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The NeoSoft Viewer allows you to look at the contents of the files on your system. It displays files in Standard text, graphics and hex modes. The viewer can also display the contents of compressed ZIP and Lzh format files, allowing you to extract and view individual or multiple files. You may also play WAV format audio and AVI format video files. Select any of the topics listed below for more information on how to use the viewer.

NeoSoft Viewer Functions:

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¤   Registration of evaluation copies of the product

Glossary

Following are common computer-related terms with which you may be unfamiliar and which are not defined elsewhere in this file.

ASCII

This is a text-only format which is able to be read by most text editors and other software applications. ASCII format text does not contain controls for setting fonts, indents or other page layout features. Some specialized characters cannot be directly saved or displayed as ASCII format text.

.AVI

This is a file format for animation or video clips.

BMP

This type of file is used to store bitmap (paint type) pictures.

Bytes

Computers store and process information as a series of on (one or white) and off (zero or black) instructions. A series of eight on or off instructions is known as a byte (or an ASCII character). The number of bytes used in a file determines how much memory and disk storage space is required by that file.

Clipboard

When you use the CUT or COPY commands (in the Edit Menu), the currently selected file or text is written to a temporary storage location, known as the Clipboard. From the Clipboard, the file or text may be PASTED to a different location or imported to another application. See your Windows documentation for more information regarding the Windows Clipboard.

Directory/Subdirectory

The files on your disks are usually organized into groups known as directories. Each directory usually contains files related to each other. Directories may also contain other directories which are called sub-directories. The directory which contains a sub-directory is known as a root directory.

Drop-down Menu

When you click on items in the row of categories displayed just below the NeoSoft Viewer title bar, a list of commands and functions will be displayed. You may click on a command or function on these lists (menus) to enable it. You may also use the ALT key in combination with the underlined letter in the category title to drop down the list of selections.

.EXE, .COM, .BAT or .PIF files

These letters following a file's name indicate that the file is used to start a software program.

HEX

This is a more convenient way to represent the   ones and zeros which make up each byte of information in a file. Since each byte is made up of a series of eight ones and zeros, it saves space and is easier to write bytes using the Hexadecimal (base 16) format. Hex represents each string of eight characters with a digit ranging from 0-9, plus the letters A-F (e.g., Hex "F" equals 15 in normal decimal notation). Since Hex is written using the base-16 system, each digit to the left represents   a multiple of 16 times the digit (e.g., Hex "1E" = 30, and Hex FF = 255). The viewer displays both the Hex value, with the ASCII text for the

values in the column to the right.

.ICO
These letters following a file's name indicate the file contains a Windows-type icon image.

Icon
An icon is a small picture representing a commonly used function. Simply click on an icon to activate that function.

Line
When displaying a file using either Standard or Hex views, the file is listed out with the file contents arranged in lines of text.

Path
A file's location on your system is called its "Path." The path consists of the disk drive letter, plus the directories and subdirectories needed to go from the disk's root directory to the subdirectory containing the file (e.g., a file on the C drive which is contained in the CANDIES subdirectory of the COOKBOOK directory would have a path of C:\COOKBOOK\CANDIES\.

.PCX
This is a common image file format for paint-type and scanned pictures.

Print device
The print device is determined by the way you have configured Windows. If you wish to print to a different device, you should consult your Windows documentation for instructions on how to add or change the current print device.

String
A string is a sequence of characters (e.g., a sentence is simply a *string* of characters).

Text Editor
A text editor, for the purposes of this application, can be NotePad or any word processor which is capable of editing and saving files in plain ASCII text format.

.WAV
This is a common Windows-based audio file format.

Wildcard characters
These characters are used as placeholders during searches. The asterisk (*) character and the question mark (?) are used as wildcard characters. The ? acts as a placeholder for a single character, while the * acts as a placeholder for all characters in that position and following. E.g., using the string NO?E.T* to search for file names would find all files which began with NO and which had any character in the third position and had an E in the fourth position, and which ended with the letters .T plus any characters following the T (such as NOTE.TXT, NOME.TOT or NODE.TNT).

.WMF
These letters following a files name indicate that the file contains a Windows Metafile type graphic.

Zip or Lzh formats
These file formats are produced by utilities which take one or more files and produce a new "compressed" file which occupies less disk space. Materials sent from BBS's and over the Internet are often compressed using these formats to reduce the time they take to send over phone lines. NeoSoft Viewer can view the contents of these files and extract/decompress them to your disk.

File Search Name and Location

You may search for files having certain names or which reside on certain disks or directories, either alone or in combination with other parameters.

Use the **File Name/Mask** field to specify a filename, or use wild card characters to search for a range of files having common characters (e.g., use the * wildcard in the string "S*.EXE" to find all files which begin with "S" and end in ".EXE"). Using "*.*" will search for all files. You may specify more than one file name mask in this field by typing them into this field, separating each with a space.

Use the **Location** field to specify a certain disk or directory to search. Click on the <u>arrow button</u> to the right of the field to select from the drives and directories available on your system.

Checking the **Include Subdirectories** box will also search any directories contained under the drive and/or directory specified in the *Location* field. Click on the **Search** button to locate files which match the filename, drive/directory and any other features you specified.

To select other search parameters in addition to **Name & Location,** click on the tabs at the bottom of the dialog before selecting the **Search** button.

Use the **Clear** button to disable all previously entered search parameters. Selecting the **Close** button will return you to the main viewer without performing a search.

File Search Date

You may search for files which were created on a certain date, or between a range of dates, either alone or in combination with other parameters.

Click on the **Search All files** button to ignore file dates. Enable the **Limit the Search** button to search for only files created or last modified on the date(s) you specify.

Clicking on the **Between** field will only look for files created or last modified between the dates you enter into the fields to the right. Clicking on either of the **During the Previous** buttons will allow you to limit the search to files created or last modified during the amount of time you specify prior to the computer's current date. Click on the **Search** button to locate files which match both the date and any other features you specified.

To select other search parameters in addition to **Date,** click on the tabs at the bottom of the dialog before selecting the **Search** button.

Use the **Clear** button to disable all previously entered search parameters. Selecting the **Close** button will return you to the main viewer without performing a search.

File Search Time

You may search for files created or last modified during certain hours, either alone or in combination with other parameters.

Click on the **Search All files** button to ignore the file time stamp. Enable the **Limit the Search** button to search for only files created or last modified during the times you specify.

Checking the **Between** box will only look for files created or last modified during the time period you specify. Type the start of the time period in the field at the left and the end of the time period in the field at the right. Use the **During the Previous** field if you wish to look only for files created or last modified during a certain number of hours prior to the current time on the computer's clock. Click on the **Search** button to locate files which match both the time and any other features you specified.

To select other search parameters in addition to **Time,** click on the tabs at the bottom of the dialog before selecting the **Search** button.

Use the **Clear** button to disable all previously entered search parameters. Selecting the **Close** button will return you to the main viewer without performing a search.

File Search Size

You may search for files of a specified size or range of sizes, either alone or in combination with other parameters.

Click on the **Search All files** button to ignore file size. Enable the **Limit the Search** button to search for only files matching the specified size parameter.

Use the **_Bytes_** field to specify the size (in bytes) for the files to locate. Use the field to the left of the Bytes filed to specify whether to only find files which are *equal to* the number of bytes specified, *greater than* the number of bytes specified, *less than* the number of bytes specified, or *between* the number of bytes specified. Click on the **Search** button to locate files which match both the file size and any other features you specified.

To select other search parameters in addition to **_Size,_** click on the tabs at the bottom of the dialog before selecting the **Search** button.

Use the **Clear** button to disable all previously entered search parameters. Selecting the **Close** button will return you to the main viewer without performing a search.

File Search Contents

You may search for files containing certain text, either alone or in combination with other parameters.

Click on the **Search All files** button to ignore file contents. Enable the **Limit the Search** button to search for only files containing the text string which you type in the space provided.

Checking the **Match Case** box will only look for files in which the text appears using the same UPPER and lower case capitalization you used when entering the text string. Click on the **Search** button to locate files which contain both the text and any other features you specified.

To select other search parameters in addition to **Contents,** click on the tabs at the bottom of the dialog before selecting the **Search** button.

Use the **Clear** button to disable all previously entered search parameters. Selecting the **Close** button will return you to the main viewer without performing a search.

File Search Results

This dialog displays the result of the <u>Search/File Search</u> function. You may click on the names of files found during the search to preview their contents in either Standard or Hex mode. The **Show File Details** option allows you view file size, date and other information. You may click on the **Open** button to load the file into the main viewing area, or click on the **Close** button to return to the main viewing area without loading a file.

Preferences Font/Color

Use this page of the Set Preferences function to select the font style and color used to view files in the main viewer.

Use the **Screen Element** field to select the type of text which you would like to change.

Choose foreground colors from the **Color** field using the *left* mouse button. Select the background color using the *right* mouse button.

Use the <u>Set Font</u> button to change the font used to view files in the main viewer.

If you wish to set other preferences (<u>Directories</u>, or <u>Miscellaneous</u> settings), click on the corresponding tabs at the bottom of the dialog. Use the **OK** button to return to the main viewer and begin using the changes you have made, or use the **Cancel** button to return to the main viewer without changing anything.

Preferences Misc

Use this page of the **Set Preferences**   command to determine how various functions operate.

You may select from the standard *Windows Style*   file selector, or from the enhanced <u>*NeoSoft* *Style*</u>   file selector for use when opening files, etc.

Use the Tab Size   field to specify the number of spaces to use when a <u>tab character</u> is encountered when viewing a file.

Enabling **Show Image Files in Native Format**   will place an option on the viewer screen which allows some bitmap image file formats to be displayed as pictures. Similarly, enabling the **Show Archive File Contents**   and **Show Media File Contents**   will place options on the viewer to show the contents of compressed files or to play animation or sound files when these are detected.

The **Allow Launching of EXE, COM, BAT and PIF Files**   checkbox allows you to enable/disable the Run   option under the File menu. Enabling the **Allow Viewing of System/Hidden Files**   checkbox lets you load normally unseen files having System or Hidden attributes into the viewer. Finally, you may increase the display speed of some larger files by using the **Don't Calculate Length of Files > 500K** function.

If you wish to set other preferences (<u>Font/Colors</u> or <u>Directories</u>), click on the corresponding tabs at the bottom of the dialog. Use the **OK**   button to begin using the changes you have made, or use the **Cancel** button to return to the main viewer without changing anything.

File Selector Browser

The **Select a File** browser aids you when locating files to view or compare.

At the top of the dialog is the **Location** field, which you may use to specify the path to search. Alternatively, you may scroll through the directories and files shown in the **File** window (see below) which is situated just below the **Location** field.

To the right of the *Location* field are three icons. Clicking the icon on the left will toggle between placing the drives and directories at the top and bottom of the list of files displayed in the *File* window. The other two icons switch between horizontal and vertical orientation for the *File* and *Preview* windows.

In the **File** window, you may double click on a *drive letter* to change to that drive, or double click on a *directory folder* to open that directory.

Double click on the folder pointing left (followed by two dots) to go back one level in the directory tree.

Double clicking on the folder which is followed by a backslash (\) will bring you to the root directory of the current drive.

Clicking on a filename will select that file and load it into the *Preview* box (when **Show Preview** is enabled). When the desired file is located, use the **OK** button to load that file into the main viewer. The main viewer can display several files and previews at the same time.

If you wish to see the size, date and other information regarding the files displayed in the *File* window, enable the **Show File Details** check box at the bottom of the dialog.

If you know a file's name, you may type it in the **File Name** field to bring it into the Preview window. If you know a part of the file's name, you may use wildcard characters in the **File Type** field. If you wish to search through the entire drive for a *File Name*, enable the **Search Entire Drive** function at the bottom of the dialog. You may also limit your file list by entering multiple file types separated by spaces (e.g., *.BAT, *.EXE, *.COM).

Use the **Cancel** button to abort the *Open File* function.

Directory Selector

Use this feature to locate drives and directories to search. If you know the drive/directory location, you may type it in the **Location** field at the top of the dialog.

To the right of the *Location* field is an icon which is used to toggle between placing the list of drives at the top and bottom of the list of directories/subdirectories displayed in the window below.

In the **Drive/Directory** window, you may click on a *drive letter* to change to that drive, or click on a *directory folder* to open that directory.

Click on the folder pointing left (followed by two dots) to go back one level in the directory tree.

Clicking on the folder which is followed by a backslash (\) will bring you to the root directory of the current drive.

Select a drive and/or directory by clicking on that drive/directory. The drive/directory will appear in the **Location** field at the top of the dialog. Click on the **OK** button to select the drive/directory location.

Use the **Cancel** button to abort the search for *Location* .

Print

The ***Print*** dialog allows you to send the contents of the file being viewed to the <u>print device</u> installed in Windows.

The ***Print What*** header gives the currently loaded file's name and shows the Windows print device and port to which the file will be sent.

Margins allows you to adjust the unprinted space around the edge of the paper. Note that many printers will not print all the way to the paper edge, and that you may have to increase the margin area to avoid cutting off portions of your text. You may specify measurements in increments of either ***Inches*** or ***Centimeters*** by clicking on the radio buttons on the right side of the dialog. If the file you are printing is an image, the margins are not available and the image will be centered on the page.

Header/Footer allows you to print a line of text at the top and/or the bottom of each sheet printed. Use the "&f" code to automatically insert the filename in either the header or footer. You may also use the "&p" code to insert page numbers in either the header or footer text. "&d" will insert today's date, and "&t" will insert the current time. If you wish to print the "&" character in the header or footer, use "&&".

Other printing ***Options*** allow you to print only a portion of the text which you've highlighted, let you print long lines wrapped to fit onto the paper size used in your printer, and let you send multiple copies to the printer.

Use the ***Setup*** button to change the orientation, paper source bin or other Windows print information. The ***Print*** button begins the printing process, while the ***Cancel*** button returns you to the Viewer without printing.

Find

The Find function allows you to specify a <u>string</u> of text to locate within the file currently selected in the main viewer.

Type the text to locate in the **Find What** field. If you wish to only locate text which uses UPPER and lower case capitalization in the same places as you entered, enable the **Match Case** check box. If you have more than one file loaded into the viewer and wish to search all these files, enable the **Search All Open Files** check box.

The **Direction** control allows you to specify whether to search through the file *Up* (backward) or *Down* (forward).

The **Origin** control lets you start the search either from the *Cursor* position, or from the *Top* of the file.

Click on the **Find** button to begin searching for the text. You will be returned to the main viewer with the text string located within the file. Clicking on **Cancel** will abort the search process and return you to the main viewer.

To find subsequent occurances of the same text located using **Find** , use the ***<u>Find Next</u>*** command (or use the F3 key) to continue the search.

GoTo Line

Use this function to go to a <u>line</u> within the file. Type in the line number to which to jump (note that the default number is the line on which the cursor is currently located). Press **_OK_** to jump to the specified line, or press **_Cancel_** to return to the main viewer without going to a new location.

The F4 key also may be used to invoke the **_GoTo_** Line function.

Registration Screen

If you are running a 30-day evaluation copy of this program, each time you load the program or when you select the Help/About menu function, you will be given an opportunity to obtain the current registered version, documentation, technical support and upgrade opportunities. Select the Evaluate button to continue to use the program on a trial basis (up to 30 days), or select the Register button to enter the serial number you received when you purchased the package.

If you wish to order the program, you may either call the telephone number listed, or print out the order form (using the button provided) and send it via mail or fax to NeoSoft Corp. Payment may be made by either check or money order (payable in U.S. Dollars), by major credit card (VISA, MasterCard, Discover or American Express), or by institutional purchase order (on approved credit).

Select the **Cancel** button if you prefer to continue to evaluate the product.

Once you have purchased the product, you will receive the latest version of the product, plus a number to type into the **Serial Number** field. Click on the **OK** button after entering the product serial number and your (or your company's) name. Once you have entered this number, you will not be presented with this screen or with other registration reminders.

Status Bar

The **Status Bar** may be enabled or disabled using the <u>Options/Show Status Bar</u> function. The Status Bar lies at the bottom of the main viewer, and shows the current cursor position (line number:column number), the number of lines in the file, and the size of the file (in bytes). If an image is being viewed, the size of the image in pixels is also displayed. If a media file is being viewed, the bar displays its length. And if an archived (ZIP/Lzh) file is being viewed, the number of files contained in the archived file is shown.

Window: Cascade

When this option is enabled, files being viewed will be placed into overlapping windows.

Window: Tile Vertical

When this option is enabled, each file being viewed will be placed into a window which runs from the top of the screen to the bottom. Multiple windows will be arranged side by side.

File Information

This dialog displays information about the currently selected file. At the top of the dialog, the file's **Name** is shown, followed by the **Location** drive and directory where the file is stored.

If known, the **Type** field will display the kind of data represented by this file. The **Association** field will display the program which produced, edits or is otherwise associated with the file. Associations may be created or changed using the Windows File Manager (Explorer in Windows 95). See your Windows documentations for further details.

The **Size** field shows the amount of storage space occupied by the file. The **Last Modified** field shows the computer's date and time stamp produced when the file was created or stored after editing. The **Attributes** field displays any file attributes (such as Archive, System or Hidden) attached to the file.

Press the **OK** button to return to the main viewer.

Set Preferences Font Selector

When you select **Set Font**   from the <u>Set Preferences</u> dialog, you may select from the Windows fonts installed on your system.

Use the **Font** selector to choose the typeface. The **Font Style**   field contains the available styles (Italic, Bold, etc.). and the **Size**   field lets you choose from a list of available sizes.

The **Sample**   box shows a preview of the font, style and size selected. Click on the **OK**   button to use the selected font, or choose the **Cancel**   button to return to the *Set Preferences*   dialog without changing the font.

Window: Tile Horizontal

When this option is enabled, each file being viewed will be placed into a window which runs across the screen from left to right. Multiple windows will be placed one above the other.

Find Next

Use this function to continue to search for text previously located using the <u>Find</u> function. You may also use the **F3** key or the **Next** icon to continue searching.

Edit File

This function allows you to edit the the currently selected file. To edit a file using a text editor, you must have previously set up an editor using the <u>Set Preferences/Miscellaneous</u> section of the Options menu. To edit a file (such as some image and sound files) which Windows has been set up to recognize as being generated by a particular program, choose ***Use associated application***.

File: Open

This command allows you to <u>select</u> a file to view.

File: Close

This function removes the currently selected file viewing window from the main viewing area. You may also close a file viewing window by using the button on the left side of its title bar.

File: Close All

This function clears the main viewing area of all files being viewed.

File: Exit

This command exits from the NeoSoft Viewer program and returns you to Windows.

Edit: Copy

The **_Copy_** command allows you to place the currently selected material onto the <u>Clipboard</u>, or to write the material to the disk as a File (for which you will be asked to provide a name).

Edit: Select All

This function selects everything within the file currently being viewed. Note: this function is not available in all viewing modes.

Edit: Show Clipboard

Selecting this option causes the Windows Clipboard to be displayed, containing the last item(s) placed on the Clipboard using the *Edit/Copy* command.

Main Viewing Area

The **_Main Viewing Area_** occupies the large area between the <u>icon/button bar</u> and the <u>status bar</u>. Files which are being viewed are displayed in individual windows within this area. Each file viewing window contains tabs at the bottom of the window which allow viewing in either <u>Standard</u> or <u>Hex</u> mode, or (depending on the type of file) <u>Image, Archive or Media</u>. Viewing windows may be arranged in several orientations using the options under the <u>Window</u> menu button.

Standard Mode View

Clicking on this tab (or pressing the F6 key) will show the file in normal, ASCII character mode.

Certain text, image, animation/video, archive/compressed and sound file formats may be viewed (or listened to) as they would appear in the program which was used to create them. When NeoSoft Viewer detects such a file, an Image or Media tab will appear under the viewing area.

Note that certain file types may be encrypted or stored in special file formats which cannot be viewed directly. You may wish to look at these type files using the Hex view.

Icon Bar

The Icon Bar lies at the top of the window, just below the title and menu selections. Icons represent frequently used functions from the menu, and can save you a few extra mouse clicks. Click on the icon to use the function. To <u>show or hide</u> the Icon Bar, use the Options menu.

View Hex

Clicking on this tab (or pressing the F7 key) will cause the file to be displayed in <u>Hex</u> mode.

Certain text, image, animation/video, archive/compressed and sound file formats may be viewed (or listened to) as they would appear in the program which was used to create them. When NeoSoft Viewer detects such a file, an <u>Image or Media</u> tab will appear under the viewing area. Clicking on the <u>Standard</u> tab shows the file in normal character mode.

Option Show Button Bar

If you would like more area to view your files, you may use this function to remove the <u>icon button bar</u> from the interface.

Option Show Status Bar

If you would like more area to view your files, you may use this function to remove the <u>Status Bar</u> from the interface.

Option Expand Tabs

This option will display text files with tab characters replaced by the number of spaces which you have specified under the Options/Preferences function.

Window: Arrange Icons

When resizing the viewer screen, or when dragging individual viewer windows, it is possible that some windows may go off the screen completely, or that the views become jumbled one on top of another. Click on this function to reorder the file views.

Hex Filter Option

Enabling the Hex Filter option will suppress the display of extraneous characters in the ASCII display column on the right side of the <u>Hex</u> viewing window.

Help: How to use the Help System

When you click on a **Help button**   while performing a function, you will be presented with information on the purpose of the function and/or how to use it.

You may use the mouse to click on words appearing in [color and underlined] to bring up additional explanations or related topics.

Alternatively, you may enter the Help system from the **Help**   menu button at the top of the NeoSoft Viewer screen. This will address more general topics.

Once the Help Window appears, you may simply read the message, or use the buttons near the top of the window to explore further. If you wish to close the Help window, use the File/Exit function, or the button at the top/left corner of the window.

The **Contents**   button takes you to the opening Help screen, from which you may select further topics.

The **Search**   button brings up a window which allows you to select from key words contained in the Help file.

The **Back**   button takes you to the last screen viewed, while the History button lists the topics which you've explored thus far (click on a listed topic to return to it).

The **Glossary**   button displays definitions of uncommon words found in the Help system.

When there are additional topics related to the current Help screen, the << and >> buttons allow you to page back and forth between the previous and next pages.

Help Topic Search

This Help Menu function brings up the **_Search_** function of the Help system in a separate window.

Window Refresh/Refresh All

Using these functions will check the file date/time stamp to see if it has been modified since it was loaded into the viewer. If the file has been modified and you choose either of these options, the modified file will be reloaded into the viewer to update the information being displayed.

Help/About

Selecting this function displays information about the NeoSoft Viewer and how to contact NeoSoft Corp. about updates and technical support. If you are running a 30-day evaluation version of the program, you will also be presented with a <u>reminder screen</u>.

Menu Commands

At the top of the main viewing screen are a list of <u>drop-down</u> menus. Select any of the topics listed below for more information on how to use the commands in these menus.

FILE Button

- ¤ <u>Open</u>
- ¤ <u>Close</u>
- ¤ <u>Close All</u>
- ¤ <u>Information</u>
- ¤ <u>Edit</u> File
- ¤ <u>Run   ...</u>
- ¤ <u>Compare</u>
- ¤ <u>Print</u>
- ¤ <u>Exit</u>

EDIT Button

- ¤ <u>Copy</u>
- ¤ <u>Select All</u>
- ¤ <u>Show Clipboard</u>

SEARCH Button

- ¤ <u>Find</u>
- ¤ <u>Find Next</u>
- ¤ File Search
    - ¤ <u>Date</u>
    - ¤ <u>File Contents</u>
    - ¤ <u>Name and Location</u>
    - ¤ <u>Size</u>
    - ¤ <u>Time</u>
    - ¤ <u>Results</u>
    - ¤ <u>Goto Line</u>

VIEW Button

- ¤ <u>Standard</u>
- ¤ <u>Hex</u>
- ¤ <u>Image, Archive or Media</u>

OPTIONS Button

- ¤ [Show Button Bar](#)
- ¤ [Show Status Bar](#)
- ¤ [Expand Tabs](#)
- ¤ [Hex Filter](#)
- ¤ Set Preferences
    - ¤ [Change Font/Colors](#)
    - ¤ [Set Font](#)
    - ¤ [Directories](#)
    - ¤ [Miscellaneous](#)

WINDOW Button

- ¤ [Tile Vertical](#)
- ¤ [Tile Horizontal](#)
- ¤ [Cascade](#)
- ¤ [Arrange Icons](#)
- ¤ [Refresh](#)

HELP Button

- ¤ [Contents](#)
- ¤ [Topic Search](#)
- ¤ [How to use Help](#)
- ¤ [Purchasing Info](#)
- ¤ [Order Form](#)
- ¤ [About](#)

File Run   ...

When an <u>EXE, COM, BAT or PIF</u> program file is currently selected in the viewer, you may use this function to launch that application.

Note that if another type of file is currently selected, this function will not appear in the menu.

File Compare

When you have at least two files loaded into the viewer, you may choose this option to have NeoSoft Viewer search the contents of the files for differences. E.g., If you found two files on your disks having the same names, you could use **_Compare_** to see if one was a duplicate prior to deleting the file.

View Image, Archive or Media

Clicking on this tab (or pressing the F8 key) will display certain text, image, animation/video and sound files as they are viewed (or played) in the programs used to create them. Note that this tab will only appear under the viewing area when such a file is detected, and when this feature has been enabled using the <u>Set Preferences</u> function.

Files which have been archived in <u>ZIP or Lzh</u> format will display the names of the original file or files which are contained in the archive file. If you wish to view the contents of a file contained within an archive file, click on the filename and choose the **View** button. The file will then be decompressed and displayed in the viewing area. If you wish to save the decompressed file to your disk, select the **Extract to ...** button.

Note that certain file types may be encrypted or stored in special file formats which cannot be viewed directly. You may wish to look at these type files using the <u>Hex</u> view. The <u>Standard</u> tab displays the file in character mode. Note that ZIP format files which have been encrypted with a password cannot be viewed or extracted.

Purchasing NeoSoft Viewer

NeoSoft Viewer may be purchased from the dealers listed in the file DEALER.DOC, which is included with this program, and from other dealers worldwide. If you cannot find a dealer in your area which carries NeoSoft Viewer, you may print a copy of the <u>order form</u> and purchase the program directly from NeoSoft Corp.

NeoSoft may be contacted at:

> NeoSoft Corp.
> 354 NE GREENWOOD AVE SUITE   108
> BEND OR   97701-4631
> USA
>
> telephone: 503-389-5489
> fax: 503-388-8221
> BBS: 503-383-7195
> E-mail: sales@neosoftware.com
> WWW site: http://www.neosoftware.com/~neosft/
> CompuServe: type "GO NEOSOFT" at any "!" prompt

If you have networked systems or would like to purchase NeoSoft Viewer for multiple systems residing at the same location, you may purchase a network/site license for multiple systems at significant savings. Educational institutions are also entitled to an additional 10% discount on quantity purchases.

NeoSoft Corp. accepts payment by check or money order (drawn in U.S. dollar funds on a U.S. bank), VISA, MasterCard, Discover or American Express.

NeoSoft Viewer Order Form

To order NeoSoft Viewer 1.0, please complete the following form and:

Mail it to:	NeoSoft Corp. 354 NE GREENWOOD AVE SUITE 108 BEND OR 97701-4631 USA
Fax it to:	503-388-8221 (24 hrs.)
or call:	503-389-5489 (weekdays 8:00-5:00 Pacific Standard Time)

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1. Enter your name, shipping address and telephone number below:

Name: _____

Company: _____

Address: _____

: _____

City: _____ State: _____ Zip: _____

Country: _____

Telephone: _____

I heard about NeoSoft Viewer from: _____

2. Indicate the number of units and shipping method below:

___ NeoSoft Viewer for Windows (one user)   @ $19.95 each $_____

___ 5 User Site License*   @ $69.00 $_____

\+ shipping:

United States: $5 US Mail, $9 FedEx

Canada/Mexico: $7 Air Mail, $10 UPS, $17 FedEx

Other Nations: $12 Air Mail, $19 FedEx $_____

(Note that FedEx/UPS cannot deliver to PO Boxes)

=========

TOTAL $_____

* please call NeoSoft Corp. for pricing on other quantities

3. Indicate the payment method below:

___ I've enclosed a check or money order payable to NeoSoft Corp.

(checks must be drawn in U.S. funds on a U.S. bank)

___ VISA   ___ MasterCard   ___ Discover   ___ American Express

Card number: _____ Expiration date: _____

Cardholder's signature: _____

Preferences Directories

You may use the first field on this page to specify a directory into which the viewer will temporarily store information. Click on the arrow button on the right side of the field to browse through your directories. If you wish temporary information to be stored into the directory which DOS and Windows are already set up to use, simply enable the **Use DOS' Temp Directory** box.

You may also select a <u>text editor</u> to use when the <u>Edit File</u> function is chosen from the File menu. Use the arrow button at the right of this field to select an editor from the programs installed on your system.

If you wish to set other preferences (<u>Font/Colors</u> or <u>Miscellaneous</u> settings), click on the corresponding tabs at the bottom of the dialog. Use the **OK** button to begin using the changes you have made, or use the **Cancel** button to return to the main viewer without changing anything.