Zip Tutorial Contents

Tutorials

Using File Dog to Zip Files

File Dog use the popular ZIP format for compressing files.   If you have   used any other windows based ZIP compression utility you will see that   using File Dog is similar.   Plus the ZIP compression used in File Dog   is interchangeable with most other ZIP programs.

Note: Throughout this procedure, the term "Zip" is used.   It's a short   way of saying that a file is being compressed and stored in an   <u>archive.</u>

Step 1.   Open the Zip window.
From File Dog's Main window select "Zip Module" from the "Tools" menu   or click on the Zip Module button on the toolbar.   The <u>main Zip window</u> will display.

Note:
It's a good idea to familiarize yourself with, and set, the Zip options   before you Zip files.   If you wish to change any of the Zip   settings, you must do so before you start zipping files.   From the   "Tools" menu, select "Configure Compression" or click the configure   button on the toolbar to display the <u>configuration window.</u>   When using File Dog (not this tutorial)   you can use the "what's this" help button to learn about the Zip options.   Close the window after you   are finished making changes.

Step 2.   Create a Zipfile archive.
You must open a new "Zipfile" in which the compressed file(s) will be stored.   You can put   only one file, or many files into the Zipfile.   From the "File" menu,   <u>select "New Zipfile...".</u> or click on the New Zipfile button on the toolbar. When you do, a   <u>dialog box (small window) will display.</u>

Note:
If you wish to add files to an existing Zipfile <u>select "Open Zipfile...</u>   or click on the open button
 and skip step 3.   When you   click on "Open Zipfile"   a dialog box will open for you to select an existing Zipfile.

Step 3.   Set the destination for the Zipfile archive.
Use the tools within   the dialog box to change to the folder that you want to create the   Zipfile archive in. Once you have opened the desired folder enter   a name for the Zipfile in the "File name" box and press "Save".   When you   press save the dialog box will close, and the <u>main Zip window</u>   will re-display.

Step 4.   Create the Zipfile filelist.
Add files to your Zipfile.   Select <u>"Add" from the "Edit" menu.</u>   The <u>"Select Archive Files" window</u> will open.

In the "Select Archive Files" window, you must activate the folder on your   PC that you want to add files from.   Click on the down arrow next to the drive box, to see the drives   recognized by your PC, then click on the drive you want.   Then,   double-click on a listed folder to open it.   The folder icon appears slightly open, and the contents (files) in that folder will appear in   the file list box below.

Highlight the files you want to add to the event by clicking on them   (when highlighted they have a blue background).   To select multiple files,   hold down the Ctrl key and click on additional files.   Add the selected   files by clicking on the "Add" button.   If   you want to add all of the files from a folder, just click on the   "Add Folder" button; you don't need to highlight the files first.   As you   add files, their names will display in the list box on the right side of   the <u>window.</u>

If you want to add files from a different folder, just change to that   folder as described above, and continue adding files.   You can add files   with the same filename from different folders.   If you try to add

a file   that already is in the list box it will not be added.

Note:
If your selected files list is extremely long, or if you add a great number   of files at one time, it's normal for File Dog to delay when you click on   "Add" or "Add Folder" (you will see an hourglass mousepointer).   File Dog   is checking all of the files for duplicate entries.   Please be patient, it   will return control to you.

If you want to remove files from the selected files list box you can do so   in either of two ways.   First, you can click on a file (it's background   will turn blue) then click on the "Remove" button.   If   you want to remove all of the files in the list box, click on the "Clear"   button.

Step 5.   Zip the file(s) into the Zipfile archive.
Once you have selected all of the files that you want to add to the Zipfile   archive, click on the "Zip Files" button.   The Select Archive Files window   will close, and the Zip process will start.   The status and progress bars at the bottom of   the main Compression window will   show activity while the compression is working.   To stop the compression,   click on the "Stop" button in the lower right corner of the window.   When   the compression process is complete, the files in the archive   will display in the file list box.   The status bar at the bottom will   show the   total number of files, original size in bytes, compressed size in bytes,   and overall compression ratio.

Step 6. Optional.   Add more files to your Zipfile archive.
Once you have created a Zipfile archive, you can add additional files to   it by repeating the process described above (don't open a new Zipfile,   just start with step 4).

Step 7.   Optional.   Remove files from a Zipfile archive
When a Zipfile archive is displayed in the main Compression window,   you can remove files from the Zipfile by highlighting them (click on them and   their background will turn blue) then select   "Delete" from the "Edit" menu. or click on the delete button   ⊠ on the toolbar.

Step 8.   Close the Zip window.
Once you have created your Zipfile(s) you can close the Zip window,   and the Zipfile(s) you created will be in the folder you selected in step 3 above.   They will have a ".zip" file extension.   Close the Compression window by   clicking on the close button (button with an X) ⊠ in the   upper right corner of the window.   Or select "Back to Main" from the "File"   menu.   File Dog's Main window will display.

Note:
When you are using File Dog, use the extensive on-line help to learn more   about the Compression window functions.

Q: Can I use File Dog's compression with other (non-File Dog) zip files?
A: Yes, File Dog uses the popular ZIP format found in many other   compression programs.

Q: Can I put Zipfiles on a diskette?
A: Yes, just select your diskette drive as the location for your Zipfile.   If the Zipfile is larger than the diskette, you must make sure "Span Disks"   is active (has a check mark next to it) in the Compression Configuration   window.

Using File Dog to Unzip Files

File Dog use the popular ZIP format in the Zip module.   If you have   used any other windows based ZIP compression utility you will see that   using File Dog is similar.   And the ZIP compression used in File Dog   is interchangeable with most other ZIP programs.

Note: Throughout this procedure, the term "Unzip" is used.   It's a short   way of saying that a file is being decompressed and extracted from a   Zipfile archive.

Step 1.   Open the Zip window.

From File Dog's Main window select "Zip Module" from the "Tools" menu   or click on the Zip button ![icon] The main Zip window will display.

Note:
It's a good idea to familiarize yourself with, and set, the Unzip options   before you unzip files.   If you wish to change the unzip   attributes, you must do so before you start Unzipping files.   From   the "Tools" menu, select "Configure Compression" to display the   configuration window.   When using File Dog (not this tutorial)   you can use the "what's this" help button ![?] to learn about   the Unzip options.   Close the window   after you are finished making changes.

Step 2.   Open a Zipfile archive.
You must open an existing   "Zipfile" before you can Unzip   files from it.   From the "File" menu click on "Open Zipfile".   or click on the open button ![icon] on the toolbar.   A dialog box (small window) will display.

Use the tools within the dialog box to change to the folder that has the   Zipfile you want to Unzip.

Once you have opened the desired folder, select a Zipfile by clicking on   it (it's background will turn blue) then click on the "Open" button   (double-clicking on the file icon will accomplish this too).   When you click on "Open" the dialog box will close, and the   main Zip window will re-display.

Step 3.   Select the files to Unzip.
All of the compressed files within the selected Zipfile will display in   the large box of the main Zip window. To Unzip   files you first must select them.   Highlight the files you   want to Unzip by clicking on them (when highlighted they have a blue   background).   To select multiple files, hold down the Ctrl key and click   on additional files.   Or, to select all of the files, click on   "Select All" from the "Edit" menu.

Step 4.   Unzip the files.

Select "Extract" from the "Edit" menu or click on the extract   button ![icon] on the toolbar to start the Unzip process.   What happens next depends on the "Extract To"   setting in the Compression Configuration window.

If the "Extract To" is set with the   "Original Location" option then   the selected files will be Unzipped into their original folder   (the folder they came from when the Zipfile was created).   The folder and   path of the file(s) is shown on the   right side of the Compression window.   The Unzip process   will start as soon as "Extract" is selected.   This is not a logical choice   unless you created the Zip archive yourself.

If the "Extract To" is set with the "Specify Location" option a   dialog box (small window) will display when "Extract" is   selected.   Click on the down arrow next to the drive box, to see the   drives recognized by your PC, then click on the drive you want.   Then,   double-click on a listed folder to open it.   The folder icon appears   slightly open.   When the destination folder is open, click on "OK"   The   dialog box will close, and the Unzip process will start.   The selected   files will be Unzipped into the folder you opened.

Note:

Files that are Unzipped remain in the Zipfile until you   delete them.   You can Unzip the same file(s) to more than one location   if you wish.

Step 5. Optional.   Unzip from a different Zipfile.
To Unzip files from a different Zipfile, repeat the process described   above starting with step 2.

Step 6.   Close the Zip window.

Close the Compression window by clicking on the close button (button with   an X) in the upper right corner of the window or select   "Back to Main" from the "File" menu.   File Dog's   Main window will display.

Note:
When you are using File Dog, use the extensive on-line help to learn more   about the Compression window functions.

Q: Can I use File Dog to Unzip other (non-File Dog) zip files?
A: Yes, File Dog uses the popular ZIP format found in many other   compression programs.

Q: Can I extract Zipfiles to a diskette?
A: Yes, just select your diskette drive as the destination for your   extracted files.

Q: What if a Zipfile will not extract correctly?
A: Chances are it's not a standard ZIP format file.   Although most   popular ZIP programs use this format some may not.   You will need to   unzip the file with the program used to create it.   It's also possible   the Zipfile is corrupted (this is rare).   Test the Zipfile by clicking   on "Test Zipfile" from the "File" menu.

Archive File

An "archive" is a file that contains other files.   Typically the   files within the archive are compressed, and archives are most often   used for file(s) distribution, data backup or long-term storage.

C:\Program Files\Edge Publishing\InterBack\Archives\fd.zip - File Dog ...

File Edit Tools Help

Name	Date	Time	Size	Packed	Ratio	Path
about.frm	04/12/96	16:00	4983	1474	70%	
about.frx	22/11/96	16:53	11868	1554	87%	
auto.frm	04/12/96	16:01	103675	12182	88%	
auto.frx	27/11/96	17:10	1098	398	64%	
class1.cls	09/10/96	17:00	165	130	21%	
cmdg.frm	06/12/96	10:18	13987	2877	79%	
cmdg.frx	06/12/96	10:18	330	119	64%	
compform.frm	09/10/96	17:00	52750	9838	81%	

56 files, 875090 bytes, 150686 bytes compressed, 83%   [Stop]

Compression Configuration

Zip Options

Compression
- ○ Maximum
- ○ High
- ◉ Normal
- ○ Minimum
- ○ None

☑ Zip as One File

☑ Use Temp File
☐ Delete Original Files
☐ Include All Hidden Files
☐ Include Sub-directories
☐ Include Path Info
☐ Span Disks
☐ Format and span disks

Unzip Options

Extract To:
- ○ Original Location
- ◉ Specify Location

Overwrite Files
- ○ Always
- ○ Never
- ◉ Ask

[OK]   [Cancel]   [Help]

| File | Edit | Tools | Hel|

| New Zipfile... |
| Open Zipfile... |
| Close Zipfile |
| Test Zipfile... |
| Fix Zipfile... ▶ |
| Delete Zipfile... |
| Back to Main |
| Exit |

Open Archive

Look in: Archives

- contacts
- database
- documents

File name: documents

Files of type: Zip archives (*.zip)

Open
Cancel

| Edit | Tools | Help |

Add...
Delete
Extract...

UpdateZipDate

Select All

Select Destination Folder

Extract files to:

C:\Program Files\Microsoft Visual Basic

c: [DISK1_VOL1]

OK

Cancel

Help

DINO

- C:\
- Program Files
- Microsoft Visual Basic
- archives
- bitmaps
- code profiler
- hc
- iback
- icons

New Archive

Save in: InterBack

- aenctest
- Archives
- Dunce

File name: newzipfile

Save as type: Zip archives (*.zip)

Save

Cancel

File Dog - Select Archive Files

c: [DISK1_VOL1]

c:\
acroread
fonts
help

acrocore.dll
acrograf.dll
acropfs.dll
acroread.exe
acroread.reg
viewlib.dll

Zip Files
Add
Add Folder
Remove
Clear
Cancel
Help

dblspace.bat
dblspace.sys
acropfs.dll
acroread.reg