

**DiskTune Help
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Note: Not all options are available if you have the Shareware version.

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What Is DiskTune

DiskTune is a utility which allows you to manage your use of disk space. Its purpose is to display where space is being used on the disk in order to determine what can be cleaned out and what areas should be managed.

Its main features are:

- Ability to restrict to a single drive and directory
- Reads data only on command and allows multiple analysis
- Shows space used in subdirectories as well as displayed directory
- Analysis of Directories by Path or Size
- Multiple Analysis of Files including by File Type, List by Size and common offenders
- Status Displays

To learn about a specific task choose the CONTENTS button and select the desired topic.

Selecting a Drive



You use the **Select Drive** box to determine the drive which you will be analysing.

There are two ways to select a drive:

1. Use the select arrow:
 - a. Put the cursor on top of the arrow key
 - b. Click the mouse's select button (usually the leftmost button).
 - c. If needed use the scroll bar to find the desired drive.
 - d. Place the cursor over the desired drive
 - e. Click the mouse's select button (usually the leftmost button).

2. Type the drive letter:
 - a. Ensure the Select Drive box is highlighted:
 - i. Place Cursor on top of the box
 - ii. Click the mouse's select button (usually the leftmost button).

 - b. Using the keyboard type the appropriate drive letter.

After choosing a drive the Restrict to Directory box will display a list of the directories on that drive. You can now **Select a Directory**

Selecting A Directory



You use the **Restrict to Directory** box to determine the highest level directory which you will be analysing.

There are three ways to select a directory:

1. Use the select arrow:
 - a. Use the scroll bar to find the desired drive.
 - d. Place the cursor over the desired drive
 - e. Click the mouse's select button (usually the leftmost button).

2. Type the first letter of the directory name:
 - a. Using the keyboard type the first letter of the directory.
 - b. Either continue typing the first letter until the correct directory is found.
 - or
 - c. Use the cursor key to highlight the selection
 - d. Press Enter or click the select button on the mouse.

3. Use the cursor keys:
 - a. Use the roll key to highlight the selection
 - b. Press Enter or click the select button on the mouse.

After choosing a directory you may then gather the disk usage information using **Calculate Useage** . You may use the Calc Useage button, the Calculate Useage option on the Analysis menu, or the Retrieve Useage Info from the File menu.

If you wish before choosing the Calculate Useage you may limit the number of levels which are to be shown .

Calculating Useage



Press the **Calculate Usage** button or use the drop down menus to:

1. Select the Analyse Menu
2. Select the Calculate Disk Useage item.

or

1. Select the File Menu
2. Select the Retrieve Useage Info item.

Note that this is the only highlighted item on the menu until you have selected it once.

The **Calculate Useage** function reads the drive and directory and retrieves the information relating to disk usage. It will then display the directory size information in the disk useage area with up to 2000 items. During this process the status area will be constantly updated giving you an indication of the current stage and the amount of information being gathered.

Once the information has been retrieved it can then be **Analysed**. Note that the only time information is brought into the system is when this button is clicked.

This button can be clicked at any time in order to update the information. However, this is the slowest part of the process and should be used with care.

Perform Analysis

There are two overall levels of objects which can be analysed:

1. Directories
2. Files

You can analyse directory useage in one of two ways:

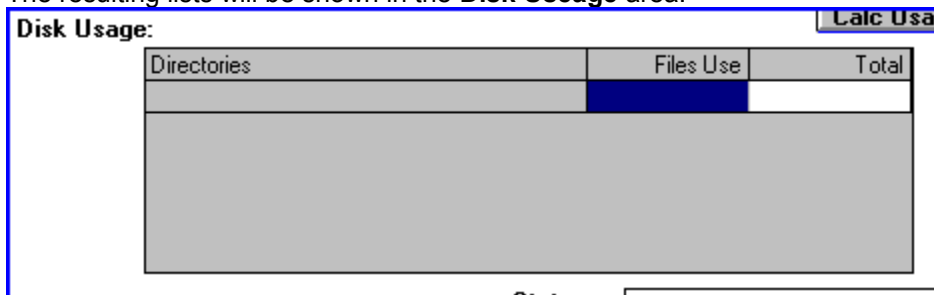
1. **Sorted Alphabetically by Path**
2. **Sorted by Size** (Including Subdirectories).

You can chose to **limit** the number of sub-directory levels shown or you can show all levels.

You can analyse file usage in six ways:

1. List **all files** in descending size order
2. List a **summary of file types** in descending size order
3. List **files of a particular type** in descending size order
4. List **EXE files** in descending size order
5. List **ZIP files** in descending size order
6. List **ARJ files** in descending size order

The resulting lists will be shown in the **Disk Usage** area.



Directories	Files Use	Total


By focusing on the top

20% of offenders you should be able to identify disk hogs.

You may continue to select different analysis functions on the same data. Only when you select **Calculate Usage** will the raw data be changed.

If you wish you may also **Print** the information to either your printer or a file.

Limit Directory Levels Shown

Max. Levels to Display	All	
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If you wish you may display all or only a portion of the directory information. The choices are:

1. Show all levels
2. Show from 0 - 98 levels deep with 0 being the top level only

Once you have entered the desired number of levels, you may press either the **Calc Usage** or the **Redisplay** buttons or you may choose the appropriate option from the File and Analysis menus.

Redisplay the List

This function will redisplay the list of files or directories. It will NOT regather the information. It is most useful to either jump to the beginning of the request or when changing the levels to be displayed. It is equivalent to pressing the last selection again.



Display Directories by Path

This display lists the selected directory and any subdirectories in alphabetical order. It is most useful when determining how much space each component of a problem directory uses.

This is the default display and will automatically appear after you have Calculated Usage . If you wish to re-display the list in this order then use the drop down menus:

1. Select the Analyse Menu
2. Select the Sort Directories by Path item.

Display Directories by Size

This display lists the selected directory and any subdirectories in order of total disk useage. Note that this includes any subdirectories. This is most useful when determining the top users of disk space. If a subdirectory and one of its subdirectories show up at the top of the list you can be sure that the lower subdirectory is a potential problem and should be investigated further.

Display all Files by Size

This display identifies individual files in the selected directory and its subdirectories which use the most disk space. It lists all files in size order (largest to smallest).

Display all File Types by Size

This display summarizes all individual files in the selected directory and its subdirectories by file type (the area behind the period in the file name). It lists the file types in size order (largest to smallest). It is most useful to track waste files (e.g. zip and archive files which haven't been removed after installation). It can also serve as an indicator of the need to upgrade (e.g. 80% of the disk is used for exe files).

In order to display the individual files which share a file type, double click on that line. A **detailed list of files of that type** will appear.

Display all Files for Type by Size

This display lists the files which share the selected file type. This is most useful in order to determine which files should be removed.

It is accessed by [Displaying all File Types by size](#) and then double clicking on the desired file type.

Display all EXE Files by Size

This is a specialized version of the detailed list of files by type. In this case it lists all files of type .exe or executable. Many archival files are shipped as this type to allow expansion without requiring you to have a copy of the archiving program (e.g. PKZIP).

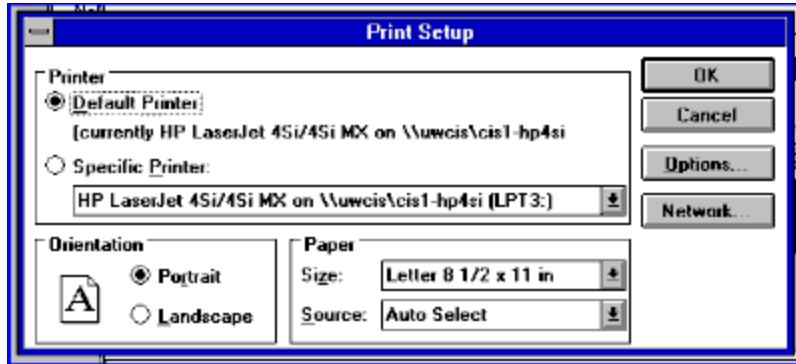
Display all ZIP Files by Size

This is a specialized version of the detailed list of files by type. In this case it lists all files of type .zip or PKZIP archives. These files are shipped to you for expansion in order to save time. Once installed they can be backed up and removed.

Display all ARJ Files by Size

This is a specialized version of the detailed list of files by type. In this case it lists all files of type .arj a popular archive format. These files are shipped to you for expansion in order to save time. Once installed they can be backed up and removed.

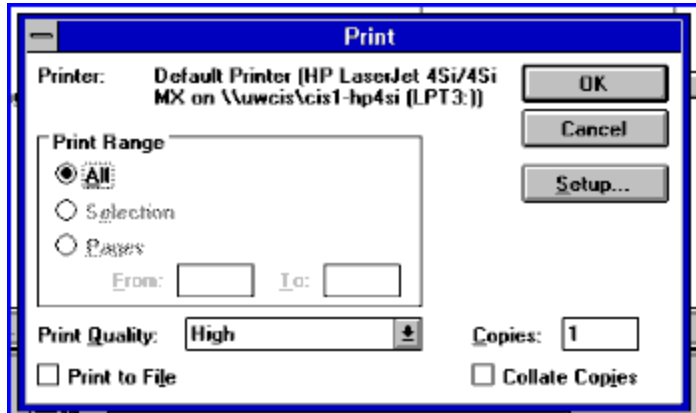
Print Setup



This option displays the Windows standard print setup window. It allows you to select the printer you wish to print on and several standard pieces of information such as the paper size, source and orientation. If you wish you may also select the options button which will allow you to change options which are customized for your printer.

When you have finished entering your selections click on the OK button. Or click on the CANCEL button in order to return without changing anything.

Printing the Analysis

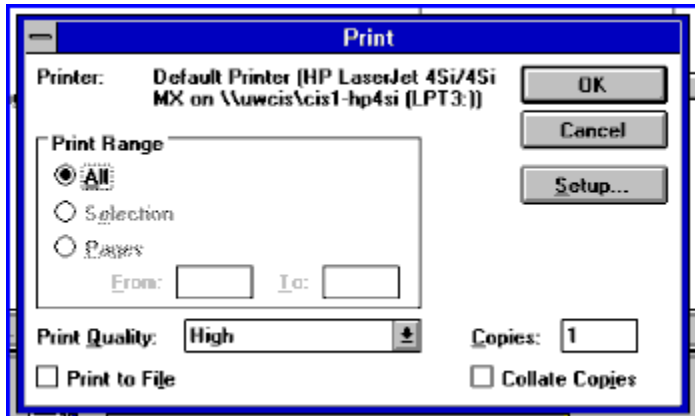


This option displays the Windows standard print window. It displays the printer that will be used, the number of copies and print quality. It also displays a **Print to File** option box. This should be clicked in order to save the analysis to disk.

When you have finished entering your selections click on the OK button. Or click on the CANCEL button in order to return without changing anything. If you wish you may also click on the SETUP button which will display the **printer select** screen.

Saving to a File

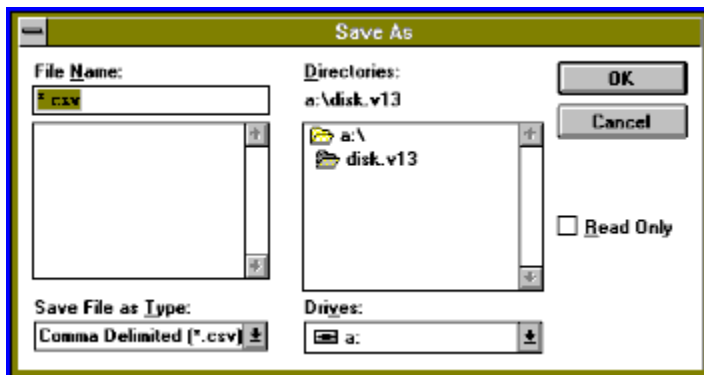
Note: Not all options are available if you have the Shareware version.



This option displays the Windows standard print window. It displays the printer that will be used, the number of copies and print quality. It also displays a **Print to File** option box. This should be clicked in order to save the analysis to disk. If this field is clicked no other options will apply.

When you have finished entering your selections click on the OK button. Or click on the CANCEL button in order to return without changing anything.

The Windows standard SAVE AS screen will appear:



You may enter the new file name in the FILE NAME box. You may also use the SAVE FILE AS TYPE box to select different files types to display. This is also used to determine the file type if a file type is not entered. You may also select a file shown in the box between. You may also change the directory or the drive.

When you have finished with your selections press the OK button to save or the CANCEL button to return without saving.

Exiting the Program

There are three methods to exit the program:

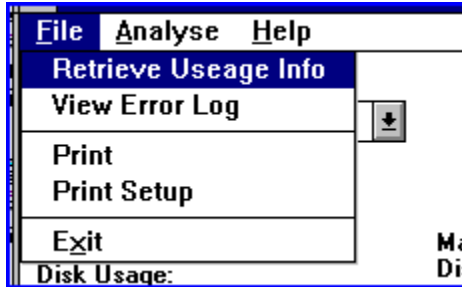
1. By the menu:
 - a. Select the File Menu
 - b. Select the Exit Option

2. By the Toolbar:
 - a. Select the Exit Icon

3. By the Application Control Menu Box:
 - a. Double Click on the Application Control Menu Box
or
 - b. Click on the Application Control Menu Box and
 - c. Select the Close Option

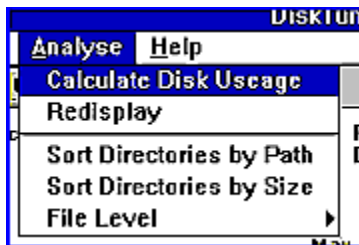
Using the Menus

Note: Not all options are available if you have the Shareware version.



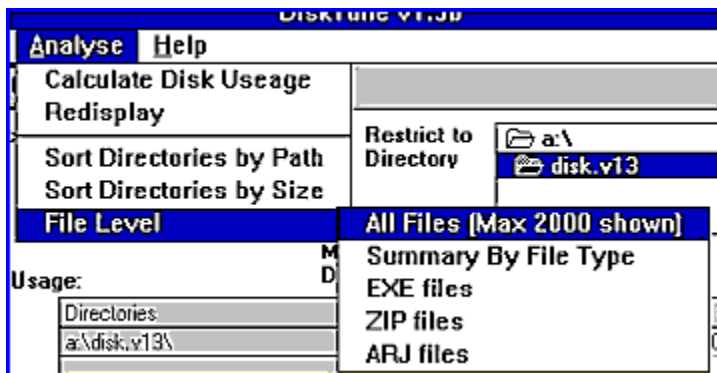
Options:

- Retrieve Disk Information** - Reads the disk and retrieves size information.
- View Error Log** - allows you to see a complete list of any errors encountered when retrieving the size information.
- Print** - Prints a copy of the existing Analysis or optionally saves to disk.
- Print Setup** - Allows changing of some of the print options.
- Exit** - Leaves the program



Options:

- Calculate Disk Usage** - Reads the disk and retrieves size information.
- Redisplay** - redisplays the analysis without reading the disk again.
- Sort Directories by Path** - Displays the list of directories and their size in path sequence
- Sort Directories by Size** - Displays the list of directories and their size in order of their size
- File Level** - Displays the available file level analysis options for selection.



Options:

Calculate Disk Usage - Reads the disk and retrieves size information.

Sort Directories by Path - Displays the list of directories and their size in path sequence

Sort Directories by Size - Displays the list of directories and their size in order of their size

File Level - Displays the available file level analysis options for selection.

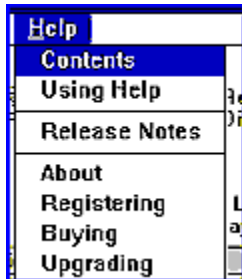
All Files - Displays a list of all files in order of their size.

Summary by File Type - Displays a list of all file types used in order of their total size. Allows display of **individual files for each type**.

EXE Files - Displays a list of all ".exe" files in order of their size.

ZIP Files - Displays a list of all ".zip" files in order of their size.

ARJ Files - Displays a list of all ".arj" files in order of their size.



Options:

Contents - Displays the Help for the program.

Using Help - Displays the Windows Help for using Help.

Release Notes - Displays notes about each release and reported bugs.

About - Displays a window describing the program.

Registering - Displays a Help Window describing how to register the program. A separate version exist for people who have already **purchased** the program and for people who are using the **shareware** version.

Buying - Displays a Help Window describing how to purchase the program.

Upgrading - Displays a Help Window describing how to obtain the next release of the program.

Menu for Files Analysis

For registered users this menu lists the various detailed analysis tools available.

Using the Toolbars

Currently, a non-graphical toolbar is available:



It has two options:

Calc Disk Useage - Reads the disk and retrieves size information. This is functionally equivalent to selecting Retrieve Disk Useage from the file menu or Calculate Disk Useage from the Analysis menu.

Redisplay - redisplays the analysis without reading the disk again. This is functionally equivalent to selecting Redisplay from the Analysis menu.

About DiskTune

DiskTune, its name and related elements are copyright by Glen Ford and Can Da Software, 1996.

For more information about your copy of DiskTune:

1. Select Help from the drop down Menu
2. Select the About Option

Viewing the Release Notes

The Release Notes contain information on the various changes which have occurred to the product. This includes new features, improvements and bug fixes.

The Release Notes also list all known bugs and/or requests including which release they were fixed in. If no release is shown it will be fixed in a future release unless stated otherwise.

You can access the Release Notes by clicking on the button above. Or by using the drop down menu to:

1. Select the HELP option
2. Select the Release Notes option.

Or you can use the Release Notes button on the toolbar.

Obtaining Upgrades

If you have purchased this product, you may upgrade to the next release for free (1.3 purchasers may upgrade to 1.4 etc.).

The process is the same for both the Shareware and the Purchased versions.

In order to obtain the upgrade:

1. Sign on to our website: <http://www.io.org/~gford/canda.html>".
2. Follow the instructions to download the new Shareware version.
3. Backup your existing version.
4. Expand the downloaded upgrade in a different library (e.g. temp).
5. Install the new version into the original library.

If you have purchased DiskTune the upgrade will automatically be set up with all the added features of the registered version.

Please remember to send us an e-mail to gford@io.org stating that you have upgraded. Note that you can also download our software from some archives (notably the WINSITE archive). The process will be the same other than step 1.

Registering a Purchased Version

Thank you for purchasing our product! Your purchase helps us to justify continued development of the product (as well as other purchases which allow us to create other products). Your single act has helped keep my wife, the tax man and the bank manager off my back. Three birds with a single stone!

If you have purchased this product directly from Can Da Software then you need do nothing else. Your name has already been registered. We will keep you updated with product changes, known bugs, new products and other information you might find useful.

If you have purchased this product through a dealer or if you change your address (e-mail or real), please register with us.

To register send an E-mail to gford@io.org. In the subject area state the product, version and the words "Purchased Registration" e.g. DiskTune 1.3 Purchased Registration. In the body list your name, your e-mail address and your city and country.

If you do not have Internet access send a (picture) postcard to:

Can Da Software
Glen Ford
41 Mississauga Valley Blvd.
Unit 11
Mississauga, On
Canada
L5A 3N5

Include your name, address and which product and version you are registering (including the word "Purchased").

In fact, if you wish to be real nice, do both! I like getting picture postcards (just be sure to include your e-mail address).

Can Da Software General Help

This is the Shareware version so help is limited. The following topics are available however:

1. **Requirements**
2. **License Details**
3. **Registration**
4. **Obtaining Support**
5. **Providing Feedback**

Requirements:

1. Not all files are provided with the downloadable system. Specifically, Microsoft DLLs and VBX files are usually missing. Chances are that you already have them (they are common to virtually all Visual Basic written software). If you do not already have these files you can obtain them by anonymous FTP to the Microsoft site: <ftp://ftp.microsoft.com/SoftLib/MSLFiles>.

you will need:

VBRUN300.DLL
COMMDLG.DLL
SPIN.VBX
GRID.VBX
CMDIALOG.VBX
MSOUTLIN.VBX

2. Windows 3.1. (This software MAY run under other versions of Windows, and generally will, however, only 3.1 has been tested).
3. This software has been developed on a 486 DX/66. While it probably will run on lesser machines, it cannot be guaranteed.

Licensing

1. This software is provided for your use on a single machine. You may make unlimited copies for backup. However, you may have only one copy available for use on one machine at a time.
2. All rights are retained by Can Da Software and Glen Ford. This product is copyright 1996.
3. You may not sell or incorporate this product into another product without the express written consent of the author(s) and/or Can Da Software. This clause includes incorporation into a CD Rom for resale.
4. This software and the accompanying files are sold "as is" and without warranties as to performance, merchantability or any other warranties whether expressed or implied. No warranty of fitness for a particular purpose is offered. Any liability of the seller will be limited exclusively to product replacement or refund of purchase price.
5. This agreement is made under the laws of Ontario, Canada. Any disputes that arise shall be determined and resolved under the laws of Ontario at the offices of the seller.
6. **For Beta versions only:**
 - This is a BETA version. As such you are warned that it MAY have errors and is provided without Warranty of ANY kind.
7. **For Shareware versions only:**
 - You are encouraged to distribute this product freely and as widely as you wish. However, you cannot receive compensation for the distribution or the product.

Registration:

No. We're not intentionally making it difficult. But yes, we do have two separate registrations:

1. **When you begin to use a Shareware Version**
2. **When you decide to purchase**

We do ask that you register when you get a copy. There are reasons and benefits - but you got to look under the topic to find out! (Ain't curiosity a wonderful thing!)

Shareware Registration:

To register send an E-mail to gford@io.org. In the subject area state the product, version and the words "Shareware Registration" e.g. DiskTune 1.0 Shareware Registration. In the body list your name, your e-mail address and your city and country.

If you do not have Internet access send a (picture) postcard to:

Can Da Software
Glen Ford
41 Mississauga Valley Blvd.
Unit 11
Mississauga, On
Canada
L5A 3N5

Include your name, address and which product and version you are registering (including the word "Shareware").

In fact, if you wish to be real nice, do both! I like getting picture postcards (just be sure to include your e-mail address).

Oh, yeah why? I did promise that didn't I? Well, for three major reasons:

1. So we can warn you of any major bugs.
2. So we can let you know of new releases.
3. So we can track the interest in our products in order to determine where to spend our time improving them.

Don't worry about us chasing you for upgrades and using it too long. I've got better things to do and I can't fit down a phone line anyway...

On the other hand, it would be nice if you decided to purchase - it would help us justify the equipment and software to produce more and better products

Purchasing:

Thank you! Your decision to financially support development helps us to justify spending our money on these products.

Please print this form, complete it and mail with your payment to:

Can Da Software
Glen Ford
41 Mississauga Valley Blvd.
Unit 11
Mississauga, On
CANADA
L5A 3N5

Name: _____ e-mail address: _____

Mailing Address: _____

Do you have access to the World Wide Web? _____

Order:
____ copies of DiskTune @\$20.00 _____
____ copies of ColourSharp @\$10.00 _____
____ copies of _____ _____
Total: _____

Prices are in Canadian Dollars for Canadian Customers and U.S. dollars for all others.
Price is based on World Wide Web distribution. For diskette copy add \$5.00 per order.
Prices are exclusive of taxes and duties. It is your responsibility to ensure that the appropriate taxes and duties are paid.

Please make cheques and Money Orders payable to: Can Da Software/Glen Ford
Outside of the U.S.A. and Canada please use International Money Orders, Thank You.

It is also suggested that you send a confirmation e-mail to gford@io.org

Obtaining Support & Providing Feedback:

All support is provided by e-mail or snail (regular) mail. Send requests for help or reports of bugs to **gford@io.org**. In the subject area please state the product name and version and the words "HELP" e.g. DiskTune 1.0 HELP! . In the body area, please state your (e-mail) address and the nature of the problem. Please be as complete as possible.

Do you like our product? Is there anything you would like to see included? Please send it by e-mail to **gford@io.org** (or by snail if you must). In the subject area please state the product name and version and the word "Ideas" e.g. DiskTune 1.0 Ideas. In the body please state your (e-mail) address and the suggestion.

Your ideas and kind suggestions (and yes even problems) help to make our products better. Thank you!

