WinZip® Version 5.0 Beta RC1 Help Contents

NOTICE: THIS IS PRE-RELEASE SOFTWARE AND, AS SUCH, HAS NOT BEEN COMPLETELY TESTED.   PERSONS USING THIS SOFTWARE MAY ENCOUNTER PROBLEMS AND IT IS POSSIBLE THAT YOU MAY LOSE OR DESTROY DATA.   YOU SHOULD BACKUP YOUR SYSTEM PRIOR TO USING THIS SOFTWARE, AND SHOULD DO SO OFTEN DURING SUBSEQUENT USE.

If you encounter problems with this version of WinZip please notify the author at one of the addresses in the About dialog box.

See the section titled Confidence Test for information on how to test the built-in zipping and unzipping by compressing, expanding, and comparing all files in a directory tree.   For a list of changes see the section titled Version History.   No additional changes are planned for WinZip 5.0 but suggestions for future versions are always welcome.

WinZip 4.1a, available as WINZIP41.ZIP on many bulletin boards, is the latest production version and is recommended for those who prefer to work with fully tested software.

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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 buttons labeled "**>>**" and "**<<**" on the Help toolbar.

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Details

Overview

WinZip brings the convenience of Windows to the use of ZIP, LZH, ARJ, and ARC files.   It features an intuitive point and click 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:

  One of the 20 Must-Have Windows Utilities, Windows User, 6/93
  "Archive Manager Extraordinaire", Windows Sources, 5/93
  "WinZip 4.0 improves on an already impressive product, making archiving a
  simple task for Windows users", Windows User 5/93
  WIN100 Award Winner, Windows Magazine, 2/93
  "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
  "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
  "Greatly facilitates archive Management" Windows Magazine, 9/92
  "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 WinZip 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 install files in archives.   Click on the CheckOut button to extract all files 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.   WinZip will optionally delete the CheckOut files and Program Manager group.
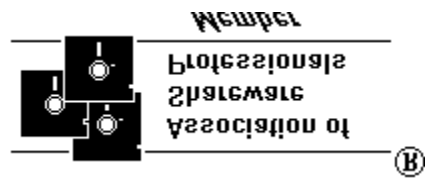
Improvements since WinZip version 4.0 include built-in zipping (so that PKZIP is not needed for most operations involving ZIP files), support for Windows based virus scanners, a header and status line to the main window, the ability to create ZIPs that span multiple disks, better support for external file viewers, a new Add dialog box, and the ability to easily make CheckOut groups permanent.   See the section titled Version History for a complete list of enhancements.
WinZip requires Windows 3.1 or Windows for Workgroups.   No other programs are required to add or extract files from ZIP files, however, virus scanning and operations involving ARC, ARJ, and LZH files as well as some advanced ZIP operations require external programs.   PKZIP and PKUNZIP are only

needed if you create ZIPs that span disks, create a self-extracting EXE file, or use password protected ZIP files.   To access LZH files you need the LHA.EXE from Haruyasu Yoshizaki.   Similarly, to access ARJ files the Shareware ARJ product from Robert Jung is required.   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 is distributed as Shareware.   This means that users are encouraged, subject to restrictions described in the License Agreement, to share copies of the <u>evaluation version</u> of WinZip with friends, associates and bulletin boards.   Please remember that if you use WinZip 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.   WinZip features the ability to create and extract files from ZIPs **without** using external programs.   Three advanced ZIP operations require the PKZIP and PKUNZIP programs from PKWARE, Inc.: password support, creation of self extracting archives, and disk spanning.

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.

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.

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 add to 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-down menu.   For example, to extract files from the archive, 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 you close the archive, WinZip will offer to 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 (<u>not enter the name of the files you want to compress</u>).   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 you want to add 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

For ordering information, see the section Ordering Information/Order Form.

License Agreement

You should carefully read the following terms and conditions before using this 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 Computing, Inc., P.O.   Box 919, Bristol, CT 06011- 0919.   Credit card ordering and quantity discounts are available, as described in the section Ordering Information/Order Form.   When payment is received you will be sent a registered copy of the latest version of WinZip.

One registered copy of WinZip may either be used by a single person who uses the software personally on one or more computers, or installed on a single workstation used nonsimultaneously by multiple people, but not both.

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® 5.0 Beta RC1 Registration Form/Invoice

BETA TEST VERSION: If you use this order form you will receive a disk with the latest production version of WinZip and a registration number that will remove the registration reminder dialog box from the beta test version of WinZip.

Ordering by check: To order by check send this order form and a check to **Nico Mak Computing, Inc., 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.TXT.   **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 -> <u>Credit Card Ordering Information</u>.

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 organization 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.

Japanese users: Contact P&A Co., Ltd., of Japan 302 Bellwins, 1367-23, Nakagami, Akishima, Tokyo, 196, Japan Phone: 0425-46-9141 / Fax: 0425-46-9142, for local registration.

3.5 disks are sent unless a 5.25 disk is requested.

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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            + _____
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Prices guaranteed through November 1993.


          Name: _____Date:_____

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       Address: _____

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       Country: _____

     Day Phone: _____Eve:_____

Electronic Mail address: _____

How did you hear about WinZip? _____
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Comments:

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 Computing, Inc. 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 Computing, Inc., P.O. Box 919, Bristol, CT 06011-0919 or by email to 70056,241 on CompuServe.

Upgrades from Earlier Versions of WinZip

Upgrades to WinZip 5.0 are not yet available.

Support and Questions

Technical support is available at no charge by sending electronic mail to 70056,241 on CompuServe, to 70056.241@compuserve.com on Internet, to Nico_Mak on BIX, or by sending US Mail to Nico Mak Computing, Inc., P.O. Box 919, Bristol, CT 06011-0919. Registered users have priority but I will try to answer all questions.

Here are solutions to two common problems:

1) 99% of all WinZip technical problems are caused by faulty video drivers.   This is an easy-to-solve problem.   Please see the section the section titled <u>Determining Whether A Problem Is Caused By A Faulty Video Driver</u> for more information.

2) Sometimes archives are corrupted because of line noise while downloading from a bulletin board.   If you suspect a corrupted archive, you can test it with the **Test** entry in the Actions pull-down menu.   If you are working with a ZIP file, you can try running the PKZIPFIX program distributed with PKZIP to fix the archive.   Otherwise, if an archive does not pass the test operation, you will have to aquire another copy of the file.

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 **full text** of the dialog box, including the text in the title bar.

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:

- Copyright/License Agreement/Warranty

- System Requirements and Installation

- WinZip Overview and Brief Tutorial

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

The section titled Drag and Drop support describes a useful WinZip interface.   The section titled Norton Desktop For Windows will probably be of interest to anyone who uses that product.   If you plan to use a Virus Scanner, be sure to read the section titled Virus Scanner Configuration.

I also suggest you read the sections titled Hints and Tips.

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

WinZip requires Windows 3.1 or Windows for Workgroups.   WinZip is known to be incompatible with a DOS TSR called "BUFFIT.COM".

While no other programs are required to add or extract files from ZIP files, some WinZip operations do require other programs.   The following is a list of these optional programs:

1) To create ZIPs that span multiple disks, create self extracting ZIP files, or to access password protected ZIPs the PKZIP(TM) and PKUNZIP(TM) from PKWARE, Inc. are required.   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) To access LZH files the LHA.EXE program from Haruyasu Yoshizaki is required.   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) To access ARJ files the ARJ program from Robert Jung is required.   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 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.

WinZip will automatically detect the following virus scanners:

NAVW and NAV, from Symantec
WNAPVIR and CPAV, distributed with Central Point Desktop For Windows
MSAV, distributed as part of MS-DOS 6.0
SCAN, from McAfee Associates (4423 Cheeney Street, Santa Clara, CA 95054)

WinZip can also be configured to work with most DOS-based virus scanning utilities.   For important details, see the section titled Virus Scanner Configuration.

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.   The NAVW and WNAPVIR programs are commercial, not shareware programs.

Running WinZip under Windows/NT and OS/2

WinZip will run under Windows/NT as long as all applications it starts are 16-bit applications.   There are some limitations in the support Windows/NT provides for standard Windows applications that run DOS programs.   Due to these limitations WinZip cannot detect some errors in optional external DOS programs.   To address these issues a Windows/NT specific version of WinZip is planned for release in the not-too-distant future.

WinZip will run under OS/2 2.x but, due to incompatibilities in OS/2's emulation of Windows, there are certain limitations: some errors in the optional external DOS programs cannot be detected, and WinZip is not notified when 32-bit applications terminate.   Workarounds are planned for the near future.

WinZip-Related Files

- README.1ST   introductory information
- LICENSE.TXT   license agreement/warranty
- WINZIP.TXT   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.TXT   order form
- FILE_ID.DIZ   brief description for bulletin boards
- VENDOR.TXT   information for Shareware Distributors and Disk Vendors
- SETUP.EXE*   optional installation program
- SETUPWZ.EXE* optional installation helper program
- SETUP.INF*   configuration file used by optional installation program

* items marked with an asterisk 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) From the Windows Program Manager, choose **Run** from the **File** menu, type **a:\setup,** and press the Enter key.

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

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 of the shareware version, follow this easy one time installation procedure:

a) If you 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.   The recommended directory name (used in the following instructions) is "C:\WINZIP".

b) 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.

c) Run WINZIP.EXE in one of these three ways:

1) Exit Windows, type **win c:\winzip\winzip** at the DOS prompt, and press Enter.

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

3) Double click on WINZIP.EXE in the Windows File Manager.

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.   For more information on associations, see the section titled <u>Windows Associations</u>.

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.

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 (NAVW.EXE and NAV.EXE) programs distributed with NDW.

Several Norton Desktop users have reported that the WinZip CheckOut feature sometimes places icons into the wrong group.   This is apparently caused by a bug in NDW 2.x.   This problem is easy to fix: select **Quick Access** from the NDW Window pull-down menu to display all groups.   Delete any duplicate groups, or groups that should not be listed (e.g. groups for products that have been uninstalled).   Then select **Save Configuration** from the NDW Configuration pull-down menu.   At this point the problem should not re-occur.   If you can reliably reproduce this problem after taking the steps described above, please send mail to the address in the WinZip About dialog box.

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.

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 <u>Drag and Drop Interface</u> to add files to an 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.

See the section titled <u>Adding Files To Archives</u> for a description of the options available in this 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

Configuration... - modify configuration options
Directories... - specify default directories
Font... - specify font for main window
Password... - set password for subsequent archive operations
Program Locations... - specify program names and paths
Sort - specify sort order for list of files in archive
Save Settings on Exit - control whether options are saved when WinZip is closed
Save Settings Now - save configuration settings immediately
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
Brief Tutorial - display brief WinZip tutorial
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** menu entries automatically close the open archive.

- The **Information** menu entry displays a dialog box with the archive format, full filename, actual archive size, number of files in the archive, average compression ration, and the date and time the archive was last updated.

- 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 closes (terminates) 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. You can optionally select the drive and directory for the new archive using the **Drives** drop-down combo box and the **Directories** list box.   Then type the name of the archive you want to create.   DO NOT TYPE THE NAME OF THE FILE(S) YOU WANT TO ADD TO THE ARCHIVE!   Check the **Add Dialog** check box in the New dialog box if you would like to automatically activate the Add dialog box after the new archive is opened.

To open an existing archive use the **Open** push button or the **Open** entry in WinZip's File pull-down menu.   This dialog box works exactly like the standard Open dialog box in other Windows applications.

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 New and Open dialog boxes, select the entry that includes EXE and COM files in **List Files of Type** drop down list 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 two 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 Drag and Drop Interface.

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.

You can use the Add dialog box to choose the files added to an archive in two ways:

a) Type the name(s) of the files you want to add in the **Add Files** edit field and press the **Add** button. Standard MS-DOS wildcards are accepted, and multiple file names can be specified.

b) Select files in the **Select Files** Extended Selection List Box and press the **Add** button.   Use the **Update List** button to update the list based on wildcards specified in the **Add Files** edit field.

The Add and Drop dialog boxes provides the following options:

- The **Action** drop down list provides four choices: Add, Freshen, Move, and Update**.**   The Add option causes WinZip to add all specified files to the archive.   The Freshen option causes WinZip to update files already in the archive that match the specified files.   The Update option is the same as Freshen, but adds any specified files that are not already in the archive.   The Move option is the same as Add, except that once the specified files have been successfully added to the archive they are deleted from disk. When using PKZIP to create archives these options 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 **Compression** drop down list determines the compression method.   This field is disabled when working with LZH files.   Faster compression options usually result in larger archives.

- The **Multiple Disk Spanning** drop down list determines whether the archive can span multiple floppy disks.   See the section titled Multiple Disk Spanning for more information.

- The **Recurse Subdirectories** check box 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.   When using external programs to create archives this option corresponds to the PKZIP -r -p options, the LHA /r1x1 option, or the ARJ -r option.

- The **Save Extra Directory Info** check box is a seldom-used option provided primarily for power-users familiar with the PKZIP and ARJ command line switches.   When working with ZIP files this option causes WinZip to store any directory path information specified in the **Add Files** edit field.   When using PKZIP to create ZIP files option corresponds to the PKZIP -P option.   When working with ARJ files this check box prevents WinZip from specifying the e option.

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.

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

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

Note: you can create a directory to hold the extracted files by simply typing in the name of the directory in the **To:** field of the Extract dialog box and pressing the **Extract** button.

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.

Built-in Zipping and Unzipping

WinZip will normally add files to a ZIP and extract files from a ZIP <u>without</u> running PKZIP and PKUNZIP. Instead, it uses built-in zipping and unzipping.   You can switch to other windows while the built-in zipping and unzipping are running.   You can interrupt the process by pressing the Esc key or clicking in the WinZip window.   Built-in zipping and unzipping generally save time because there is no need for WinZip to start external DOS programs.   However, on some machines (particularly on slower systems) you may get faster turnaround by disabling this feature.   To disable this feature turn off the **Use Internal Zipping** and **Use Internal Unzipping** checkboxes in the <u>Configuration</u> dialog box.

ZIP files created by WinZips built-in zipping are 100% PKZIP 2.0 compatible.

Built-in unzipping 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) The ZIP spans multiple disks

3) The ZIP contains password protected files.

4) The **Use Internal Unzipping and Zipping** checkbox in the Configuration dialog box is not selected.

In these cases WinZip will automatically run PKUNZIP.

Built-in zipping is not used in the following circumstances:

1) One of the disk spanning options was specified in the Add or Drop dialog box.

2) A password was specified in the Password dialog box.

3) The **Use Internal Unzipping and Zipping** checkbox in the Configuration dialog box is not selected.

In these cases WinZip will automatically run PKZIP.

Viewing Files in an Archive

Files can be viewed in several ways:

- with the **View** button in the toolbar or the **View** entry in the Action pull-down menu
- 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>

When you push the **View** button in the toolbar choose the **View** entry in the Action menu the View dialog box is displayed.   This dialog gives you a choice of viewing the selected file(s) in one of three ways:

1) Using the <u>Associated Program</u>.   This method is identical to double clicking on a file in the main window except that executable files are not run, they are opened with the program specified in the **Default Association** field in the <u>Program Locations</u> dialog box.

2) Using the Internal ASCII Text Viewer.   Multiple files can be viewed in on view operation using this viewer.

3) With any viewer available on your system.   You must specify the name of the viewer.

The Internal ASCII Text Viewer is used view the results of the last DOS command issued by WinZip.

Notes on the Internal ASCII Text Viewer:

- Click on the **Clipboard Copy** push button to copy selected text to the system clipboard.   If no text is selected all the text is copied to the clipboard.

- Unlike most dialog boxes, this dialog box can be resized and maximized.

- Due to limitations in the standard Windows multi-line edit control, the Built-In ASCII Text View facility only displays the first 32K of a file.   However, you can view larger files using the methods described above.

Virus Scan

Use the **Virus Scan** entry in the Actions pull-down menu to determine whether files in the archive contain viruses.   To use this feature a virus scanner must be configured, as described in the section titled Virus Scanner Configuration.   Note that the CheckOut feature also provides optional virus scanning.

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

Creating a Self-Extracting Archive

Use the **Make .EXE File** entry in the Actions menu to convert the open 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 The File Menu.

Testing an Archive

Use the **Test** entry in the Actions pull-down menu to test the integrity of the open archive.   A dialog box is displayed with the results of the test operation.   This command runs LHA t for LZH files, and ARJ t for ARJ files.

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 in the Program Manager group 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).   WinZip will optionally delete the Program Manager group and related files when you close the archive or close WinZip..

CheckOut Dialog Box

Use the **CheckOut** button or the **CheckOut** entry in the Actions pull-down menu to activate the CheckOut dialog box.   This dialog box lets you configure these aspects of the operation:

1) Use the **Directory** edit field to specify the temporary CheckOut directory name.   This directory will be created if it does not already exist.   The suggested directory depends on the setting of the **CheckOut Base Directory** in the Directories dialog box.   Caution: any existing files in this directory will be replaced by files in the archive.

2) Use the **Group Name** edit field to specify the name used for the Program Manager group.

3) Use the **Icon Maximum for CheckOut Group** edit field to 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.

4) 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.

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 the specified directory.

2) Extracts files in the current archive to the specified directory.

3) If the **Run Virus Scanner** check box is selected your virus scanner is run against all files in the specified 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 specified Program Manager 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 group containing one icon for each file in the archive.

Using the Program Manager group created by CheckOut:

The Program Manager group created by CheckOut 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.

Options

Use the **Configuration** entry in the Options pull-down menu to activate the <u>Configuration Dialog Box</u>. This dialog box lets you specify miscellaneous WinZip configuration information, including the default archive format and options controlling the appearance of WinZip windows.

Use the **Directories** entry in the Options pull-down menu to activate the <u>Directories Dialog Box</u>.   This dialog box lets you specify the initial WinZip working directory, the default Extract directory, and an optional temporary directory for use while creating archives.

Use the **Font** entry in the Options pull-down menu to activate the Font dialog box.   This standard dialog box lets you specify which font is used for the list of files in an archive.

Use the **Password** entry in the Options pull-down menu to activate the <u>Password Dialog Box</u>.   This dialog box lets you set a password for the open archive.

Use the **Program Locations** entry in the Options pull-down menu to activate the <u>Program Locations Dialog Box</u>.   This dialog box ets you specify the location of external programs, including PKZIP and your default file viewer.

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, path, type, size, compression ratio, compressed size, date, or whether the original archive order should be used.   **Note:** You can also change the sort order by clicking on the appropriate portion of the main listbox header.   For example, click on the word Date in the header to sort by date.

The **Save Settings on Exit** entry in the Options pull-down menu determines whether options are automatically saved when WinZip is closed.   The **Save Settings Now** entry in the options pull-down menu saves the options immediately.   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.

Use the **View Last Output...** entry in the Options pull-down menu to display the results of the last command issued by WinZip.

Configuration Dialog Box

The Configuration dialog box lets you specify

- Whether the normal prompt dialog boxes are displayed in the following circumstances:

    - When a file is dropped on WinZip.   If no prompt is displayed, the file is automatically added to the open archive using the options last specified in the Drop dialog box.   Note that when an archive is dropped on WinZip the archive is opened regardless of this setting.

    - When a file is dragged from WinZip to another application.   If no prompt is displayed, the file is automatically extracted using the options last specified in the Extract dialog box.

    - When the **View** button is pushed.   The selected file(s) are automatically viewed.   Note that when **View** is selected from the Action pull-down menu this setting is ignored.

    - When the **Extract** button is pushed.   The selected file(s) are automatically extracted using the options last specified in the Extract dialog box.   Note that when **Extract** is selected from the Action pull-down menu this setting is ignored.

- 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 the None entry, WinZip will prompt you for the archive format in these situations.

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

- Whether WinZip should try to use Built-in Zipping and Unzipping when possible, instead of running PKUNZIP.

- Whether WinZip should beep after archive operations that take more than one second to complete.

- 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 have the always on top attribute, so that it is not overlaid by normal windows.

- Whether WinZip should display 3D dialog borders instead of the normal dialog borders.

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

- Whether compressed file sizes and the compression ratio should be displayed in the main WinZip listbox.

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, temporary ZIP files are created in this directory.   If this option is not specified temporary ZIP files are created in the directory containing the open ZIP file.   This option is particularly 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 is most likely to occur when working with removable media (e.g. floppy disks).   You can tell WinZip to use this feature only when working with removable media by checking the **Use for Removable Media Only** checkbox.

When using PKZIP to create an archive WinZip specifies this directory name via the -b switch.   When

using ARJ to create an archive WinZip specifies this directory name via the -w switch.

CheckOut Base Directory

If specified, WinZip uses this directory as the prefix for the default directory in the CheckOut dialog box. If this field is left blank WinZip will instead use the directory containing the open archive.

Password Protection

Files in ZIP and ARJ archives can be password protected by specifying a password in the Password dialog box.   To access this dialog box use the **Password** entry on the Option pull-down menu.

If a password is specified then the password will be used to encrypt and decrypt files subsequently added to the archive or extracted from the archive.   This feature can be useful to protect data when storing archives with sensitive information in unsecured places.

If a password is active the Add dialog box title will indicate that files will be password protected.   The main WinZip window lists password protected files with a plus sign following the filename.

Notes:

Passwords are cleared (reset so that no password is used) when an archive is closed or another archive is opened.

If a ZIP file contains password protected files, PKUNZIP is always used to extract files.

Be sure to remember any passwords you use!   If you forget a password then files protected by the password cannot be recovered!

Program Locations

The Program Locations dialog box lets you to specify the paths and filenames for the optional external programs used by WinZip.   Note that these programs are not required for most operations involving ZIP Files.

External programs are not distributed with WinZip.   For more information on these programs, including availability and minimum version numbers, see the section titled System Requirements.

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 Virus Scanner Configuration for information about that portion of the Configuration dialog box.

Default Association

The program specified as the **Default Association** is used when viewing a file that does not have an association.   For additional information on associations, see the section titled Windows Associations

The defaults for this field are:

- NVIEWER.EXE, the Norton Desktop for Windows File Viewer, if is found in a directory specified by your PATH= environment variable.

- WNFV.EXE, the PC Tools for Windows File Viewer, if it is found in a directory specified by your PATH= environment variable.

- NOTEPAD.EXE, the Windows Notepad program, if NVIEWER and WNFV are not found.

Any other file viewer or editor can be used.

Virus Scanner Configuration

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

WinZip will automatically search for and detect the virus scanners listed below.   If one of these programs is in a directory specified by your PATH= environment variable when WinZip is first installed, WinZip will automatically fill in the <u>Program Locations</u> dialog box with the appropriate options from the table below. There is no need to modify these parameters.

<u>Scanner</u>	<u>Parameters</u>
NAVW.EXE	/auto *.* /S
WNAPVIR.EXE	/QM *.*
SCAN.EXE	/A /nomem *.* /SUB
NAV.EXE	*.* /m- /s
CPAV.EXE	*.* /P
MSAV.EXE	*.* /P

If you have installed one of these virus scanners in a directory that is not specified by your PATH= environment variable you can configure the virus scanner by setting the following fields in the Program Locations dialog box:

1) The **Scan Program** edit field should contain the full name of the scanner, including subdirectory information.

2) The **Parameters** edit field should contain the appropriate parameters from the list above.

3) Unless running the NAVW or WNAPVIR scanners the **Run in iconized DOS session if possible** check box should be checked.

Note: the WNAPVIR scanner does not issue any messages unless a virus is detected.   In this case WinZip will issue a message indicating that the virus scan was completed.

Do not use WinZip's virus scanning support with a different virus scanner unless you have read and understood the information in one of the following sections:

<u>Configuring Windows Virus Scanners</u>
<u>Configuring DOS Virus Scanners</u>

Configuring Windows Virus Scanners

To configure WinZip for an unsupported Windows based virus scanner, fill in the following fields in the Program Locations dialog box:

1) The **Scan Program** field should contain the name of the program (the full path name is required if the program is not in a directory specified in your PATH= environment variable).

2) The **Parameters** field should contain the appropriate parameters to run the virus scanner.   The rules for Windows 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.

> c) Be sure to specify any parameters necessary to cause the scanner to check subdirectories of the drive and directory of the files that are to be scanned.

3) The **Run as iconized DOS session if possible** check box is ignored when using a Windows based virus scanner, so you do not need to change this check box.

Be sure to check your virus scanner documentation for important parameters.   For example, the NAVW scanner from Symantec does not automatically scan subdirectories, so you must specify the /S parameter.

Configuring DOS Virus Scanners

To configure WinZip for an unsupported DOS based virus scanner, fill in the following fields in the Program Locations dialog box:

1) The **Scan Program** field should contain the name of the program (the full path name is required if the program is not in a directory specified in your PATH= environment variable).

2) The **Parameters** field should contain the appropriate parameters to run the virus scanner.   The rules for DOS 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.

>   c) Be sure to specify any parameters necessary to cause the scanner to check subdirectories of the drive and directory of the files that are to be scanned.

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 a DOS based virus scanner as an icon if you are running Windows in Enhanced Mode.   This parameter is ignored when using a Windows-based virus scanner.   (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 optional 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.

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

Double Clicking

Double clicking on a filename listed in the main WinZip window will perform the same action as 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.

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 <u>Double Click</u> on a filename listed in the main WinZip window and when you use the <u>CheckOut Feature</u>.

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 view or add associations using the **Associate** entry in the File Manager's File pull-down menu as follows: start the File Manager and select a filename with the extension you are interested in.   Then choose the **Associate** entry in the File Manager's File pull-down menu.   The File Manager will display the Associate dialog box showing the currently associated program.   To change the association type the program name in the edit field and choose **OK**.

Note: For more information on associations press the F1 key or **Help** button while the File Managers Associate dialog box is displayed.

Multiple Disk Spanning

Multiple Disk Spanning allows archives to span multiple floppy disks.   This feature is useful when the data being archived does not fit on one floppy disk.   It is available via the Add and the Drop dialog boxes. This feature is disabled in the following situations:

1) You are working with a ZIP file, but PKZIP is not installed
2) You are working with an LZH file
3) You are working with an archive that is not on removable media

Note the following restrictions:

ZIP files:

PKZIP 2.0 or later is required.   Any files in the open archive will be replaced (a confirmation dialog is displayed before data is replaced).   If any of the destructive spanning options (e.g. format or wipe disk) are specified, all data currently on the disk will be lost.   For details on the options, see the Backup Guide in your PKZIP documentation.

ARJ files:

WinZip automatically provides non-destructive disk spanning for ARJ files on removable media by using the -vva option for add, move, freshen, and update operations.

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

- Support for all ZIP, LZH, and ARJ options, including comments, volume labels, and authenticity verification (AV number support)

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

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

- User configurable toolbar

- A command line interface for use from other Windows programs

Additional suggestions from all users are welcome!

Hints and Tips

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

1) Use the File Manager instead of the Open dialog box to select archives you want to open.   Unlike the Open dialog box, the File Manager lets you sort archives by date and size.   To open an archive from the File Manager either double click on the archive or use the Drag and Drop Interface to drop an archive from the File Manager onto WinZip.

2) Use the Drag and Drop Interface to add files to archives.   The main advantage to using the Drag and Drop interface over the Add Dialog Box is that you can sort files by date and size in the File Manager, making it easier to find the files you want to add.

3) If you usually download files to the same directory, specify that directory as the **Start-up Directory** in the Directories 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.

4) You can use the right mouse button to select files in the main WinZip listbox without canceling previous selections.   This is often easier than using the standard shift-click method.   For more information on selecting multiple discontiguous files in the main WinZip list box, see the section titled Using Extended Selection List Boxes.

5) 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.

6) To start WinZip automatically when you start Windows, copy the WinZip icon to your Startup Group. Optionally select the Run Minimized checkbox to start WinZip as an icon.   See your Windows manual for information on copying icons and creating Groups.

7) 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) Double click on your preferred icon.

> e) Choose OK.

8) 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.

9) 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.

10) If you have a large RAM disk, use it as a temp directory to significantly speed up many archive operations.

11) 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.

12) A short-cut for saving your settings it to hold down the shift key while double clicking on the system menu at the top left of the WinZip title bar.   This also works in the Windows File Manager and Program Manager but is not documented.

13) Click on the Status bar to display the Archive Information dialog box.

14) Click on the header in the main window to sort the list of files.   For example, click on the word name in the header to sort the list by name.

15) You can create a directory to hold files in an archive by simply typing the name of the directory in the **To:** field of the Extract dialog box and pressing the **Extract** button.

Misc Notes and Background Information

- The original release of 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.

- 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 uses temporary disk files to communicate with WZ.COM.   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.

- 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.

Acknowledgments

Many people have helped make WinZip what it is, by making suggestions, helping test, reporting bugs, etc., but in particular I'd like to thank the following individuals:

Roy Tate, Gregg Hommel, Ora Lee Dinkins, David Hofmann, Barry Steinholtz, Kevin Kearney, Steve Gross and Edward Stumpf for extensive help testing WinZip
Robert Allen and Michael Weber for their help with the documentation
Brian Hill for his help with the toolbar icons
Paul Seltzer for his suggestions on dialog box improvements
Kent Downs for the new WinZip icon

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

This version of WinZip uses the WinSetup installation program, Copyright 1993, Money Smith   Systems Inc.

The portion of WinZip that creates ZIP files is based on the work of the Info-Zip group and used with their permission.   If you are interested, you can obtain the Info-Zip code from many sources, including: CompuServe, ibmpro forum; BIX: ibm.pc listings; Internet, ftp.uu.net:/pub/zip.   Typical filenames are ZIP19P.ZIP, where 19P represents the latest version.   If you cannot obtain this file from other sources you can send a self-addressed-stamped envelope with a disk to the address in the WinZip About dialog box.

Version History

The following changes were made in the BETA TEST WinZip 5.0 Beta RC1

- Added built in zipping.

- Added support for Windows-based virus scanners.   Two scanners are automatically detected by WinZip:
	NAVW, distributed with Norton Desktop for Windows 2.2
	WNAPVIR, distributed with Central Point Desktop for Windows
The MWAV.EXE scanner distributed with MS-DOS 6.0 is not supported because it does not provide command line switches for automation.

PLEASE LET ME KNOW IF YOU TRY A DIFFERENT WINDOWS BASED VIRUS SCANNER!

- Added new icon.

- Added File/Information dialog box (shortcut: click on status line while WinZip is active).

- Built-in unzipping is used when running DOS virus scanners.

- Added built-in Actions/Test operation for ZIP files.

- Multiple WinZip windows (tasks) can now use the built-in unzipping (and zipping) at the same time (earlier versions used PKUNZIP for the second task).

- Internal unzipping is now used when fileids are specified in the Extract dialog box (earlier versions used PKUNZIP in this situation).

- The **Optional Working Directory** in the Directories dialog box can now be used for removable media only.   By default the **Optional Working Directory** is set to your temp directory and is used for removable media only.

- The CheckOut features now uses subdirectory information in archives.

- The focus in the "View Last Output" dialog box is now initially on the OK button instead of the multi-line edit field.

- Clicking on an inactive WinZip window no longer activates Abort dialog during zip or unzip operation - you must activate the window THEN click on it to get the Abort dialog box.

- The extract operation will now issue an error message if you try to overlay a file that is "in use" by Windows, even if SHARE is not loaded.   For example, you can't accidentally replace the copy of WINZIP.EXE that you are running, as this could cause a crash.

- Zero length ZIP files are now opened correctly.

- Built-in unzipping now creates zero length files when appropriate.

- Build-in unzipping now handles hidden subdirectories.

- The text of default button in the Add and Drop dialog boxes reflects the selected action (Add, Freshen, Update, or Move).

- If no **CheckOut Base Directory** is specified and the archive is on a floppy WinZip suggests the Temp

directory as the CheckOut base directory.

- Optional beep now only sounds if archive operation took over one second.

- Better sorting (e.g. sort by type also sorts by name).

- Added "Always On Top" to the system menu.

The following changes were make in WinZip 4.1a

- Fixed a couple bugs, including a problem creating ZIPs that span disks when the PKTMP= environment variable was not set, and extraction of some files created by very old versions of PKZIP.

- Made the directory field in the Extract dialog box a drop-down combo box so that the last 10 extract directories can more easily be accessed.

The following changes were make in WinZip 4.1

- The <u>View Dialog Box</u> can now be used to run the program <u>associated</u> with the selected file, the internal viewer, or any external viewer.

- Added an all-new and easier-to-use <u>Add Dialog Box</u>.

- The <u>CheckOut Dialog Box</u> now lets you create permanent Groups.

- Added <u>Password</u> support.

- Added a status line and header.   The status line includes green and red lights to show when WinZip is ready/busy and a meter to show progress of internal unzipping.

- Added support for creation of ZIPs that span multiple floppies.

- Support for all PKZIP 2.0 compression methods.

- Added more sort fields (you can click on titles in the header to sort).

- Rearranged Options menu.

- The compressed file size and compression ratio are optionally displayed.

- Added optional **Always On Top** checkbox in Configuration dialog box.

- Multiple WinZip windows no longer overlay each other.

- Some prompts can be suppressed from the Configuration dialog box.   Alternately, these prompts can also be suppressed by pressing the shift key.   For example, hold down the shift key will dropping a file to avoid the Drop dialog box.

- Removed Windows 3.0 support.

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.

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 Installation 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.**   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.

When working with *format* files the *action* operation requires the *program* external program .   This program is not installed or improperly installed.

This message is issued when the external program *program* required for the *action* operation is either not installed, or is installed in a directory other than the one specified in the <u>Program Locations</u> dialog box.   If the specified program is installed, select Program Locations from the WinZip Options pull-down menu and specify the correct path information.   If you do not have a copy of the specified program, see the section titled <u>Requirements</u> for information on obtaining the program.

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.   Two examples of why this error can occur are:

1) 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.

2) To extract files from password protected ZIPs, or to extract files from a ZIP that spans multiple floppy disks, you need to have installed PKUNZIP, since WinZips built-in unzipping does not handle these advanced ZIP features.

WinZip can't find one of the programs specified in the active 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 the PATH statement in your AUTOEXEC.BAT, 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   <u>System Requirements</u> 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 Windows Association 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 <u>Drag and Drop Interface</u> 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 <u>Add Dialog Box</u> 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 and are not using a Microsoft supplied video driver, try installing the VGA driver distributed with Windows to determine if the problem is caused by a video driver.   See the section titled <u>Installing the VGA Driver</u> for instructions.

If WinZip will not run DOS commands (like PKZIP) on your system, the most likely cause is a faulty video driver.   To determine whether a video driver is causing this problem, install the default Microsoft-supplied VGA driver by following these steps:

   1) Read all the steps, and do not perform this procedure unless you are comfortable with all of them!
   2) Double click on SETUP in the Program Manager "Main" group.
   3) Select Options/Change System settings
   4) Note the name in the "Display" drop down list box.   You will need to remember this name to re-install your existing driver.
   5) Select VGA from the "Display" drop down list box
   6) Choose OK to install the driver (you will probably need your Windows distribution disks for this)

After testing WinZip with the VGA driver, you can re-install your video driver by following the steps above, with one change: specify the name of your video driver in step 5 instead of using "VGA".

If the VGA driver solves the problem, try to obtain the most recent driver from your video card vendor. Many video card vendors make their latest drivers available in the GRAPHVEN forum on CompuServe. Alternately, try the Microsoft Driver Library (GO MDL at the CompuServe **!** prompt or call Microsoft Product Support at 800-426-9400 (voice) or the Microsoft Download Service BBS at 206-936-6735).

If the above test does not help isolate the problem, or if you are not comfortable installing the VGA driver, 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.   Either use a different virus scanner or leave the virus scanner edit field blank.

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 viewing it.   Choose **Yes** to add the modified file to the archive or **No** if you don't want to update the archive.

The original file included subdirectory information, but no subdirectory information was included when the file was added to the archive.   Thus, both the original and the new file are included in 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 System Requirements 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.

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).

Create File Manager Assocations for ZIP, LZH, ARJ, and ARC files?

Answer Yes to this prompt if you want WinZip to create File Manager Associations so that you can start WinZip by double clicking on these files.   If you answer No the installation will continue but you will need to open archives using the Open dialog box or the Drag and Drop interface.

PKZIP disk spanning will replace all files in archive.   Continue?

If you choose to continue all files in the archive will be replaced.   PKZIPs disk spanning feature **always** replaces all files in the archive.   PKZIP does not provide an option to avoid this behavior.

WinZip could not create the specified directory.   Possible causes are:

- A file exists with the same names as the directory
- Disk is read-only
- Subdirectories preceding the final subdirectory do not exist.   For example, to create the directory C:\UTILITY\FILES the directory C:\UTILITY must exist.

Due to a limitation in the Windows Program Manager, it is impossible to remove a Program Manager group while closing Windows.   Thus, if you want to remove Program Manager groups created by WinZip, you need to close WinZip before closing Windows.

PKZIP does not allow the use of the Freshen and Update options while working with archives that span multiple disks.   You have two choices:

1) Change the Multiple Disk Spanning option to No Spanning
2) Use the Add or Move actions instead of Freshen and Update.

An error occurred opening, writing to, closing, or deleting the specified file.   Possible causes include a full disk, a read-only or locked disk, or a read-only or locked file.   The operation in progress will be aborted. Another dialog box with more specific information may be displayed.

The open archive no longer exists on disk.   It was probably deleted by another task.

This error occurred during internal ZIP processing.   Correct the error and retry the operation.   If you have PKZIP/PKUNZIP installed on your system you can turn off the Use Internal ZIP and UNZIP checkbox in the Configuration dialog box to force WinZip to use PKZIP/PKUNZIP instead of the internal ZIP processing.

The wrong version of WZ.DLL was found on disk.   Reload all WinZip related files from the distribution disk and running WinZip again.

Another instance of WinZip is busy zipping or unzipping.   Please wait until this task is complete and retry the operation.   While it is possible to run multiple instances of WinZip at one time, only one copy can use the internal zip/unzip functions at a time.   If you have PKZIP and/or PKUNZIP installed in the Program Locations dialog box, WinZip will run the appropriate program to zip or unzip the files if another instance of WinZip is using the internal zip/unzip functions.

There is insufficient free memory (RAM) on your system.   Close one or more other applications and retry the operation.

One or more warning messages were issued by the internal zip procedures.   Press the Yes button to view all messages issued while processing the last action, including informational and warning messages.

To use the NAVW virus scanner you need the version distributed with Norton Desktop 2.2 or later.   This message is issued if your NAVW.EXE has a date/time stamp prior to January 3, 1993.   Either use a different virus scanner or leave this field blank until a new version of NAVW is installed.

The open archive does not contain any files that match the filespec you entered in the Extract dialog box.

Confidence Test

Description:

This beta test version of WinZip includes a "Confidence Test" facility that will test WinZips built-in zipping and unzipping by compressing, expanding, and comparing all files in a directory tree.   The Confidence Test does <u>not</u> re-write or modify existing files on your hard disk.   It performs the following steps:

1) Create a temporary directory (e.g. c:\temp\wz1234)
2) Test each file in the specified directory tree as follows:
       a) add the file to a temporary ZIP in the temp directory
       b) extract the file from the ZIP to the temp directory
       c) compare the extracted file to the original
       d) delete the files in the temp directory
3) Delete the temp directory

Status information is written to the file C:\WINZIP.LOG.

The current plan is not to include the Confidence Test facility in the final WinZip 5.0.

How to Use:

From the Program Manager select Run from the File menu.   Then enter the following:

       C:\WINZIP\WINZIP /TEST D:\

Substitute the appropriate directory for C:\WINZIP, and specify the desired drive and directory instead of D:\ (unless you want to test all files on your D: drive).   Then press the OK button.   A temporary directory will be created (and removed) for use by the test procedure.

Important: if you find a file that does not pass the "Confidence Test" please ZIP it (with PKZIP) and send it to the address in the About dialog box.   If it is too large to send by email let me know and I'll be glad to send you a disk and a self addressed stamped envelope.