

## Contents of WizUtilities Pak 2.5 Help

This list of contents presents the Help topics available for WizUtilities Pak. To learn how to use Help, press **F1** or choose **How to Use Help** from the Help menu.

### Ordering Information:

Ordering - Purchasing Information  
Site License

How to order the software.  
Site License contract

### Technical Support:

Technical Support      How to get technical support.  
Un-Install WizUtilities Pak      How to un-install WizUtilities Pak

### WizUtilities Pak Applications:

<u>WizViewer</u>	Display the file contents of files.
<u>WizZipper</u>	Compress or expand Zip files.
<u>WizFinder</u>	Retrieve files.
<u>WizDuplicates</u>	Find duplicate files.
<u>WizSynch</u>	Synchronize two directories
<u>WizLock</u>	Lock your system.

## Technical Support

### Questions? Problems? Suggestions?

We would like to hear from you if you have any questions, problems, suggestions, or special requests regarding the WizUtilities Pak applications.

This Help file has answers to the most commonly asked questions. Try to browse quickly through this source of information, you should find it useful.

If your questions or problems cannot be answered by the help file, or if you have any suggestions, please contact Mijenix Corporation through one of the following channels:

#### **Mijenix Corporation**

6666 Odana Rd, Ste 326  
Madison, WI 53719  
USA

Tel : (608) 277-1981  
Fax : (608) 277-1971

#### *E-mail*

CompuServe : 74774,564  
America Online : Mijenix  
Internet : 74774.564@compuserve.com

#### *Online Services*

CompuServe Forum : GO MIJENIX  
Mijenix BBS : (608) 277-0025



Join us on CompuServe (GO MIJENIX) where we host the MIJENIX Section of the Windows Vendor Forum. There, you can download updated files and evaluation versions, and post your questions to our technical staff. If you are not a CompuServe member, we will be happy to offer you a free CompuServe Introductory Membership, plus a \$15.00 CompuServe usage credit.

**Due to the oftentimes complex technical nature of the WizUtilities Pak applications or Windows configurations, technical support by phone is not the most effective and almost always results in a request for follow-up information. Please use one of the other means whenever possible and send us a detailed description of your problem. We will address your concerns promptly. Thank you.**

## Un-Install WizUtilities Pak

WizUtilities Pak can be quickly and completely removed from your system. You can either remove WizUtilities Pak from your system using the un-installation program provided with WizUtilities Pak (`UNINSTALL.EXE`) or you can remove WizUtilities Pak manually. The latter method requires some work and should only be performed by experienced DOS and Windows users.

The fastest and easiest way to remove WizUtilities Pak from your system is to use the un-installation program provided on WizUtilities Pak's disk. Be aware that all the options you may have set with WizUtilities Pak's Preferences will be lost (the WizUtilities Pak configuration file will be erased).

If you do not have an installation disk (if you are running the evaluation version of WizUtilities Pak for example), copy the `UNINSTALL.*` files (`UNINSTALL.BIN`, `UNINSTALL.EXE`, `UNINSTALL.INF` and `UNINSTALL.BMP`) from your WizUtilities Pak directory to a floppy disk and run the `UNINSTALL.EXE` program from there.

### To un-install WizUtilities Pak:

1. Insert the WizUtilities Pak disk into your floppy drive and choose Run from the File menu of your Program Manager.
2. Type `a:\uninstal` or `b:\uninstal`
3. Click on "OK" in the dialog box.
4. Follow the instructions displayed.
5. At the end of the un-installation process, WizUtilities Pak will be completely removed from your system.

## WizZipper

WizZipper is a powerful tool which lets you compress or expand files. With Zip/UnZip you have the ability to read, test, fix, create, modify and write ZIP files, without having to "shell" to a DOS session. WizZipper is fully compatible with the latest version (2.04G) of PKZIP from PKWare, Inc., and even recognizes and decompresses earlier versions (1.x) and self-extracting ZIP files (EXE). Because WizZipper has its own built-in ZIP encoding and decoding logic, PKZIP and PKUNZIP are not used, and need not even be present on the system.

► To Open a .ZIP or self-extracting .EXE file:

1. Select Open from the WizZipper Toolbar.
2. Select a valid .ZIP file in the displayed dialog, then click on Ok. The contents of the Zip file will be displayed in WizZipper.

► To Zip (compress) files:

1. Select New Zip from the WizZipper Toolbar.
2. Enter a new Zip filename or chose an existing one in the displayed dialog. Make sure that the check box *Follow with "Add Files" dialog* is checked, then select Ok.
3. A dialog presenting compression options will be displayed. Select the desired options and hit Ok. Your files will automatically be compressed into the Zip file. The contents of the Zip file will be displayed in a list in the WizZipper dialog.

► To UnZip (expand) a file:

1. Select Open from the WizZipper Toolbar.
2. Select a valid .ZIP file in the displayed dialog, then select Ok. The contents of the Zip file will be displayed in WizZipper.
3. Select the files you wish to extract then select Extract from the WizZipper Toolbar. In the displayed dialog choose a directory to which the files should be extracted, chose the options you wish UnZip to perform, then select Ok. Tthe files will automatically be expanded in the target directory.

### WizZipper Toolbar and Commands:

Close	Closes the currently displayed Zip file.
<u>New Zip</u>	Allows you to create a new Zip file.
Open	Opens an existing Zip file.
<u>UnZip/Extract</u>	Expands files from a Zip file.
<u>Zip/Add Files</u>	Compresses files into a Zip file.
Delete	Removes the selected files from the Zip file.
View	Displays the contents of the selected file.
Select All	Selects all the files in the Zip file.
<u>Notes</u>	Allows you to view or put comments into the Zip file.
<u>Test</u>	Performs integrity tests on the Zip file.
<u>Fix</u>	Repairs a damaged Zip file.
Help	Invokes the Zip/UnZip help topic.
Done	Closes the Zip/UnZip dialog

## New Zip, Create/Open Zip file

The New Zip command lets you create a new Zip file.

- ▶ In the Create/Open Zip file dialog, enter a path and filename or browse through the directories to find a file, then click Ok.
- ▶ Check the *Follow with "Add Files" dialog* check box if you wish to automatically continue by adding files to the newly created Zip file.

### See also:

[WizZipper](#)

## UnZip/Extract

UnZip/Extract Files allows you to extract files from a Zip file. Several options are available to you to perform this task.

Option	Description
<b>File</b>	Specify if you want only the selected files to be extracted, or all the files, or an entered file list. A file list is a sequence of filenames with extensions. Separate these file specifications with one space with no spaces at the beginning or at the end of the list. Each specification can include the standard DOS wildcards.
<b>Action</b>	The Action option allows you to specify how the UnZip/Extract files process should be performed. 'Extract' will extract and expand the selected file(s) without conditions. 'Freshen' will only extract the files in the Zip file which already exist in the target directory and which have been modified more recently than the version in the target directory. 'Update' is similar to freshen, but it will also extract files to the target directory which do not yet exist in the target directory. 'Test' will perform an extraction, but no files will be written in the target directory (used to verify that a Zip file extracts without errors).
<b>Overwrite existing files</b>	Check this option if you wish to overwrite without warnings the files with the same filename in the target directory.
<b>Extract empty directories</b>	Check this option if you wish to extract directories in the Zip file which do not contain files to the target directory (create empty directories structure in the target directory).
<b>Decrypt, Password</b>	<p>Check the Decrypt check box if files to be extracted have been encrypted in the Zip file and need a password to be extracted. Enter the correct password in the corresponding edit field.</p> <p>Note that each file in a ZIP file can have a separate encryption code (password). Use a separate Extract operation (or Freshen or Update) for each file (or group of files) with a different password.</p> <p>The decryption password can contain up to 65 characters and is case sensitive. Numbers and spaces can be part of a password.</p> <p>IMPORTANT: The extraction of an encrypted file is only possible if the correct password is specified in the UnZip/Extract operation.</p>
<b>Create program group and icons</b>	Program items (icons) can be automatically created in a specified group during the extraction process in Program Manager (or compatible shell). Check this box if you wish to automatically create program items. Specify also a group name and the maximum number of icons which should be created.

**See also:**

WizZipper

## Zip/Add Files

Zip/Add Files allows you to add files to a Zip file. Several options are available to you to perform this task.

Option	Description
<b>Action</b>	The Action option allows you to specify how the Zip/Add files process should be performed. 'Add' will add the selected file(s) without conditions. 'Move' will do the same and delete the original file after storing it in the Zip file. 'Freshen' will only add the files in the Zip file which already exist in the Zip file and which have been modified more recently than the version in the Zip file. 'Update' is similar to freshen, but it will also add files into the Zip file which do not yet exist in the Zip file.
<b>Compression</b>	This option allows you to set the rate of compression from Extra High compression to a simple storage of the files where no compression is performed. Note that increasing the compression factor will affect the speed at which the compression process is performed, the higher the compression rate, the slower the process becomes.
<b>Multiple disk spanning</b>	<p>This option is only available if the Zip file is located on a removable disk.</p> <p>Multiple disk spanning allows you to compress files onto diskettes and create a Zip file larger than what a single diskette can hold. Once the first disk is full, Zip/UnZip will prompt you with the second disk and so on. You can chose from the Multiple disk spanning combo drop to have Zip/UnZip wipe the diskettes' contents or format the diskettes before writing the Zip file to them, during the multiple disk spanning process.</p>
<b>Recurse Subdirectories</b>	Check the Recurse Subdirectories check box if you wish Zip/Add to recursively traverse all subdirectories underneath the specified directory and store in the ZIP file all the files and directories found. This provides an easy way to zip (and backup) all files in a branch of a directory tree.
<b>Include directory path(s) in ZIP</b>	Check the Include directory path(s) in ZIP check box if you wish to store not only the names of the files added to the ZIP file, but also the directory information (path). If this option is checked, the full path of each file relative to the current path, minus the drive letter, will be stored in the ZIP file.
<b>Ignore empty directories</b>	Check the Ignore empty directories check box if you wish to ignore any directory that is found empty i.e. empty directories will not be stored in the ZIP file.
<b>Include SYS/HIDDEN files</b>	Check the Include SYS/HIDDEN files check box if you wish to add files which have the HIDDEN and/or SYSTEM attribute to the ZIP file
<b>Include volume name</b>	Check the Include volume name check box if you wish that the ZIP file also stores the volume label of the drive containing the selected files.



**Store names in upper case**

Check the Store names in upper case check box if you wish all file names to be stored in capital letters in the ZIP file.

**Set ZIP file date to most recent file in ZIP**

Check the Set ZIP file date to most recent file in ZIP check box if you wish the ZIP file itself to be set to the date and time of the latest (most recent) file stored in the ZIP file.

**Don't compress suffixes**

Check the Don't compress suffixes check box to indicate that any file whose file extension matches one of the extensions entered in the edit field (next to the check box) will not be compressed, but will simply be stored in the ZIP file. This is useful as it can accelerate the compression process by ignoring files that may already be compressed.

The list of file extensions to which each file will be compared should contain a list of extensions each separated by a colon (:) or semicolon (;). For example, if the list is .TIF;.JPG;.WAV , then any files ending with .TIF, .JPG, or .WAV will not be compressed before being added to the ZIP file.

**Encrypt, Password**

Check the Encrypt check box if you wish to protect the access and encrypt the contents of the files being stored in the ZIP file. If this option is checked, each file will be encrypted using the provided password before being added to the ZIP file.

This file encryption feature can be very useful if you wish to ensure the confidentiality of the contents of the files in a ZIP file or to limit the access to a file or group of files (within a ZIP file) to only a selected group of users who know the encryption password.

Note that each file in a ZIP file can have a separate encryption code (password). Use a separate Add (or Freshen or Update) operation for each file (or group of files) that you want encrypted with a particular code.

The encryption password can contain up to 65 characters and is case sensitive. Numbers and spaces can be part of a password.

IMPORTANT: The extraction of an encrypted file is only possible if the correct password is specified in the UnZip/Extract operation. Therefore, make sure that you take all the necessary precautions so that the encryption password or passwords are not "lost".

**See also:**

[WizZipper](#)

## Notes (in Zip File)

Through the Notes dialog, you can read the comment associated with a Zip file or add your own comments into the Zip file.

- ▶ Enter or modify the text in the edit box. Use Alt+Enter to create a new paragraph.
- ▶ Once done, select the Ok button to store the information into the Zip file.

### **See also:**

[WizZipper](#)

## Test Zip File

The Test feature is useful to determine that files can be properly extracted (extracted without errors) from a Zip file without actually writing the extracted files to the disk. You may want to use this feature before distributing a Zip file or making it available on a network or for download.

### **See also:**

[WizZipper](#)

## Fix Zip File

The Fix Zip file feature allows you to repair a damaged Zip file.

There are two possible steps in the reconstruction of a damaged Zip file:

*Repair the internal file header* will attempt to reconstruct/repair the internal Zip header of the Zip file if it finds some of the files missing.

*Rebuild the Zip file structure* will attempt to fix a damaged Zip file by trying to redetermine the compressed size of each file in the Zip file.

**WARNING: Repair a Zip file only if it cannot extract its files properly. Try to repair the internal Zip header first and if not successful, select to rebuild the Zip file structure. Success depends on the kind of damage existing in the Zip file and cannot be guaranteed.**

**See also:**

[WizZipper](#)

## WizViewer

WizViewer is a utility which lets you view the contents of a file or files without having to run the program that created them.

There are several ways to display a file with WizViewer. You can:

- ▶ Select Open in the WizViewer Toolbar. In the displayed dialog select the file you wish to view.
  - ▶ Or drag and drop the files from File Manager or any other drag and drop server application on the WizViewer window or on the minimized WizViewer icon.
1. You can have WizViewer remember its location on the screen and its size by selecting 'Save Position and Size' from the Options menu. The next time you launch WizViewer, it will display itself the same way (location and size) you left it. This allows you to customize the exact position and size of WizViewer on your screen and have it open the way you want.
  2. WizViewer will automatically detect the file format of the selected file and display its contents using its special viewer filters. [File format filters](#) are available for over 30 file types.
  3. The WizViewer file list is cleared when WizViewer is launched to display new files. Hold the Shift key down while dropping files onto WizViewer if you wish to add new files to the file list. Selecting file from the Open dialog will automatically add them to the file list.
  4. Select 'Always on Top' from the Options menu if you wish to have WizZipper always as the top window in Windows.

### See also:

[WizViewer Toolbar and Commands](#)

## WizViewer Formats/Filters

WizViewer supports many file formats. WizViewer always tries to determine if it can display a file in one of its special viewers. **If there is no special viewer for the file, or if the format is not recognized, the file will be shown with the Hex viewer.** Use the Viewer button to change the displayed format to ASCII if necessary.

- The currently available file format filters are the following:

- ASCII / Text
- Hex
- Microsoft Word
- Microsoft Word for Windows
- Windows Write
- WordPerfect
- WordPerfect for Windows
- Ami Pro
- Q&A Write
- Q&A Write for Windows
- Microsoft Works Word Processor
- Microsoft Works Word Processor for Windows
- DBase
- FoxPro
- Paradox
- Paradox for Windows
- Microsoft Works Database
- Microsoft Works Database for Windows
- Excel
- Lotus 123
- Lotus WK3
- Quattro
- Quattro Pro
- Quattro Pro for Windows
- Windows Metafile
- Windows Sound Files (WAV)
- BMP
- ICO
- PCX
- GIF
- TIF
- ZIP
- LZH
- EXE, DLL, VBX
- PIF
- GRP (Program Manager group)
- TTF (True Type font)
- FON

### Notes:

In order to view Excel 5 and Works 3 files, you must have installed the `COMPOBJ.DLL` (not supplied with WizManager but enclosed with Excel 5 and Works 3) in the WizManager directory.

Some automatic file selections are based on the file extension. Passing a file with a non-standard file extension may keep automatic selection from determining the proper file format.

**See also:**

[WizViewer](#)

[WizViewer Toolbar and Commands](#)

## WizViewer Toolbar and Commands

The WizViewer Toolbar allows you to quickly perform tasks related to the displayed file:

Button	Action
<b>Open</b>	Lets you browse through your drives and directories to select a file to display.
<b>Close</b>	Closes the currently displayed file.
<b>File List</b>	Displays a list of the files which were selected to be viewed. This allows you to quickly jump to another file.
<b>Prev, Next</b>	Allow you to display the previous or the next file. The first file of the list is displayed once the end of the file list is reached and the Next button is pressed. The last file of the list is displayed when at the top of the file list and the Prev button is pressed. The Prev and Next buttons will not be active unless the File List contains more than one file.
<b>Find</b>	Allows you to perform a text search within a file. This option is available for all file formats except picture/bitmap files and sound files. For Hex files, the hex value of the string to search has to be entered, not a string. <b>Note:</b> The Find feature only works properly if the font used to display the file is a non-proportional font.
<b>Launch</b>	Starts the displayed file using its associated application. An error message is displayed if no association exists.
<b>Print</b>	Prints the contents of the displayed file using its associated application. An error message is displayed if no association exists.
<b>Edit, Play</b>	Lets you edit the displayed file using the text editor associated with the TXT extension (Notepad by default). This option is only available when a file is displayed using the ASCII / Text or Hex file filters. The Edit button becomes a Play button when the file to display is a sound file (.WAV). Selecting the Play button will play the sound file IF an appropriate sound driver is installed in your system, otherwise the sound file is displayed with the HEX viewer.
<b>Viewer</b>	Lets you select to display the current file in ASCII or Hex instead of the automatic Viewer filter choice.
<b>Font</b>	Allows you to set the font and font size used to display files. <b>Notes:</b> The Find feature only works properly if the font used to display the file is a non-proportional font. The .ZIP and .LHA viewers may encounter problems if the default font used is a non-proportional font.
<b>Help</b>	Invokes the File Viewer help topic.
<b>Done</b>	Closes the File Viewer.

### See also:

[WizViewer](#)  
[Viewer Filters](#)



## WizFinder

WizFinder is a powerful file finder which allows you to retrieve a file or multiple files according to criteria you specify in the WizFinder dialog.

The WizFinder window is expandable (select the **More >>** button) to display more [Search Options](#).

With WizFinder , you can [perform a file search](#) even if you just know one word contained in the file or only know an approximate date when the file was created.

WizFinder also allows you to perform many other file management tasks such as finding all the space-taking hog files (set a search condition on file size) or finding all the files recently created by users on a network server (set a search condition on file date).

The WizFinder search process is performed using threads i.e. it is possible to let WizFinder scan your disk(s) and continue to work in Windows. When WizFinder is done, a Files Found dialog is displayed which lets you manage the retrieved files.

### See also:

[WizFinder Search Options](#)

[Perform a file search](#)

[WizFinder Search Results](#)

## WizFinder Search Options

Before performing a search for files, you must verify that the search criteria are set according to your search needs. Be aware that every additional condition you specify will narrow the number of files found. **Important:** It is not necessary to specify every condition to perform a search.

Here are the different search options and their meaning:

Option	Description
<b>Find Files</b>	Enter the filename of the file you are looking for in this field (wildcards are allowed). If you don't know or remember the name of the file, leave the default [All Files] as it will ignore any condition on the name of the file.
<b>With text</b>	If you wish to retrieve a file or files which contain a specific string, enter the text in this field, or leave the box blank if you wish to ignore this condition.  <b>Note:</b> A file search is significantly slowed down if a search string is specified as the search procedure has to scan every file's contents during the search.
<b>Search</b>	Specify either a search path or select one or more drives on which the search should be performed.
<b>Attributes</b>	This set of check boxes enables you to limit the search to files which must have at least one of the checked attributes. Many files do not have any attributes, so make sure that the <i>Without Attributes</i> check box is checked if you are making a global search.
<b>Date</b>	The date condition lets you specify a search condition based on the file(s) creation date. Select the condition from the Date combo drop and then enter a date or date range. The date format is mm/dd/yy (month/day/year).
<b>Time</b>	The time condition lets you specify a search condition based on the file(s) creation time. Select the condition from the Time combo drop and then enter a time or time range. The time format is hh:mm (hour/minutes). Valid hours must be between 0-23 and minutes between 0-59.
<b>Size</b>	The size condition lets you specify a search condition based on the file(s) size. Select the condition from the Size combo drop and then enter a size or size range. The size is in bytes and must be a numerical value without punctuation (no comma (,), period (.) or other characters).

### See also:

[WizFinder](#)

## Perform a File Search

► To perform a search:

1. Enter a filename in the Find Files field (wildcards are allowed) or leave the default [All Files].
2. A search can be performed after specifying a path or selecting a drive or multiple drives.
3. Additional search conditions can be specified regarding file attributes, date, time and size. The date, time and size constraints can be particularized to match the type of search you wish to perform. Select an appropriate option from their combo drop lists and then enter the applicable data in the fields automatically displayed at the right.

The constraints specified are automatically saved and made available in subsequent search sessions.

The WizFinder search process is performed using threads i.e. it is possible to let WizFinder scan your disk(s) and continue to work in Windows. When WizFinder is done, a Files Found dialog is displayed which lets you manage the retrieved files.

**Note:** A large number of files on your drive(s) do not have any file attribute set. It is therefore important to include (check) the Without Attributes in your search if you wish to have Find Files scan these files.

### See also:

[WizFinder](#)

## File Search Results

If files matching the search criteria are found, WizFinder will display a Files Found dialog listing all the matching files.

Each file is presented with the following information:

- File Icon.
- File Size.
- File Date and Time.
- File Attribute.
- File Path and Name.

The size of the icon or the presence of icons in the file list can be customized in the Preferences dialog.

The file list in the Files Found dialog can be **sorted** by file name, file extension, file size, file date, file time or file attributes.

You can select files in the Files Found file list by clicking on them or by using the Select buttons. **Select by Mask** lets you select files which match a specific filename and/or file extension mask (wildcards can be used). Hold the **Shift key** down when using the selection buttons if you wish to add the file selection to the currently selected files.

If you wish to display only the files you selected in the file list, switch the radio button from **Display All files** to **Display Selected** files.

Several **file management** functions are available through the Files Found Toolbar. Select first the files you wish to work on and then either click on a command button or drag and drop the selected files onto a Toolbar button. You can also launch a file by double-clicking on it in the file list.

**Note:** The Files Found file list allows you to drag and drop files to programs which are drag and drop clients (which accept dropped files), like Program Manager for example.

### See also:

[WizFinder](#)

## WizDuplicates

WizDuplicates finds out all the duplicate files present on one or more drives, or on a path and helps you recover precious disk space.

Multiple matching criteria can be specified. The WizDuplicates dialog is expandable (select the **More >>** button) to display more [Duplicates Search Options](#).

The WizDuplicates search process is performed using threads i.e. it is possible to let WizDuplicates scan your disk(s) and continue to work in Windows. When WizDuplicates is done, a Duplicates Found dialog is displayed which lets you manage the duplicate files found.

### See also:

[WizDuplicates Search Options](#)

[Perform as search for duplicates](#)

[WizDuplicates Search Results](#)

## WizDuplicates Search Options

Before performing a search for duplicate files, you must verify that the search criteria are set according to your search needs. Be aware that every additional condition you specify will narrow the number of files found. **Important:** It is not necessary to specify every condition to perform a search for duplicates.

Here are the different search options and their meaning:

Option	Description
<b>Find Files</b>	Enter the filename of the file you are looking for in this field (wildcards are allowed). If you wish to scan all the files, leave the default [All Files] as it will ignore any condition on the name of the duplicate files to be found.
<b>With text</b>	If you wish to retrieve duplicate files which contain a specific string, enter the text in this field, or leave the box blank if you wish to ignore this condition. <b>Note:</b> A search for duplicates is significantly slowed down if a search string is specified as the search procedure has to scan every file's contents during the search.
<b>Search</b>	Specify either a search path or select one or more drives on which the search for duplicates should be performed.
<b>Match by</b>	Specify how the duplicate files should match i.e. by file name, file size, file date, file time AND/OR file CRC (a CRC check verifies that the contents of the duplicate files are exactly the same).
<b>Attributes</b>	This set of check boxes enables you to limit the duplicates search to files which must have at least one of the checked attributes. Many files do not have any attributes, so make sure that the <i>Without Attributes</i> check box is checked if you are making a global search for duplicates.
<b>Date</b>	The date condition lets you specify a search condition based on the files creation date. Select the condition from the Date combo drop and then enter a date or date range. The date format is mm/dd/yy (month/day/year).
<b>Time</b>	The time condition lets you specify a search condition based on the file(s) creation time. Select the condition from the Time combo drop and then enter a time or time range. The time format is hh:mm (hour/minutes). Valid hours must be between 0-23 and minutes between 0-59.
<b>Size</b>	The size condition lets you specify a search condition based on the file(s) size. Select the condition from the Size combo drop and then enter a size or size range. The size is in bytes and must be a numerical value without punctuation (no comma (,), period (.) or other characters).

### See also:

[WizDuplicates](#)

## Perform a Search for Duplicates

► To perform a search for duplicates:

1. Enter a filename in the Find Files field (wildcards allowed) or leave the default [All Files].
2. A search for duplicates can be performed after specifying a path or selecting a drive or multiple drives.
3. Specify the criteria which determines under which conditions files are duplicates by selecting (checking) the appropriate options in Match by.
4. Additional search conditions can be specified regarding file attributes, date, time and size. The date, time and size constraints can be particularized to match the type of search you wish to perform. Select an appropriate option from their combo drop lists and then enter the applicable data in the fields automatically displayed at the right.

The constraints specified are automatically saved and made available in subsequent search sessions.

The WizDuplicates search process is performed using threads i.e. it is possible to let WizDuplicates scan your disk(s) and continue to work in Windows. When WizDuplicates is done, a Duplicates Found dialog is displayed which lets you manage the duplicate files found.

**Note:** A large number of files on your drive(s) do not have any file attribute set. It is therefore important to include (check) the Without Attributes in your search for duplicates if you wish to have WizDuplicates consider these files.

### See also:

[WizDuplicates](#)

## Duplicates Search Results

If files matching the duplicates search criteria are found, WizDuplicates will display a Duplicates Found dialog listing all the matching files. Matching files are grouped together, each group being separated by a light gray line from the next group.

Each file is presented with the following information:

- File Icon.
- File Size.
- File Date and Time.
- File Attribute.
- File Path and Name.

The size of the icon or the presence of icons in the file list can be customized in the Preferences dialog.

The file list in the Duplicates Found dialog can be **sorted** by file name, file extension, file size, file date, file time or file attributes.

The duplicates files are sorted by file name in the Duplicates Found file list. Duplicates sets are separated by a light gray line.

The word duplicates is used in a broader meaning than its real definition i.e. in WizDuplicates, duplicates are the multiple existence of files on the specified drive(s) or path (not limited to two instances of a file). A file may exist in more than two copies and WizDuplicates will display all the matches according to the constraints set in WizDuplicates.

You can select files in the Files Found file list by clicking on them or by using the Tag and /or Select buttons. Select **by Mask** lets you select files which match a specific filename and/or file extension mask (wildcards can be used). Hold the Shift key down when using the Tag or Select buttons if you wish to add the selection to the currently selected files.

If duplicates within a set of duplicates have the same file size, Tagging the **Smaller** or the **Larger** file will not select any file within the duplicates set.

If duplicates within a set of duplicates have the same date stamp, Tagging the **Older** or the **Newer** file will not select any file within the duplicates set.

Several **file management** functions are available through the File Found Toolbar. Select first the files you wish to work on and then either click on a command button or drag and drop the selected files onto a Toolbar button. You can also launch a file by double-clicking on it in the file list.

**Note:** The Duplicates Found file list allows you to drag and drop files to programs which are drag and drop clients (which accept dropped files), like Program Manager for example.

### See also:

[WizDuplicates](#)



## WizSynch

WizSynch allows you to synchronize (update) the contents of two directories using various options. This feature is a must have utility if you are working with a portable computer or with multiple computers.

► To perform a directory comparison:

1. Enter a directory path in the **Directory 1** field. Use the corresponding Browse button if you wish to browse through your drives and directories to select a path, or select a previously entered path from the combo drop.
2. Enter a second directory path in the **Directory 2** field. Use the corresponding Browse button if you wish to browse through your drives and directories to select a path, or select a previously entered path from the combo drop.
3. Select Compare.

WizSynch reads both paths and displays a Synchronize Directories (Results Dialog) dialog which lets you specify how the synchronization / update should be performed.

### See also:

Synchronize Directories (Results Dialog)

## Synchronize Directories (Results Dialog)

The Synchronize Directories dialog displays the contents of the two specified paths in two file lists, the respective paths being displayed above each list.

Only one file list is active at any one time. The active list has the file information displayed in dark characters whereas the inactive file list has its information displayed with light characters. The Switch button in the Synchronize Directories Toolbar also indicates which file list is currently active. Use this switch button to switch the activation to the other file list.

Each file in the lists is presented with the following information:

- File Icon.
- File Size.
- File Date and Time.
- File Attribute.
- File Path and Name.

The size of the icon or the presence of icons in the file list can be customized in the Preferences dialog.

The file lists can be **sorted** by file name, file extension, file size, file date, file time or file attributes.

You can select files in the file list by clicking on them or by using the Tag and/or the Select buttons. Select **by Mask** lets you select files which match a specific filename and/or file extension mask (wildcards can be used). Hold the **Shift key** down when using the Tag or Select buttons if you wish to add the selection to the currently selected files.

The tagging follows the matching conditions specified in Match by. File CRC determines that the file contents must be exactly the same.

By default, the file list are Name-Aligned (the file lists are aligned by corresponding files/filenames). However, you can also chose to have the lists displayed in a more compact way by selecting the Compact option in the dialog.

If you wish to display only the files you selected in the file list, switch the radio button from Display All files to Display Selected files.

Several **file management** functions are available through the Directory Comparison Toolbar. Select first the files you wish to work on and then either click on a command button or drag and drop the selected files onto a Toolbar button.

You can also drag and drop the selected files onto the other file list to copy the selection from one list to the other.

It is possible to launch a file by simply double-clicking on it in the file list.

The file list allows you to drag and drop files to programs which are drag and drop clients (which accept dropped files), like Program Manager for example.

### See also:

[WizSynch](#)

## WizLock

WizLock lets you completely lock your system and restore it after typing a password you previously defined. This feature permits you to leave your station, keeping information confidential or secured until you come back and the defined password is entered.

► To lock your system with WizLock, either double-click on the minimized WizLock icon or select Lock from the WizLock system menu.

For maximum confidentiality, during the locking process all applications are minimized leaving only an Enter Password dialog displayed. Applications running in the background which cannot run properly when minimized (for example, certain communication programs) are left untouched.

If you want to set or change your password, select Preferences from the WizLock system menu

The Alt+Ctrl+Del (reboot) key combination can be disabled while your system is locked. For this feature to work properly, the device vrtd.386 has to be declared in the [386Enh] section of SYSTEM.INI and the option has to be set in the WizLock Preferences dialog.

### See also:

WizLock Preferences

WizLock Password

vrtd.386

## vrbtd.386

The vrbtd.386 virtual device is used while a system has been locked with WizLock to prevent a system reboot with the Alt+Ctrl+Del key combination.

vrbtd.386 is copied to your WizUtilities Pak directory during the installation process of WizUtilities. However, the device is not automatically declared in the [386Enh] section of SYSTEM.INI.

To have the Lock option "Disable Alt+Ctrl+Del" work properly, you have to declare vrbtd.386 in your SYSTEM.INI file. If the WizUtilities directory is C:\WIZMGR\ then the declaration in SYSTEM.INI under the [386Enh] section should be:

```
[386Enh]  
Device=c:\wizmgr\vrtd.386
```

Save the modification and restart Windows for the changes to take place.

### **See also:**

[WizLock](#)

## WizLock Preferences

The WizLock Preferences dialog is displayed when selecting Preferences from the WizLock system menu.

**Note:** Holding down the Shift key while launching WizLock will also present the Preferences dialog. This allows you to change settings before WizLock is started.

**IMPORTANT:** Remember your password! Or write it down in a safe place. If you password-protect the access to Preferences, you'll not be able to change your password unless you know the existing password.

Option	Description
<b>Alt+Ctrl+Del</b>	Select Disable while locked to have WizLock disable the Alt+Ctrl+Del key combination reboot while locked. For this feature to work properly, the device <a href="#">vrbtd.386</a> has to be declared in the [386Enh] section of SYSTEM.INI.
<b>Password</b>	Select the Password button to access the Password dialog which lets you enter a new password. A password is case sensitive and the new password will overwrite the existing one.
<b>Lock on WizLock Startup</b>	Check this option if you wish WizLock to lock your system when WizLock is started. Holding down the Shift key while launching WizLock will present the Preferences dialog and allow you to change this setting before WizLock is started.
<b>Close WizLock after unlocking</b>	Check this option if you wish WizLock to close after unlocking your system.
<b>Password protect access to Preferences</b>	Check this option if you wish to password protect the access to the WizLock Preferences dialog. The protection password is the same as the lock password.
<b>3D effect in WizLock dialogs</b>	Check this option if you wish to display the WizLock dialogs with 3D effects.

### See also:

[WizLock](#)  
[vrbtd.386](#)

## WizLock Password

The WizLock dialog is displayed when selecting the Password button from the Preferences dialog.

The Password dialog allows you to assign a password to unlock WizLock. WizLock minimizes all running applications and locks Windows until you enter your password in the displayed Unlock dialog.

A password can be any combination of letters, numbers, and/or punctuation. Spaces (space bar spaces) are accepted. The password is case sensitive. For maximum security, it is strongly suggested NOT to use passwords shorter than 4 characters. It is also wise NOT to use passwords such as birthdays or first names. These are often the first ones tried by anyone who would try to break into your system.

Entering a new password erases the previously saved password.

### **See also:**

[WizLock](#)

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