

LESSON 80

DRAG & DROP TO DOS WINDOW/CHANGE FILE ASSOCIATIONS

If you often work in an MS-DOS window, here's how to save some typing time. Open the MS-DOS window by clicking on Start, Programs, and then on MS-DOS Prompt. Now you can drag and drop any file or folder into the DOS window and its path appears at the command prompt. For example, you can right-click on My Computer and select Explore. Click on your C: drive and then open My Documents. Drag and drop a document on the DOS window and see its path appear at the command line. This makes DOS commands like Copy or Del easier to use.

If your MS-DOS prompt opens full screen, you can change that setting by clicking on Start and selecting Programs. Find the MS-DOS Prompt and right-click on it. Now select Properties. Open the Screen tab and select Window in the Usage box. Click OK to finish. You can always go back and select Full Screen should you need to have a full size DOS window.

File associations allow us to double-click on a file and open it in the application used to create that file. For example, when you open a .txt file, Windows will use the program that your text file is associated with by default. You may not want to open your text file in Notepad, so here's how to change that association.

Click on any .txt file to select that file. Now hold down the Shift key and right-click on the file. Select Open With and select the application program Windows will use to open any files of the same type. If you want to make the association change permanent, select "Always use this program to open this type of file" and click OK. Now when you double-click on any file of this type, Windows will open the file in the new application program you have associated with that file type.

