

Overview, Procedures, Tips, and Popup terms

Overview of LapLink Queue

LapLink Queue transfers files in the background so you can continue working in LapLink FTP. It holds the items waiting to transfer and shows the status of all items transferring and waiting.

With LapLink Queue you can:

- Continue browsing FTP sites and transferring files in LapLink FTP
- Rearrange items in LapLink Queue to control which files are transferred first
- Remove or stop queued items
- View detailed information about queued items
- Change the destination folder for items waiting to download
- Schedule transfers to run unattended

Tips

Tips for working in LapLink Queue

- ✓ Click an item to show detail about it in the bottom portion of the LapLink Queue window.
- ✓ LapLink Queue always transfers items from top to bottom.
- ✓ View the number of items in LapLink Queue under the menu bar in the LapLink Queue window.
- ✓ If the size of the file is unknown, the progress bar remains at 0% and the Progress column displays % **unknown** while the file is transferring.
- ✓ Stopped items and items waiting to transfer are always saved when you close LapLink Queue; successful items are always removed when you close LapLink Queue.

Tips for adding items to LapLink Queue

- ✓ If the download specifies a Web page to open, your default browser opens to display this Web page at the scheduled time.
- ✓ The contents of folders are added to LapLink Queue as individual items.

Tips for scheduling

- ✓ You can also open LapLink Scheduler from the Start menu in Windows.
- ✓ If two items are scheduled to run at the same time, LapLink Queue transfers the top item first and then transfers the next item when its turn comes up.
- ✓ To schedule items added to LapLink Queue from LapLink FTP, use the item's Schedule tab: In LapLink Queue, right-click the item you want to schedule, and then click Schedule. Or click Schedule on the File menu.

Tips for adding items to LapLink Queue

- ✓ Normally LapLink Queue appears on top each time you add an item to transfer. However, if LapLink Queue is suspended, it remains minimized or in the background when you add items.
- ✓ The contents of folders are added to LapLink Queue as individual items.
- ✓ You can add items to LapLink Queue without immediately transferring the items: on the File menu, click Suspend LapLink Queue.
- ✓ You can still perform transfers immediately when Send Transfers to LapLink Queue is checked: In LapLink FTP, select the files you want to transfer. On the Transfer menu, click Copy to Site Now to upload the files or Copy to My Computer Now to download the files.

Tips for scheduling

- ✓ Scheduled items appear in LapLink Queue with the text **Scheduled**.
- ✓ You can stop a scheduled item. However, when you resume it, it's no longer scheduled and transfers in the normal queue order. If you want to enable the original scheduling information, on the Schedule tab, check Schedule This Item to Transfer Later.
- ✓ If two items are scheduled to run at the same time, LapLink Queue transfers the top item first and then transfers the next item when its turn comes up.
- ✓ To schedule items added to LapLink Queue from a Web browser, use LapLink Scheduler.

Tips for changing properties

- ✓ If you are changing an item's properties when its turn comes up in LapLink Queue, it is skipped. When the next item down is done transferring, LapLink Queue returns to the top of the list to see if the item is ready to transfer.
- ✓ You can view the properties of queued items anytime; however, you can only change properties of items waiting to transfer.
- ✓ Some options on the Connect tab, such as the user name and password, apply to FTP transfers only.

Tips for skipping items

- ✓ With LapLink Queue, you can skip the item that is transferring.
- ✓ Depending on the site, items you resume may begin transferring where they left off or begin transferring all over again.
- ✓ If you want to stop transferring all of the items in LapLink Queue, click Stop All on the File menu. If more items are added to LapLink Queue, the new items are **not** stopped.

Tips for retrying failed transfers

- ✓ Before LapLink Queue displays an item as **Failed**, it automatically tries to transfer the item the number of times you specify, or until the item successfully transfers.
- ✓ To specify the retry number, click Queue Options on the Options menu. In the Retry Transfers box, select a new number.
- ✓ If you want to manually retry failed transfers, make sure that failed transfers stay in LapLink Queue: on the Options menu, click Queue Options, and then check Keep Failed Transfers in the Queue.

Tips for removing items

- ✓ You are **never** prompted before removing items from LapLink Queue.
- ✓ You **can** remove the item that is transferring.
- ✓ If you don't want to permanently remove an item, skip the item until you are ready to transfer it: click the item, and then click Stop.

Tips for receiving notifications

- ✓ LapLink Queue sets the overwrite option using information supplied by the application that added the item. For example, if your LapLink FTP setting is to always prompt before overwriting files, when LapLink FTP adds an item to LapLink Queue, the default is to also prompt.
- ✓ To skip the item if it already exists in the target folder, click Skip.

Tips for keeping LapLink Queue history

- ✓ In Windows 95 and 98, LapLink Queue history opens in WordPad; in Windows NT and 2000, LapLink Queue history opens in Event Viewer.
- ✓ If you experience problems using LapLink Queue, the history can provide helpful troubleshooting information.
- ✓ If you aren't sure which types of activity to record, select the default activity by clicking the Use Defaults button.

Tips for the transfer mode

- ✓ LapLink Queue sets the transfer mode using information supplied by the application that added the item. For example, if your LapLink FTP setting is to transfer in binary mode, when LapLink FTP adds an item to LapLink Queue, the default is binary mode.
- ✓ If you experience problems viewing the file you just transferred, try re-transferring the file in binary mode.

Adding items to LapLink Queue

To add items to LapLink Queue with your browser

- 1 In your Web browser, click a LapLink Web link.
- 2 In the Save Download Information dialog box, change the name of the download and local folder if you like.
- 3 Click the Save button.

At the scheduled time, the items specified in the download are automatically added to LapLink Queue and transferred. To change the scheduled time, click here {button ,JI('LLQ.HLP','proc_LapLink_scheduling')}.

{button ,AL('add_files_ftp:schedule_LapLink',0,'NoALink')} Related Topics

{button ,PI('LLQ.HLP','Tips_adding_files_browser')} Tips

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To add items to LapLink Queue with LapLink FTP

- 1 On the View menu in LapLink FTP, click Options, and then make sure the Send Transfers to LapLink Queue box is checked.
- 2 Select the files and folders you want to transfer.
- 3 On the Transfer menu in LapLink FTP, click one of the following:
 - To copy the files and folders to the FTP site, click Copy To Site.
 - To move the files and folders to the FTP site, click Move To Site.
 - To copy the files and folders to your computer, click Copy To My Computer.
 - To move the files and folders to your computer, click Move To My Computer.

The items are immediately added to LapLink Queue.

{button .AL('add_files_browser:schedule_queue:suspend_queue'0,'NoALink')} Related Topics

{button .PI('LLQ.HLP':'Tips_adding_files_LLFTP')} Tips

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To suspend LapLink Queue

Suspend LapLink Queue if you want to add items to LapLink Queue, but not transfer any items just yet.

- ▶ On the File menu, click Suspend LapLink Queue.

When you are ready to transfer items, click Suspend LapLink Queue again so the check mark is removed.

{button .AL('add_files_ftp'.0,'NoALink')} Related Topic

{button .PI('LLQ.HLP','Tips_general')} Tips

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Scheduling items

To reschedule downloads

- 1 Open LapLink Scheduler by double-clicking its icon on the Windows taskbar.
- 2 Right-click the download you want to schedule, and click Properties.
- 3 On the Date/Time tab, click the appropriate options.
- 4 Click OK.

{button .AL('add_files_browser;schedule_queue'0,'NoALink')} Related Topics

{button .PI('LLQ.HLP','Tips_LapLink_scheduling')} Tips

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To schedule items in LapLink Queue to transfer later

- 1 In LapLink Queue, right-click the item you want to schedule, and then click Schedule.
- 2 Check the Schedule This Item to Transfer Later box.
- 3 In the Time box, type a new time or click the arrows to select a new time.
- 4 In the Day box, click the day you want to transfer the item.
- 5 Click OK.

{button .AL('add_files_ftp;suspend_queue:schedule_LapLink',0,'NoALink')} Related Topics

{button .PI('LLQ.HLP','Tips_queue_scheduling')} Tips

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Working with items

To change the order of items in LapLink Queue

- ▶ Right-click the item you want to move, and then click Move Up or Move Down.

{button .AL('skip:retry:remove',0,'NoALink')} Related Topics

{button .PI('LLQ.HLP','Tips_general')} Tips

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To skip items in LapLink Queue

- ▶ Right-click the item you want to skip, and then click Stop.

If you decide later that you want to transfer the item, right-click the item, and then click Resume.

{button .AL('change_order:retry:remove'.0,'NoALink')} Related Topics

{button .PI('LLQ.HLP','Tips_skipping')} Tips

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To retry failed transfers

- ▶ Right-click the item you want to try transferring again, and then click Resume.

{button .AL('change_order;skip;remove',0,'NoALink')} Related Topics

{button .PI('LLQ.HLP','Tips_retrying')} Tips

{button .BookmarkDefine()} New Bookmark

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To remove items from LapLink Queue permanently

- ▶ Right-click the item you want to delete, and then click Remove.

{button .AL('change_order;skip;retry',0,'NoALink')} Related Topics

{button .PI('LLQ.HLP','Tips_removing')} Tips

{button .BookmarkDefine()} New Bookmark

{button .BookmarkMore()} Go to Bookmark

Changing item properties

To change the target folder

- 1 Right-click the item you want to edit, and then click Properties.
- 2 In the Target Location and File Name box, type a new download folder. Or click the Browse button (...) to search for a folder.
- 3 Click OK.

Note

You can only change the target folder for failed items and items waiting to download.

{button .AL('notification;username_password;timeout' 0, 'NoALink')} Related Topics

{button .PI('LLQ.HLP', 'Tips_changing_file_properties')} Tips

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To receive a notification if the file exists in the target folder

- 1 Right-click the item you want to edit, and then click Properties.
- 2 Click Prompt, and then click OK.

{button .AL('target_folder;username_password;timeout'0,'NoALink')} Related Topics

{button .PI('LLQ.HLP','Tips_receiving_notifications')} Tips

{button .BookmarkDefine() } New Bookmark

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To specify your user name and password

- 1 Right-click the item you want to edit, and then click Properties.
- 2 On the Connect tab, type your user name and password.
- 3 Click OK.

{button .AL('target_folder;notification;timeout',0,'NoALink')} Related Topics

{button .PI('LLQ.HLP','Tips changing file properties')} Tips

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To set the connection timeout

- 1 Right-click the item you want to edit, and then click Properties.
- 2 On the Connect tab, in the Timeout box, type a number or click the arrows to select a new number.
- 3 Click OK.

{button .AL('target_folder;notification;username_password;transfer_mode;passive_transfer;remote_port',0,'NoALink')} Related Topics

{button .PI('LLQ.HLP','Tips_changing_file_properties')} Tips

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Changing LapLink Queue settings

To keep successful transfers in LapLink Queue

- 1 On the Options menu, click Queue Options.
- 2 Check the Keep Successful Transfers in the Queue box.
- 3 Click OK.

{button .AL('failed_transfers',0,'NoALink')} Related Topic

{button .PI('LLQ.HLP','Tips_general')} Tips

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To keep failed transfers in LapLink Queue

- 1 On the Options menu, click Queue Options.
- 2 Check the Keep Failed Transfers in the Queue box.
- 3 Click OK.

{button .AL('successful_transfers;transfer_attempts',0,'NoALink')} Related Topics

{button .PI('LLQ.HLP','Tips_general')} Tips

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To set the number of transfer attempts

- 1 On the Options menu, click Queue Options.
- 2 In the Retry Transfers box, type a number or click the arrows to select a new number.
- 3 Click OK.

{button .AL('failed_transfers',0,'NoALink')} Related Topic

{button .PI('LLQ.HLP','Tips_general')} Tips

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Recording LapLink Queue activity

To record LapLink Queue history

- 1 On the Options menu, click Queue Options.
- 2 On the History tab, check the Record a History of Transfers box.
- 3 Click OK.

{button .AL('change_history:view_history',0,'NoALink')} Related Topics

{button .PI('LLQ.HLP','Tips_logging')} Tips

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To change the LapLink Queue activity that is recorded

- 1 On the Options menu, click Queue Options.
- 2 On the History tab, under Record Activity, check the appropriate options.
- 3 Click OK.

{button .AL('record_history;view_history',0,'NoALink')} Related Topics

{button .PI('LLQ.HLP','Tips_logging')} Tips

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To view LapLink Queue history

- ▶ On the Options menu, click View Queue History.

{button .AL('record_history;change_history',0,'NoALink')} Related Topics

{button .PI('LLQ.HLP','Tips_logging')} Tips

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From the Index and Find tabs only

To set the transfer mode

- 1 Right-click the item you want to edit, and then click Properties.
- 2 On the Connect tab, click one of the following:
 - Binary transfers the file in [binary mode](#).
 - ASCII transfers the file in [ASCII mode](#).
- 3 Click OK.

{button .AL('passive_transfer;remote_port;timeout'0,'NoALink')} Related Topics

{button .PI('LLQ.HLP','Tips_transfer_mode')} Tips

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To perform **passive transfers**

- 1 Right-click the item you want to edit, and then click Properties.
- 2 On the Connect tab, check the Use Passive Transfer for This Site box.
- 3 Click OK.

{button .AL('transfer_mode;remote_port;timeout',0,'NoALink')} Related Topics

{button .PI('LLQ.HLP','Tips changing file properties')} Tips

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To change the remote port

- 1 Right-click the item you want to edit, and then click Properties.
- 2 On the Connect tab, in the Remote Port box, type the number of the site's [remote port](#).
- 3 Click OK.

{button .AL('transfer_mode;passive_transfer;timeout',0,'NoALink')} Related Topics

{button .PI('LLQ.HLP','Tips changing file properties')} Tips

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Popup terms

ASCII mode

A transfer mode that translates end-of-line characters during the transfer so the destination computer can understand them. Files that you can transfer in ASCII mode include text files and HTML files.

binary mode

A transfer mode that transfers characters as exact duplicates of the originals. Files that you **must** transfer in binary mode include word processing documents, spreadsheets, graphic files, sound files, program files, and compressed files.

passive transfer

A method of connecting to a site; in addition to dialing in to the site, your computer also establishes the connection with the site to transfer data. (In normal situations the server actually establishes the connection.)

port

A virtual connection point that passes requests to the server.

The default port number for FTP sites is 21.
The default port number for HTTP sites is 80.

What's This? Help

Program Options (General tab)

If the transfer is unsuccessful, LapLink Queue attempts to transfer the file this number of times or until the file is successfully transferred, whichever occurs first.

You can set this value between 0 and 999.

Stores items in LapLink Queue that were unable to transfer so you can manually try to transfer them again.

During your LapLink Queue session, stores items in LapLink Queue that transferred successfully.

Note: Successful transfers are always removed from LapLink Queue when you close LapLink Queue.

Program Options (History tab)

If checked, records a history of LapLink Queue activity.

Opens today's history so you can review LapLink Queue activity.

Resets the Record Activity options to connections and disconnections, failed file transfers, and successful file transfers.

Writes a message to the history file each time LapLink Queue connects to or disconnects from a site.

Writes a message to the history file each time LapLink Queue is unable to transfer a file.

Writes a message to the history file each time LapLink Queue transfers a file.

Properties (General tab)

Displays the file's original folder.

Displays the file's destination folder. If the file is set to download, you can type a new location or click the Browse button (...) to search for a folder.

Opens a dialog box where you can search for a new destination folder.

Displays the transfer direction, either upload or download.

Displays the type of transfer, either FTP or HTTP.

Prompts you to confirm the transfer before overwriting the file.

Overwrites the file without prompting.

Skips the item if the file already exists in the destination folder.

Properties (Connect tab)

Logs on to the site, using this user name and password.

If you don't specify a user name and password, logs on the site anonymously.

If you have a user name and password that let you access the site, type your user name here.

If you have a user name and password that let you access the site, type your password here.

Connects to the site using this port. The default port number for FTP sites is 21. The default port number for HTTP sites is 80.

Sets the number of seconds to try connecting before timing out.

You can set this time limit between 10 and 120 seconds. This time does not include dialing time.

Lets your computer establish the connection to the site used to transfer data. Choose this option if your company uses a firewall and the FTP site accepts passive transfers.

Transfers the file in binary mode.

Transfers the file in ASCII mode.

Warning: Don't use this option if the file is a binary file. Binary files can be damaged when transferred in ASCII mode.

Properties (Schedule tab)

Enables and disables scheduling.

Specifies the time to run the item.

Specifies the date to run the item.

Common Controls--What's This help

Closes the dialog box and saves any changes you've made.


Closes the dialog box without saving any changes you've made.

Closes the dialog box.

Displays help for the currently selected tab or dialog box.

Applies any changes you've made without closing the dialog box.

No help is available for this option.

Help is available for each item in this dialog box. To get help, either right-click an item, or click  at the top of this dialog box, and then click the item.

