WinZip™ Version 4.0b Help Contents

Help topics available for WinZip are listed below.   Use the scroll bar to see entries not currently visible in the Help Window.

To learn how to use Help press the F1 key or choose Using Help from the Help menu.

To read the Help information sequentially, use the Browse push-buttons or the buttons labeled "**>>**" and "**<<**".

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Overview

WinZip brings the convenience of Windows to the use of ZIP, LZH, ARJ, and ARC files.   It features an intuitive point and click SAA/CUA compliant interface for viewing, running, extracting, adding, deleting, and testing files in archives.   Optional virus scanning support is included.

Here's what the magazine reviews say about WinZip:

   "Repeatedly charms you when you have to ZIP and unZIP ...
      an excellent Shareware utility" Windows Magazine, 12/92
   "Our copy gets quite a daily workout" Windows User 11/92
   "The most comprehensive Windows front-end to PKZIP" Ziffnet Threads, 11/92
   "Does all your compression chores with ease" Computer Shopper, 10/92
   "Greatly facilitates archive Management" Windows Magazine, 9/92
   "Must-Have Shareware Treasure" Compute, 10/92
   "The perfect Windows interface for LHA, PKZIP, ARC, and your
       favorite DOS virus scanner" PC World, 10/92
   "Powerful yet Intuitive" PC World, 8/92
   "Hot Product" Inside Microsoft Windows, 8/92
   "WinApp of the Month" PC Computing, 3/92

WinZip is extremely easy to use!   To open an archive simply double click on an archive listed in the File Manager, drag and drop an archive onto WinZip, or use the standard Open dialog.   The main WinZip window features a list box with the names, sizes, and date/time stamps of all files in the open archive. This list can be scrolled and sorted on any field.   A tool bar provides fast access to commonly used actions.   All options (including window size and position) can be saved and restored.   Extensive context sensitive help is always available.

Double clicking on a file in the main window has the same effect as double clicking in the File Manager.   First the file is extracted from the archive.   If the file is executable, it is run. Otherwise, the file is opened by the appropriate application (for example, Windows Write for *.WRI files) based on standard Windows associations.

The Windows 3.1 Drag and Drop Interface is fully supported.   You can drag and drop files from WinZip to other applications.   WinZip will extract the files before dropping them on the target application.   The target application will treat the files as if they had been dropped by the File Manager.   You can also drop archives on WinZip to open them, or drop files on WinZip to add them to the open archive.

WinZip's unique CheckOut Facility makes it easy to quickly examine files in archive.   Click on the CheckOut button to extract all files in an archive to a temporary directory and create a Program Manager group for all files in the archive.   This group will contain one icon for each file.   Double click on an icon to view the corresponding file with the appropriate application.   When WinZip is closed, it will optionally delete the temporary files and group.
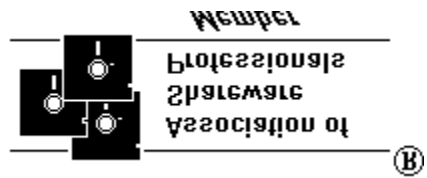
WinZip 4.0a features faster unzipping than previous versions. WinZip 4.0 added support for PKZIP 2.0, the ARJ file format, 3-D dialog boxes, and the color toolbar.   New features introduced in WinZip 3.2 include Built-in ZIP Extraction and font selection for the list of files in the open archive.   If you modify a file after double clicking on it, WinZip will now offer to update the archive with the modified file.   See the section titled Version History for a complete list of enhancements.

WinZip requires Windows 3.0 or 3.1 in Enhanced or Standard mode and the Shareware PKZIP

and PKUNZIP product from PKWARE, Inc, LHA.EXE from Haruyasu Yoshizaki, or the Shareware ARJ product from Robert Jung.   WinZip interfaces to several programs to access ARC files and optionally runs most virus scanning utilities.   For details see the section titled <u>System Requirements</u>.   WinZip runs these programs in the background in Windows 386 Enhanced mode, or as full-screen applications in Standard mode.   For more information on this aspect of the program, see the section titled <u>Enhanced and Standard modes</u>.

WinZip is distributed as Shareware.   This means that users are encouraged, subject to restrictions described in the License Agreement, to share copies of this program with friends, associates and bulletin boards.   Please remember that if you use this software you are required to pay the registration fee of $29 as described in the section titled <u>Copyright/License Agreement/Warranty</u>.

This program is produced by a member of the Association of Shareware Professionals (ASP). ASP wants to make sure that the shareware principle works for you.   If you are unable to resolve a shareware-related problem with an ASP member by contacting the member directly, ASP may be able to help.   The ASP Ombudsman can help you resolve a dispute or problem with an ASP member, but does not provide technical support for members' products.   Please write to the ASP Ombudsman at 545 Grover Road, Muskegon, MI 49442 or send a CompuServe message to the ASP Ombudsman at 70007,3536.

About ZIP, LZH, ARJ, and ARC Files

Archives are files that contain other files.   Typically the files in an archive are compressed.   Archives usually have file names ending with ZIP, LZH, ARJ, or ARC, depending on how they were created.   Archives make it easy to group files and make transporting and copying these files faster.

ZIP files are the most common archive format.   ZIP files are manipulated by the PKZIP and PKUNZIP programs from PKWARE, Inc.   ZIP files were the only archive format supported in the first version of WinZip.

LZH files are manipulated by the LHA program from Haruyasu Yoshizaki.   LHA won the October 1991 PC Magazine Editor's Choice award as the best data compression utility.   WinZip version 3.0 added support for the LZH file format, including self-extracting LZH files.

ARJ files are another popular archive format.   ARJ files are manipulated by the ARJ program from Robert Jung, 2606 Village Road West, Norwood, Massachusetts 02062.   WinZip version 4.0 added support for the ARJ file format, including self-extracting ARJ files.

The ARC format, developed by System Enhancement Associates, was the first popular PC file format to support multiple compressed files.   The ARC program was originally distributed as a Shareware program, and the ARC format was the standard file format on most bulletin boards and other online systems.   However, after PKZIP and PKUNZIP were released, the ZIP format became the new standard for many of these systems.   Note: the latest release of ARC (version 7) is only sold as a commercial (non-Shareware) program.

Since there are still many old ARC files on bulletin boards, WinZip version 2.0 added support for this format.   Since most new files seem to be created in ZIP or LZH format, and there is no single widely available program to manipulate ARC files, WinZip does not provide facilities to update ARC files (all other WinZip functions are supported).

The latest Shareware version of ARC (version 6) provides limited support for subdirectories. However, because individual files cannot be extracted from ARC files containing subdirectories and the "extract to" directory cannot be specified, WinZip will not open ARC files containing subdirectories.   I expect this limitation will have negligible effect, since I have yet to encounter an ARC file containing subdirectories on any BBS.   Let me know if this causes a problem for you.

WinZip supports several programs to extract files from ARC files: the original ARC, ARCE (also known as ARC-E), PKXARC, and PKUNPAK.   See the section titled Installation for more information on these programs.

Brief Tutorial:

This section provides a brief tutorial on basic WinZip operations.   It assumes the following:

- Your system meets the requirements described in the section titled <u>System Requirements</u> and you have installed WinZip as described in the section titled <u>Installation</u>.
- You know how to use standard Windows features, such as dialog boxes, menus, and the drag and drop interface.   If you are not are familiar with these features, please consult your Windows documentation.
- You are familiar with the concept of archives.   For a description of archives, see the section titled <u>About ZIP, LZH, ARJ, and ARC files</u>.

Remember that context sensitive help is always available.   Press the F1 key at any time to access the full documentation.

Working with Existing Archives:

The first step is to open an archive.   There are several ways to open archives:

a) Double click on the archive in the File Manager.
b) Drag the archive from the File Manager and drop it on the WinZip window.
c) Select Open from the WinZip File pull-down menu, or push the Open button on the toolbar, and select an archive from the standard Open dialog box.

Once an archive is open, you can select from the operations in the Actions pull-menu.   For example, to extract files, select Extract from the Actions pull-down menu or push the Extract button on the toolbar.   This activates the <u>Extract</u> dialog box.   For complete documentation on these actions, click on the appropriate entry in the Commands and Procedures section in the <u>Table of Contents</u>.

The <u>CheckOut</u> action is particularly useful when working with an archive you've downloaded from a bulletin board.   Click on the CheckOut button to extract all files in an archive to a temporary directory and create a Program Manager group for all files in the archive.   This group will contain one icon for each file.   Double click on an icon to view the corresponding file with the appropriate application.   When WinZip is closed, it will optionally delete the temporary files and group.

Creating Archives:

To create a new archive, select New from the WinZip File pull-down menu or push the New button on the toolbar.   This activates the New dialog box.   Enter the name of the archive you want to create.   You can use the Drives and Directories list boxes to choose the drive and directory where the archive will be created.   The names of any existing archives on the selected drive and directory will be listed to help you choose a name that is not already in use.   Press the OK button to complete your selection.

Normally the <u>Add</u> dialog box will be activated automatically.   Simply type the name(s) of the files you want to add to the new archive and press the Add button.   Alternately, you can add files to an archive by dragging the files from the File Manager and dropping them on the WinZip window.

This concludes the brief tutorial.   For complete documentation, please see other portions of this help file.   If you have questions, feel free to contact the author at the address listed in the About dialog box.

Copyright/License/Warranty

License Agreement and Warranty Disclaimer

You should carefully read the following terms and conditions before using this software.   Use of this software indicates your acceptance of these terms and conditions.   If you do not agree with them, do not use the software.

Shareware Version

You are hereby licensed to: use the Shareware Version of the software for a 21 day evaluation period; make as many copies of the Shareware version of this software and documentation as you wish; give exact copies of the original Shareware version to anyone; and distribute the Shareware version of the software and documentation in its unmodified form via electronic means.   There is no charge for any of the above.

You are specifically prohibited from charging, or requesting donations, for any such copies, however made; and from distributing the software and/or documentation with other products (commercial or otherwise) without prior written permission, with one exception: Disk Vendors approved by the Association of Shareware Professionals are permitted to redistribute WinZip, subject to the conditions in this license, without specific written permission.

Unregistered use of WinZip after the 21-day evaluation period is in violation of federal copyright laws.

Evaluation and Registration

This is not free software.   This license allows you to use this software for evaluation purposes without charge for a period of 21 days.   If you use this software after the 21 day evaluation period a registration fee of $29 is required. Payments must be in US dollars drawn on a US bank, and should be sent to Nico Mak, P.O. Box 919, Bristol, CT 06011-0919.   Credit card ordering and quantity discounts are available, as described in the section <u>Ordering Information/Order Form</u>.   When payment is received you will be sent a registered copy of the latest version of WinZip.

One registered copy of WinZip may be dedicated to a single person who uses the software on one or more computers or to a single workstation used by multiple people.

You may access the registered version of WinZip through a network, provided that you have obtained individual licenses for the software covering all workstations that will access the software through the network.

Governing Law

This agreement shall be governed by the laws of the State of Connecticut.

Disclaimer of Warranty

This software and the accompanying files are sold "as is" and without warranties as to performance of merchantability or any other warranties whether expressed or implied.   In particular, there is no warranty for the optional virus scanning feature (WinZip does not scan

for viruses, it simply runs external programs that claim to perform this function).   Because of the various hardware and software environments into which WinZip may be put, no warranty of fitness for a particular purpose is offered.

Good data processing procedure dictates that any program be thoroughly tested with non-critical data before relying on it.   The user must assume the entire risk of using the program.   Any liability of the seller will be limited exclusively to product replacement or refund of purchase price.

WinZip™ 4.0b Registration Form/Invoice

Ordering by check: To order by check send this order form and a check to **Nico Mak, P.O. Box 919, Bristol, CT 06011-0919**.   To print this order form, click on Print Topic in the File pull-down menu**.**   Alternately, you can print the ASCII text file ORDER.DOC.   **Payments must be in US dollars drawn on a US bank.**   Alternately, you can send international postal money orders in US dollars.

Credit card ordering: For information on ordering by MasterCard, Visa, American Express, or Discover by phone, FAX, or CompuServe email, or mail, click here -> Credit Card Ordering Information.

Ordering with CompuServe's Software Registration Service: enter GO SWREG at the **!** prompt and follow the menus.   WinZip's registration id is 402.

Site licenses: a site license for WinZip entities an organzation to receive one copy of the distribution package and duplicate the distribution disk for the specified number of copies.

French version: French users please contact AB Soft, Park Burospace #14, 91572 Bievres Cedex, France, phone 33-1-69-33-70-00 for a French version of WinZip.

Please check one: 5.25" Disk ____   3.5" Disk ____ Either size ____

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WinZip Single Copy      ____       copies at $29 each = _____
WinZip Site License
  2 to   9 computers: ____  computers at $22 each = _____
 10 to  24 computers: ____  computers at $17 each = _____
 25 to  49 computers: ____  computers at $14 each = _____
 50 to  99 computers: ____  computers at $10 each = _____
100 to 199 computers: ____  computers at $7  each = _____
     (more than 199 copies are negotiable)
Connecticut residents add 6% sales tax          + _____
                    Total payment                 _____
Prices guaranteed through August 1993.


          Name: _____Date:_____

       Company: _____

       Address: _____

City, State, Zip: _____

       Country: _____

     Day Phone: _____Eve:_____

Electronic Mail address: _____

How did you hear about WinZip? _____

Comments:
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Credit Card Ordering

To order by MasterCard, Visa, American Express, or Discover, call the Public (software) Library at 1-800-2424-PsL or 713-524-6394 or send your order by FAX to 1-713-524-6398 or by CompuServe Email to 71355,470.   You can also mail credit card orders to PsL at P.O. Box 35705, Houston, TX 77235-5705.

Nico Mak cannot be reached at the numbers above.
These numbers are for PsL, a credit card order taking service only.

Any questions about the status of the shipment of an order, refunds, registration options, product details, technical support, volume discounts, dealer pricing, site licenses, etc., must be directed to Nico Mak, P.O. Box 919, Bristol, CT 06011-0919 or by email to 70056,241 on CompuServe.

Upgrades from Earlier Versions of WinZip

There are be two ways to upgrade a registered copy of an earlier version of WinZip:

Free upgrade: You can use your registration number to convert a Shareware evaluation version of WinZip to a registered version that does not display the initial registration reminder dialog box.   Everyone that registered earlier versions of WinZip should already have received a registration number.   If you have not received a registration number you can obtain one by writing to the address in the WinZip About dialog box.   Be sure to include your name as it appeared on your original WinZip order form.

$10 upgrade: To receive a disk containing the registered version of WinZip 4.0b, send a check for $10.00, along with your name as it appeared on your original order form, to

>   Nico Mak, PO Box 919, Bristol, CT 06011-0919

Connecticut residents please add 6% sales tax, for a total of $10.60.

Payments must be in US dollars drawn on a US bank.

Due to the low price, upgrades will be handled by mail only.

Support and Questions

Technical support is available at no charge by sending electronic mail to 70056,241 on CompuServe, to Nico_Mak on BIX, or by sending US Mail to Nico Mak, P.O. Box 919, Bristol, CT 06011-0919. Registered users have priority but I will try to answer all questions.

When reporting problems with WinZip, please include the following information:

1) Is the problem reproducible?   If so, how?

2) Did the problem occur when running Windows in Enhanced or Standard mode?   You can determine which mode is active by choosing About in the Program Manager's Help pull-down menu.

3) If a dialog box with an error message was displayed, please include the text of the message.

4) If the problem involves an external program like PKZIP.EXE, LHA.EXE, or SCAN.EXE, what version of the failing program are you using?   Please see the section titled <u>System Requirements</u> for minimum version numbers for these programs

Thank you!

Note: You can press F1 at any time while WinZip is active for context sensitive help.

Quick Start Information

Many people that have used other Windows applications will be able to use WinZip without reading all the documentation. However, the following sections should be reviewed before running the program:

- <u>Copyright/License Agreement/Warranty</u>

- <u>System Requirements and Installation</u>

- <u>WinZip Overview</u> and <u>Brief Tutorial</u>

If you use Windows 3.1, you'll want to read the section titled <u>Windows 3.1 Notes</u>.   The section titled <u>Norton Desktop For Windows</u> will probably be of interest to anyone who uses that product.

The section titled <u>Drag and Drop</u> support describes a useful WinZip interface.

If you plan to use a <u>Virus Scanner</u>, be sure to read the section titled <u>Virus Scanner Configuration</u>.

If you've used an earlier version of WinZip, you'll probably want to read the section titled <u>Version History</u> for a list of the new features.

I also suggest you read the sections titled <u>Hints and Tips</u> and <u>Notes and Background Information</u> for miscellaneous technical notes and background information.

To learn how to use Help press the F1 key or choose Using Help from the Help menu.

System Requirements, Installation, and Uninstallation

This section has four parts.   Click on one of the entries below or use the buttons labeled "**>>**" and "**<<**".

- <u>System Requirements</u>
- <u>WinZip Related Files</u>
- <u>Installation</u>
- <u>Uninstallation</u>

System Requirements

- Windows 3.0 or Windows 3.1.   WinZip will not run under the initial release of OS/2 2.0 due to incompatibilities in OS/2's emulation of Windows.   Also, WinZip is known to be incompatible with a DOS TSR called "BUFFIT.COM".

- One or more of the following three sets of programs:

1) PKZIP(TM) and PKUNZIP(TM) from PKWARE, Inc.   You can download the Shareware version of these programs from most bulletin boards.   The latest version is distributed in the self-extracting ZIP file PKZ204G.EXE on bulletin boards and PK204G.EXE on Compuserve. Alternately, you can order them directly from PKWARE (phone 414-345-8699).   WinZip has been tested with PKZIP/PKUNZIP 1.1 and 2.0.   It will not work with earlier versions.

2) LHA.EXE, from Haruyasu Yoshizaki.   You can download LHA.EXE from most bulletin boards.   The latest version is distributed in the self-extracting LZH file LHA213.EXE.   WinZip has been tested with LHA 2.13 and will not work with earlier versions (in particular, it will not function with LHARC, the predecessor to LHA).

3) ARJ, from Robert Jung.   You can download the Shareware version of ARJ from most bulletin boards.   The latest version is distributed in the self-extracting ARJ file ARJ230.EXE.   WinZip has been tested with ARJ 2.3 and will not work with earlier versions.

To (optionally) access ARC files one of the following programs is required:

 ARCE.COM and ARC-E.COM version 4.0e - Vern Berg's ARC extraction utility, available on CompuServe and other bulletin boards.   WinZip was not tested with earlier versions.

 PKXARC.COM version 3.5 from PKWARE, Inc.   WinZip was not tested with earlier versions. This program is still available on some bulletin boards.

 PKXARC.EXE version 3.6 from PKWARE, Inc.   This program is still available on some bulletin boards.

 PKUNPAK.EXE version 3.61 from PKWARE, Inc.   This program is still available on some bulletin boards.

 ARC.EXE version 5.20 or 6.0 from System Enhancement Associates, Inc.   This is the last version of ARC available as Shareware, and is still available on some bulletin boards. WinZip was not tested with earlier versions.   SEA's address is 925 Clifton Ave., Clifton, NJ 07013.

You can run most virus scanning utilities from WinZip.   For important details, see the section titled <u>Virus Scanner Configuration</u>.   Direct support is provided for the McAfee Associates SCAN.EXE virus scanner.   SCAN is available from CompuServe, BIX, and other bulletin boards. McAfee Associates address is 4423 Cheeney Street, Santa Clara, CA 95054.

Note: Like WinZip, the PKZIP, PKUNZIP, ZIP2EXE, ARJ, ARC, PKXARC, and SCAN programs are not free software.   As with all Shareware, if you use these programs you should register them with the appropriate vendor.

WinZip-Related Files

- README.1ST   introductory information
- LICENSE.DOC   license agreement/warranty
- WINZIP.DOC   extracts from online documentation
- WINZIP.HLP   documentation in online hypertext help format
- WINZIP.EXE   required executable
- WZ.DLL   required dynamic link library
- WZ.COM   required executable
- WZ.PIF   required Program Information File
- ORDER.DOC   order form
- FILE_ID.DIZ ***** brief description for bulletin boards
- VENDOR.DOC ***** information for Shareware Distributors and Disk Vendors
- SETUP.EXE**   optional installation program
- SETUP.INF**   configuration file used by optional installation program
- METER.DLL**   dynamic link library used by optional installation program

*   items marked with an asterisk are not included in the registered version of WinZip
** items marked with two asterisks are optional and are not included in the Shareware
version distributed on bulletin board systems

Installation

Installation with the SETUP program:

If you received WinZip on a disk with the file SETUP.EXE, you can install WinZip in one of two ways:

1) Exit Windows, insert the WinZip distribution disk in your floppy drive, type **win a:\setup** at the DOS prompt, and press Enter.

2) From the Windows Program Manager, choose **Run** from the **File** menu, type **a:\setup,** and press Enter.

Installation without the SETUP program:

WinZip is distributed on BBS systems without a SETUP program for faster downloads.   If you received WinZip without the file SETUP.EXE, or wish to perform a manual installation, follow this easy one time installation procedure:

1) If you already have installed a previous version of WinZip, backup and delete all files in your WinZip directory.   Otherwise create a directory to hold the WinZip related files.   For example, "C:\WINZIP".

2) Copy all WinZip-related files to this directory.   At a minimum you need the following files: WINZIP.EXE, WZ.DLL, WZ.COM, WZ.PIF, and WINZIP.HLP.

3) Run WINZIP.EXE.   If Windows is not loaded, issue the WIN command, and specify the full path name to WINZIP.EXE.   For example, if you copied the WinZip related files into a directory named C:\WINZIP, issue the following command from the DOS prompt:

        WIN C:\WINZIP\WINZIP.EXE

Alternately, if you are already running Windows, simply double click on the WINZIP.EXE entry in the File Manager.   If you are not familiar with the File Manager, you can instead follow these four steps to run WinZip for the first time:

        a) Activate the Program Manager.

        b) Choose Run... from the File menu.   The Run dialog box appears.

        c)   Type the full filename of WINZIP.EXE in the Command Line text box.   For example, C:\WINZIP\WINZIP.EXE

        d)   Choose OK.

That's all there is installing WinZip.   When WinZip is activated for the first time, the Welcome and Configuration dialog boxes are automatically displayed, and you are ready to go.   Remember that while WinZip is active, online help is always available by pressing F1.

Notes:

1) The first time WinZip is run, it will offer to add a WinZip icon to your Program Manager Accessories Group.   Choose Yes in response to this question unless you want to add the icon yourself (the Accessories Group is merely a default location for the icon - you can drag it to any other group like any other Program Manager icon).   Once this is done, you can start

WinZip by double clicking on the WinZip icon in Program Manager.   Alternately, you can open an existing archive from the File Manager by double clicking on the file.

2) WIN.INI associations for files with an extension of "ZIP", "LZH", "ARJ", and "ARC" are set up by the automatic installation procedure so that you can start WinZip by double clicking on the icons for these files while running the File Manager.   To make it possible to view .HLP files by double clicking on them, an association for these files is set up if none exists.   For more information on associations, see the section titled Windows Associations.

Uninstallation

You can uninstall WinZip as follows:

1) Delete the WinZip related files listed above.   If you installed these files in a directory containing no unrelated files, you can delete the entire directory.

2) Delete the WinZip icon from your Program Manager group(s).   Click on the icon once and press the Del key.   When asked whether you really want to delete the icon, choose Yes.

3) Delete the file WINZIP.INI from your Windows directory.

4) Optionally delete the WinZip entries from your WIN.INI file.   This will save less than 1K of disk space, so do not perform this step unless you are comfortable modifying your Windows configuration files.   If you proceed, first make a backup copy of the WIN.INI file in your Windows directory.   Next open WIN.INI with NOTEPAD.   Search for the string **[WinZip]** (note the brackets in the search string).   Delete all lines until you encounter a left bracket in column one of a line or until you reach the end of the file, whichever comes first.   Then search for the string **WINZIP.EXE**.   Delete any lines containing this string.   Finally save the modified WIN.INI to disk.

Windows 3.1 Notes

WinZip 4.0b will run under both Windows 3.0 and 3.1.   It includes support for the following new Windows 3.1 features:

- The File Manager Drag and Drop Interface (the Norton Desktop for Windows 2.0 Drag and Drop enhancements are also supported).   This interface provides a convenient way to add, freshen, move, and updates files in an archive.   You can also use the Drag and Drop Interface to open archives and extract files from archives.   For details see the section titled Drag and Drop Interface.

- The Common Dialog Boxes.   These standard dialog boxes are used when creating and opening archives with the New and Open push buttons and the New and Open entries in the File pull-down menu.   The WinZip Extract dialog box uses a modified common dialog box which lets you to specify the target directory with the standard drive and directory selection controls.

Notes:

The Common Dialog Boxes are distributed with some Windows 3.0 applications.   WinZip can make full use of the Common Dialog Boxes on a Windows 3.0 system if they are already installed.

The Common Dialog Boxes are only used when the "Use common dialogs if available" check box in the Configuration dialog box is selected.   If this check box is not selected, or if the Common Dialog Boxes are not available, built-in dialog boxes are used instead.

Norton Desktop For Windows

WinZip has been fully tested with Norton Desktop for Windows (NDW), and includes the following NDW-specific features:

- WinZip enables use of the NDW 2.0 extensions to the Windows 3.1 <u>Drag and Drop Interface</u> to add files to archives and to open archives.   Note that this interface is **not** provided by NDW 1.0.

- WinZip's <u>CheckOut</u> feature will activate NDW (version 1.0 or 2.0) if NDW is installed as your Windows shell.

- You can use the right mouse button to select multiple non-adjacent entries in the main WinZip list box, just as you can use it in NDW's File Manager.

- WinZip supports the Norton Anti-Virus (NAV.EXE) program distributed with NDW.

Drag and Drop Interface

The Drag and Drop Interface provides a convenient way to:

1) <u>Extract</u> files from an archive

2) <u>Add</u>, freshen, move, and updates files in an archive

3) <u>Open</u> an archive

Click on each of the above entries for more information.

Supported environments: Windows 3.1 and Norton Desktop for Windows 2.0.

Unsupported Environments: Windows 3.0 and Norton Desktop for Windows 1.0 **do not** support Drag and Drop.

Extracting Files from an Archive with the Drag and Drop Interface

Before using this portion of the Drag and Drop Interface, please note that it is not documented by Microsoft.   Thus, it is not guaranteed to work in future versions of Windows, or even in all Windows 3.1 environments.

You can drag and drop files **from** WinZip **to** other applications.   WinZip will extract the files before dropping them on the target application.   The target application will treat the files as if they had been dropped by the File Manager.

To extract a file from an archive with the Drag and Drop Interface

1) Click on a file in the main WinZip window.

2) While holding down the mouse button, drag (move) the mouse pointer to a window that accepts dropped files (the mouse pointer will indicate whether the target window accepts dropped files).

3) Release the mouse button to drop the file.   This activates the Extract dialog box.   Once the files have been extracted from the archive, the target window will process the file you dropped.

Notes:

To extract multiple files from an archive using the Drag and Drop Interface, select the desired files before beginning the drag operation.

You can also extract files by pressing the Extract push button or using the Extract entry on the Actions pull-down menu.

You can move or copy files from one archive to another by opening multiple copies of WinZip, one for each archive, and dragging files from one to the other.

Important:

Different applications handle dropped files in different ways.   For example, when you drop a file on the Write application distributed with Windows it will embed the file as an OLE object, but when you drop a file on the Notepad application it will open the file.   You may need to experiment with drag and drop before relying on it.

The Windows File Manager will NOT accept files dropped by other applications.   This is not a bug, it is the result of a design decision made by Microsoft.

The Windows Program Manager adds dropped files to the group on which the files are dropped.   This provides a very convenient way to add files in an archive to a Program Manager Group.   Unfortunately, many people (particularly those who have used OS/2 1.3) would rather drop files on an icon in the Program Manager to start the program associated with the icon, passing the dropped file as a parameter.   However, there is nothing WinZip can do about this.   Again, this is not a bug, it is the result of a design decision made by Microsoft.

Adding a File to an Archive with the Drag and Drop Interface

To add a file to an archive with the Drag and Drop Interface

1) Click on a file in the Windows 3.1 File Manager or an NDW 2.0 drive window.

2) While holding down the mouse button, drag (move) the mouse pointer to a WinZip window.   If you've minimized WinZip, you can drag the files to the minimized icon.   If you're using NDW 2.0, you can also drag files to inactive WinZip icons.

3) Release the mouse button to drop the file.   This activates the <u>Drop</u> dialog box.

Notes:

To add multiple files to an archive using the Drag and Drop Interface, select the desired files in the File Manager before dragging them to WinZip.

You can also add files to an archive using the <u>Add</u> dialog box.

You cannot use the Drag and Drop Interface to add files with an extension of ZIP, LZH, ARJ, or ARC (use the Add dialog box instead).

Opening an Archive with the Drag and Drop Interface

To open an archive with the Drag and Drop Interface

1) Click on an archive in the Windows 3.1 File Manager or an NDW 2.0 drive window.

2) While holding down the mouse button, move (drag) the mouse pointer over a WinZip window.   If you've minimized WinZip, you can drag the files to the minimized icon.   If you're using NDW 2.0, you can also drag files to inactive WinZip icons.

3) Release the mouse button.   This opens the selected archive.

Note: you can also open archives by double clicking on the name of an archive in the File Manager, by clicking on the Open button in the main WinZip window, or by selecting Open from the file pull-down menu.

Drop Dialog Box

The Drop dialog box is displayed when you use the Windows 3.1 or Norton Desktop for Windows 2.0 Drag and Drop Interface to add files to an archive.   When you click on the Add button, the files you dropped are added to the open archive.

The Drop dialog box lets you change the name of the open archive in one of two ways:

1) Type the name of the archive in the **Add to Archive** edit field.

2) Click on the **New...** or **Open...** buttons to activate the standard New and Open dialog boxes, respectively.

These shortcuts provide a quick way to add files to a different archive without going through the File pull-down menu.

The Drop dialog box provides the following options:

- The **Add**, **Freshen**, **Move**, and **Update** radio buttons correspond to the PKZIP -a, -f, -mu, and -u options if you are working with a ZIP file.   They correspond to the LHA and ARJ a, f, m and u options when working with LZH and ARJ files, respectively.

- The **Size** and **Speed** radio buttons correspond to the PKZIP -ex and -es options.   These radio buttons are disabled when working with LZH files.   They correspond to the ARJ -jm1 and -m3 options when working with ARJ files.

- The **Recurse subdirectories** check box corresponds to the PKZIP -r -p options, the LHA /r1x1 option, and the ARJ -r option.   It determines whether WinZip recursively traverses all subdirectories underneath the specified directory when looking for files to add.   This provides an easy way to backup all files in a branch of a directory tree. The **Recurse subdirectories** check box is disabled unless you drop a directory name on WinZip.

Note: To restore a branch of a directory tree added with the **Recurse subdirectories** option, be sure to select the **Use directory names** check box in the Extract dialog box.

Menu Tree

File Menu

New Archive... - open a new archive
Open Archive... - open an existing archive
Close Archive - close the open archive
Select All - select all files in an archive
Deselect All - deselect all files in an archive
Exit - exit WinZip

Actions Menu

Add... - add files to the open archive
Delete... - delete files from the open archive
Extract... - extract files from the open archive
View... - view files in the open archive
Virus Scan - run a virus scan program against archive contents
Make .EXE File - create a self-extracting archive
Test - test integrity of an archive
CheckOut... - examine and/or run programs in an archive

Options Menu

Sort by Name - sort list of files in open archive
Sort by Type - sort list of files in open archive
Sort by Size - sort list of files in open archive
Sort by Date - sort list of files in open archive
Sort by Original Order - sort list of files in open archive
Save Settings on Exit - control whether options are saved when WinZip is closed
Configuration... - modify configuration options
Program Locations... - specify program names and paths
Font... - specify font for main window
View Last Output... - view output from the last DOS command issued by WinZip

Help Menu

Contents - start Help and display topics in WinZip help file
Search for Help on... - open search dialog box for WinZip help
How to Use Help - display instructions for using help system
Copyright/License Agreement/Warranty - display license agreement
Ordering Information - display order form
About WinZip ... - display copyright notice

The File Menu - Opening and Closing Archives

The following entries are available on the file menu:

- The New menu entry creates new archives (discussed below).

- The Open menu entry opens existing archives (discussed below).

- The Close menu entry closes the currently open archive.   This menu entry is included primarily for completeness, since the New and Open dialog boxes automatically perform this action.

- The Select All and Deselect All menu entries select and deselect files in the main window's list box.   Selected files can be easily deleted, extracted, or viewed.

- The Exit menu entry exits (closes) WinZip.

Creating and Opening Archives:

To create a new archive use the New push button or the New entry in WinZip's File pull-down menu.   To open an existing archive use the Open push button or the Open entry in WinZip's File pull-down menu.   You can also open an archive listed in the File Manager by double clicking on the archive (this starts a new instance of WinZip), or using the Windows 3.1 File Manager Drag and Drop Interface.

Listing Self-Extracting Archives in the Open Dialog Box

To list self-extracting archives in the Microsoft Common Open Dialog Box, select the entry that includes EXE and COM files in the drop down list box titled "List Files of Type".   To list self-extracting archives in the built-in Open dialog, select the "List EXE and COM files" check box.

Note: When self-extracting archives are listed in the open dialog box, all EXE and COM files in the selected directory will be listed, even if they are not self-extracting archives.   WinZip is not able to check whether a file is a self-extracting archive until it is opened.

Adding Files to an Archive

There are three ways to add files to an archive:

1) Use the Windows 3.1 File Manager Drag and Drop Interface, as described in the section titled <u>Drag and Drop Interface</u>.

2) Click on the Add push button or select the Add entry from the Actions pull-down menu to bring up the Add dialog box.   Then specify the file names you want to add.   Standard MS-DOS wildcards are accepted, and multiple file names can be specified.

3) Click on the Add push button or select the Add entry from the Actions pull-down menu to bring up the Add dialog box.   Then click on the Select Files push button.   This expands the Add dialog box.   You can then select files from an <u>Extended Selection List Box</u>.   The expanded Add dialog box works much like a standard Windows Open dialog box.

If you would like WinZip to automatically expand the Add dialog box, click on the **Auto Unfold** check box before adding files (note: the state of the unfold button is **not** saved if you cancel the Add dialog box).   To save this setting for use next time you start WinZip, be sure you have selected the **Save Settings on Exit** entry in the Options pull-down menu before closing WinZip.

Use the <u>Directories</u> dialog box to determine the default directory for the Add dialog box.

The Add dialog box provides the following options:

- The **Add**, **Freshen**, **Move**, and **Update** radio buttons correspond to the PKZIP -a, -f, -mu, and -u options if you are working with a ZIP file.   They correspond to the LHA and ARJ a, f, m and u options when working with LZH and ARJ files, respectively.

- The **Size** and **Speed** radio buttons correspond to the PKZIP -ex and -es options.   These radio buttons are disabled when working with LZH files.   They correspond to the ARJ a, f, m and u options when working with ARJ files.

- The **Recurse Subdirectories** check box corresponds to the PKZIP -r -p options, the LHA /r1x1 option, and the -r ARJ option.   It determines whether WinZip recursively traverses all subdirectories underneath the specified directory when looking for files to add.   This provides an easy way to backup all files in a branch of a directory tree.

- The **Save Directories** check box corresponds to the PKZIP -P option.   When working with ARJ files this check box prevents WinZip from specifying the e option.   When this check box is selected the full name of the file is stored in the archive, including all subdirectory names. For example, it might cause the name "c:\myfiles\filename.ext" to be stored instead of simply "filename.ext".

Notes:

To restore a branch of a directory tree added with the **Recurse Subdirectories** option, be sure to select the **Use Directory Names** check box in the <u>Extract</u> dialog box.

The **Recurse Subdirectories** check box is disabled if you are selecting individual files from the list box in the expanded Add dialog box.

Deleting Files from an Archive

There are two ways to delete files from an archive:

1) Object-action interface: first select entries in the list box, then select the Delete entry from the Actions pull-down menu.

2) Action-object interface: select the Delete entry from the Actions pull-down menu to bring up the Delete dialog box.   You can then specify the file names you want to delete (standard MS-DOS wildcards are accepted).   You can specify multiple file names, separated by spaces.

To delete an entire archive select the Delete entry from the Actions pull-down menu to bring up the Delete dialog box.   Then select   the "Entire archive" radio button and click on the Delete push button.

Extracting Files from an Archive

By default WinZip will automatically extract files from ZIP files without running PKUNZIP when possible.   See the section titled Built-in ZIP Extraction for more information on this subject.

There are three ways to extract files from an archive:

1) Object-action interface: first select entries in the list box, then click on the Extract push button or select the Extract entry from the Actions pull-down menu to bring up the Extract dialog box.

2) Action-object interface: click on the Extract push button or select the Extract entry from the Actions pull-down menu to bring up the Extract dialog box.   You can then specify the file names you want to extract (standard MS-DOS wildcards are accepted) or extract all files in the archive.

3) With the Drag and Drop Interface.

The Extract dialog box lets you specify the directory to contain the extracted files (note: the default directory for this prompt can be changed by selecting directories in the "Directories..." dialog box).

Use the Directories dialog box to determine the default directory for the Extract dialog box.

The Extract dialog box provides the following options:

- The "Overwrite existing files" check box.   This option determines whether you are prompted before existing files are overwritten with files in the archive.   It corresponds to the PKUNZIP -o option, the LHA /m1 option, and the ARJ -y option.

- The "Use directory names" check box.   This option corresponds to the PKUNZIP -d -p options, the LHA x option, and the ARJ x option.   When this option is checked WinZip expands files to the path names stored in the archive.   This option should be specified when extracting files added with the "Recurse subdirectories" option in the Add dialog box.

WinZip will use one of two Extract dialog boxes.   If the "Use common dialogs if available" check box is selected in the Configuration dialog box, and you are running Windows 3.1 or the Common Dialogs are installed on a Windows 3.0 system, WinZip will use an Extract dialog box based on a Common Dialog Box.   Otherwise, the built-in Extract dialog box is used.   The former has one important advantage: it lets you to select the target directory from a standard list.

Built-in ZIP Extraction

WinZip will extract files from ZIPs without running PKUNZIP if possible.   You can switch to other windows while the built-in ZIP extraction is running and can interrupt the extraction process by pressing the Esc key.   Built-in ZIP extraction generally saves time because there is no need for WinZip to start PKUNZIP.EXE.   However, on some machines (particularly on slower systems) you may get faster turnaround by disabling built-in ZIP extraction.   You can disable built-in ZIP extraction by de-selecting the **Use Internal Unzipping When Possible** checkbox in the <u>Configuration</u> dialog box.

Built-in ZIP extraction is **not** used in the following circumstances:

1) The ZIP contains files created by a version of PKZIP other than 1.1 or 2.0.

2) When running a DOS based virus scanner.   In this situation it is usually faster to run PKUNZIP than use built-in ZIP extraction.

3) If another copy of WinZip is currently in the process of unzipping files using built-in ZIP extraction.

4) The ZIP contains password protected files.

5) The "Use Internal Unzipping When Possible" checkbox in the Configuration dialog box is not selected.

6) You are running on an 80286 processor (built-in unzipping requires a 386 or better).

In these cases WinZip will automatically run PKUNZIP.

Note: WinZip always uses PKZIP.EXE to modify ZIP files.

Viewing Files in an Archive

Files can be viewed in several ways:

- with the built-in View facility described below
- with the features described in the section titled <u>CheckOut Facility</u>
- most files can be viewed by double clicking on the file name in the main window's list box,
  as described in the section titled <u>Double Clicking</u>

There are three ways to view files in an archive with WinZip's built-in View facility:

1) Object-action interface: first select entries in the list box, then click on the View push button or select the View entry from the Actions pull-down menu.

2) Action-object interface: click on the View push button or select the View entry from the Actions pull-down menu to bring up the View dialog box.   You can then specify the file name you want to view.

3) Double click on a filename in the main window's list box.   To use this technique you need to select the appropriate option in the <u>Configuration Dialog Box</u>.

The View dialog box is used to view files in an archive or view the results of the last DOS command issued by WinZip.   Unlike most dialog boxes, the View dialog box can be resized and maximized.

If you've selected multiple files for viewing, click on the Next push button to view the next selected file.

Click on the Clipboard Copy push button to copy selected text to the system clipboard. Note: this button is disabled when no text is selected.

Due to limitations in the standard Windows multi-line edit control, the View facility only displays the first 32K of a file.   However, you can use the <u>CheckOut Facility</u> to view larger files.

Virus Scan

To use this feature a virus scanner must be configured, as described in the section titled Virus Scanner Configuration.

The Virus Scan operation performs the following actions:

1) Creates a temporary directory

2) Extracts all files in the current ZIP to the temporary directory

3) Runs the virus scanner against files in the temporary directory

4) Deletes all files in the temporary directory and removes the temporary directory

5) Displays the results of the scan operation in the View window

Note: WinZip will not use Built-in ZIP Extraction when extracting files for use with a DOS based virus scanner, as it would generally not improve performance.

Creating a Self-Extracting Archive

This operation converts an archive to a self-extracting archive.   Self-extracting archives have an extension of .EXE, and can be run as commands from the DOS prompt.   When a self-extracting archive is run, the files in the archive are automatically extracted.   This is convenient, because the PKUNZIP.EXE, LHA.EXE, or ARJ.EXE are not needed to extract files from these self-extracting archives.

When working with a ZIP file, this operation runs the ZIP2EXE program.   This program is part of the PKZIP/PKUNZIP package from PKWARE, Inc.   If ZIP2EXE.EXE is not in your path, you can use the Program Locations dialog box to tell WinZip where to locate it.

When working with an LZH file, this operation runs the LHA program with the s option.

When working with an ARJ file, this operation runs the ARJ program with the y option.

You can use WinZip to add, delete, extract, view, and run files in a self-extracting archive the same way you can manipulate a normal archive.   Self-extracting archives are automatically listed in the Open dialog box if the appropriate options are selected, as described in the section titled <u>The File Menu</u>.

Testing an Archive

Use this feature to test the integrity of the open archive.   This command runs PKUNZIP -t for ZIP files, LHA t for LZH files, and ARJ t for ARJ files.   A dialog box is displayed if any errors are encountered.   You can always use the **View Last Output** entry from the Options pull-down menu to view the results of the command.

CheckOut Feature

The CheckOut feature makes it easy to examine and/or run files in an archive.   It creates a Program Manager Group containing one icon for each file in the archive.   Double click on the icon to run the file or to view the file with the program associated with the file (associations are described in the section titled Windows Associations).

Note: The CheckOut directory and Program Manager Group are replaced every time you use the CheckOut feature.   To create a permanent Program Manager Group, use the Drag and Drop interface to drag selected files from WinZip to the Windows 3.1 Program Manager.

CheckOut Dialog Box

The CheckOut dialog box lets you configure three aspects of the operation:

1) You can specify the temporary CheckOut directory name.   This directory will be created if it does not already exist.   Caution: any existing files in this directory will be replaced by files in the archive.

2) You can specify the maximum number of icons for the Program Manager CheckOut group. The Windows Program Manager limits you to 50 entries, but you may prefer a lower number to save time.

3) The **Run Virus Scanner** check box lets you specify whether WinZip will run a virus scanner on the files in the archive.   This option is disabled unless a virus scan utility is installed in the Program Locations dialog box.   WinZip will not use Built-in ZIP Extraction when extracting files for use with a DOS based virus scanner, as it would generally not improve performance.

Operations performed by the CheckOut feature:

When you click on the OK button in the CheckOut dialog box, WinZip performs the following operations:

1) Deletes any existing files in your CheckOut temporary directory.

2) Extracts files in the current archive to the temporary CheckOut directory.

3) If the **Run Virus Scanner** check box is selected your virus scanner is run against all files in the temporary CheckOut directory.   If the virus scan utility returns a non-zero error level, the CheckOut operation is aborted and messages from the scanner are displayed.

4) Deletes the Program Manager CheckOut group if it exists.   This ensures that the group will only contain entries for the files in the current archive.

5) Creates a new Program Manager CheckOut group containing one icon for each file in the archive.

Using the Program Manager CheckOut Group

The CheckOut Group works like all other Program Manager Groups.   WinZip sets up this Group with icons for each file so that you can use them as follows:

1) If a file is executable, double clicking on the icon runs the program.

2) If a file has an association, double clicking on the icon loads the file in the associated program so you can view the file.

3) Otherwise, double clicking on the icon loads the file in the WinZip "Default association" program specified in the Program Locations dialog box.   The default for the "Default association" program is the Windows Notepad utility, but this can be changed from the Program Locations dialog box.

Options

The **Sort by** entries in the Options pull-down menu let you specify whether the list of files in the archive is sorted by name, type, size, date, or whether the original archive order should be used.

The **Save Settings on Exit** entry in the Options pull-down menu determines whether options are automatically saved when WinZip is closed.   Options that are saved and restored include all the options in the "Options" pull-down menu, all options in the Add, Configuration, and Extract dialog boxes, and the current screen size and location.   The options in the Directories Dialog Box and the Program Locations Dialog Box are saved regardless of the whether **Save Settings on Exit** is checked.

The Configuration Dialog Box lets you specify miscellaneous WinZip configuration information, including the default archive format and the action performed when you double click on files in the main WinZip window.

The Directories Dialog Box lets you specify the initial WinZip working directory, the default Extract directory, and an optional temporary directory for use while creating archives.

The standard **Font** dialog box lets you specify which font is used for the list of files in an archive.

The Program Locations Dialog Box lets you specify the location of external programs, including PKZIP and your default file viewer.

The **View Last Output...** dialog box displays the results of the last external command issued by WinZip.

Configuration Dialog Box

The Configuration dialog box lets you specify

- The Default Archive Format.   This format is used when you specify the name of an archive without an extension while creating or opening an archive, and when creating an archive with an extension other than .ZIP, .LZH, or .ARJ.   If you select "None", WinZip will prompt you for the archive format in these situations.

- What action is performed when you double click on a file name in the main window's list box.   The choices are described in the section titled Double Clicking.

- Whether WinZip should automatically show the Open dialog box when you start WinZip.

- Whether WinZip should use the common dialog boxes if they are available.

- Whether WinZip should try to use Built-in ZIP Extraction when possible, instead of running PKUNZIP.

- Whether WinZip should enable/disable PKZIP 2.0's use of DPMI, EMS, and XMS, and whether the PKZIP "slow memcopy" switch should be used.   PKWARE recommends that DPMI and XMS be disabled under Windows.   See your PKWARE documentation for details on these settings.

- Whether WinZip should maintain a log of all error messages and all external commands it issues. Examples of external commands are PKZIP, LHA, and ARJ.   You can specify the drive used for the log file.   The log is written to the file WINZIP.LOG in the root directory of the selected drive.

- Whether WinZip should list the files in the archive in lowercase for improved legibility.

- Whether WinZip should beep after archive operations complete.

- Whether WinZip displays large push buttons.   The default for this setting depends on your video setup.

Directories

The Directories dialog box lets you specify the following information:

Start-up Directory

Unless you start WinZip by double clicking on an archive, WinZip will optionally change to a directory of your choice when it starts up.   Files in this directory are automatically displayed in the Open and New dialog boxes.   The following choices control which directory is used.

- System default - WinZip does not change directories, so the system default directory will be in effect.   Usually this will be the directory containing WINZIP.EXE.

- Last Open Archive - WinZip will change to the directory containing the last open archive during your last WinZip session.

- Directory: - WinZip will always change to the specified directory.

Default Extract Directory

These selections determine the default directory WinZip automatically inserts into the "Extract To" field in the Extract dialog box.   You can, of course, type over this default directory name or select a different directory from the directory listbox.

- Open Archive Directory - WinZip will insert the name of the directory containing the open archive into the "Extract To" field.   For example, if the archive c:\download\tools.zip is open, WinZip will insert c:\download.

- Last Extract Directory - WinZip will insert the name of the directory you used during the last Extract operation.   This value is saved when you exit WinZip so you can use it during your next WinZip session.

- Directory: - WinZip will always insert the specified directory.   This value is saved when you exit WinZip so you can use it during your next WinZip session.

Default Add Directory

These selections determine the default directory when the Add dialog is opened.

- Open Archive Directory - WinZip will use directory containing the open archive.

- Last Add Directory - WinZip will use the directory you used during the last Add operation. This value is saved when you exit WinZip so you can use it during your next WinZip session.

- Directory: - WinZip will always use the specified directory.   This value is saved when you exit WinZip so you can use it during your next WinZip session.

Optional Working Directory

If specified, WinZip passes this directory name to PKZIP via the -b switch and to ARJ via the -w switch.   This can be useful when updating an archive when there is not enough room on the destination drive for both the original archive and the updated archive.   This option causes PKZIP and ARJ to create the updated archive in the temporary directory, delete the original, and finally copy the updated archive to the destination drive.

Program Locations

The Program Locations dialog box lets you to specify the paths and filenames for the external programs used by WinZip.   These programs are not distributed with WinZip.   For more information on these programs, including availability and minimum version numbers, see the section titled <u>System Requirements</u>.

When WinZip is installed it will attempt to locate the default programs in the directories specified in your PATH= environment variable.   If it cannot find these programs, it will leave the corresponding edit fields blank.

If a program is not installed on your system, just leave the corresponding edit field blank.   Otherwise, fill in the program name.   The extension defaults to EXE.   If no path is included for an entry, WinZip assumes the program is in a directory specified in your PATH= environment variable.

See the section titled <u>Virus Scanner Configuration</u> for information about that portion of the Configuration dialog box.

Default association

Specify the name of the program that should be used as the association for those programs without a WIN.INI association.   The default is NOTEPAD.EXE, the Windows Notepad program, but any other file viewer or editor can be used.   For additional information, see the section titled <u>Windows Associations</u>.

Virus Scanner Configuration

WinZip supports most virus scanners that can be run from the DOS command line, with a few important limitations noted below.

If one of the following programs is in a directory specified by your PATH= environment variable, WinZip will automatically detect it and fill in the Location dialog box with the appropriate options:

Scanner	Parameters
SCAN.EXE	/A /nomem *.*
NAV.EXE	*.* /m- /s
CPAV.EXE	*.* /P

Do not use WinZip's virus scanning support with a different virus scanner unless you have read and understood the information below!

To configure WinZip for a virus scanner, fill in the following fields in the Program Locations dialog box:

1) The program name (the full path name is required if the program is not in a directory specified in your PATH= environment variable).

2) The parameters to run the virus scanner.   The rules for virus scanner parameters are:

   a) Use *.* to indicate where WinZip should substitute the drive and directory of the files that are to be scanned.

   b) If you do not specify *.*, or do not specify any parameters, WinZip will append the filenames to be scanned at the end of the scanner command line.

Be sure to check your virus scanner documentation for important parameters.   For example, the McAfee SCAN program normally only checks .EXE and .COM files for viruses, so the /A parameter is specified for additional protection.

3) The "Run as iconized DOS session if possible" check box determines whether WinZip will run the virus scanner as an icon if you are running Windows in Enhanced Mode.   (Note: in Windows Standard mode DOS applications can only be run in full-screen mode.)   Do not select this check box unless you are running one of the scanners listed above, or are sure you understand the following information!

The "Run as iconized DOS session if possible" check box should only be used under the following circumstances:

   a) The scanner is configured to run in "batch" mode, without any prompts.   If the scanner requires any keyboard input when running as an icon, you will not be able to see the prompts, and the session will appear to be hung.

   b) The scanner writes all messages through DOS.   Messages written directly to the video buffer are not captured by WinZip and will be lost.   To determine whether a scanner writes messages through DOS, run the scanner with its output redirected (for example, issue the command "scan > nul").   Any messages you see during this test will not be captured by WinZip.

   c) The scanner returns a non-zero error level if it encounters any problems.   If the

scanner does not return a non-zero error level, WinZip will assume the files passed the virus check, and any warnings issued by the scanner will be lost.   (Note: if the scanner returns a non-zero error level, WinZip automatically displays all messages written to standard error or standard output.)

Enhanced and Standard Modes

In Windows 386 Enhanced mode PKZIP, PKUNZIP, LHA, and other programs run by WinZip are executed in the background in an iconized DOS session.   While these commands are running you can switch to another window using the Task Manager or by clicking on the desired window.   An hourglass pointer is used to indicate that the WinZip window is busy. You can double click on the icon titled "WinZip running DOS commands" to monitor the command's progress.   If any of these commands prompts the user for input, WinZip will automatically bring the DOS session to the foreground.

Unfortunately, Windows does not allow you to execute these commands in the background under Standard mode.   In Standard mode your screen will be cleared, and these commands will be run in a full screen DOS session.

In all cases you can view the messages displayed by the last command issued by WinZip by selecting View Last Output in the Options pull-down menu.

Your Windows User's Guide contains descriptions of Enhanced and Standard modes.   You can determine which mode is active by choosing the About entry in the Program Manager's Help pull-down menu.

Using Extended Selection List Boxes

WinZip uses Extended Selection List Boxes for the list of files in the open archive and for the list of files in the Add dialog box.   You can select files from an Extended Selection List Box the same way as you select files in the File Manager.

To select an individual file in an Extended Selection List Box, click on the file.   This cancels all previous selections.   To select two or more files in sequence click on the first file, then press and hold down the Shift key while you click on the last file in the group.   To select two or more items out of sequence press and hold down the Ctrl key while you click on each file.

In addition to the aforementioned standard methods for working with Extended Selection List Boxes, you can use the right mouse button to select files without canceling previous selections.   This feature was added for compatibility with Norton Desktop for Windows.

You can use the "Select All" and "Deselect All" entries in the File pull-down menu to select and deselect all files in an archive.   Note that "Deselect All" leaves the current entry selected.   This is the way extended selection list boxes work, and is not specific to WinZip.

The keyboard interface for Extended Selection List Boxes is described in the section titled <u>Keyboard Usage</u>.

Double Clicking

Depending on a Configuration option, double clicking on a filename listed in the main WinZip window will perform one of the following actions:

1) The same action performed when you double click on a file in the File Manager.   If the file is executable (has a filename extension of EXE, COM, BAT, or PIF) WinZip will run it. Otherwise WinZip will open the file with the appropriate application.   For example, files with a filename extension of .WRI are opened by the Windows Write application.   The appropriate application is determined via Windows Associations.   If no application is associated with the file, WinZip will run the program specified as the default association in the Program Locations dialog box.   If you modify the file, WinZip will offer to add the modified file to the archive.

2) The file is opened by WinZip's built-in View facility.

Note: Pressing the Enter key performs the same action as double clicking.

Windows Associations

Microsoft has defined the word "associate" as follows:

  To identify a filename extension as belonging to a certain application, so that when you
  open any file with that extension, the correct application is opened automatically.

For example, by default, Windows associates .WRI files with the WRITE application, and .CRD
files with the CARDFILE application.   Most Windows application installation procedures
create associations.   For example, Word for Windows creates an association for .DOC files,
while WinZip creates associations for files with the extensions .ZIP, .LZH, .ARJ, and .ARC.

WinZip uses associations when you Double Click on a filename listed in the main WinZip
window and when you use the CheckOut Feature.

WinZip, the Program Manager, and the File Manager all use associations the same way.
When you double click on a file with an association, the application associated with the file is
run, and the application automatically opens the file.   The WinZip CheckOut facility
establishes associations when it updates the Program Manager CheckOut group for two
reasons: to display the right icon for each file, and to ensure that the appropriate application
is run when you double click on an icon.

You can determine the associations for your system by using a program like the Windows
Notepad program to edit your WIN.INI file (in your Windows directory) and search for the
section that starts with [Extensions].   You can add associations by adding lines to this
section of your WIN.INI file.   However, be sure to make a backup of your WIN.INI file before
making any changes!   Lines you add should be in the following format:

            ext=pgm ^.ext

where:

ext   is the extension for which you want an association (for example, CRD)
=   is a required equal sign
pgm   is the program you want associated with the extension
^   is required (press shift+6 for this key)
.ext   is the extension you specified at the beginning of the line

For example, the following line tells the File Manager that when you double click on a file
with an extension of .HLP the file should be opened by WINHELP.EXE.

            HLP=winhelp.exe ^.hlp

Note: you need to restart Windows before changes to your WIN.INI file take effect.

Alternately, you can add extensions using the Associate entry in the File Manager's File pull-
down menu.   To use this technique, start the File Manager and select a filename with the
extension you want to associate with a program.   Then choose the Associate entry in the
File Manager's File pull-down menu.   The File Manager will display the Associate dialog box.
Type the program name in the edit field and choose OK.

When entering the program name using either technique, you must supply the extension
(usually .EXE).   A drive and path are optional.

Error Handling

WinZip does not modify archives directly.   Instead it runs external commands like PKZIP, LHA, and ARJ for all operations that update archives.   Thus, it is highly unlikely that WinZip will ever cause a corrupted archive.

If you suspect a corrupted archive, you can test it with the **Test** entry in the Actions pull-down menu.

When an external command issued by WinZip returns a non-zero error level, a dialog box is displayed listing the error level and, if possible, an error description.   Click on the "View last output" button to view all messages issued by the command that caused the error.

WinZip will optionally maintain a log of all error messages and all external commands (for example, PKZIP and LHA) it issues. The log is written to the file WINZIP.LOG on the drive selected in the Configuration dialog box.

Keyboard Usage

WinZip is easier to use with a mouse, but you can also use the standard Windows keyboard interface.   Keyboard accelerators defined for WinZip include:

Ctrl+N Open a new archive.

Ctrl+O Open an existing archive.

Ctrl+A Add files to an archive.

Ctrl+D Delete files from an archive.

Ctrl+E Extract files from an archive.

Ctrl+V View files in an archive.

Ctrl+C Activate CheckOut feature.

Ctrl+S Run virus scanner.

Ctrl+T Test archive.

Ctrl+M Run ZIP2EXE, LHA, or ARJ to create a self-extracting archive.

Ctrl+Slash (/) Select all items in the list box.

Ctrl+Backslash (\) Cancel the selection of all items in the list box.

Direction key(s) Move the cursor or scroll to other items in the list box.

Shift+direction keys Select multiple items in list box.

Enter Same as Double Clicking in the main window listbox.

Shift+F8 Toggle "add mode" on and off.   When add mode is on, the selection cursor blinks. In this mode you can use the Spacebar to select non consecutive items in the list box or to cancel the selections.   Press Shift+F8 again to end add mode.   Clicking the left mouse button cancels any selections.

Ideas for Future Enhancements

Ideas for future enhancements include:

- Support for other archive file formats, including PAK and ZOO.   (Let me know which are most important to you!)

- Built-in ARJ and LZH file extraction

- Ability to create ZIP files that span disks

- Support for all ZIP, LZH, and ARJ options, including passwords and comments

- Support for printing, using the appropriate application to print, depending on the file

- Basic file management (for example, copy and move the open archive)

- Status line on bottom of main window with status information (for example, archive size)

- User configurable toolbar

Additional suggestions from all users are welcome!

Hints and Tips

Here are a couple hints and tips you may find useful:

1) If you usually download files to the same directory, specify that directory as the Start-up Directory in the <u>Directories</u> dialog box, so that WinZip starts up in that directory.   To save yourself the time and trouble of clicking on the Open button or selecting Open from the File pull-down menu, check the "Automatically Show Open Dialog Box" button, also in the Configuration dialog box.   Be sure the "Save Settings on Exit" entry in the Options pull-down menu is selected before closing WinZip.

2) To select multiple discontiguous files in the main WinZip list box, see the section titled <u>Using Extended Selection List Boxes</u>.

3) Don't drag icons from the CheckOut Program Manager Group created by WinZip to other groups.   When you delete the CheckOut directory the icons will point to the empty directory, and will be useless.

4) To switch to another program while WinZip is executing a DOS command, click on the window for the other program, or bring up the Task Manager by double clicking over the desktop or pressing Ctrl+Esc.   Note: you can't use the WinZip system menu or minimize button while WinZip is executing a DOS command.

5) You can change the default WinZip icon as follows:

   a) Open the Program Manager group window for the group containing WinZip. Highlight the WinZip icon.

   b) Choose Properties from the File menu, press Alt+Enter, or press Alt while double clicking the icon.   The Program Item Properties dialog box appears.

   c) Click on Change Icon.

   d) Under Windows 3.1, double click on your preferred icon.   Under Windows 3.0, click on View Next to cycle through the icons, and choose OK when your preferred icon appears.

   e)   Choose OK.

6) To change the default WinZip window size and position to the current window size and position, be sure the "Save Settings on Exit" entry in the Options pull-down menu is selected before closing WinZip.

7) If you run out of space in the directory specified by your TMP= or TEMP= directory when using the Scan feature, add the following command to your AUTOEXEC.BAT file:
        SET WZTMP=d:\dir
where d:\dir specifies a drive and directory with more free space than your TMP= or TEMP= directory.   Note that you'll have to reboot your machine for this change to take affect.

8) If you have a large RAM disk, use it as a temp directory to significantly speed up many archive operations (see hint 7 above).

9) You can move or copy files from one archive to another by opening multiple copies of WinZip, one for each archive, and dragging files from one to the other.

10) If your preferred font is the one used by WinZip 3.1, select the "Fixedsys" font in the Font dialog box.

11) Learn to use the Drag and Drop Interface for convenient archiving and unarchiving.

Notes and Background Information

- Norton Desktop for Windows 2.0 will crash if you drop too many files on an inactive application icon (for example, WinZip).   For example, if you select all the files in your Windows directory and drop them onto an icon for the Windows Notepad program, NDW will get a protection exception.   There is nothing WinZip can do about this problem.

- There is a bug in Windows 3.0 that can cause Windows to crash if you try to update a read-only disk.   This can occur if you attempt to update an archive on a read-only disk with WinZip.   Microsoft Online technical support has stated that this is a known problem, and that no workarounds are available for Windows 3.0.   You can demonstrate this problem in Enhanced mode without WinZip as follows (be sure to save your files first):

  - Start a DOS session from the Program Manager.
  - Try to delete a file on a read-only disk.   Reply Abort or Fail to the critical error message.
  - Exit the DOS session.
  - Try to access the read-only file from a Windows application (for example, Notepad).

At this point Windows typically locks up or terminates.   This bug is fixed in Windows 3.1.

- WinZip supports most commonly used PKZIP and PKUNZIP options but the current version does not include special support for comments, passwords, and file attribute masks.

- WinZip uses temporary disk files to communicate with WZ.COM and the PKWARE, Inc. programs.   WinZip uses unique filenames for these files, and automatically erases them when they are no longer needed.   WinZip determines which disk to use by checking the value of the WZTMP=, TMP=, TEMP=, and PKTMP= environment variables.   To conserve space on the DOS command line, WinZip creates temporary files in the root directory of the specified drive.   If none of these environment variables is set WinZip uses the root directory of your C: drive.

- WZ.COM is used for two reasons: to obtain the error level (return code) from the PKZIP and PKUNZIP commands, and to capture the output from these commands for use by the "View Last Output" entry in the Options pull-down menu.

- WinZip is a Windows version of PMZIP, my Shareware ZIP shell for the OS/2 Presentation Manager.   I wrote PMZIP because I wanted a PM interface to ZIP files, and no other programs provided this facility.   The first version was written in Digitalk's Smalltalk V/PM.   The result, like all V/PM programs, required over a megabyte of code to execute, and was rather slow. Favorable response to the first version convinced me to rewrite the program in C and release it as Shareware.   I subsequently rewrote it for Windows, and this is the result.

- Thanks to Roy Tate, Gregg Hommel, and Robert Allen for extensive help testing WinZip, and to Brian Hill for his help with the toolbar icons.

- Special thanks to Steve Queen for his feedback on the WinZip user interface.

Version History

Features marked with an asterisk are available only under Windows 3.1 or if the Common Dialog Boxes are installed on a Windows 3.0 system.

The following changes were made in WinZip 4.0b:

- Fixed one bug that only occurred on 80286 machines.

The following changes were made in WinZip 4.0a:

- Built-in ZIP extraction is much faster.   An 80386 based system or better is now required for built-in ZIP extraction.

- Added support for the Central Point CPAV virus scanner.

- Fixed a couple bugs, including one that prevented using ARC files in some configurations, and a problem extracting from ZIPs that span multiple floppies.

The following changes were made in WinZip 4.0:

- Added PKZIP 2.0 support.

- Added support for the ARJ file format.

* Added a new toolbar with descriptive pictorial push buttons (WinZip chooses the button size based on your video setup - you can alter the default via the Configuration dialog box).

* Added 3-D look to dialog boxes.

- Added the Directories dialog box.

- Added an optional beep after archive operations complete.

- Added support for the Norton Anti-Virus program (NAV.EXE).

- Added the last few archives opened to the File pull-down menu for easy access.

The following changes were made in WinZip 3.2:

- Added Built-in ZIP Extraction so that PKUNZIP is not needed for most ZIP extract operations.   WinZip always uses PKZIP.EXE to modify ZIP files.

* Added font selection for the list of files in an archive.   By default WinZip uses the font you specified in the Windows File Manager.

- Added an "Overwrite existing files" check box to the Extract dialog box to prevent accidentally overwriting existing files.

- If a DOS command (for example, PKUNZIP or SCAN) running as an icon prompts for user input, WinZip will automatically bring the DOS session to the foreground.

- If you modify a file after double clicking on it, WinZip will offer to update the archive with the modified file.

- WinZip now uses the file WINZIP.INI instead of WIN.INI to save options.   WIN.INI is only used for the WinZip version number, to help prevent accidental sharing of WINZIP.INI files.

- Added the "Optional ZIP temporary directory" entry to the Configuration dialog box (moved to the Directories dialog in WinZip 4.0).

Minor changes/fixes:

- WinZip changes its title bar while it is running DOS commands.

- Longer pathnames are allowed in the Configuration and Program Locations dialog boxes.

- The size of the "normal" WinZip window is now saved if you close WinZip while it is iconized.

- Minor bug fixes.

The following changes were made in WinZip 3.1b:

- Added ability to drag and drop files **from** WinZip **to** other applications.   WinZip will extract the files before dropping them on the target application.   The target application will treat the files as if they had been dropped by the File Manager.

- Added a new error message for the unsupported NAV and NAVW virus scanners.

- Added a registration database check if no association is found when the user double clicks on a file or uses the CheckOut feature.

- Fixed a bug that prevented WinZip from opening ZIP files with very long ZIP comments.

The following changes were made in WinZip 3.1a:

- Increased the background priority in the WZ.PIF file.   This change can make long running ZIP/UNZIP operations run twice as fast.

- The right mouse button now works the same way as in the Norton Desktop for Windows File Manager.   You can use it to select non-adjacent entries in the main WinZip listbox.   Note that holding down the Ctrl key while pressing the left mouse button performs the same function.

- You can save WinZip settings without exiting WinZip by holding down the shift key while double clicking on the system menu or while selecting File/Close.   This was done by request for additional compatibility with the Windows 3.1 File Manager and Program Manager.

- The Drag and Drop dialog box edit field is pre-loaded with the current directory if there is no open archive.

Minor bug fixes:

- The Enter key now always performs the same function as the OK push button in the New dialog box.

- An unnecessary error message is no longer issued when opening an existing ARC file with

the New dialog box.

- If WinZip is closed while it is iconized, it will also be iconized the next time it is started.

- A more descriptive error message is issued when WinZip is run under OS/2 2.0.

- Toolbar push buttons are slightly larger on displays with a small system font.

The following changes were made in WinZip 3.1:

* Added support for Windows 3.1 <u>Drag and Drop Interface</u>.

- Added support for Norton Desktop for Windows 2.0 <u>Drag and Drop Interface</u>.

* Enhanced <u>Extract</u> dialog box with common dialog directory and drive list.

* Added check box to automatically open the Add dialog when creating a new archive.

- Added <u>Test</u> action for ZIP and LZH files.

- Changed pull-down menu choices for Windows 3.1 compatibility:
   - Cosmetic changes (for example, capitalization)
   - Changed Sort by extension to Sort by Type
   * Added Help/Search menu entry
   - Deleted Help/Help for keys

- Replaced Options/Defaults dialog with Save Settings on Exit menu entry for compatibility with the Windows 3.1 File Manager and Program Manager.

- Added ability to specify drive for the optional log file in Option/Configuration dialog box.

- Added "Save path information" check box to Add dialog box.

- Switched to an 8 point font in dialog boxes for consistency with Windows 3.1 applets.

* Added file types ZIP, LZH, and ARC to New and Open dialog boxes.

- The default directory for Extract operations is now "sticky".   In earlier versions of WinZip the default was always the directory containing the archive.   If you prefer the old behavior, select the "Current directory" radio button in the "Extract to" group in the Configuration dialog box.

- Dates are displayed in mm/dd/yy or dd/mm/yy format depending on the system date format.

- Fixed a couple bugs.

The following changes were made in WinZip 3.0:

- Added LZH file support, including self-extracting (SFX) LZH files.

- Added configurable virus scanning (support for most command line virus scanners).

- Added optional support for Microsoft Common Dialogs if COMMDLG.DLL is installed.

- Added support for Norton Desktop for Windows.

- Made improvements to many dialog boxes.

- Simplified interface for archiving files in a subdirectory tree.

- Fixed a couple bugs.

The following changes were made in WinZip 2.00:

- Double Clicking on a file now has the same effect as double clicking in the File Manager. This behavior can be altered with a Configuration option.

- Added CheckOut facility.

- Added support for ARC Files.

- Added optional interface to Virus Scan software.

- Added support for self-extracting ZIP files (ZIP2EXE).

- Added Program Locations dialog box.

- Added option to delete an entire ZIP in the Delete dialog box.

- Added separate sorted list boxes for filenames and directories in the Open dialog box.

- Added list box containing directories in the New dialog box.

- Added a "Default current directory" configuration option (see the first item in the Hints and Tips section for a description of why this can be useful).

- Added keyboard mnemonics for controls in all dialog boxes.

- Moved push buttons to a button bar on top of the main window, and added the New, Open, and CheckOut buttons.

- Temporary files are cleaned up sooner.

The following changes were made in WinZip version 1.00a:

- Fixed bugs which caused errors accessing WinZip temporary files under certain circumstances.

- Check for maximum command line length of 127 (instead of 128).

- Double clicks on WinZip windows are ignored while PKZIP is running.

- Reworded text in File/New dialog box.

To create self-extracting archives, first create a standard ZIP or LZH file, then use the **Make .EXE File** menu entries in the Actions pull-down menu.   While both PKZIP and LHA let you create archives with an extension of .EXE, these .EXE files are not self-extracting archives, and attempting to run them can lock up your system.

Select the archive format for the archive you are creating or opening.   This dialog box is only displayed if you have selected "none" as the Default Archive Format in the Configuration dialog box.

Missing File(s)

A required file was not found.

The file listed in the dialog box was not found in your path or the specified location.   Also, WINZIP.HLP, WZ.DLL, WZ.COM, and WZ.PIF must both be in the same directory as WINZIP.EXE.   The <u>Installation</u> section describes the complete installation procedure.

Invalid Archive

This dialog box is displayed if WinZip was unable to open the specified archive, read the archive directory, or if a filename is invalid.   It is possible that the file is not an archive.   Alternately, it is possible that the archive has been corrupted.   **If you are working with a ZIP file, try running the PKZIPFIX program distributed with PKZIP to fix the archive.**   For more information, see the section titled <u>Error Handling</u>.   Other reasons for this error include insufficient memory and disk errors while reading the archive.

Add Files Selected in List Box?

This dialog box is displayed if you've updated the edit field in the expanded Add dialog box after selecting files from the list box.   WinZip isn't sure whether you want to add the selected files or add the files that match the names specified in the text field.   To add the selected files click on the OK button.

Register WinZip

Please enter your name and registration number **exactly** as they appeared on the mailing label of your WinZip order or upgrade notification.   If entered correctly, your name will appear in the About dialog box, and the registration reminder dialog box will no longer be displayed when you start WinZip.   Please save this information for possible use with future upgrades, or in case you re-install WinZip.

Note: If your name is spelled incorrectly in the upgrade notification, please write to the address in the About dialog box with the correct spelling, and you will receive a new registration number.

This dialog box is displayed when an unexpected WinZip internal error occurs.   Please contact the author with as much information about the error as possible.   For a list of contact points, choose About from WinZip's Help pull-down menu.

This dialog box is displayed when a required edit field is empty or no entries are selected in a list box.   For example, it is displayed if you don't specify which file you want to open in the Open dialog box.   Specify the required information and try again.

This dialog box is displayed if you click on the Add button in the expanded Add dialog box but haven't selected any files to add.   Select one or more files in the file list box, or click on the Cancel button.

To view a file, WinZip normally extracts the file to disk, reads it, and erases the temporary disk file.   WinZip determines which disk to extract to by checking the value of the WZTMP=, TMP=, TEMP=, and PKTMP= environment variables.   To conserve space on the DOS command line, WinZip creates temporary files in the root directory of the specified drive.   If none of these environment variables is set, WinZip extracts to the root directory of your C: drive.

The message *The disk file "filename" already exists.   Should WinZip overwrite it so that the file in the ZIP can be viewed?* is issued if a file with the requested name already exists on disk.   If you choose Yes, the existing disk file will be overwritten, and processing will continue.   If you select No, WinZip will abort the view operation for this file.

This dialog box is displayed if WinZip cannot display the entire file you are viewing because it contains binary zeros.   WinZip uses a standard multi-line edit field to display files, and these controls truncate text at the first binary zero.

This dialog box is displayed if you try to open a ZIP with a directory too large for WinZip to handle.   You will not be able to open the ZIP file with this version of WinZip.

This dialog box is displayed if an external command (for example, PKZIP or PKUNZIP)   is over 127 characters long (the longest command allowed under MS-DOS is 127 characters). The total command line length includes several components used internally by WinZip in addition to the external command.   There are a couple ways to reduce the length of the command line:

1) Move WINZIP.EXE (and the related files) to a directory near the root directory (for example, a directory like C:\WINZIP is better than C:\WINDOWS\UTILITY\SHAREWAR\WINZIP).

2) Move the archive you are working with to a directory near the root directory.

3) Move PKZIP.EXE, PKUNZIP.EXE, LHA.EXE, SCAN.EXE, etc. to a directory specified by your PATH= environment variable and remove any directory names for these programs in the Configuration dialog box.

3) If you are adding, deleting, extracting, or viewing multiple files at one time, specify them via a list box rather than an edit field.   This causes WinZip to create a PKZIP/PKUNZIP, LHA, or ARJ response file, which usually takes less room on the command line than multiple file names.

Selected Text Successfully Copied To Clipboard

This dialog is displayed to let you know the text selected in the View dialog box has been copied to the system clipboard.   You can paste the text into another application (for example, Notepad) by choosing Paste from the application's Edit pull-down menu.

This dialog box is displayed when WinZip could not create a required temporary file on the disk drive listed in the dialog box.   Possible causes are that the disk drive is invalid, or that the root directory of the disk is full.

WinZip determines which disk to use for temporary files by checking the values of the WZTMP=, TMP=, TEMP=, and PKTMP= environment variables.   To conserve space on the DOS command line, WinZip creates temporary files in the root directory of the specified drive.   If none of these environment variables is set, WinZip creates temporary files on your C: drive.

The program required to perform the function you selected is either not installed, or is installed in a directory other than the one specified in the Program Locations dialog box. For example, to extract files from an ARC file, you need to have specified an ARC extraction program, and the ARC extraction program you specified must exist..

WinZip can't find one of the programs you specified in the Program Locations dialog box.   If you specified a directory (for example, you entered C:\UTILITY\PKZIP.EXE), then WinZip can't find the program in that directory.   If you did not specify a directory (for example, you entered PKZIP.EXE) then WinZip can't find the program in any of the directories specified by your PATH= environment variable.

Note: if you update your PATH= statement, the changes will not take effect until you reboot your machine.

WinZip does not recognize the name of the specified program.   For example, you will get this error if you specify UNZIP.EXE as the name for PKUNZIP.EXE.   WinZip lets you specify the drive and directory containing the program, but prevents the use of unsupported file names to prevent unexpected errors.

Your ARC extraction program returned a non-zero error level.   Consult the documentation for your ARC extraction program for the meaning of the error, and/or use the View Last Output entry in the Options pull-down menu to check for error messages issued by the ARC extraction program.

Note: one likely cause for this error is using an old version of the ARC extraction program. See the section titled   System Requirements section of the documentation for version information.

This dialog box is displayed to give you a chance to confirm that you really want to delete the entire archive.   Select No to abort the operation or Yes to delete the archive.

This dialog box is displayed to give you a chance to have WinZip delete the temporary CheckOut directory and the Program Manager CheckOut group.   Select Yes to delete these items before closing WinZip.   Select No to close WinZip without deleting these items. Select Cancel to cancel the close operation.

Since most new archives are created in ZIP or LZH format, and there is no single widely available program to manipulate ARC files, WinZip does not provide facilities to create or update ARC files.   WinZip does support viewing, running, and extracting files in ARCs.

This dialog box is displayed when WinZip cannot run a program.   This can happen when a program specified as a <u>Windows Association</u> was deleted from your system or was moved to a different drive or directory.   The following are the error codes Microsoft has documented:

Value   Meaning

0   Out of memory
2   File not found
3   Path not found
5   Attempt to dynamically link to a task
6   Library requires separate data segments for each task
8   Insufficient memory to start application
10   Incorrect Windows version
11   Invalid .EXE file (non-Windows .EXE or error in .EXE image)
12   OS/2 application
13   DOS 4.0 application
14   Unknown .EXE type
15   Attempt in protected (Standard or 386 Enhanced) mode to load an .EXE created for an earlier version of Windows
16   Attempt to load a second instance of an .EXE containing multiple, writeable data segments
17   Attempt in large-frame EMS mode to load a second instance of an application that links to certain nonshareable DLLs already in use
18   Attempt in real mode to load an application marked for protected mode only

WinZip encountered an error trying to view a file.   Possible errors include insufficient memory and I/O errors.

An incomplete filename was entered.   If either a drive or subdirectory is specified, then both must be specified.   For example, the following two filenames are incomplete:

        C:PKZIP.EXE
        \UTILITY\PKZIP.EXE

In the first example, a drive is specified but no subdirectory is specified.   This can cause unexpected errors if you change the current directory on the C: drive.

In the second example, a subdirectory is specified but no drive is specified.   This can cause unexpected errors if you change the current drive.

Specify a filename like C:\UTILITY\PKZIP.EXE instead.   Note that if the file is in a directory specified by your PATH= environment variable you do NOT need to enter a drive and directory.

You used the Drag and Drop Interface to drop multiple files onto a WinZip window or icon, and at least one of these files had an extension of ZIP, LZH, ARJ, or ARC.   You'll have to use the Add Dialog Box to add these files to your archive.

obsolete message (HELP)OLD)

The original release of Norton Desktop for Windows 2.0 does not accept files dropped by WinZip 4.0.   This means you can't drop files onto the NDW desktop, Desktop Item Icons on the NDW desktop, or NDW group windows.   Future versions of NDW, including a possible update to NDW 2.0, will probably accept files dropped by WinZip.   This dialog box is displayed as a warning that the drop operation may fail because WinZip doesn't know whether files it drops will be accepted by your version of NDW.

The first time you see this dialog box just press the OK button.   The drop operation will continue, and the Extract dialog box will be activated.   After the selected files are extracted, WinZip will attempt to drop the files on NDW.   If NDW does not accept the files, look for an update to WinZip or NDW in the not too distant future.   If NDW accepts the files, select the checkbox labeled "This version of NDW accepts files dropped by WinZip" the next time this dialog box is displayed to suppress display of the dialog box in the future.

WinZip could not change to the specified directory, so it is closing the open archive. Possible causes for this error include removing the directory, or changing disks in the middle of a WinZip operation.

A serious system error was encountered trying to run the specified DOS command.   This problem is usually caused by a system configuration problem such as using a Windows 3.0 video driver on a Windows 3.1 system, or using buggy video drivers, including "beta test" video drivers.

If you encounter this error message, contact the author at the address in the About dialog box for a diagnostic aid that may help determine the cause of the problem.

WinZip cannot detect errors issued from NAV unless you have DOS version 4.0 or later.   If this is a problem for you, please contact the author at the address in the About dialog box. See the section titled <u>Virus Scanner Configuration</u> for details on WinZip's interface to virus scanners.

The NAVW.EXE scanner distributed with Norton Desktop for Windows 2.0 does not provide an interface for automated scanning, so WinZip can't tell it what files to scan.   See the section titled Virus Scanner Configuration for details on WinZip's interface to virus scanners.

The specified file already exists on disk.   Choose **Yes** to overwrite the file or **Yes to All** to overwrite this file and avoid this prompt for all other files during this extract operation. Choose **No** to bypass this file and continue the extract operation or **Cancel** to abort the extract operation.

WinZip detected that you modified a file after <u>Double Clicking</u> on it.   Choose **Yes** to add the modified file to the archive or **No** if you don't want to update the archive.

Choose **Yes** to delete the temporary file or **No** if you want to keep it.   Note that the file resides in a "temporary" directory specified by your WZTMP=, TMP=, TEMP=, and PKTMP= environment variables, so you should probably move the file to a "permanent" directory if you really want to keep it.

WinZip detected that the Control Panel "Exclusive in Foreground" option is selected.   This option prevents WinZip from running DOS programs like PKUNZIP in the background.   For proper WinZip operation, you must turn off this option.   Under Windows 3.1 you can do this as follows: first double click on the Control Panel icon, then double click on the "386 Enhanced" icon; next, click on the "Exclusive in Foreground" checkbox, and finally push the OK button.

WinZip cannot accept dropped files while the Drop dialog box is active.   Close the Drop dialog box before dropping more files on WinZip.

WinZip requires ARJ 2.3 or later.   The date of your ARJ.EXE is earlier than 1/19/91, the date on which ARJ 2.3 was released.   Please obtain a newer version of ARJ.   See the section titled <u>System Requirements</u> for information on obtaining the most recent version of ARJ.

This ZIP file does not contain a valid end-of-central-directory record.

If this ZIP is part of a backup set, please insert the last disk of the backup set and try again. Both PKUNZIP and WinZip need the last disk of the backup set to read the end-of-central-directory record.   You may subsequently be prompted to insert other disks from the backup set.   This is normal PKUNZIP operation and is not specific to WinZip.

If this ZIP is not part of a backup set it may be corrupted.   Use the Test option on the Actions pull-down to test the archive.

obsolete message (pkz 2.0 not handled)

This ZIP contains files compressed with PKZIP 2.0.   However, **your version of PKUNZIP appears to be older than version 2.0, so the unzip operation will probably fail**. See the section titled <u>System Requirements</u> for information on obtaining the most recent version of PKUNZIP.   See the section titled <u>Built-in ZIP Extraction</u> for a list of reasons WinZip's built-in ZIP extraction is not used.

The Central Directory for this ZIP spans disks.   This version of WinZip does not handle this situation, so you will have to run PKUNZIP from the DOS command line.   Future versions of WinZip will address this issue.

PKZIP 2.04C cannot create archives on your A: drive if your current drive is A: unless the PKTMP environment variable is set.   There are two solutions to this problem:

1) Add the command SET PKTMP=C:\ to your AUTOEXEC.BAT and reboot.
2) Use a later version of PKZIP.   This bug has been corrected in both PKZIP 2.04E and PKZIP 2.04G.

An invalid CheckOut directory was specified.   You cannot specify a root directory (e.g. C:\), and you must specify a drive letter (e.g. C:\CHECKOUT, not just CHECKOUT).