Trash It

Trash It is a trash can for Window's file manager or any other file manager that supports drag and drop. Windows 3.1 is needed since earlier versions of Windows did not support drag and drop. Trash It will delete the files you drop on it. It can also keep the dropped files so that they can be deleted or undeleted later.

Trash It stores the kept files in a directory called TRASHIT.DEL in the root of every drive that it is keeping files for.

You <u>trash files</u> by dragging them on the Trash It icon.

Trash It menu

To access the Trash It menu simply click once on the icon of the running trash can. The menu has been added to the system menu. The about menu command simply pops-up the standard about box with copyright notice. The help menu command gets you here. The other choices are:

<u>Options</u>   Allows you to setup Trash It to your liking.
<u>Kept files</u>   Gives access to files dropped on Trash It (trashed files).

The <u>Kept files</u> dialog box may also be accessed by double clicking on the Trash It icon.

Options

The options dialog box enables you to setup Trash It. There are options for:

Trash can type   Choose the look of your trash can.
Sound   Choose the quality of sound or disable sound.
Files   File display and keep files options.

Kept files

This dialog box gives access to previously dropped files. Files are kept by trash it only if the <u>keep files</u> option is checked in the <u>options</u> dialog box and the files are located on a fixed disk. You can pick one or more files and/or directories from the list box to be deleted or returned to their previous location (undeleted) using the buttons on the right side. If no files or directories are selected and you press either the delete or undelete button you will be given the opportunity to act on all of them. You browse through your kept files the same way as in an open file dialog. Your files are organised in the same tree structure as before the were trashed.

If the files are from a removable or network drive, Trash It can't keep them and you will be given the opportunity to delete them.

Trash can type

Using radio buttons you can choose from three different looking icons for Trash It.

Sound

Sound options enables you to turn of the sound or choose between 8 bits or 16 bits sound if you have a sound card that supports It.

Files

Show trashing

The Show trashing option is enabled by default and a window will pop up after you have dropped files on Trash It displaying the names of the files being trashed. You also can cancel the on going operation using the provided button.

Keep forever

If this option is checked, the default, Trash It will not delete the files from a non-removable drive when they are dropped on it. Instead they are moved elsewhere on the same drive. Using the <u>kept files</u> menu item you can then access these files. The files are kept forever, you must explicitly delete them using the Kept files dialog to regain disk space.

Keep for session

If this option is checked, Trash It will not delete the files from a non-removable drive when they are dropped on it. Instead they are moved elsewhere on the same drive. Using the <u>kept files</u> menu item you can then access these files. The files are kept until you exit Trash It when they will be deleted for you.

Do not keep

If this option is checked, Trash It will not keep files, they are deleted as they are trashed.

Trashing files (Dragging)

Files and directories can be dragged from a directory window (right side) of the File Manager. Directories cannot be dragged from a tree window (left side). If you drop a directory on Trash It, all the files and subdirectories beneath it will be trashed. System and hidden files can be trashed and, if restored, they will be restored with their proper attributes. If you trash the same file twice, for example if you trash a backup file from your word processor and then work on the same file again creating another backup file that you trash again, the old version will be deleted from the disk and only the latest version of that file will be kept. By "the same file" we mean that the full pathname is identical. Two files with the same name but in different directories are not the same.