

Zip-Hard Help



The quick and easy way to create or extract zip files.

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Thank you for trying Zip-Hard. We hope you find it useful.

Overview



Zip-Hard is an easy to use program that gives you the power of Pkware's zip and unzip utilities without the hassle of using complex command lines.

A simple click of a few settings allows you to unzip a downloaded zip file or back up a directory and update the backup at a later time.

If you have ever experienced a data loss you know what a time consuming task it is to reinstall all your programs and customize them to your preferences again. Important files you created with each program can be lost if you do not have a disk back up of them. The purchase of a new hard drive presents the same problems.

Zip-Hard makes the process easier by allowing you to back up important directories with all your preference selections and user created files in place. The directory will be the same when restored as when you made your back up.

This evaluation version of Zip-Hard allows you to use all the Pkware switches except the -&v switch (Span disks). You may use it for a 21 day evaluation period after which time you are expected to register. With registration you will receive the latest version of Zip-Hard with expanded features and a printed manual.

If you find the program useful please register by sending a \$20 check or money order (USA orders). For orders outside the United States send an international postal money order in US funds adding \$5.00 for shipping.

Send registrations to:

Zip-Hard, Inc.
P. O. Box 1545
Gatlinburg, TN USA
37738-1545

[Registration](#)

Registration



Zip-Hard is a shareware program. All rights are retained by Zip-Hard, Inc. You may share the program and freely distribute it for evaluation purposes. After a reasonable evaluation period you must register your copy of the program and become a licensed user or destroy your copy of the program. Registered copies of Zip-Hard may not be distributed by any means.

With registration you receive a master disk of the latest version of Zip-Hard with expanded features and a printed manual. Several order and payment methods are available for your convenience.

Check or Money Orders:

You may print the registration form in this help file. Fill it out and mail it with your check or money order for \$20. For orders outside the US please use an international postal money order specifying US funds (also add \$5 shipping on orders outside US).

Registration Form

You may also use a plain sheet of paper. Please include your name, mailing address and disk size needed (3 1/2" or 5 1/4 "). Comments and suggestions are welcome.

Send check or money order registrations to:

Zip-Hard, Inc.
P. O. Box 1545
Gatlinburg, TN
USA 37738-1545

Credit Card Orders:

Credit card orders for Zip-Hard 2.2 are accepted by Public (software) Library. These numbers are for credit card ORDERS ONLY.

Refer to: Product ID. # 14359, Zip-Hard 2.2

Order by credit card from PsL by calling 800-2424-PsL (800-242-4775) or 713-524-6394 from 7 a.m. - 6 p.m. CST Monday thru Thursday; 7 a.m. - noon on Friday.

Fax your credit card order to PsL at 713-524-6398.

Email your PsL credit card order to 71355.470@compuserve.com.

Credit card orders may also be mailed to:

PsL
P. O. Box 35705
Houston, TX 77235

PsL will notify us the day of your order and we will ship the product directly to you.

Questions?

Any questions about the status of the shipment of the order, refunds, technical support, volume discounts, site licenses, etc., must be directed to:

Zip-Hard, Inc.
P. O. Box 1545
Gatlinburg, TN 37738

Voice: (423) 436-6966

Fax: (423) 436-0106

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Registration Form



Click to print

With registration you receive a master disk of the latest version of Zip-Hard with expanded features and a printed manual.

Mail to: Zip-Hard Inc.
P. O. Box 1545
Gatlinburg, TN USA
37738-1545

Name _____
Company _____
Street _____
City, State _____
Zip, Country _____

Single Use - Zip-Hard _____ @ \$20.00 _____
Outside US add \$5.00 @ item shipping _____
TENNESSEE RESIDENTS add 8.5% state sales tax _____
TOTAL..... _____

SEND CHECK OR MONEY ORDER (USA ORDERS)
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Please make remittance payable to Zip-Hard, Inc.

Corporate Purchase orders (Net 30 days) accepted for software from large corporations within the USA & Canada. Fax to: 423-436-0106
Please contact Zip-Hard, Inc. for site license prices.

We normally ship 3.5" 1.44MB diskettes.
Check here if you need Zip-Hard on 5.25" diskette..... _____

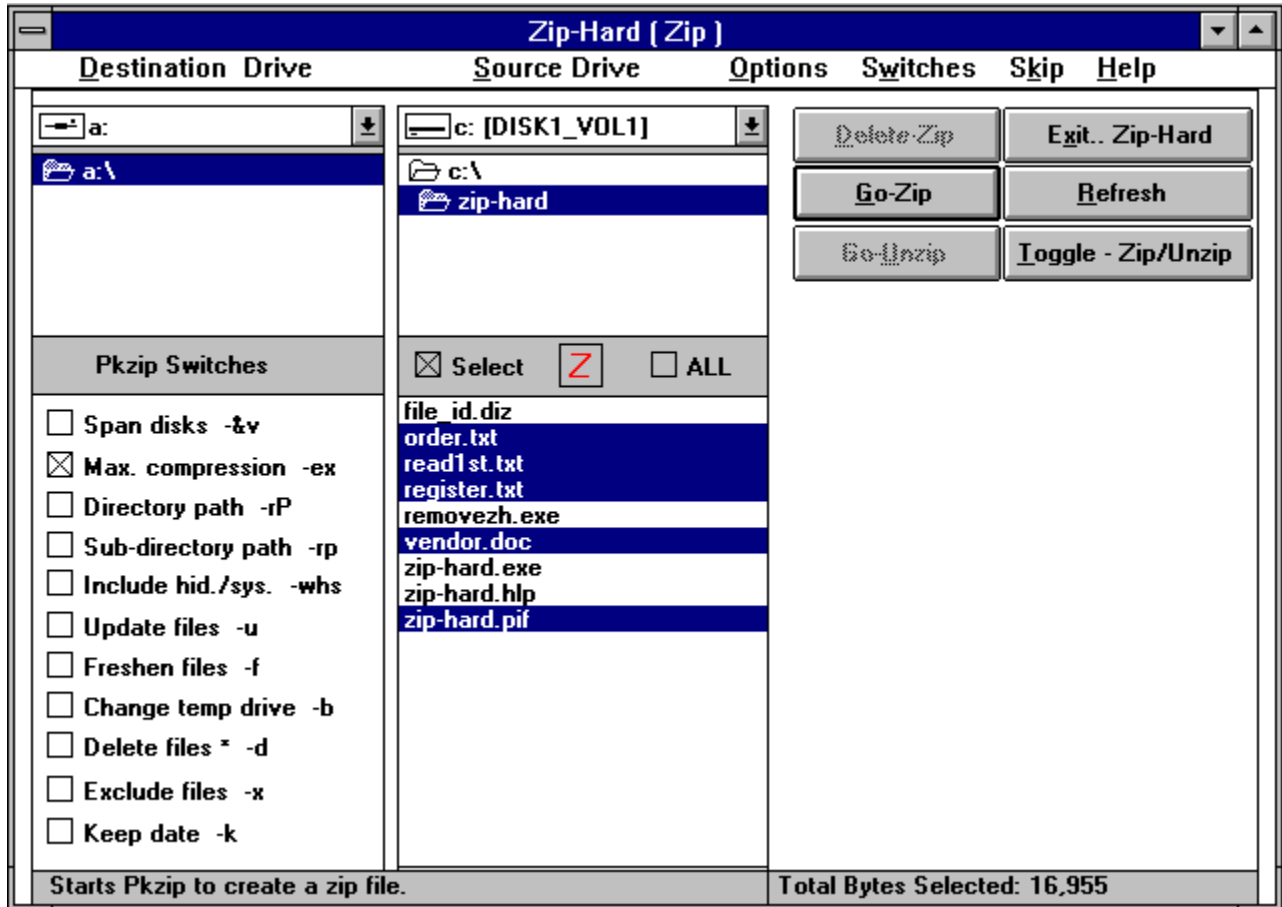
Where did you learn of Zip-Hard?

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Screen Layout

Click on sections of the screen to locate screen parts with a short description of use.



Controls

The screen is divided into sections. Each section is part of a selection process you use to pass instructions to the program.

Caption Bar

Menu Bar

Destination Drive

Source Drive

Command Button

Check Box

Pkware Switches

Caption Bar

The caption bar is located at the very top of the screen. It is to remind you of the currently selected procedure. The caption is in parenthesis. There are six caption screens.

Copy/Delete Caption

Zip Caption

Zip Exclude Caption

Zip Delete Caption

Unzip Caption

Unzip Exclude Caption

The caption bar will change automatically according to the command button, check box, and the Pkware switches you select.

Copy/Delete Caption

Copy/Delete is the default caption bar. It allows you to perform file functions to prepare the files to include in a zip file.

NOTE: Any delete performed in Zip-Hard is permanent.

Zip Caption

The Zip caption bar allows you to create a zip file. Checking the All or Select check box will take you to the Zip caption screen.

Zip Exclude Caption

The Zip Exclude caption bar allows you to stop files from entering a zip file you are creating. Checking the Exclude files switch with the All check box will take you to the Zip Exclude caption bar.

Zip Delete Caption

The Zip Delete caption bar allows you to delete files from inside a zip file. Selecting a zip file and checking the Delete files switch will take you to the Zip Delete caption bar.

NOTE: Any delete performed in Zip-Hard is permanent.

Unzip Caption

The Unzip caption bar allows you to extract files from a zip file. Use the Toggle - Zip/Unzip command button to change to the Unzip caption bar screen.

Unzip Exclude Caption

The Unzip Exclude caption bar allows you to extract only the files you want from a zip file. Checking the All check box and the Exclude files switch from the Unzip caption bar takes you to the Unzip Exclude caption bar screen

Menu Bar

The menu bar is located directly below the caption bar. Drop down menus appear when you click on the heading.

Destination Drive Menu

Source Drive Menu

Options Menu

Switches Menu

Skip Menu

Help Menu

Destination Drive Menu

Clicking on the Destination Drive heading gives you a drop down menu with the following options:

Make/Remove Directory

Refresh

Free Disk Space

Exit Zip-Hard

Make/Remove Directory

This Destination Drive menu option allows you to create a new directory on the destination drive without exiting Zip-Hard. The default path is the currently selected drive and directory. Change the path if desired and type in the name of the directory to be created and click OK.

To remove a directory, type in the directory name and click OK. You will not be allowed to remove a directory that contains files. The files must be deleted first. You cannot remove a directory while it is selected as your destination. Unselect it first.

Refresh

This Destination Drive menu option refreshes the selected drive and directory.

Free Disk Space

This Destination Drive and Source Drive menu option displays free disk space and the disk volume label of the selected drive.

Exit Zip-Hard

This Destination Drive menu option closes the Zip-Hard program.

Source Drive Menu

The Source Drive drop down menu contains options that allow you to perform file maintenance activities without exiting Zip-hard.

Copy

Copy As

Delete File

Refresh

Free Disk Space

Run NotePad

Run PkzipFix

Some options will only be available for use under the appropriate caption bar.

Caption Bar

Copy

This Source Drive menu option allows you to copy a file from the selected source directory to the selected destination directory.

Copy As

This Source Drive menu option allows you to copy a file from the selected source directory to the selected destination directory and change the name of the file.

You may also enter the complete path for the new file name. The selected destination drive and directory will not be used.

Delete File

This Source Drive menu option will delete the selected file from the source drive.

NOTE: Any delete performed in Zip-Hard is permanent.

Refresh

This Source Drive menu option will refresh the selected drive, directory and file listing box.

Run NotePad

This Source Drive menu option will open the selected file in Windows Notepad for viewing.

Run PkzipFix

This Source Drive menu option calls Pkzipfix.exe to repair a damaged file directory in a zip file.

Options Menu

The Options drop down menu allows you to configure Zip-Hard to your preferences and select how you want files displayed.

Delete Any File

Show Hidden/ Read Only Files

Show System/ Read Only Files

Save On Exit

Show Work File

Show No Messages

Unzip extensions [.zip]

File Location

Change Users Pkzip Switch

Change Users Pkunzip Switch

Some options will only be available for use under the appropriate caption bar.

Caption Bar

Delete Any File

This Options menu choice allows you to delete system, hidden or read only files. Zip-Hard by default does not allow these types of files to be deleted. This option should be unchecked when no longer needed.

NOTE: Any delete performed in Zip-Hard is permanent.

Show Hidden/Read Only Files

This Options menu choice allows you to show hidden and read only files in the file listing box so that file functions may be performed on them. Zip-Hard by default does not show hidden and read-only files with other files.

Show System/Read Only Files

This Options menu choice allows you to show system and read only files in the file listing box so that file functions may be performed on them. Zip-Hard by default does not show system and read-only files with other files.

Save On Exit

This Options menu choice allows you to start Zip-Hard in the same position you were in when you exited.

Zip-Hard saves the selected source drive and destination drive, all Pkware switches, and will return to the caption bar you exit from.

Zip-Hard restarts in this position until you select Save On Exit again.

Show Work File

This Options menu choice allows you to watch Pkzip or Pkunzip work. When only a few files are selected Zip-Hard does not show Pkzip creating the zip file. Select Show Work File to see Pkzip.exe, Pkunzip.exe or Pkzipfix.exe running in a DOS screen.

Also see:

[ZhWorkFile](#)

ZhWorkFile

Zip-Hard starts Pkzip.exe and Pkunzip.exe running in the DOS environment but does not keep an active link with them. The ZhWorkFile is shown so that you can see them actively running (writing to disk, etc.). It will prompt you to hit a key to close it when finished.

Trying to exit Zip-Hard while Pkzip or Pkunzip are running can cause unexpected results and/or possibly data lose!

See:

[Terminating Pkzip or Pkunzip](#)

[Trouble with the ZhWorkFile](#)

[Known problem](#)

Terminating Pkzip or Pkunzip

If you have started Pkzip or Pkunzip by accident or you know that what you are creating is not what you wanted to create and will be a long process, do the following to stop the process:

Press [CONTROL] [BREAK] or [CONTROL] [C]. Wait approximately 30 seconds then retry. Twice is required if the ZhWorkFile is not visible or you can press [ALT] [ENTER] to show the ZhWorkFile, then press [CONTROL] [BREAK] to stop Pkzip or Pkunzip.

This should be done only when necessary. The stop may not be immediate. Sometimes it takes a while for the program to stop depending on the number of files it is working with.

Trouble with the ZhWorkFile

Should an unexpected error occur with the ZhWorkFile, your computer could act like it has locked up. The mouse pointer will be in an hourglass state and will not return to a pointer. Clicking the Exit.. Zip-Hard command button and selecting No should correct this and close the ZhWorkFile.

If it does not close, try pressing CONTROL+C or CONTROL+BREAK.

As a last resort, click the minus box in the top left corner of the ZhWorkFile and select Settings; you will see a Terminate button; click this button then read and follow instructions. Be sure there is NO DRIVE ACTIVITY before terminating and DO NOT change any settings as this may cause the program to run improperly.

Known problem

When a zip file is created using the Span disks switch, a directory of the files added to the zip file is placed on the last disk of the multiple disk set. If a multiple disk zip file is very large (approx. 15 disk or more), the directory of the zip file is on more than one floppy disk. Zip-Hard can not prompt you to insert a different disk if it is required.

If this occurs while listing files, Pkunzip will stop and beep. You will need to insert the previous disk number and press any key to continue. Pkunzip will repeat this beep until the correct disk is inserted or the entire directory of the zip file has been read.

Terminating Pkzip or Pkunzip

Show No Messages

Zip-Hard shows messages to verify your selected action, suggest complimentary actions and to confirm to you that an action has occurred. These help you to learn to use Zip-Hard but they can be annoying after you are familiar with the program.

This Options menu choice stops Zip-Hard from showing routine messages. Messages will still appear for actions that are not routine.

If you later have problems performing an action try unchecking the Show No Messages option and a message box may explain your problem.

Unzip extensions .zip

The default unzip extension is .zip. This Options menu choice gives you two ways to list files with the extension .exe.

List extensions [.zip] and all [.exe]

Selecting this option lists all .zip and all .exe files.

List extension [.zip] and [.exe]

Selecting this option lists all .zip files but only .exe files that appear to be self-extracting zip files. Since this requires a test of all .exe files found it requires extra time and should be unchecked when not needed to speed up Zip-Hard.

File Location

This Options menu choice allows you to inform Zip-Hard of the location of the Pkware files Pkzip.exe, Pkzipfix.exe and Pkzipfix.exe.

The Zip-Hard setup program places an evaluation version of these files in the Pk-zip sub-directory of the Zip-Hard directory. This is where Zip-Hard will automatically look for the files.

If you have a registered version of these files, you need to inform Zip-Hard of their location. The Zip-Hard program will not run if it can not locate a Pkware file.

The three files must be in the same directory for Zip-Hard to operate properly.

Change Users Pkzip Switch

This Options menu choice allows you to change the last Pkzip switch under the Copy/Delete and Zip captions bars to one of your choice (available with the registered version).

Enter a short description of the function in the left side of the dialog box and the switch with the minus (-) sign in the right side. You need to use 'Save on Exit' to save the switch change.

Change Users Pkunzip Switch

This Options menu choice allows you to change the last Pkunzip switch under the Unzip caption bar to one of your choice (available with the registered version).

Enter a short description of the function in the left side of the dialog box and the switch with the minus (-) sign in the right side. You need to use 'Save on Exit' to save the switch change.

Switches Menu

The Switches drop down menu allows you to customize Pkware switches.

[Set Switches](#)

[Save Switches](#)

The Help menu heading gives you access to Pkware help for a listing of switches or see your Pkware documentation. Also see:

[Switch conflicts](#)

Set Switches

This Switches menu option allows you to enter custom Pkware switches. The switch on the Zip-Hard screen must be unchecked if you are modifying it and the switch entered in its entirety.

For example: To change -&v to -&fv you must uncheck the -&v switch and enter -&fv under Set Switches.

You must re-enter the switch every time you zip or unzip a file unless Save Switches is selected.

See:

[Pkware Switches](#)

Pkware Switches

A short explanation of the most commonly used Pkware switches are displayed below the destination directory scroll bar in a convenient check box format. The switches will change whenever the Toggle - Zip/Unzip command button is used.

[Switches for zip](#)

[Switches for unzip](#)

The Help menu heading gives you access to Pkware help for a more detailed explanation of switches or see your Pkware documentation.

See the Procedures and Advanced Use sections of this help file for common usage of the switches for each explained topic.

[Procedures](#)

[Advanced Use](#)

[Interaction of check boxes and switches](#)

[Switch conflicts](#)

Switches for zip

Click on a switch name for what each switch does and tips on using it.

[Span disks](#)

[Max. compression](#)

[Directory path](#)

[Sub-directory path](#)

[Include hid./sys.](#)

[Update files](#)

[Freshen files](#)

[Change temp drive](#)

[Delete files](#)

[Exclude files *](#)

[Keep date](#)

Span disks switch

Span disks (the `-&v` switch, available with the registered version) is used to span a zip file across multiple floppy disks. Use it to make back up or portable copies of large directories.

[Registration](#)

Max. compression switch

Max. compression (the -ex switch) gives maximum compression making a zip file smaller in size . Use it as a default switch especially when placing zip files on floppy disks.

Directory path switch

Directory path (the `-rP` switch) retains the directory path for sub-directories and the parent directory. Use it to retain the entire directory structure intact in a zip file.

Sub-directory path switch

Sub-directory path (the `-rp` switch) retains the directory path for sub-directories but not for the parent directory. Use it to retain the sub-directory structure intact in a zip file.

Include hid./sys. switch

Include hid./sys. (the -whs switch) will include all hidden and system files in a zip file. Use it when placing an entire directory in a zip file to include these types of files.

Update files switch

Update files (the -u switch) adds files that do not already exist to the zip file. Use it to update a zip file.

Freshen files switch

Freshen files (the -f switch for Pkzip) overwrites files of the same name with a newer date in the zip file. Use it to freshen a zip file at a later time.

Change temp drive switch

Change temp drive (the -b switch) is used to change the drive that Pkzip uses to create a temporary file (the default is the destination drive). Use it to speed up Pkzip by selecting your hard drive for a temporary file when making large zip files on floppy disks.

Delete files switch

Delete files (the -d switch for Pkzip) deletes files that are in a zip file. Use it to remove unwanted files from a zip file.

Note: Any delete performed in Zip-Hard is permanent.

Exclude files switch for Pkzip

Exclude files (the -x switch for Pkzip) allows you to selectively prevent files in a directory from being added to a zip file.

Keep date switch

Keep date (the -k switch) will retain the original date of the zip file. Use it when updating a zip file if you want the date of the original zip file to stay the same.

Switches for unzip

Click on a switch name for what each switch does and tips on using it.

[View file info](#)

[Freshen destination](#)

[Restore directory](#)

[Extract to screen](#)

[Overwrite files](#)

[Newer files only](#)

[Test integrity](#)

[Exclude files*](#)

[Extract files](#)

[Enable Ansi comment](#)

[Password](#)

View file info switch

View file info (the `-vm` switch) allows you to view the directory of the zip file with more information such as size and date of the files. Use it to look at a zip file before you extract it to check on space requirements and directory structure.

Freshen destination switch

Freshen destination (the -f switch for Pkunzip) extracts files of the same name with a newer date to the destination. Use it to add only newer files to a destination.

Restore directory switch

Restore directory (the -d switch for Pkunzip) will restore (creating if needed) the directory structure of a zip file. Use it when extracting zip files that retain the directory structure of the original directory (created with the Directory path or Sub-directory path switch).

Extract to screen switch

Extract to screen (the -cm switch) will extract a file to the screen so you may view it. Use it to view a single text file (such as file_id.diz) if you do not recognize a zip file by it's name or by the file names.

Overwrite files switch

Overwrite files (the `-o` switch) will overwrite all files of the same name without prompting for verification. Use it when you know you want all files overwritten in a directory.

Newer files only switch

Newer files only (the `-n` switch) will extract only files that do not already exist to a destination. Use it to add new files to a directory.

Test integrity switch

Test integrity (the -t switch) tests the file integrity of a zip file. Use it to test important zip files after you create them..

Exclude files switch for Pkunzip

Exclude files (the -x switch for Pkunzip) allows you to selectively prevent files from being extracted from a zip file.

Extract files switch

Extract files (the -e switch) extracts files from a zip file. Use it as a default to unzip a zip file.

Enable Ansi comment switch

Enable Ansi comment (the -q switch) enables an Ansi comment in the zip file.

Password switch

Password (the `-s` switch) allows you to enter the password for a password protected zip file. Use it to unzip password protected zip files.

Note: There is practically no way to unzip a password protected zip file without the password. Write down the password and keep it in a safe place.

Procedures

Zip-Hard is the easy way to accomplish the most common uses of Pkware's zip and unzip utilities. Following are step-by-step explanations on how to:

[Create a zip file](#)

[Unzip a zip file](#)

[Unzip a zip file from File Manager](#)

Also see:

[Advanced Use](#)

How to create a zip file

If any of the following terms are unfamiliar please see:

Controls

Starting from the Copy/Delete caption bar:

1. Select the drive and directory under source drive that contains the files you want in the zip file.
2. Select a drive and directory under destination drive to place your zip file in.
3. Select a check box to choose the files you want in the zip file.

Checking either the All or Select check box will change the caption bar to Zip.

The All check box selects all the files in the file listing box, NOT all files in sub-directories.

The Select check box allows you to select individual files from the root directory of the chosen source drive directory. Click on a file to select it. Selected files are highlighted.

4. Choose appropriate Pkware switches by clicking on the check box next to the desired switch. If no switch is selected Zip-Hard will use a default.

The Max. compression switch gives you the smallest size for the zip file.

If the Max. compression switch is the only switch selected with the All check box, only the selected files in the root directory of the chosen source directory are included in the zip file.

The Directory path switch with the All check box includes all files in the current directory and all files in sub-directories in the zip file and saves all directory names.

The Sub-directory path switch with the All check box includes all files in the current directory and all files in sub-directories in the zip file but saves only sub-directory names.

The Directory path or Sub-directory path switch with the Select check box causes a search of all sub-directories for files with the same name as the files you have selected. Only files with the same name in sub-directories are added to the zip file.

The Span disks switch (available with the registered version) allows large zip files to be created and placed on floppy disks for portability and back up purposes.

5. Press the Go-Zip command button.

Zip-Hard will ask for a name for your zip file. The source drive directory name is selected by default but you may type in the name of your choice.

The ZhWorkFile screen may appear showing the files and directories being added to the zip file.

A zip file containing the files you selected will be created and placed in your selected destination directory.

ZhWorkFile

How to unzip a zip file

If any of the following terms are unfamiliar please see:

Controls

1. Go to the Unzip caption bar screen by pressing the Toggle - Zip/Unzip command button.
2. Locate the drive and directory under the source drive that contains the zip file you want to unzip.

By default only files with the .zip extension are shown in the file listing box while in the Unzip caption bar screen.

3. Choose a directory to put the newly extracted files in under the destination drive.

You may create a directory for this purpose by choosing Make/Remove Directory on the Destination Drive menu.

4. Choose the files you want to unzip from the zip file by using a check box.

The All check box selects all files in the zip file for extraction.

The Select check box causes all files inside the zip file to be shown in the file listing box. Click on a file to select it. Selected files are highlighted

5. Choose appropriate Pkware switches. If no switch is selected Zip-Hard will use a default.

The Extract files switch extracts files from the zip file but does not keep the directory structure of the zip file intact.

The Restore directory switch retains the directory structure of the zip file during extraction.

6. Press the Go-Unzip command button.

The ZhWorkFile screen will appear showing the files being extracted from the zip file.

The files are placed in the destination directory you selected and are ready for use.

ZhWorkFile

How to unzip a zip file from File Manager

You can easily extract a zip file by double-clicking on it while in File Manager. A small destination directory dialog box will appear. Choose an existing directory to place the extracted files in.

You may also enter the path for a new directory to be created. The files will be placed in the newly created directory. Only one directory will be created.

When you start an unzip process from File Manager all files of the same name that already exist in the destination directory will be overwritten. Any directory structure in the zip file will automatically be recreated.

Advanced Use

The following directions assume that you are familiar with making screen selections.

[Delete files from a zip file](#)

[Exclude files from a zip file](#)

[Exclude files in a zip file](#)

[Update a zip file](#)

[Using PkZipFix](#)

[Using the Span disks switch](#)

Delete files from a zip file

From the Copy/Delete caption bar:

1. Select a file with the extension .zip.
2. Check the Delete files switch (the files inside the zip file will be listed).
3. Select the files to be deleted.
4. Press the Delete-Zip command button.
5. Uncheck the Delete Files switch to return to Copy/Delete.

DO NOT delete files from a zip file created using the Span disks switch! This can cause the entire zip file to be lost.

NOTE: Any delete performed in Zip-Hard is permanent.

Exclude files from a zip file

From the Copy/Delete caption bar:

1. Check the All check box.
2. Check the Exclude files switch (the files will be relisted).
3. Select files to be excluded.
4. Press the Go-Zip command button.
5. Uncheck the Exclude Files switch to return to Copy/Delete.

Exclude files in a zip file

From the Unzip caption bar:

1. Select a zip file.
2. Check the All check box.
3. Select the Exclude files switch (the files inside the zip file will be listed).
4. Select the files to be excluded.
5. Press the Go-Unzip command button.
6. Uncheck the Exclude files switch to return to Unzip.

Use the Select check box to extract a few individual files from a zip file.

Use the Exclude files switch to exclude a few individual files when the All check box is checked.

The choice of which one you use depends upon the size of the zip file and the number of files you want extracted.

Update a zip file

You must use the original name of the zip file you are going to update or a new zip file will be created.

From the Copy/Delete caption bar:

1. Select the location of the zip file to update as a destination.
2. Check the Update files switch.
3. Press the Go-Zip command button.

This switch will add any new files found in the source directory to the zip file and overwrite files of the same name already in the zip file if they have a newer date in the source directory.

If you are updating a zip file on a floppy disk there needs to be enough free disk space for new files to be added and for files larger in size.

Using PkZipFix

Pkzipfix.exe is used to rewrite the file directory of a damaged zip file. It may not be able to correct all errors (save all files) in a zip file. If possible, it is better to create a new zip file instead of using Pkzipfix. Using clean or newly formatted disks when creating zip files will help prevent errors.

From the Unzip caption bar:

1. Select the zip file that has errors.
2. Choose Run Pkzipfix under the Source Drive menu.

Pkzipfix uses the source directory as the destination of the repaired file. The repaired file is named Pkfixed.zip. Zip-Hard will ask if you want to rename this file to the original zip file name. When you run Pkzipfix again from the same source directory Pkfixed.zip will be overwritten if it has not been renamed.

If a floppy disk is too full to write to, copy the damaged zip file to your hard disk then run Pkzipfix.

It is not recommended that you use Pkzipfix with zip files that span to more than one disk. This can cause unexpected data loss.

See your Pkware manual for more detailed help.

Using the Span disks switch

The Span disks switch can be used to make a back up copy of a large directory that will use more than one floppy disk. It should not be used with small directories. You may place several small directories on a floppy disk until Pkzip returns the error 'Disk full'.

[Create a zip file using the Span disks switch](#)

[Unzip a zip file made with the Span disks switch](#)

[Unzip individual files from a Span disks set](#)

The Span disks switch is available with the registered version of Zip-Hard.

[Registration](#)

[Try out the Span disks switch](#)

Create a zip file with the Span disks switch

The Span disks switch will create a set of disks that will be numbered 1,2,3, etc. You should NOT put any other zip files on these disks as it can destroy the entire zip file!

Use the directory name for the zip file so you can easily identify it later.

From the Copy/Delete caption bar:

1. Select the All check box.
2. Select the Span disks, Max. compression, Directory path, and Include hid./sys. switches.
3. Press the Go-Zip command button.
4. Insert new disks as prompted.

As you remove each disk from the drive, write the name of the zip file and the disk number on it before you insert the next disk. This way when you unzip the file you can insert the correct disk as needed.

Creating zip files of each individual directory will make extracting individual files much easier, and decreases the chances of a file getting mixed up. This also allows you to later backup an individual directory again if extensive changes have been made.

See:

[Making back up zip files](#)
[Registration](#)

Making back up zip files

Planning is the key to making zip files on floppy disks that can easily be used to restore a hard drive. They also need to be updated on a regular basis to keep them current.

A back up of an entire hard drive as one zip file is impractical in size and zip files spanning multiple disks cannot be updated except by an entire re-creation of the zip file. A more practical solution is to back up individual programs or just user files for a particular program.

The following considerations should be taken into account when deciding which directories and files to back up. The examples will help you to make decisions.

1. Can the original program easily be reinstalled?
2. Does the program have extensive user preference options?
3. Does the program require special set up?
4. How large is the program?

Examples:

Your favorite game can easily be reinstalled though you might want to make a zip file of any saved games of complex games.

Your favorite word processor or graphic viewing program can probably easily be reinstalled and does not contain extensive user preferences. The best way to handle these would be to make a zip file of user documents for the word processor and a zip file of the graphics you have collected .

For a program that contains extensive user preference settings you might back up the program as a zip file with a separate zip file for user files. The program itself will probably not need to be updated but the user files will need updated regularly.

The files contained in the directory used by your sound card or other hardware require special set up which is done by their installation programs. A back up of these is probably not needed unless you also make a back up of the changes their installation programs made.

Some programs are so large they require many floppy disks to make a back up zip file. If it also has extensive preference features you may want to make a zip file back up of the entire program directory. If you know which section contains customization information you can make a back up of only those sections.

See:

[Create a zip file with the Span disks switch](#)

Unzip a zip file made with the Span disks switch

You MUST be able to identify each disk when unzipping a zip file created with the Span disks switch. The volume label is "PKBACK#.xxx" for a floppy disk that is part of a span disk set. If the disks were not numbered during the creation of the zip file, check the volume label using Free Disk Space under Source Drive and number them now.

From the Unzip caption bar:

1. Normally choose the root of your selected drive for your destination. If you know the zip file was created using the Sub-directory path switch, make the parent directory and select it as your destination. (The View file info switch will show you the directory structure).
2. Select the All check box.
3. Select the Restore directory switch.
4. Insert the last disk in the set. The first disk can also be the last disk (when the zip file did not actually span to another disk).
5. Press the Go-Unzip command button.
6. Insert other disks as prompted.

See

[Registration](#)

Unzip individual files from a Span disks set

The disk set created with the Span disks switch is one zip file. The directory of the file is written on the last disk (at the end of the zip file).

From the Unzip caption bar:

1. Insert the last disk in the set. The first disk can also be the last disk (when the zip file did not actually span to another disk).
2. Select the zip file name and click the Select check box.
3. Select the files you wish to unzip.
4. Select a destination and a switch (usually Extract files).
5. Press the Go-Unzip command button.
6. Insert other disks in the set as prompted.

See:

[Registration](#)

[Known problem](#)

Try out the Span disk switch

You can try out the Span disk switch by entering "Zip-Hard, Let Me Use Span!" in the Set Switches dialog box. The text must be entered exactly without the quotation marks. This will allow the Span disk switch to be checked and used to create a zip file on multiple disks.

Interaction of check boxes and switches

If the Max. compression switch is the only switch selected with the All check box, only the selected files in the root directory of the chosen source directory are included in the zip file.

The Directory path switch with the All check box includes all files in the current directory and all files in sub-directories in the zip file and saves all directory names.

The Sub-directory path switch with the All check box includes all files in the current directory and all files in sub-directories in the zip file but saves only sub-directory names.

The Directory path or Sub-directory path switch with the Select check box causes a search of all sub-directories for files with the same name as the files you have selected. Only files with the same name in sub-directories are added to the zip file.

Switch conflicts

Zip-Hard avoids conflicts by unchecking a previously selected switch or by not allowing you to check another switch if it is in direct conflict with the currently selected switch.

It will not check for conflicts with any user added switch or if you are setting your own switches using Set Switches. Pkware help will be shown when a conflict occurs.

Save Switches

This Switches menu option saves a custom switch you have entered in Set Switches. It saves it for the current caption bar screen only.

Pressing the Exit.. Zip-Hard, Refresh, or Toggle - Zip/Unzip command button unchecks Save Switches.

Skip Menu

The Skip drop down menu gives you advanced options for excluding directories and files from a zip file.

[Skip Directories](#)

[Skip Files](#)

[Remove Exclude](#)

Also see:

[Using Skip](#)

Skip Directories

This Skip menu option excludes all files in the selected directory or sub-directory from the zip file to be created. Skip Files may be used with Skip Directories to exclude files in other directories.

Skip Files

This Skip menu option excludes files in directories other than the current source directory from the zip file to be created. The Sub-directory path or Directory path switch check box must be checked.

Use the Exclude files switch when you wish to exclude files in only the current directory. You do not need to check the Exclude files switch when you use Skip Files to exclude files.

Remove Exclude

This Skip menu option clears the list of directories and files selected to be excluded using Skip Files or Skip Directories.

Using Skip

To exclude directories or files that are NOT in the current root directory check the All check box and the Directory path or Sub-directory path switch and use the Skip menu.

To exclude files in a sub-directory use Skip Files.

To exclude entire sub-directories use Skip Directories (all files in the selected directories will be excluded).

The Exclude files switch does not need to be checked when Skip Files is used.

Skip Menu

Help Menu

The Help drop down menu gives you the following options:

Help For Zip-Hard

Help For Pkzip

Help For Pkunzip

About Zip-hard

Sys Info

Time

Some options will only be available for use under the appropriate caption bar.

Caption Bar

Help For Zip-Hard

This Help menu option opens the Windows help file for Zip-Hard (this file).

Help For Pkzip

This Help menu option opens the Pkware help file for Pkzip.exe. This is a DOS file with a listing of switches and their usage.

Help For Pkunzip

This Help menu option opens the Pkware help file for Pkunzip.exe. This a DOS file with a listing of switches and their usage.

About Zip-Hard

This Help menu option shows copyright information, version and other information about the program.

Sys Info

This Help menu option shows information about your system including free memory.

Time

This Help menu option displays the system time for a few seconds in the Help heading position.

Destination Drive

The destination drive selection area is located on the top left side of the screen. Use it to control where files are placed.

Directly below the Destination Drive menu heading is a drop down box which allows you to choose a drive as your destination.

The directories on the selected drive are displayed in a scroll bar box below the drive selected. The default directory is the root directory of the chosen drive. Double click on another directory to choose it as your destination.

Zip-Hard does not use the destination drive as the current directory so no action will be performed on directories. Individual files are not displayed.

Source Drive

The source drive selection area is located in the center of the screen. Use it to control which files to act on. The source drive is always the current directory. Only when directories or files are selected as your source can any action be performed on them.

Below the Source Drive menu heading is a drop down box which allows you to choose a drive as your source.

The directories on the selected drive are displayed in a scroll bar box below the drive selected. The default directory is the root directory of the chosen drive. Double click on another directory to choose it as your source.

Source drive files will appear in the file listing box. All files in the root directory of the selected source directory will be displayed here when individual files may be acted upon. This is also where individual files in a zip file will be displayed. No files are displayed if all selected files will be acted upon.

Command Button

The command buttons are located on the top right of the screen. They are:

Go-Zip

Go-Unzip

Delete-Zip

Toggle - Zip/Unzip

Refresh

Exit.. Zip-Hard

Some command buttons will only be available for use under the appropriate caption bar.

Caption Bar

Go-Zip

Use this command button to create a zip file.

Go-Unzip

Use this command button to extract files from a zip file.

Delete-Zip

Use this command button to delete selected files from inside a zip file.

NOTE: Any delete performed in Zip-Hard is permanent.

Toggle - Zip/Unzip

Use this command button to toggle between the Zip and Unzip caption bar screens. The U and Z in the middle of the check box section of the screen performs the same function.

Refresh

Use this command button to uncheck all boxes and return both the source drive and destination drive to the Zip-Hard directory.

Exit.. Zip-Hard

Use this command button to exit the Zip-Hard program. Also used to regain control from Pkzip or Pkunzip running in DOS.

See:

[Trouble with the ZhWorkFile](#)

Check Box

Check boxes are located between the source drive directories and the file listing box. Use them to select which files in a source directory or zip file are to be acted upon.

Switches may perform different actions depending on the check box selected. Which one you select also controls whether or not files are displayed and may change the caption bar screen.

Select Check Box

All Check Box

The red Z and U in the middle of the check boxes will notify you when the caption bar screen changes to Zip or Unzip and can be used to change between them.

See:

[Interaction of check boxes and switches](#)

Select Check Box

This check box allows individual files in the selected root directory to be selected for action. It also causes the display of files in a zip file to appear in the file listing box so they may be acted upon.

All Check Box

This check box selects all the files in the selected root directory or the zip file so that individual files are not displayed. All files previously displayed in the file listing box for the selected directory or all files in the zip file will be acted upon.

Hints

Using Zip-Hard

[Interaction of check boxes and switches](#)

[Using the Copy/Delete caption bar](#)

[Using the Select check box](#)

[Using Skip](#)

[Making back up zip files](#)

[ZhWorkFile](#)

General Hints

Listing files in a zip file

Any check box marked with an asterisk (*) on the screen will list the files inside a zip file.

Selecting multiple files

Press and hold down both mouse buttons, move mouse pointer up or down to desired point on the file list and release mouse buttons. To select files start with an unselected file. To unselect files start with a selected file.

There is a limit to the number of files that can be selected (about 200). When selecting files in large directories, select the All check box and use the -x switch to exclude files instead.

Selection order

Pressing the [TAB] key will step through the selection order under the current caption bar. You will always start at the source drive and end with a command button (such as Go-Zip) but the selection order is slightly different in the Zip and Unzip caption bar screens.

Zip files on floppy disks

When creating zip files on floppy disks (that do not span to other disks), leave approximately 200,000 bytes free. This will allow you to add files later to the zip file without having to recreate the entire zip file.

Try out the Change User switches

You can try out the Change User switches by entering "Zip-Hard, Let Me Use Switch!" in the Set Switches dialog box. The text must be entered exactly without the quotation marks. This will allow the last switch to be changed to the switch of your choice for one use only.

Using the Copy/Delete caption bar

The file manipulation options listed under the Source Drive and Options menus can only be used in the Copy/Delete caption bar.

It is also the starting point of any zip operation.

1. Check either the All check box or the Select check box to go to the Zip caption bar screen.
2. Check the Delete files switch while a zip file is selected to go to the Zip Delete caption bar screen.
3. Press the Toggle - Zip/Unzip command button to go to the Unzip caption bar screen.

See:

Menu Bar

Caption Bar

Check Box

Using the Select check box

The Select check box allows individual files to be selected for action. It also causes the display of files in a zip file so they may be acted upon.

From the Zip caption bar screen:

You must first click the Select check box, then select the files you wish to add to a zip file.

From the Unzip caption bar screen:

You must first select the zip file you wish to select files from, then click the Select check box.

See:

[Caption Bar](#)

Copyrights & Disclaimers

COPYRIGHTS and TRADEMARKS:

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Information in this help file concerning any Pkware product is thought to be accurate, but Zip-Hard, Inc. does not warrant or guarantee that information is 100% correct. Any information in your Pkware manual or documentation concerning Pkzip.exe, Pkunzip.exe or Pkzipfix.exe will over-ride information in this help file.

Command Buttons

Command buttons are used to start zip and unzip processes or reset the screen.

Caption Bar

There are six captions to inform you of the functions that can be performed with each screen.

Check Box

A check box allows you to control which files in a source drive directory or zip file will be acted upon. Your choice will decide whether or not files are displayed and may change the caption bar screen.

Destination Drive

Files are placed in a destination directory. Use the drop down box to choose a different drive. Use the scroll bar to select another directory.

File list

The file listing box is where individual files are displayed. All files in the root directory of the selected source directory will be displayed here when individual files may be acted upon. This is also where individual files in a zip file will be displayed. No files are displayed if all selected files will be acted upon.

File Listing Box

The file listing box displays files in the root directory of the source drive and directory when individual files may be acted upon.

Glossary

file listing box

root directory

Pkunzip.exe

Pkzip.exe

Pkzipfix.exe

switch

unzip

zip

zip file

Go-Unzip

Use this command button to extract files from a zip file.

Menu Bar

The commands under each heading are only available from an appropriate caption bar screen.

Current Control & File Size

Prompts on what the currently selected control will do appears on the right side of this bar. Information on individual selected files and the total size of the selected portion of the source directory will also be displayed here.

Source Drive

The source drive is always the current directory. Use the drop down box to select a drive as a source . Use the scroll bar to locate a source directory.

Pkware Switches

The switches that are available change between the Zip and Unzip caption bar screens. The action of some switches change depending on whether you selected all files or elected to select individual files.

file listing box

The area below the Select and All check box where individual files are displayed.

Pkunzip.exe

Pkware Inc.'s copyrighted program used to extract files from a zip file. Pkunzip.exe is a registered trademark of Pkware Inc.

Pkzip.exe

Pkware Inc.'s copyrighted program used to compress files into a zip file. Pkzip.exe is a registered trademark of Pkware Inc.

Pkzipfix.exe

Pkware Inc.'s copyrighted program used to repair files in a zip file. Pkzipfix.exe is a registered trademark of Pkware Inc.

root directory

The base of the directory. Only the files outside of any other sub-directory are in the base of the directory.

switch

Command(s) used by Pkzip.exe and Pkunzip.exe when compressing files or extracting files from a compressed file. A switch starts with a minus (-) sign.

unzip

The process of extracting files from a zip file created by Pkzip.exe. Pkunzip.exe is used for this process.

zip file

A file created using Pkzip.exe compression methods. The file has the extension .zip

zip

The process of compressing files to a smaller size using Pkzip.exe which results in a file with the extension .zip.

