

INSTALLATION AND INSTRUCTION DOCUMENT

ZWiz (ZIP Wizard)

XT Version 1.0

Copyright 1990 Robert S. King

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Introduction

ZWiz is a set of WordPerfect 5.1 macros integrated as a full-featured shell for PKWARE's popular ZIP archive program. ZWiz allows for easy ZIPing and unZIPing of files while still in WordPerfect. Special features (of the registered version) include multiple command line options and the ability to retrieve a file from inside a ZIP into WordPerfect. The program is menu-driven and is thus easy to use, though you should read this document in its entirety before executing ZWiz. You may wish to customize some of ZWiz's routines to fit your specific needs. Alteration of these macros is permitted, though distribution of your customized version is strictly prohibited.

In any event, please keep backups of your original documents. Neither the author nor Wordsetters will be held responsible for any damages resulting from any use of this program whatsoever.

One other note on customization: WordPerfect Corporation is constantly changing its program. This version of ZWiz has been tested on the June 29, 1990 release of WP 5.1. Each new release requires slight modifications to the macros. The latest ZWiz will always be available for download from The Express Line BBS (FidoNet 1:370/20)--node 1: (404) 742-8313 for first-time callers, 2400 baud; node 2: (404) 742-7736, 9600. Or you may receive a copy through the mail by sending a self-addressed, stamped disk mailer with floppy disk to the address shown above.

System Requirements

To run ZWiz you should have the following at minimum:

MS-DOS version 2.0 or greater

640K RAM

Hard Disk Drive C with at least 1 megabyte free

WordPerfect 5.1

PKZ110.EXE (Phil Katz's archive program containing PKZIP, PKUNZIP, etc.)

FV.COM (Vernon Buerg's archive file viewer, included in the ZWiz archive--but see

Acknowledgements/Disclaimers below for important information).

Testing

Zwiz has been tested on several 80286 and 80386 machines, and it has performed, in terms of elapsed time, comparably to other popular shells, such as ArcMaster and Shez. ZWiz has not been tested on XT or slower machines, though the code of this version has been written to accommodate the XT's slower processing speed.

Automatic Installation

Execute the macro, ZWSETUP.WPM and follow the prompts. It's the easiest game in town!

Manual Installation

The distribution disk (or the archive file, if you downloaded ZWiz from a bulletin board) contains two internal ZIP files. The complete list of files is as follows:

ZWIZXT.ZIP, in which are found:

FV.COM	Vernon Buerg's File Viewer (see Acknowledgements/Disclaimers below)
FV.DOC	Documentation for FV
ZWTAG.WPM	Allows tagging of individual files within ZIP
ZWTAG2.WPM	Allows tagging of files within ZIP; shows file comments
ZWUZ.WPM	Main macro for unZIPing files
ZWZ.BAT	General batch file for ZIPing files
ZWIZ.WPM	Main ZWiz macro
ZWSAVE.WPM	File saving routines
ZWZ2.WPM	Controls new target directory selection for ZIPing files

ZWIZAT.ZIP, in which are found:

FV.COM	see above
FV.DOC	see above
ZWTAG.WPM	see above
ZWTAG2.WPM	see above
ZWUZ.WPM	see above
ZWIZ.WPM	see above
ZWSAVE.WPM	see above
ZWTASKS.WPM	File handling routines

Note: The coding of these duplicate files differs dramatically from the above.

Seperately in the main archive are:

README.1ST	Setup info and version history for ZWiz
ZWIZXT.DOC	ZWiz XT complete documentation, ASCII version
ZWIZXT.DOK	ZWiz XT complete documentation, WordPerfect 5.1 version
ZWIZAT.DOC	ZWiz AT complete documentation, ASCII version

All WPM files should be copied into the directory where you keep your macros (press **Shift-F1**, then **6** [location of files]) to determine where these files should go). FV.COM and ZWZ.BAT should be copied to a directory specified in your boot-up path statement (see AUTOEXEC.BAT file)--usually the root directory (C:\). (Also, PKZIP & PKUNZIP must be in your path statement.) ZWiz will not operate unless those files are properly placed!

Once all files are copied, I recommend that you rename or copy the main executable macro, ZWIZ.WPM, to a shorthand name, such as ALTZ.WPM. This method will allow quick execution of ZWiz. (This also assumes that PKZIP and PKUNZIP are already in the path statement.) Alternatively, you may wish to assign ZWIZ.WPM to your favorite keyboard (WPK).

The final step of installation is to create the directory, C:\ZWZIP. It is mandatory that you use drive C, unless you wish to go through each ZWiz macro and change every mention of drive C to whatever drive you need (this is not a problem in the AT version, however).

Files/Directories Used by ZWiz

The aforementioned C:\ZWZIP is used as a temporary work directory for several ZWiz operations. You should not store any files whatsoever in this directory.

ZWiz also creates two temporary files, WP{ZIP}.SET and WP{CAT}.SET, in the directories affected by the command line options selected. Do not delete or move these files while ZWiz is running.

Memory Caveats

ZWiz macros operate by shelling to DOS and calling ZWZ.BAT, PKZIP.EXE, PKUNZIP.EXE or FV.COM, as required. If you have a lot of TSRs (stay-resident programs), there may be insufficient memory to run external programs. To get an idea of how much memory you have available after WordPerfect is loaded, press **Shift-F1, C** (for DOS command), then **CHKDSK** (assuming this program is in your path statement). The amount of free memory will be shown in CHKDSK's report. If it is less than 140K, you may have difficulty running ZWiz. If such is the case, the only alternative is either to remove some/all of the TSR programs or to use one of WordPerfect's start-up option commands to limit the amount of work-space allotted to WordPerfect.

If you have expanded memory, your options are more flexible, particularly if you are using an expanded memory manager, such as QEMM, which allows TSRs and device drivers to be loaded into high memory, thus freeing up more conventional memory. Even with expanded memory, you may benefit from limiting WordPerfect's work-space. I recommend the following command line to load WordPerfect:

WP/w=120,*

This limits WordPerfect's conventional memory work-space to 120K but allows it to use all available expanded memory. See the WordPerfect manual for other start-up options.

Finally, if you are using a WPK file (keyboard macros) and its contents are large, there will be less memory available for ZWiz's use. One trick in this case is to edit the individual keyboard definitions so that they execute the needed macros rather than contain all the macro code itself. Accordingly, to reduce keyboard memory overhead, perform the following steps:

1. Press **Shift-F1** (Setup Menu)
2. Press **K** (Keyboard Layout)
3. Press **7** (Edit--assuming the cursor rests on the keyboard you wish to edit)
4. Move the cursor to whatever entry you wish to change and press **A** (Action). If the screen appearing next contains the complete macro (i.e., the entry does not already simply call another macro), this definition is a prime candidate for change.
5. Press **F7** to get back to the list of key definitions.
6. With the cursor on the desired entry, press **S** (Save). You will be prompted for a macro name. Enter whatever name you wish.
7. Press **A** (Action) again to edit the contents.
8. Hold down the **Del** key until all the macro code is deleted. (If the macro is very long, you may go back to the definition list, delete the item from the menu and simply create it anew.)
9. Press **Alt-F10**, enter the name of the macro you just saved. Finally, press **Ctrl-V ENTER**. As an example, suppose we had just saved the contents to a macro called NEWMAC.WPM. Your screen should now show the following string:

{Macro}newmac{Enter}

This short string requires less memory but the needed macro is still available from the same keystrokes.

ZIP Wizard Error Handling

Every effort has been made to make ZWiz safe to operate. If you will follow the prompts, you will have no problem. Nevertheless, a few pitfalls should be mentioned up-front:

1. Do not press any keys that aren't called for in the prompts, especially when in a file list display. Doing so could cause malfunction, lockup, or even data loss!
2. Again, keep backups of your files, especially until you are thoroughly familiar with the way ZWiz operates.
3. A maximum of three files at a time can be tagged while in the contents list of any ZIP file. This is not the author's limitation. The limit is imposed by WordPerfect, which will allow only 59 characters on the "DOS Commands" command line. (In the AT version, more sophisticated macro commands unimpose

many of these limits.)

Zip Wizard Operation

Assuming all installation is complete: To begin ZIPing or unZIPing files, execute ZWIZ.WPM (or whatever name you've given it). The macro will display the menu shown in figure 1:

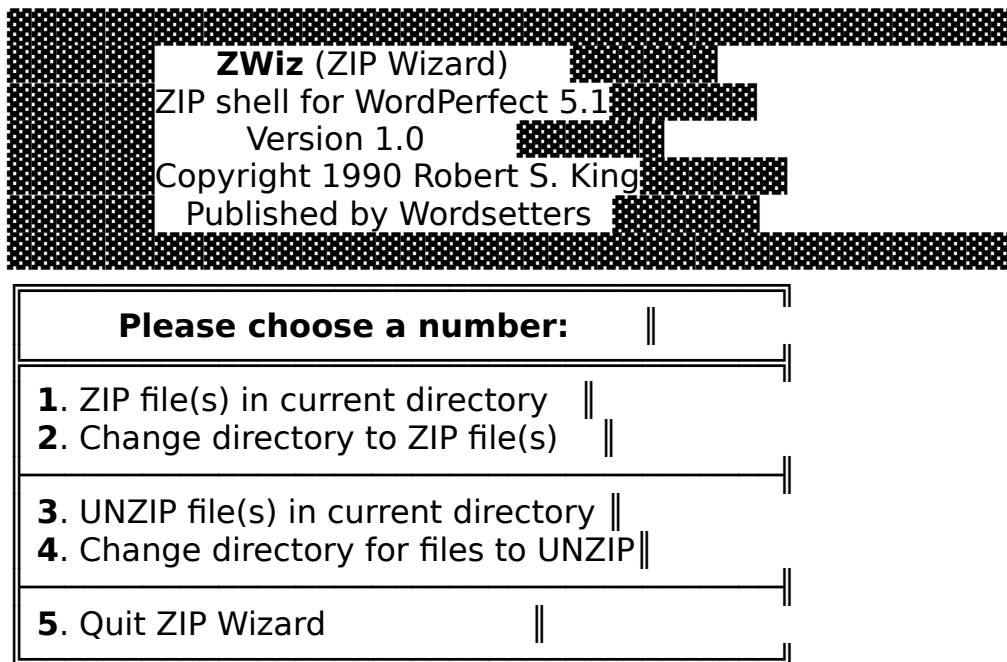


Figure 1. Initial ZWiz Menu.

Items one and two are strictly for ZIP operations (i.e., adding, moving, etc. files into an archive). Conversely, items three and four are solely for unZIP operations (i.e., extracting, viewing, etc. files in an archive).

If the files you wish to operate on are in the current directory, choose **1** or **3**, as appropriate. If you wish to change to another directory containing the needed files, choose **2** or **4** (of course, you could have changed to the needed directory before executing ZWiz).

After you select an item from the above menu, ZWiz then tests for two conditions:

A. Document 2 is empty. If not empty, ZWiz will display the following message:

**Document 2 must be empty to run ZWiz.
Please save or remove file from memory
and restart macro. Press ENTER to continue.**

When **ENTER** is pressed, the macro stops and leaves you at the editing screen of Document 2.

B. WP{ZIP}.SET does not exist. There does not exist in the current directory any temporary file from previous ZWiz operations (this would only occur in rare cases of operator error or power failure).

If the file does exist, you will be shown the following prompt:

**Error: WP{ZIP}.SET already exists on disk.
Do you wish to delete it and restart ZWiz? (y/n)**

No harm will be done if you delete the file, though it might indicate that the C:\ZWZIP directory still contains files from an aborted operation. You might wish to answer no in

order to check that directory first.

After these two conditions have been met, the initial screen of ZWiz pops up (figure 1).

ZIPing Files

Item 2.

If you choose item 2 (figure 1), you will be prompted as follows:

Type drive letter to change to, press ENTER

Simply press the appropriate drive letter. Then you will be prompted for the directory to change to:

Enter directory to change to, press ENTER

Important! When this prompt appears, do not type the leading \ character before the main directory name. The necessary backslash characters are already in the program. However, if you wish to log onto a subdirectory, you would type that character between directory and subdirectory. The following examples demonstrate the proper syntax:

For changing to a new directory on a hard disk:

Incorrect: **\wpfiles**
\wpfiles\letters

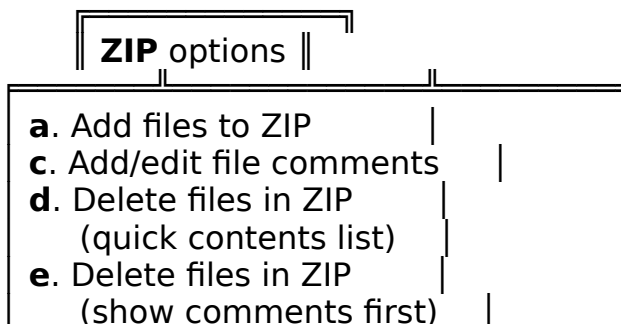
Correct: **wpfiles**
wpfiles\letters

For changing to a floppy disk, simply press **ENTER** when the prompt for directory appears.

When the directory has been selected, you are shown the ZIP Options Menu (figure 3).

Item 1.

Choosing item **1** from the initial menu immediately displays the ZIP Options Menu:



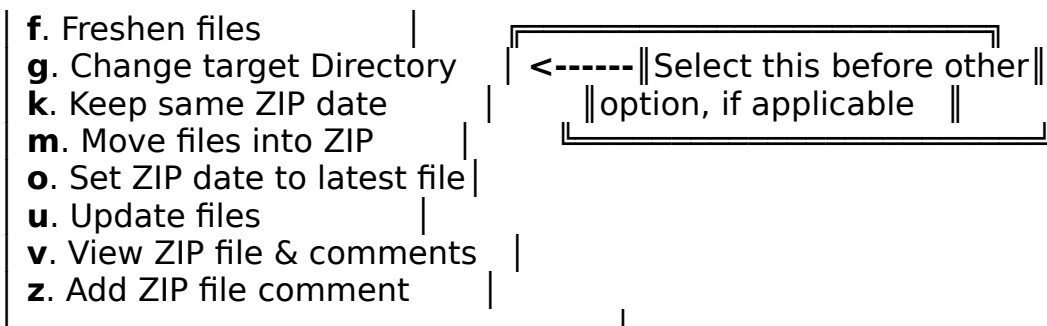


Figure 3. ZIP Options Menu (target directory = current with option to change).

If you are familiar with PKZIP options, this menu should be self-explanatory. Note, however, that the screen display above is the shareware version. The registered version splits the menu into Primary Options (the main function to perform) and the Secondary Options (optional command line parameters). The shareware version will allow only one command line option.

A brief synopsis of the ZIP Options is as follows:

a. Add files to ZIP: Will add all tagged files to the designated ZIP file. If the ZIP file already exists in the current directory, all non-ZIP files will be placed in that ZIP archive.

c. Add/edit file comments: Will prompt you to add new comments, or to change old ones, to each file within the designated ZIP archive. This is different from the **z** option, which adds a comment to the general ZIP file name, not to its individual files.

d. Delete files in ZIP (quick contents list): Retrieves the directory of the designated ZIP file and prompts you (see figure 4 below) to tag the file(s) you wish to delete from the archive. **IMPORTANT!** This selection allows only 3 ZIP files at a time to be processed, with a maximum of five files at a time to be deleted from the ZIP archive. This limitation is imposed because of WordPerfect's maximum character size for variables.

**Move Cursor line by line, pressing ENTER
to tag each file (maximum 3 at a time).
Press F1 when done**

Figure 4. File Tagging Prompt for Internal ZIP Files.

e. Delete files in ZIP (show comments first): This is the same as **d** above, except the directory of the ZIP file is displayed with comments, if any, which you have attached to the files within the archive.

f. Freshen files: This option is normally used as a Secondary Parameter, though not necessarily. It updates files that already exist in the ZIP file with same-named files with later times and dates. (To fully understand the difference between Primary and Secondary options, you should carefully read the PKZIP documentation.)

g. Change target directory: **This is a very important option!** If you wish the target ZIP file to remain in the current directory when processing is complete, **do not select this option.** However, if you want to change the target directory, you will see the following prompt:

- Please choose a number:**
- 1. Type in full pathname (e.g., D:\ARCHIVE)**
 - 2. Look at directories, then type full pathname**

Figure 5. New Target Directory Options.

Option 2 will display the root directory of the currently logged drive and prompt:

Use arrows & ENTER key to look at directories, press F7 when ready to choose target directory

Figure 6. Browse Directory Prompt.

When the new directory is chosen, the macro loops back to the option 1 prompt:

Press Drive letter

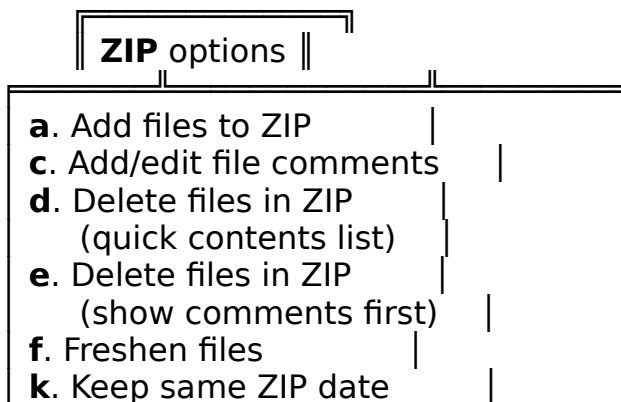
and, after you respond, displays:

Type Directory name, press ENTER (do not add \)

Again, do not type in the leading \ unless the target destination is a subdirectory (follow the same syntax as shown in the paragraph subheading, Item 2, above).

After you change the target directory, the **ZIP Options** menu reappears, this time with confirmation that you have changed target directories (figure 7). A few words of caution are in order regarding change of target directory: Common sense must be used. If, for example, you wanted to "View ZIP file and comments," you would not want the target directory changed, as this option will view, not extract files. Likewise, you would not change the target directory if you wanted to delete files from a ZIP archive.

This document assumes you are already familiar with PKZIP command parameters. If not, you would be wise to review them. Of course, you may routinely need only a few of the ZIP (or unZIP) options. Most users will stick to ZIP options **a, d, m, and v**; and to unZIP options **e, n, o, s, and v** (discussed later).



- m. Move files into ZIP
- o. Set ZIP date to latest file
- u. Update files
- v. View ZIP file & comments
- z. Add ZIP file comment

Press letter to select option, or F1 to quit

New target directory set; now choose ZIP options.

Figure 7. ZIP Options Menu--New Target Directory Set.

The following continues a brief explanation of PKZIP options:

k. Keep same ZIP date: Again, this is usually a Secondary Option. The current ZIP file date is kept no matter what the dates of the files added to it are.

m. Move files into ZIP: The tagged files are deleted from disk after being compressed and copied into the ZIP archive.

o. Set ZIP file to latest date: Usually a Secondary Option. The ZIP file date is set to the date of the newest file within it.

u. Update files: The existing ZIP file will be updated with files only if they are not currently in the ZIP file, or if they are dated later than those with the same name already in the ZIP file.

v. View ZIP file & comments: This simply displays the directory of the chosen archive file(s) and also shows any comments written for those files. It is possible to view more than one file from a single directory by typing an asterisk (*) when prompted for a filename. **Do not include the ZIP extension.**

z. Add ZIP file comment: Adds a comment to the general ZIP file, not to the files contained within.

Tagging or Naming Files to ZIP

After an option is selected, you are taken to the current directory's file list and are prompted at the bottom of the list in one of several ways, depending on the option you chose. Some options will require two steps; others only one. If, for example, you select **a** (Add files), you are shown the following prompt:

 **Press asterisk to tag files to archive, ENTER when done.** 
Press F1 to cancel. 

Figure 8. Prompt for Tagging of Files to ZIP.

After you tag the needed file(s), you are shown the target directory's ZIP file list (if any) and the prompt:

 **Type name of archive file (without extension), press ENTER.** 
Press F1 to cancel. 

Figure 9. Prompt for Typing Filename.

On the other hand, a shorter process is selecting option **v** (View file). You are shown the current directory's file list and the prompt:

 **Type name of file to view (without extension), press ENTER.** 
Press F1 to cancel. 

Figure 10. Prompt for Viewing File.

After you type the file name, the contents are quickly displayed.

Keystroke Rules While in File List

In all ZWiz prompts for ZIP filename entry, whether for ZIP or unZIP, there is never any need to type the ZIP extension. This is understood by the program.

A few other words of caution: While in a file directory display, please follow the prompt's instructions to the letter! Otherwise, you may get very undesirable results. WordPerfect's macro programming language is not yet adept at handling errors occurring while in menus or file lists. As the language evolves, we will add more error handling to the code.

Also, it might be wise, until you get the hang of ZWiz, to limit your movement in the directory list to use of the arrow keys. If, for example, you use the **n** (name search) function to look for a file in the list, the prompt (figure 2) will disappear from the screen. Do not be alarmed! The macro is still running and awaiting your input as requested in figure 2.

Shelling to DOS--PKZIP

After the options and files have been selected, ZWiz shells to DOS and calls PKZIP, passing along the option and filename parameters. When processing ends, you are shown the following message:

ZIP file processing complete

If you should cancel the macro operation, or should an error condition occur, you see:

Macro execution canceled

After either message, you are returned to the editing screen of Document 1.

Example of ZIPing a File

A more difficult session with ZWiz and PKZIP might go as follows:

First let's assume we have a file (**TRASH.CAN**) in the current directory (**C:\JUNK**) which we want to add to the ZIP file (**OZONE.ZIP**) located in another drive and directory (**D:\RECYCLE**):

ZWIZ.WPM is executed and the menu in figure 1 displays.

Press **1**

The **ZIP Options Menu** appears (figure 3).

Press **g**

The prompt shown in figure 5 appears.

Press **1**

The prompt appears:

Press Drive letter

Press **d**

Next the prompt:

Type Directory name, press ENTER (do not add \)

Type **recycle**

Press **ENTER**

The **ZIP Options Menu** will reappear (figure 7).

Press **a**

Then you will see the current directory file list, with the **tag files** prompt at the bottom of the list (figure 8).

Move the cursor to the file **TRASH.CAN**

Press *****

Press **ENTER**

Next you will see the list of ZIP files, if any, in the target directory **D:\RECYCLE**, with the prompt for filename at the bottom of the screen (figure 9).

Type **ozone**

Press **ENTER**

The file will be ZIPped and the final prompt will appear:

ZIP file processing complete

unZIPing Files

Item 4.

Choosing item **4** at the initial menu (figure 1) prompts you for the new drive and directory, exactly in the same fashion as explained in Item 2 under the heading **ZIPing Files** above. Please review that section for information on how to respond to ZWiz's prompts.

Item 3.

Choosing item **3** from the initial menu (figure 1) immediately displays the **UnZIP Options Menu**

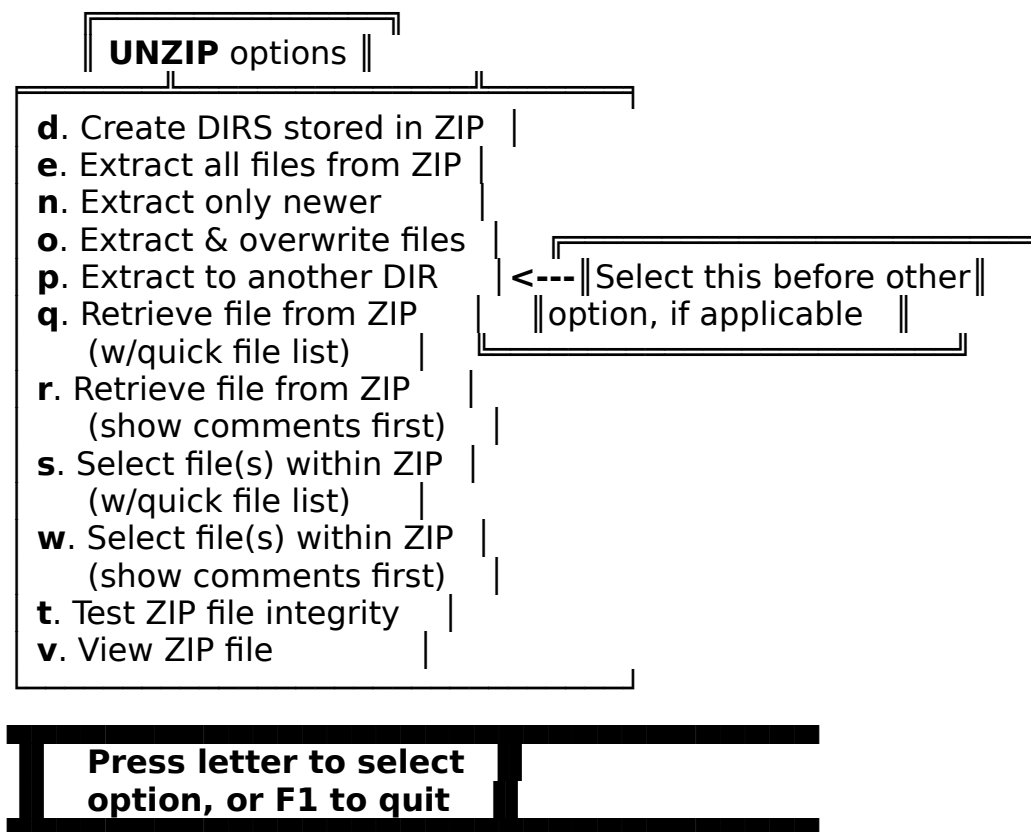


Figure 11. Initial UnZIP Options Menu (w/option to change target directory).

The unZIP options are explained as follows (see PKUNZIP documentation for greater detail):

d. Create DIRS stored in ZIP: This option is available only on the registered version. It allows recursive unZIPing; i.e., if the ZIP file stored the complete path information of the original files, the directories will be recreated upon extraction.

e. Extract all files from ZIP: Not much commentary necessary. All files are

extracted to the target directory; the original ZIP file remains. If a file already exists in the target directory, you are prompted to overwrite.

n. Extract only newer: Only files newer than the ones of the same name(s) already in the target directory will be extracted.

o. Extract and overwrite files: All files in the ZIP are extracted to the target directory without confirmation for overwriting any existing files of the same name.

p. Extract to another directory: **This is a very important option!** This should be chosen first, if applicable. See Item 1, paragraph **g** above for details on how to answer ZWiz's prompts.

q. Retrieve file from ZIP (w/quick file list): Like **r** below, this is available only in the registered version of ZWiz. Unlike **r**, this is for a quick display of the ZIP files contents. **Only one file at a time may be processed**. When the file list displays, the following prompt shows at the bottom of the screen:

**Move cursor to line containing file you
wish to retrieve (maximum 1 at a time).
Press ENTER when done**

When **ENTER** is pressed, the selected document will load and the ZWiz operation then terminates.

r. Retrieve file from ZIP (show comments first): This is the same as **q** above, except that the ZIP file's directory is display with file comments in the second column, if any. This method of retrieval is noticeably slower than **q**, but is helpful in identifying potential file deletions.

s. Select files within ZIP (w/quick file list): This displays the contents of the chosen ZIP file and prompts you to tag the file(s) you wish to extract:

**Move Cursor line by line, pressing ENTER
to tag each file (maximum 3 at a time).
Press F1 when done**

When **F1** is pressed, all tagged files are extracted to the target directory.

w. Select files within ZIP (show comments first): Same as **s**, but shows file comments, if any.

t. Test ZIP file integrity: This simply checks the designated ZIP file to ensure it is not corrupt. If you want to test all or certain ZIP files in the directory, type an asterisk (*) when prompted for a filename. However, do not use an asterisk with a ZIP extension (e.g., *.ZIP); this will not work! If, for example, you wish to view all ZIP starting with the string DOC (e.g., DOC1.ZIP, DOC2.ZIP, etc.), enter the following at the filename prompt:

DOC*

v. View ZIP file: The contents of the designated ZIP file is displayed. Unlike option **c** in ZIP options menu, this does not display file comments, if any. As in **t** above, it is possible to use an asterisk to view multiple ZIP files.

After the option is chosen, you are taken to the current file directory for purposes of designating a ZIP file to perform that option on. As in ZIP operations discussed above, a prompt will appear at the bottom of the file list, telling you what to do. Each option will display a different prompt. The details will not be discussed here, as the unZIP operations are very similar to the ZIP procedures.

The only word of caution to offer here is to remind you of the rules of user input discussed under **Keystroke Rules . . .** above.

Shelling to DOS--PKUNZIP

After options and filenames are entered, ZWiz shells to DOS and runs the unZIP routine. Upon completion, the following prompts are displayed:

UNZIP processing complete

or, in the case of cancellation or error:

Macro execution canceled

That's all there is to it!

Shareware versus Registered Version

The registered version of ZWiz contains the following added features:

1. Ability to retrieve a file from within a ZIP into WordPerfect.
2. Ability to store pathnames within ZIP and to recreate the paths upon extraction.
3. Multiple command line options.
4. Ability to scramble archive files with password protection.

Registration

Basic registration of ZWiz is \$15.00 + \$2.50 postage and handling. That amount entitles you to future upgrades of the program for only a nominal handling cost. On receipt of initial payment, you will be mailed the registered version. Thereafter, you may receive any upgrade by sending a self-addressed, stamped disk mailer with floppy disk to the address shown on the order form at the end of this document. You can determine if a new version has been released by calling the Express Line BBS--see third paragraph under **Introduction** above. The Shareware and Registered versions follow the same numbering scheme--e.g., ZWIZ10.ZIP, ZWIZ11.ZIP (version 1.0, 1.1, etc.).

I hope you find ZWiz useful, and I thank you in advance for your support.

Future Plans

ZWiz will be expanded or improved as interest dictates. If enough users want versions compatible with other archive formats, such as PAK, ARC, LZH, ZOO, etc., those revisions will be offered.

User input/suggestions are always encouraged and considered.

Acknowledgements/Disclaimers

PKZIP, PKUNZIP are products of Phil Katz's PKWARE, Inc., which in no way is affiliated with Wordsetters. Users are expected to abide by the terms and conditions of product use and registration stipulated in the PKZIP110 documentation files.

Likewise, FV.COM is a product of Vernon Bueg who has kindly granted permission to Wordsetters to include his fine program in our ZWiz distribution archive.

If you use any of these products, you are required to register them, and we strongly encourage you to support shareware.

Also available from Wordsetters:

PASSKEY is a menu-driven productivity platform that runs under WordPerfect. A few of PASSKEY's features are a time-saving, fully customizable generic style platform that helps novice word processors input type like pros; easy input of all Latin alphabet-based languages and the foundation for working with other commonly needed symbols and languages like Russian and Japanese; tools such as a simple fraction generator, width calculator, error cleanup routines (including access to DocDoc, below); quick setup of variable storage keys; and much more!

Author: Diane Kistner. Registration price per copy: \$15.00

DOCDOC (Document Doctor) is an integrated set of WordPerfect 5.1 macros designed to facilitate cleanup and formatting of documents imported from other systems and/or other "typists." It provides for menu-driven or automatic operation. Special features include stripping and conversion of codes into generally accepted typesetting formats.

Author: Robert S. King. Registration price per copy: \$15.00

WPMKEYS is a macro-making keyboard for WordPerfect 5.1. It provides a quick means of macro coding while running WordPerfect's internal macro editor. It includes coding for all WordPerfect macro commands (as of the 6/29/90 release) and is included free of charge in any Wordsetters distribution disk.

Author: Robert S. King. Registration price: none, Freeware.

We are always working on enhancements to the above products as well as on new ones. Send self-addressed, stamped envelope for current product information to

Product Updates
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P. O. Box 709
Winterville, GA 30683

Registration Form
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City: _____

State: _____ ZIP: _____

Day voice phone: _____ (optional)

Evening voice phone: _____ (optional)

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Network address, if any (e.g., FidoNet): _____

Please check product(s) you wish to order:

A. Single copies, \$15.00/ea: DocDoc _____ Passkey _____

ZWiz _____

B. Package deal: \$25.00 for any two checked above _____

\$35.00 for all three _____

How did you learn of these products? _____

Comments/suggestions: _____

Amount enclosed:

\$ _____

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