

File Storage

Disk Filing System

This is a system used by the Operating System to keep track of the files stored on the hard drives and other secondary storage devices such as electronic memory.

In short, a disk filing system is a database that holds details of the files stored on a device. It is used to control how data is stored to and retrieved from the device. Details stored on each file include name, type of file, size, author, date created and modified and most important the track and sector where each file is stored.

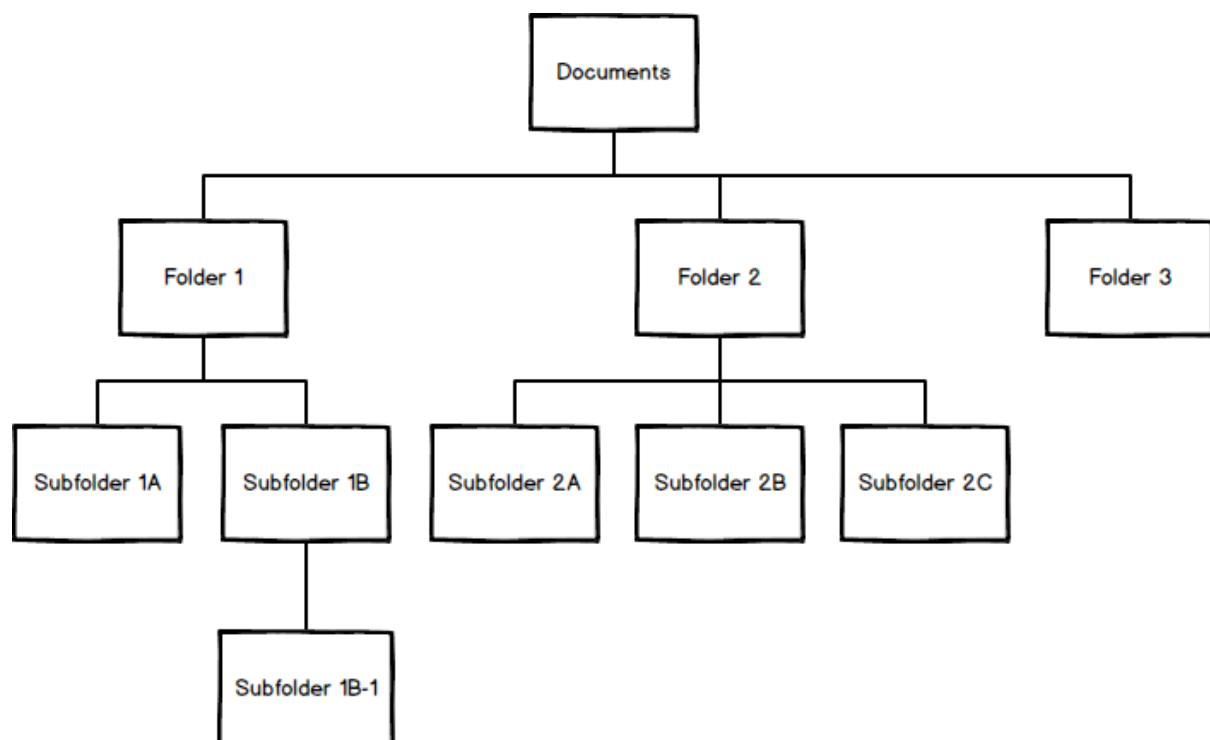
The two filing systems used in MS Windows are **FAT** (File Allocation Table) or **NTFS** (New Technology Filing System).

Access Time

Access time is defined as the time a disk takes to read data from or write data to the disk. Access time is frequently used to describe the speed of disk drives. Disk access times are measured in **milliseconds** (thousandths of a second), often abbreviated as ms. Fast hard disk drives for personal computers boast access times of about 9 to 15 milliseconds.

Directory Structure

In modern Operating Systems, files and folders are organised in a **hierarchical directory structure**, also called a **tree structure**. A tree structure is a way of representing file and folders as an upside down “tree” with the “root” at the top and the “leaves” at the bottom.



In MS Windows, folders can store files or other folders called subfolders. In such a system files are more organised and hence easier for the user to locate a file.