WinZip Wizard

The WinZip Wizard simplifies the process of unzipping and installing software distributed in Zip files using the standard and familiar "wizard" interface.   Features include:

- Fast access to Zip files you downloaded: no need to use the Explorer or File Manager to hunt for Zip files.   The Wizard lists the Zip files in your "Favorite Folders" by date, with the most recent files first, so you can quickly access the files you just downloaded.   The search feature can find any Zip files lost on your hard drive.
- Automatic installation of software distributed in Zip files: if a Zip file contains a "setup" or "install" program, the Wizard will unzip the files, run the installation program, and clean up any temporary files.
- Easy unzipping: just click "Unzip Now" and the Wizard will unzip your file.   It will display the results in Windows Explorer, so you can start working with the new files right away.
- Works hand-in-hand with Netscape Navigator/Communicator and Microsoft Internet Explorer using the Internet Browser Support Add-on, freely downloadable from the WinZip web site at http://www.winzip.com
- The full WinZip Classic interface is only a click away.

The best way to learn the Wizard is to   use it — just Click the **Next** button in the Wizard to proceed. Press the F1 key or click Help at any time to get help on a specific screen. Click on any of the subjects below for more information.

About Zip Files   Ordering Information
What is a Wizard?   License Agreement
WinZip Wizard vs Classic Interfaces   Support and Questions
Downloading and Processing Files   WinZip Classic Documentation

About Zip Files

What Is a Zip File, Anyhow?
Zip files are "archives" used for distributing and storing files. Zip files contain one or more files. Usually the files "archived" in a Zip are compressed to save space. Zip files make it easy to group files and make transporting and copying these files faster.

Why Do People Use Zip files?
Zip files save time and space, and make downloading software and transferring email attachments faster. Typical uses for Zip files include:

- Most files available on web and ftp sites, services like America Online and CompuServe,and other online services are distributed as archives. Two benefits of using archives for electronic file distribution are that only one file transfer operation ("download") is required to obtain all related files, and time necessary for the file transfer is shorter, because the files in an archive are compressed into a smaller size.
- It is often useful to send a group of related files to a friend or associate. Rather than distributing individual files, it is often easier to distribute the files as an archive to benefit from the file grouping and compression.
- Some files are important but used infrequently. To save disk space, simply compress these files into an archive when they are not used, and decompress them only when needed.

Where Does WinZip Fit In?
WinZip makes it easy for Windows 95, 98, and NT users to work with archives. It features an intuitive,

point-and-click, drag-and-drop interface for viewing, running, extracting, adding, deleting, and testing files in archives, using a standard Windows interface. WinZip provides the same "friendly face" for many archive formats.

What is a Wizard?

A Wizard is a series of panels or pages in a special window that help you through a task.   The Wizard look and feel is standardized, and is used throughout Windows 95, 98, NT, and by many applications. Wizards are especially useful for complex or infrequent tasks.

WinZip Wizard vs. WinZip Classic Interface

Both the WinZip Classic and Wizard interfaces are included in all versions of WinZip.   One click switches from the Wizard to the Classic interface and vice versa.

- The WinZip Wizard interface is ideal if you want to know as little about Zip files as possible or just "get started" with the files you have downloaded.   With the Wizard, you simply click the "Next" button a few times, and presto, your files are unzipped and/or installed.   When you want to use more advanced zipping features, you can easily switch to Classic mode.
- The award-winning WinZip Classic interface features tight integration with the Windows 95/98/NT shell and versatile drag and drop facilities. It is great if you are comfortable using Windows and the Explorer, or want to use advanced zipping features.

Related Topics:
WinZip Classic Documentation

Favorite Zip Folders

The WinZip Wizard automatically searches for Zip files in your Favorite Zip Folders.   The first time you run the Wizard, it searches for folders that are likely to contain Zip files, and adds these folders to your Favorite Zip Folders.   You can later add or remove folders from this list by clicking Options in the Wizard Welcome dialog box.

Select Zip File

Select a Zip file from the list, then click Next.   This list shows all the Zip files in all your Favorite Zip Folders.   You can sort the list by clicking on one of the column headers (for example, click on name to sort the files by name).

Click Search to automatically search for all Zip files on your hard disk or to search for a specific Zip file yourself.

Unzip

Click **Unzip Now** to unzip all the files in the Zip to the selected folder.   Click **Select different folder** if you want to unzip the files to a different folder.   Normally WinZip prompts before overwriting any files on your hard disk with the same name as files in the Zip file, but you can change this default by clicking **Overwrite matching files automatically**.   Click **Display file icons after unzipping** to automatically open an Explorer window showing the unzipped files.   Click **View Zip Documentation** to view the documentation (readme.txt or file_id.diz) file contained in the Zip file.

Install

If a Zip file contains a SETUP or INSTALL program, the WinZip Wizard will perform these steps:

- Unzip the software to a temporary folder
- Run the SETUP or Install program
- Delete any temporary files

Search

The WinZip Wizard can help you find Zip files if you don't know exactly where they are.   Select **Search hard disks on this PC** to search your all hard drives on your PC (network disks and CD-ROM disks are not searched).   Select **Search Favorite Folders** to search for Zip files in your Favorite Zip Folders.   Select **Search Disk** to search a specified disk (for example, a diskette or CD-ROM).   Select **Let me find it** if you want to look for the file yourself.

Options

The Options dialog makes it easy to add, remove, and update your <u>Favorite Zip Folders</u>, specify a default unzip folder, and determine whether WinZip starts with the Wizard or Classic Interface.

Select Folder

There are three ways to select a folder:
- Click on a folder in the **Folders and disk drives** Explorer-style tree
- Select from the **Selected Folder** drop-down combo box
- Click **New...** and type the name of a new folder.

Advanced Zip operations

To create new Zip files or add files to existing Zips, the WinZip Classic Interface must be used.

This easy to use interface offers different methods for making new Zips, with the **Classic Interface Step by Step tutorial "Creating New Archives"** topic available to teach you to one of the ways you can create your first Zip.

The same tutorial includes **an "Adding Files to an Archive"** topic to explain that operation.

If you are unfamiliar with the Classic Interface, we suggest you begin at the start of **the Classic Interface Tutorial**.

To access the WinZip Classic Interface, simply click on the WinZip Classic button in the Wizard.