This file is available as on-line help in WinUpD8R.

To install WinUpD8R 3.0 copy WINUPD30.EXE, WINUPD30.REG, WINUPD30.HLP and
WINUPD30.FRM to your WINDOWS directory or other directory in which you wish to keep the WinUpD8R files (REGISTER.TXT is an ASCII version of the registration form for use if WRITE.EXE is not resident on your system). Then install WinUpD8R using the normal Windows' File|New|New Program Item sequence in Program Manager. If you are not familiar with installing a Windows application, see the relevant section in your Windows 3.1 User's Guide

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Getting Started

WinUpD8R is distributed as an archive file, UPD8R-30.ZIP (UPD8R.ZIP on CompuServe), containing the following files:

        WINUPD30.EXE - The executable program file
        WINUPD30.HLP - The help file supporting **WinUpD8R**
        WINUPD30.REG - Information on shareware in Windows Write
                format - called by registration procedure
        WINUPD30.FRM - Registration form in Windows Write
                format - called by registration procedure
        REGISTER.TXT - Registration form in ASCII format
        README.WRI - The help documentation in Windows Write format
        VENDOR.TXT - Information of interest to shareware distributors
                and BBSs in ASCII format
        FILE_ID.DIZ - Program description supporting automatic extraction
                of description text by BBSs

An additional file, WINUPD8R.INI, will be created by the program in your Windows directory the first time the program is executed. This file contains the information relating to your default option settings and should be considered part of the **WinUpD8R** file set after its creation.

QuickStart

Introduction

WinUpD8R was written to help manage files between two or more computers. Many people want to work at home on projects for work (and vice-versa...) and find it clumsy keeping the file versions on each machine consistent. **WinUpD8R** solves this problem by using one or more floppy disks as an intermediary between machines. Files on the floppy(s) can be automatically UpD8ed from the first machine and then used to automatically UpD8 the second machine. This process also provides the user with triple-redundant (the two machines and the floppies) data backup "for free". See Usage Scenarios for detailed instructions on setting up and using **WinUpD8R**.

Installation

To install WinUpD8R 3.0 copy WINUPD30.EXE, WINUPD30.REG, WINUPD30.HLP and WINUPD30.FRM to your WINDOWS directory or to another directory of your choice. Then install WinUpD8R using the normal Windows' File|New|New Program Item sequence in Program Manager. If you are not familiar with the process of installing a new Windows application, see the applicable section of your Windows User's Guide.

Giving WinUpD8R To A Friend

Please pass on copies of the original UPD8R-30.ZIP (UPD8R.ZIP if from CompuServe) when giving **WinUpD8R** to a friend or associate. This will allow them access to the full set of information on the program. If you have no wish to print out any of the documentation, you need only retain the four WINUPD30.* files.

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New In WinUpD8R 3.0

WinUpD8R 3.0 is major upgrade adding the following new features:

Include/Exclude files from the UpD8 process by their extension. Very useful for UpD8ing data files which are mixed in with executables and other file types.

Automatic restart of program after change of Directory Selection Mode

Increase in limit of files per directory to 300 from previous 100. This limit refers
to files which are potentially included in the UpD8. For example, if you have a directory with 3000 .ICO files and 3 .TXT files, the .TXT files in the
directory may be UpD8ed either by **Including** .TXT files OR **Excluding** .ICO
files. In either case, **WinUpD8R** will not see the 3000 .ICO files and will
count this directory as containing only 3 files.

New Directory Selection Mode, Use Dir 1's SUBDIRECTORIES ONLY, is handy for structures where the main program executables and support files are in a "top" directory with the data directories below. In this case you may wish to UpD8 only the **subdirectories** of the top directory

New File UpD8 Mode, Clean Up, forces Dir 2 = Dir 1. This should be used with caution, as any files in Dir 2 that are not in Dir 1 will be deleted

and
older files of the same name in Dir 1 will overwrite those in Dir 2. Without any user redirection, the operation is the equivalent of erasing Dir 2 and then copying the contents of Dir 1 into Dir 2. This mode is very helpful in re-synchronizing your directories after periodic "cleanups", thus the very original name...

Delete Pair function added to UpD8 Confirmation dialog (the dialog box which appears before each file is UpD8ed when operating with the Confirm
On
Each File option selected). This allows the file(s) currently displayed to be deleted, a convenient way to keep your directories from becoming cluttered while you're UpD8ing them

OK to All button added to the UpD8 Confirmation dialog allowing single click confirmation of UpD8 of remaining files **within the directory**. This
allows
quick UpD8ing in the case where there is only one of several
directories
whose UpD8ing you wish to supervise.

Users can now give each Batch File a meaningful name to appear on the pick list rather than being limited to Batch1, Batch2, etc.

WINUPD8R.INI can now be accessed for editing with NotePad from within the Batch Mode main window. This allows interactive creation and testing of new batch files.

Further improvements in "bulletproofing":

- Program now checks for UpD8s where the "new" file is more than a factor of 10 smaller than the "old" file. Since computer malfunctions sometimes result in a 0-byte file, this check prevents inadvertently "spreading" this misfortune to other machines and gives the user a chance to bypass the operation, even when Confirm On Each File is not checked.

- CleanUp checks for requests which will erase files on Dir 2 that are
not
currently on Dir 1 and also checks for Dir 1 files that are older than
files
on Dir 2. In both cases the user is given the option of bypassing the operation.

- The names of directories which are too large to UpD8 is now shown.

For more detail on these new features, see:

Options Dialog Controls

Usage Scenarios

WinUpD8R 2.1 was an interim release adding the following new features:

Removal of "No UpD8 required" messages for identical directories
This makes most UpD8s a 4 mouse-click operation - i.e.
1. Open Application
2. Click UpD8
3. Click OK when completion message appears
4. Click Done

Cancel UpD8ing Button now cancels ENTIRE remaining operation for
multiple directory UpD8s

Improved "bulletproofing" for invalid input conditions

Addition of Association of Shareware Professionals documentation
See Obtaining Support and read the section on Shareware
presented at the first screen after pressing Register Now
or open file WINUPD30.REG with the Write editor

WinUpD8R 2.0 was a major upgrade integrating the following new capabilities:

UpD8 corresponding directory names on Dir 1 and Dir 2 by selecting only Dir
1

UpD8 corresponding directory **TREES** by selecting the top of the tree in Dir 1

UpD8 multiple arbitrary pairs between arbitrary drives using the new **BATCH
MODE**

Automatically create the necessary directory structures, with or
without confirmation

Save last Dir 1,2 settings as the next starting pair or the last Batch file
setting (in Batch Mode)

Create backup files with .~** extensions allowing backups of files with
identical filenames but different extensions to exist in the
same directory

Maintain a multiple-floppy UpD8 set "automatically"

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Main Dialog Controls

The Main Dialog contains the following controls:

Options...

Opens the Options Dialog window allowing permanent or temporary modifications to
WinUpD8R's control settings.

UpD8

Launches actual file operations by **WinUpD8R**

Done

Closes **WinUpD8R** and saves the latest contents of Dir 1 and Dir 2 (or the latest Batch file selected in **Use Batch File Method** mode).

Help

How you got here...

In addition, the Main Dialog displays other information about the directory pair(s) to be UpD8ed depending on the Directory Selection Mode as explained below:

Select Each Directory Separately Mode

In this mode, two separately selectable drive/directory lists are presented, allowing selection of arbitrary drives and paths for Dir 1 and Dir 2.

Use Dir 1's Directory Structure, Use Dir 1 AND ALL SUBDIRECTORIES and Use Dir 1's SUBDIRECTORIES ONLY Modes

In all of these modes, the second box allows selection of drive only. The path for Dir 2 is forced to correspond to the path selected for Dir 1. This allows for less "mousing around" when the directory structures on the two drives correspond. In the Use Dir 1 AND ALL SUBDIRECTORIES mode, Dir 1 AND the entire tree below the path selected on Dir 1 are UpD8ed between the two drives. Use Dir 1's SUBDIRECTORIES ONLY mode, operates in the same manner as Use Dir 1 AND ALL SUBDIRECTORIES mode except that Dir 1 itself is not UpD8ed.

Use Batch File Method Mode

This dialog has a combo box allowing the selection of one of the Batch File definitions stored by the user in WINUPD8R.INI. The validated directory pairs are shown in the list box below. WINUPD8R.INI can be accessed for editing by clicking on the Edit WINUPD8R.INI... button.

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Options Dialog Controls

The Options Dialog contains the following controls:

Directory Selection Modes   **One of the following five selections must be chosen**

Select Each Directory Separately

This is the original mode in which **WinUpD8R** operated. It allows the independent selection of Dir 1 and Dir 2 as any directory on any available drive.

Use Dir 1's Directory Structure

This mode allows selection of Dir 1 as any directory on any available drive. Dir 2 is forced to have the same path on the drive selected in the Disk 2 selection list.

Use Dir 1 AND ALL SUBDIRECTORIES

This mode is similar in appearance to **Use Dir 1's Directory Structure** but is much more powerful. It uses the directory structure of the **tree** topped by Dir 1. All subdirectories (up to 20) below Dir 1 and their corresponding directories on the drive specified in Dir 2 are updated. See <u>Usage Scenarios</u> for detailed hints on how to maximize the usefulness of this feature.

Use Dir 1's SUBDIRECTORIES ONLY

This mode is similar to Use Dir 1 AND ALL SUBDIRECTORIES except that Dir 1 itself is not UpD8ed.

Use Batch File Method

This mode allows for multi-directory-pair UpD8s between arbitrary paths on arbitrary drives. Up to 5 different Batch definitions may be specified in the WINUPD8R.INI file. See <u>Usage Scenarios</u> for detailed hints on how to maximize the usefulness of this feature.

Note: Changes to these settings require that the **Save As Default Settings** checkbox be selected before selecting **OK**.

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<u>File UpD8 Modes:</u>   **One of the following four selections must be chosen:**

UpD8 Matching Files Only

This selection only allows **WinUpD8R** to UpD8 files with the same name in each of the selected directories.

Add New Files From Dir 1 to Dir 2

This selection UpD8s all the files with the same name in each directory **and** copies any files in Dir 1 that do not exist in Dir 2 into Dir 2.

Add New Files Bi-directionally

This selection updates all the files with the same name in each directory **and** copies any files in Dir 1 that do not exist in Dir 2 into Dir 2 **and** copies any files in Dir 2 that do not exist in Dir 1 into Dir 1.

CleanUp

This selection has the effect of erasing Dir 2 and replacing it with the contents of Dir 1. This is accomplished as follows:

    - All files in Dir 1 that are newer than the corresponding files in Dir 2
         replace those files

    - All files in Dir 1 that are not in Dir 2 are copied to Dir 2

    - All files in Dir 2 that are newer than the corresponding files in Dir 1

are replaced by the older file **after asking the user for confirmation**

- All files in Dir 2 that are not in Dir 1 are deleted **after asking the user for confirmation**

CleanUp forces **WinUpD8R** to operate as if Confirm On Each File had been checked. You can still accelerate the process by pressing OKToAll but I felt that the user should at least get the **chance** to closely supervise this process. I also did not give CleanUp the ability to delete sub-directories of Dir 2 not contained on Dir 1 - I felt that this was seldom necessary and entailed too much risk.

Other Options Dialog Settings:

Confirm On Each File

If this box is checked, **WinUpD8R** asks for confirmation (by pressing **OK**) before each file operation. **OK** confirms the UpD8 of the current file pair, **Next File** bypasses the current file pair; **OKToAll** UpD8s all remaining pairs **in the directory** without asking for further confirmation, **Delete Pair** deletes the current file pair (or file, if existing only on one of the drives) after asking for confirmation.

Create Backup Files

If this box is checked, **WinUpD8R** makes a backup copy (by renaming the older of the two matching files to a .~** extension - e.g. MEMO.TXT is renamed MEMO.~TX). This option is disabled when in CleanUp mode.

Create New Directories If Needed

WinUpD8R may need to create new directories in order to comply with the requested operation. If this box is **NOT** checked, **WinUpD8R** asks for confirmation (by pressing **OK**) before each directory is created.

Save As Default Settings

Checking this box causes **WinUpD8R** to change the option settings permanently in WINUPD8R.INI. If this box is not checked on exiting the dialog, the changes will only be used for the current session. This control **MUST** be checked before exiting in order to change the Directory Selection Mode. This control is reset each time Options is opened and so must be checked each time you wish to permanently update the .INI file.

INCLUDE/EXCLUDE...

Pressing this button brings up a dialog box allowing the entry of extensions to be included or excluded. The default setting is no entries in the edit box and Exclude selected. This allows **WinUpD8R** to include all files in the backup.

When Exclude is selected, any files with extensions matching one of those listed in the edit box are ignored by **WinUpD8R.**

When Include is selected, **WinUpD8R** ignores all files EXCEPT those files whose extensions match one of those listed.

For example, checking Exclude and entering

EXE,COM,BAT

in the edit box will exclude *.EXE, *.COM and *.BAT from the UpD8ing process.

Checking Include and entering

DOC,XLS

in the edit box will include only files with .DOC or .XLS extensions in the UpD8.

Note: Entries in the edit box should NOT include the period and not exceed three characters. There should be no extra spaces between the extensions and they should be separated by commas.

OK

Pressing this button exits the Options Dialog and temporarily or permanently stores the new settings, depending on the status of the Save As Default Settings check box.

CANCEL

Pressing this button exits the Options Dialog without changing any settings.

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Usage Scenarios

Before using **WinUpD8R** you'll need to set up one or more floppy disks to serve as your transfer medium. You'll also want to review the default option settings. You may wish to review the operation of the <u>Main Dialog</u> controls and the <u>Options Dialog</u> controls before proceeding.

To view detailed instructions for setting up and using **WinUpD8R** in the Directory Selection Mode which most nearly fits your requirement, double-click on the appropriate heading:

<u>Select Each Directory Separately</u>

This is the original mode in which **WinUpD8R** operated. It allows the independent selection of Dir 1 and Dir 2 as any directory on any available drive. If all of the files which you wish to keep UpD8ed are in a single directory on each machine **and** the path names are **not** the same this is the easiest option to use.

<u>Use Dir 1's Directory Structure</u>

This mode allows selection of Dir 1 as any directory on any available drive. Dir 2 is forced to have the same path on the drive selected in the Disk 2 selection list. If all of the files which you wish to keep UpD8ed are in a single directory on each machine **and** the path names are the same this is the easiest option to use. This is also a good choice if you wish to manually pick which directory pairs among several like-named pairs to UpD8 on each occasion.

<u>Use Dir 1 AND ALL SUBDIRECTORIES</u>

This mode is similar in appearance to **Use Dir 1's Directory Structure** but is much more powerful. It uses the directory structure of the *tree* topped by Dir 1. All subdirectories (up to 20) below Dir 1 and their corresponding directories on the drive specified in Dir 2 are updated. This approach is very convenient when the directories to be UpD8ed are subdirectories of a single directory. It is also amenable to multi-floppy UpD8 sets.

Use Dir 1's SUBDIRECTORIES ONLY

This mode is similar to **Use Dir 1 AND ALL SUBDIRECTORIES** but doesn't UpD8 the top of the directory tree selected (Dir 1 and Dir 2). All subdirectories (up to 20) **below** Dir 1 and their corresponding directories on the drive specified in Dir 2 are updated. This approach is very convenient when the directories to be UpD8ed are subdirectories of a single directory but you don't wish to UpD8 the "parent" directory. This is often the case when data directories are formed as subdirectories of the original application directory which holds all of the program overlays and executables. This mode is also amenable to multi-floppy UpD8 sets.

Use Batch File Mode

This mode allows for multi-directory-pair UpD8s between arbitrary paths on arbitrary drives. This is the easiest approach to UpD8ing pairs of directories that are on non-matching paths and/or that are not subdirectories of a common directory. It is also amenable to multi-floppy UpD8 sets.

Descriptive names can be given to each of the Batch Files so that they can be easily recalled from the pick list.

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Select Each Directory Separately

Initial Setup

1. Format a floppy compatible with both machines. Insert the floppy and start **WinUpD8R**.

2. Select the floppy as Dir 1. Select the directory you wish to keep UpD8ed on the hard drive as Dir 2.

3. Open the Options Dialog and select the **Add New Files Bidirectionally** File Update Mode. If you want **ALL** of the files on the hard drive's selected directory kept UpD8ed, **uncheck** the **Confirm On Each File** checkbox. If you wish to exclude some of the files from the UpD8ing process, **check** the **Confirm On Each File** checkbox. Don't check the **Create Backup Files**, **Create New Directories If Needed** or **Save As Default Settings** checkboxes. Press **OK**.

Note: If your directories contain files that you don't wish to UpD8 (such as .COM and .EXE files) **OR** you only wish to UpD8 files with a specific extension (such as .XLS), set up the Include/Exclude file extensions now. This will allow you to use the **Add New Files Bidirectionally** UpD8 Mode all the time on both machines, enabling any new file created on either machine to be passed automatically to the other machine as UpD8s occur. If this is not the case, you must use the **UpD8 Matching Files Only** or **Add New Files From Dir 1 to Dir 2** settings which will require you to manually move newly created files from the hard drive to the floppy on their initial creation.

4. Press **UpD8**. If you have decided to confirm each file, respond as you wish to each dialog box as it appears - otherwise simply wait for the "WinUpD8R Has Finished The Latest Operation Requested" message. A copy of all of the files in the selected directory on the hard drive now exists on the floppy drive.

5. Open the Options Dialog and select the desired options for your ongoing operation on this machine (called Machine 1 from now on). See note above. Select **Save As Default Settings**. Press **OK**. Press **Done**. Remove and store floppy.

6. Load **WinUpD8R** on the second (or other subsequent) machine (called Machine 2 from now on) and insert the floppy. Start **WinUpD8R**.

7. On Machine 2, repeat the above process and (assuming no files were excluded in step 4) the floppy will now contain:

   The most current version of each file which resided in the selected directories on both machines.

   A copy of each file which previously resided in the selected directories on only one of the machines.

8. UpD8 Machine 1 under the now-current options and your machines will now be fully UpD8ed.

Ongoing Operation

Each time you finish working on a machine, run **WinUpD8R**. The directory pair to UpD8 will automatically be remembered by **WinUpD8R**. You simply insert the floppy, start **WinUpD8R** and press **UpD8** You'll find that not needing to remember exactly which files you've changed at the end of the day will become a real convenience to you. When you start working on the other machine, run **WinUpD8R** again to assure access to the most current file versions

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Use Dir 1's Directory Structure

Note: For this mode to be useful, the directories to be updated on all machines must share a common path structure - e.g. C:\DATA\EXCEL on Machine 1 and F:\DATA\EXCEL on Machine 2.

Initial Setup

1. Format a floppy compatible with both machines. Insert the floppy and start **WinUpD8R**.

2. Open the Options Dialog and select the **Use Dir 1's Directory Structure** Directory Selection Mode and the **Add New Files Bidirectionally** File UpD8 Mode. Also check the **Create New Directories If Needed** box. Don't check the **Create Backup Files** checkbox. If you want **ALL** of the files on the hard drive's directory kept UpD8ed, **uncheck** the **Confirm On Each File** checkbox. If you wish to exclude some of the files from the UpD8ing process, **check** the **Confirm On Each File** checkbox. Check the **Save As Default Settings** checkbox. Press **OK**.

Note: If your directories contain files that you don't wish to UpD8 (such as .COM and

.EXE files) **OR** you only wish to UpD8 files with a specific extension (such as .XLS), set up the Include/Exclude file extensions now. This will allow you to use the **Add New Files Bidirectionally** UpD8 Mode all the time on both machines, enabling any new file created on either machine to be passed automatically to the other machine as UpD8s occur. If this is not the case, you must use the **UpD8 Matching Files Only** or **Add New Files From Dir 1 to Dir 2** settings which will require you to manually move newly created files from the hard drive to the floppy on their initial creation.

3. Select the directory you wish to keep UpD8ed on the hard drive as Dir 1. Select the floppy as Dir 2.

4. Press **UpD8**. If you have decided to confirm each file, respond as you wish to each dialog box as it appears - otherwise simply wait for the "WinUpD8R Has Finished The Latest Operation Requested" message. A copy of all of the files in the selected directory on the hard drive now exists on the floppy drive, stored in a directory structure matching the path on the hard drive.

5. Open the Options Dialog and select the desired options for your ongoing operation on this machine (called Machine 1 from now on). See note above. Select **Save As Default Settings**. Press **OK**. Press **Done**. Remove and store floppy.

6. Load **WinUpD8R** on the second (or other subsequent) machine (called Machine 2 from now on) and insert the floppy. Start **WinUpD8R**.

7. On Machine 2, repeat the above process and (assuming no files were excluded in step 4) the floppy will now contain:

The most current version of each file which resided in the selected directories on both machines.

A copy of each file which previously resided in the selected directories on only one of the machines.

8. UpD8 Machine 1 under the now-current options and your machines will now be fully UpD8ed.
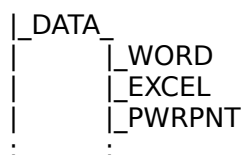
Ongoing Operation

Each time you finish working on a machine, run **WinUpD8R**. The directory pair to UpD8 will automatically be remembered by **WinUpD8R**. You simply insert the floppy, start **WinUpD8R** and press **UpD8** You'll find that not needing to remember exactly which files you've changed at the end of the day will become a real convenience to you. When you start working on the other machine, run **WinUpD8R** again to assure access to the most current file versions.

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Use Dir 1 AND ALL SUBDIRECTORIES

Note: For this mode to be useful, the directories to be updated on all machines must share a common path structure - e.g. C:\DATA\EXCEL on Machine 1 and F:\DATA\EXCEL on Machine 2. In addition, they should be grouped under one (best) or a few common directories. A structure such as that shown below offers the optimum in ease of UpD8ing and multi-floppy (i.e. many directories/files) capability:

  C:\.__

```
|_DATA_
|       |_WORD
|       |_EXCEL
|       |_PWRPNT
:       :
```

Initial Setup

1. Format a floppy compatible with both machines. Insert the floppy and start **WinUpD8R**.

2. Open the Options Dialog and select the **Use Dir 1 AND ALL SUBDIRECTORIES** Directory Selection Mode and the **Add New Files Bidirectionally** File UpD8 Mode. Also check the **Create New Directories If Needed** box. Don't check the **Create Backup Files** checkbox. If you want **ALL** of the files on the hard drive's directories kept UpD8ed, **uncheck** the **Confirm On Each File** checkbox. If you wish to exclude some of the files from the UpD8ing process, **check** the **Confirm On Each File** checkbox. Check the **Save As Default Settings** checkbox. Press **OK**.

Note: If your directories contain files that you don't wish to UpD8 (such as .COM and .EXE files) **OR** you only wish to UpD8 files with a specific extension (such as .XLS), set up the Include/Exclude file extensions now. This will allow you to use the **Add New Files Bidirectionally** UpD8 Mode all the time on both machines, enabling any new file created on either machine to be passed automatically to the other machine as UpD8s occur. If this is not the case, you must use the **UpD8 Matching Files Only** or **Add New Files From Dir 1 to Dir 2** settings which will require you to manually move newly created files from the hard drive to the floppy on their initial creation.

3. Select the top directory of the first tree you wish to keep UpD8ed on the hard drive as Dir 1. Select the floppy as Dir 2.

Note: If any of the hard drive's target directory trees is too large to fit on one floppy or for some other reason you wish to split the hard drive's directory trees between two or more floppies, do the initial setup on Machine 1 in the **Use Dir 1's Directory Structure** Directory Selection Mode, creating each of the subdirectories desired on a given floppy as an individual UpD8 (alternatively, you may copy the desired directory structures and files onto the floppy using the File Manager or other utility). This will allow a subset of the directory tree(s) to be put on each of several floppy disks. After completing the initial setup, change the Directory Selection Mode to **Use Dir 1 AND ALL SUBDIRECTORIES** and **always select the floppy as Dir 1**. This will then UpD8 only the portions of the tree contained on the floppy. In this manner, a large directory structure of the type illustrated at the beginning of this section can be updated in a straightforward "insert floppy, press **UpD8**, swap floppy, press **UpD8**, swap floppy, press **UpD8**... "fashion.

4. If you are continuing with the initial setup in the **Use Dir 1 AND ALL SUBDIRECTORIES** Directory Selection Mode after considering the note above, press **UpD8**. If you have decided to confirm each file, respond as you wish to each dialog box as it appears - otherwise simply wait for the "WinUpD8R Has Finished The Latest Operation Requested" message. A copy of all of the files in the selected directory tree on the hard drive now exists on the floppy drive, stored in a directory structure matching the directory structure on the hard drive. Repeat Step 3 and Press **UpD8** for each directory tree you wish to keep UpD8ed. This process can be carried out using multiple floppy disks. Be sure to leave enough room on each floppy for a reasonable amount of growth, and/or creation of backup files.

5. Open the Options Dialog and select the desired options for your ongoing operation on this machine (called Machine 1 from now on). See notes above. Select **Save As Default Settings**. Press **OK**. Press **Done**. Remove and store floppy.

6. Load **WinUpD8R** on the second (or other subsequent) machine (called Machine 2 from now on) and insert the floppy. Start **WinUpD8R**.

7. Select the floppy as Dir 1 and, using the **Use Dir 1 AND ALL SUBDIRECTORIES** Directory Selection Mode, repeat the above process and (assuming no files were excluded in step 4) the floppy will now contain:

   The most current version of each file which resided on both machines in the selected directory tree(s).

   A copy of each file which previously resided on only one of the machines in the selected directory tree(s).

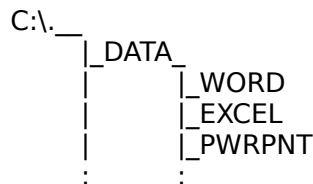8. UpD8 Machine 1 under the now-current options and your machines will now be fully UpD8ed.

Ongoing Operation

Each time you finish working on a machine, run **WinUpD8R**. The last top directory pair UpD8ed will automatically be remembered by **WinUpD8R**. You simply insert the floppy, start **WinUpD8R**, choose a new top directory pair (not necessary if you only use **one**) and press **UpD8** You'll find that not needing to remember exactly which files you've changed at the end of the day will become a real convenience to you. When you start working on the other machine, run **WinUpD8R** again to assure access to the most current file versions.

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Use Dir 1's SUBDIRECTORIES ONLY

Note: For this mode to be useful, the directories to be updated on all machines must share a common path structure - e.g. C:\DATA\EXCEL on Machine 1 and F:\DATA\EXCEL on Machine 2. In addition, they should be grouped under one (best) or a few common directories. A structure such as that shown below offers the optimum in ease of UpD8ing and multi-floppy (i.e. many directories/files) capability:

```
C:\.__
     |_DATA_
     |       |_WORD
     |       |_EXCEL
     |       |_PWRPNT
     :       :
```

Initial Setup

1. Format a floppy compatible with both machines. Insert the floppy and start **WinUpD8R**.

2. Open the Options Dialog and select the **Use Dir 1's SUBDIRECTORIES ONLY** Directory Selection Mode and the **Add New Files Bidirectionally** File UpD8 Mode. Also check the **Create New Directories If Needed** box. Don't check the **Create**

Backup Files checkbox. If you want **ALL** of the files on the hard drive's directories kept UpD8ed, **uncheck** the **Confirm On Each File** checkbox. If you wish to exclude some of the files from the UpD8ing process, **check** the **Confirm On Each File** checkbox. Check the **Save As Default Settings** checkbox. Press **OK**.

Note: If your directories contain files that you don't wish to UpD8 (such as .COM and .EXE files) **OR** you only wish to UpD8 files with a specific extension (such as .XLS), set up the Include/Exclude file extensions now. This will allow you to use the **Add New Files Bidirectionally** UpD8 Mode all the time on both machines, enabling any new file created on either machine to be passed automatically to the other machine as UpD8s occur. If this is not the case, you must use the **UpD8 Matching Files Only** or **Add New Files From Dir 1 to Dir 2** settings which will require you to manually move newly created files from the hard drive to the floppy on their initial creation.

3. Select the top directory of the first tree you wish to keep UpD8ed on the hard drive as Dir 1. Select the floppy as Dir 2.

Note: If any of the hard drive's target directory trees is too large to fit on one floppy or for some other reason you wish to split the hard drive's directory trees between two or more floppies, do the initial setup on Machine 1 in the **Use Dir 1's Directory Structure** Directory Selection Mode, creating each of the subdirectories desired on a given floppy as an individual UpD8 (alternatively, you may copy the desired directory structures and files onto the floppy using the File Manager or other utility). This will allow a subset of the directory tree(s) to be put on each of several floppy disks. After completing the initial setup, change the Directory Selection Mode to **Use Dir 1's SUBDIRECTORIES ONLY** and **always select the floppy as Dir 1**. This will then UpD8 only the portions of the tree contained on the floppy. In this manner, a large directory structure of the type illustrated at the beginning of this section can be updated in a straightforward "insert floppy, press **UpD8**, swap floppy, press **UpD8**, swap floppy, press **UpD8**... "fashion.

4. If you are continuing with the initial setup in the **Use Dir 1's SUBDIRECTORIES ONLY** Directory Selection Mode after considering the note above, press **UpD8**. If you have decided to confirm each file, respond as you wish to each dialog box as it appears - otherwise simply wait for the "WinUpD8R Has Finished The Latest Operation Requested" message. A copy of all of the files in the selected directory tree on the hard drive now exists on the floppy drive, stored in a directory structure matching the directory structure on the hard drive. Repeat Step 3 and Press **UpD8** for each directory tree you wish to keep UpD8ed. This process can be carried out using multiple floppy disks. Be sure to leave enough room on each floppy for a reasonable amount of growth, and/or creation of backup files.

5. Open the Options Dialog and select the desired options for your ongoing operation on this machine (called Machine 1 from now on). See notes above. Select **Save As Default Settings**. Press **OK**. Press **Done**. Remove and store floppy.

6. Load **WinUpD8R** on the second (or other subsequent) machine (called Machine 2 from now on) and insert the floppy. Start **WinUpD8R**.

7. Select the floppy as Dir 1 and, using the **Use Dir 1's SUBDIRECTORIES ONLY** Directory Selection Mode, repeat the above process and (assuming no files were excluded in step 4) the floppy will now contain:

   The most current version of each file which resided on both machines in the selected directory tree(s) **beneath the top directory**.

A copy of each file which previously resided on only one of the machines in the selected directory tree(s) **beneath the top directory**.

8. UpD8 Machine 1 under the now-current options and your machines will now be fully UpD8ed.

<u>Ongoing Operation</u>

Each time you finish working on a machine, run **WinUpD8R**. The last top directory pair UpD8ed will automatically be remembered by **WinUpD8R**. You simply insert the floppy, start **WinUpD8R**, choose a new top directory pair (not necessary if you only use **one**) and press **UpD8** You'll find that not needing to remember exactly which files you've changed at the end of the day will become a real convenience to you. When you start working on the other machine, run **WinUpD8R** again to assure access to the most current file versions.

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Use Batch File Method

<u>Initial Setup</u>

1. Format a floppy compatible with both machines. Insert the floppy and start **WinUpD8R**.

2. Open the <u>Options Dialog </u>and select the **Use Batch File Method** Directory Selection Mode and the **Add New Files Bidirectionally** File UpD8 Mode. Also check the **Create New Directories If Needed** box. Don't check the **Create Backup Files** checkbox. If you want **ALL** of the files on the hard drive's directories kept UpD8ed, **uncheck** the **Confirm On Each File** checkbox. If you wish to exclude some of the files from the UpD8ing process, **check** the **Confirm On Each File** checkbox. Check the **Save As Default Settings** checkbox. Press **OK**. You will get an error message saying "There Are No DirPair Entries In WINUPD8R.INI - See "Batch Mode" in Help". Press **OK**.

Note: If your directories contain files that you don't wish to UpD8 (such as .COM and .EXE files) **OR** you only wish to UpD8 files with a specific extension (such as .XLS), set up the <u>Include/Exclude</u> file extensions now. This will allow you to use the **Add New Files Bidirectionally** UpD8 Mode all the time on both machines, enabling any new file created on either machine to be passed automatically to the other machine as UpD8s occur. If this is not the case, you must use the **UpD8 Matching Files Only** or **Add New Files From Dir 1 to Dir 2** settings which will require you to manually move newly created files from the hard drive to the floppy on their initial creation.

3. Open the WINUPD8R.INI file (found in the WINDOWS directory) by using the **Edit WINUPD8R.INI...** button or by using the NotePad text editor (or other ASCII editor of your choice). At the bottom of the file, add the directory pairs which you wish to update in each batch file following the example below closely (the first path will be used for Dir 1, the second for Dir 2). Pay strict attention to spacing (a § character in the example indicates a required space - don't add any others). If you would like to have a different descriptor that Batch'n' represent the batch file on the pick list, simply add an entry such as the one under Batch2 in the example. In the example, the pick list entries will be Batch1, MyBatchFile, Batch3.

[Batch1]

DirPair1=B:\DATA\EXCEL§C:\EXCEL\DATA
DirPair2=B:\WORD§F:\WORD
DirPair3=B:\WORD\WORK§F:\WORD\WORK
DirPair4=B:\NOTES§C:\TEAM\NOTES
[Batch2]
Description=MyBatchFile
DirPair1=B:\PWRPNT§G:\WORD\POWPOINT
DirPair2=B:\MISC§C:\ETC
                        :
[Batch3]
DirPair1=B:\FOO§C:\BAR
DirPair2=B:\BAR§C:\FOO
                    :
                    :

Save and close WINUPD8R.INI.

Note: WinUpD8R must be restarted each time changes are made to the Batch File descriptions in order for the changes to take effect.

4. Exit and restart **WinUpD8R**. **WinUpD8R** will create the appropriate directories on the floppy, corresponding to Batch 1.

5. Press **UpD8**. If you have decided to confirm each file, respond as you wish to each dialog box as it appears - otherwise simply wait for the "WinUpD8R Has Finished The Latest Operation Requested" message. A copy of all of the files in the selected directories on the hard drive now exists on the floppy drive, stored in a directory structure matching the path(s) called out in Batch 1. Select the next Batch file you wish to include on the current floppy and Press **UpD8.** Continue for each Batch file you wish to keep UpD8ed on the current floppy. This process can be carried out using multiple floppy disks. Be sure to leave enough room on each floppy for a reasonable amount of growth, and/or creation of backup files.

6. Open the Options Dialog and select the desired options for your ongoing operation on this machine (called Machine 1 from now on). See notes above. Select **Save As Default Settings**. Press **OK**. Press **Done**. Remove and store floppy.

7. Load **WinUpD8R** on the second (or other subsequent) machine (called Machine 2 from now on) and insert the floppy. Start **WinUpD8R**.

8. Open the Options Dialog and select the **Use Batch File Method** Directory Selection Mode and the **Add New Files Bidirectionally** File UpD8 Mode. Also check the **Create New Directories If Needed** box. Don't check the **Create Backup Files** checkbox. If you want **ALL** of the files on the hard drive's directories kept UpD8ed, **DON'T** check the **Confirm On Each File** checkbox. If you wish to exclude some of the files from the UpD8ing process, check the **Confirm On Each File** checkbox. Check the **Save As Default Settings** checkbox. Press **OK**.

9. Modify the WINUPD8R.INI file on Machine 2 as shown in step 3, remembering to make any necessary conversions for directories which are named differently on Machine 2.

10. Start **WinUpD8R**. Select, starting with Batch1, each Batch file contained on this floppy and continue with subsequent floppies/Batch files. Assuming no files were excluded in step 5, the floppy will now contain:

The most current version of each file which resided on both machines in the directory pair(s) resident on the floppy.

A copy of each file which previously resided on only one of the machines in the directory pair(s) resident on the floppy.

11. UpD8 Machine 1 under the now-current options and your machines will now be fully UpD8ed.

Ongoing Operation

Each time you finish working on a machine, run **WinUpD8R**. The last Batch file UpD8ed will automatically be remembered by **WinUpD8R**. You simply insert the floppy, start **WinUpD8R**, choose a new Batch file if necessary and press **UpD8** You'll find that not needing to remember exactly which files you've changed at the end of the day will become a real convenience to you. When you start working on the other machine, run **WinUpD8R** again to assure access to the most current file versions.

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OBTAINING SUPPORT

Registered users of **WinUpD8R** may obtain support by contacting the author via US Mail (the slow way) or via CompuServe Information Service 75236, 3243.

The author is a member of the Association of Shareware Professionals (ASP). ASP wants to make sure that the shareware principle works for you. If you are unable to resolve a shareware-related problem with an ASP member by contacting the member directly, ASP may be able to help. The ASP Ombudsman can help you resolve a dispute or problem with an ASP member, but does not provide technical support for members' products. Please write to the ASP Ombudsman at 545 Grover Road, Muskegon, MI USA 49442-9247, FAX 616-788-2765, or send a CompuServe message via CompuServe Mail to ASP Ombudsman 70007,3536.

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