

- a. Scroll up and down through the window using the vertical scroll bar on the right side of the window. What types of icons do you see in your home directory? \_\_\_\_\_
- b. Right click on the **dante** file icon and click **Properties** from the menu. Click on the **Information** category button at the top. What information about the file is displayed?  
\_\_\_\_\_
- c. What UNIX command would give you similar information about the **dante** file if you were at the command line? \_\_\_\_\_
- d. With the **Properties Information** window open for the **dante** file, open a terminal window by clicking on the **File** menu in **File Manager** and then click **Open Terminal**. You may need to move the windows around to see them both at the same time. In the Terminal window, enter the command: **ls -l dante**. What information is provided in the Properties window that is not shown with the **ls -l** command? \_\_\_\_\_

**Step 4. Change Between Folders**

If you double-click on a folder icon, the File Manager moves you into that directory and displays its contents. You can only move down through the file system hierarchy in this way. There is always a special “**go up**” icon displayed in the upper left corner of the files and folders window. Double-clicking on this icon will move you up to the next level up in the directory hierarchy. Work through the following exercises, comparing the results to the class file directory tree diagram.

- a. Double click on the **dir1** folder. What is in this folder? \_\_\_\_\_
- b. Double click on the coffees folder. What is in this folder? \_\_\_\_\_
- c. What does the path name in the upper area of the window indicate as your current directory?  
\_\_\_\_\_
- d. Right click on the **beans** file icon and select **Properties** and then click the **information** button. What kind of file is beans? \_\_\_\_\_ Close the properties window.
- e. Double click on the “**go up**” icon until you return to your home folder (/home/userX). How many times did you double click to get to your home folder? \_\_\_\_\_
- f. Note the **home** and **userX** folder icons at the top of the window, which graphically show the path to your current directory. The **home** folder icon has a pencil with line through it and the **userX** folder does not. What does the pencil with a line through it on the **home** folder icon mean?  
\_\_\_\_\_

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g. Double click on the **dir3** folder and then double click again on the **planets** folder. What is in the **planets** folder? \_\_\_\_\_

h. Click on the **File** option from the menu and click **Go Home**. What directory are you in now?  
\_\_\_\_\_

**Step 5. Use File Menu Options**

The **File** menu options enable you to perform a number of tasks common to file and directory management tasks. These same tasks can be accomplished using the command line. The following is a list of **File** menu options with a brief description of each.

<b>New folder</b>	Create new directory or subdirectory (with adequate permission)
<b>New file</b>	Create new file in any directory where you have permissions
<b>Go Home</b>	Change to your home directory if your current folder is different from your home folder
<b>Go up</b>	Go up one level of folder in the directory tree or hierarchy.
<b>Go To</b>	Change to a specified directory
<b>Find</b>	Locate files based on their name or content
<b>Open Terminal</b>	Open a Terminal window with a shell prompt where you can enter UNIX commands
<b>Removable Media Manager</b>	Provides access to removable media such as CD ROMs and floppies
<b>Open Floppy</b>	Access a floppy disk in the drive (DOS or UNIX)
<b>Close</b>	Close the File Manager window

a. Click on the **File** menu from within **File Manager** to access the options available. Which option would you use to create a directory in the current directory? \_\_\_\_\_

b. Click on the menu option to go to your home directory. What option did you use?  
\_\_\_\_\_

c. Click on the menu option to change to another directory and change to the **dir2/beans** directory. What option did you use? \_\_\_\_\_

d. Fill in the following table with the UNIX command that you would use to accomplish the same task as the menu option listed.

<b>File Menu Option</b>	<b>Comparable UNIX Command</b>
New Folder	
New File	
Go Home	
Go Up	
Go To	

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**Step 6. Create New Folders**

When the New Folder option is chosen from the **File** menu, a separate window is displayed where you can enter the new folder name. Once the name has been entered, you have the choice of left clicking either **OK** or **Apply**. Clicking **OK** adds the new folder and closes the New Folder window. Clicking **Apply** adds the new folder, and keeps the New Folder window open so you can add another new folder.

- a. While in your home folder, click on the **New Folder** option from the **File** menu and add a new folder called **newfolder**. Double click on the new folder you created to change to it. Is there anything in the folder? \_\_\_\_\_
- b. What does the path at the top of the window show your current folder to be?  
\_\_\_\_\_
- c. While in **newfolder**, create a directory called **subfolder**. Double click on **subfolder**. What is your path at the top of the window now? \_\_\_\_\_
- d. Click on the **File** menu and then click **Go Home** to return to your home directory.

**Step 7. Create New Files**

As with the New Folder option, a window will be displayed in which you type the name of the file to be created. If you click **OK**, the file will be created and the window will close. If you click **Apply**, the file will be created and the window will stay open so you can create another new file.

If you attempt to create a folder or file with the same name as an existing folder or file, the **File Manipulation Error** window will notify you. Click **OK**, then type an alternative name for the folder or file that is to be created.

- a. From your **home** folder change to **newfolder** which you created earlier. What is in the folder?  
\_\_\_\_\_
- b. Click on the **New File** option from the **File** menu and create a new file called **newfile1**. Click **apply** and create another new file called **newfile2**. Close the New File window and note the contents of the **newfolder** directory. Who is the owner of the files? \_\_\_\_\_

**Step 8. Remove and Recover Files**

A benefit of File Manager over the command line environment is the ability to recover deleted files. This is also known as the "undelete" function. If a file is deleted using File Manager, you can undelete it if it has not been overwritten. Within the CDE, any file or directory that is deleted is placed within the **trash can**. The files within the trash can be "undeleted" by selecting the **put back** option from the file menu. The trash can also allows you to **shred** the files or directories within the trash can, thus permanently deleting the files.

- a. Change to the **newfolder** directory. Click on **newfile1** to select it and then click on the **Selected** menu and select **Put in Trash** (or right click the file and select from the menu). Click on **newfile2** to select it and then put it in the trash also. Are these files permanently deleted?  
\_\_\_\_\_
- b. Click on the **Trash icon** on the **Front Panel** and click on the **Trash** option from the menu. Are the files you just deleted there? \_\_\_\_\_

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c. Click on **newfile1** to select it and then click the **File** menu and select **Put Back** from the menu. The file should be restored. Can you see it in the **newfolder** in **File Manager**?

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d. Click on **newfile2** to select it and then click the **File** menu and select **Shred** from the menu to permanently delete it. What was the result?

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**Step 9. Close the Terminal Window and Logout**

Double click on the dash button in the upper left corner of the screen, then click the **EXIT** icon on the front panel.