WinDelete 2.0

User Manual

IMSI

Contents

Chapter 3, Using WinDelete Install

Chapter 4, Using WinDelete Uninstall

Chapter 5, WinDelete Utilities

1

Welcome to WinDelete

WinDelete is the safest, easiest way to uninstall software in Windows™ and Windows 95™. WinDelete's powerful features help you optimize your computer's performance by managing software applications, removing unnecessary file information, and recovering valuable disk space.

Anyone who installs Windows-based software knows how difficult it can be to keep track of all the files and directories placed on your computer's hard drive. Finding and deleting this information once the program is no longer needed is an even more frustrating task. WinDelete takes care of this for you by memorizing all the items you install so when you delete a software program, it knows exactly which files to remove and where they are located. If you chose to have WinDelete make a backup copy of the files being erased, those files can be decompressed and reinstalled utilizing the Undo Last Uninstall command (see Chapter 4, *Using WinDelete Uninstall*).

Unlike any other program of its type, WinDelete not only memorizes file attributes and paths (location) but actually *reads* the content to insure only unnecessary information is deleted. This is why WinDelete is the safest, most comprehensive uninstall utility on the market. With all of these features everyone can benefit by using WinDelete. What could be easier!

Introduction to WinDelete

First-time users of WinDelete will benefit from reading all parts of this manual. Each chapter discusses a different WinDelete attribute, giving detailed explanations of its purpose and operation.

WinDelete has eight main components which can be accessed through the toolbar, menu bar, Quick Reference Card (main screen) or keyboard. The task you want to perform determines which button you use:

Install: Install an application through WinDelete

Uninstall: Remove an application from your hard disk

Duplicate Finder: Find and remove duplicate files

System Editor: View, modify or print system files

System Tuner: Fine tune your computer system

Graph Viewer: Display a graph of system disk usage

Log Viewer: Display a WinDelete log file

System Consultant: Display and explain your computer system

Typographical Conventions

In this manual the following conventions are used:

- Keyboard keys are printed in boldface and enclosed by <brackets>, such as: <**Enter**>, <**Tab**>, or <**F1**>.
- Button names appear in **boldface**.
- Pull-down menu instructions are printed as: **menu name | option**. For example, the instruction "Pull down the File menu and choose Install" appears as **File | Install**.
- Key combinations are displayed in <angle brackets> and joined by a plus sign. For example, <**Alt + A**> means "Hold down the <**Alt**> key and press the letter <**A**>."
- ***Bold italics*** indicate new terms.

Installing WinDelete

System Requirements

The following hardware and software configuration is recommended for running WinDelete:

- At least a 386 compatible PC or better

- 4MB of RAM
- 3MB of free hard disk space
- Windows 3.1 or later
- VGA graphics or better

Before You Begin

Make sure you complete and send in your registration card. As a registered user you'll be informed of product updates and upgrades, as well as new product releases. If you purchased WinDelete directly from IMSI, you are preregistered.

Installation

To install WinDelete, you must use the Install program included on the program disk. The files are compressed and cannot simply be copied to your hard disk.

1. Place Disk #1 in your disk drive.

2. From the Windows Program Manager choose **File | Run**. If you are using Windows 95, choose **Start | Run**

3. Enter "A:\Setup" (insert the letter that represents your disk drive) and press **<Enter>**.

4. Follow the directions on the screen.

Note: The default installation directory is **C:\IMSI\WINDEL2**. If you want the program installed in another directory, change the directory name.

Getting Help

When you have a question, you can refer to this manual or use WinDelete's quick and convenient on-line Help system. Click the **Help** button on the toolbar, or press **<F1>** to access the help index. For more information on using the Help system, see *WinDelete's On-Line Help System* in Chapter 2.

If any information or features are added to WinDelete after this manual is printed, it will be included in a README.TXT file on your original disk.

Technical Support

If you can't find the answer to your question either in this manual or through the Help system, our Technical Support staff is here to help you. Following is a list of the information you should have handy when you call our Technical Support staff. If you have a question about how something in WinDelete works, you need know only the first three items. If you are having a hardware or system problem, please try to have all the information available when you call:

- Your name, address, and phone number
- The product name and version number (Choose **Help | About WinDelete**)

- Your computer make and model
- The DOS and Windows versions currently installed
- Amount of RAM and type of extra memory manager
- Contents of a CHKDSK (type CHKDSK at the C:\ prompt)
- Graphics adapter and monitor type
- Printer or plotter make and model
- Contents of your CONFIG.SYS and AUTOEXEC.BAT files
- The text of the error message and a concise and clear description of the problem

The telephone numbers and addresses for IMSI are on the front page of this manual.

2

WinDelete Quick Tour

This chapter introduces you to the basic information about WinDelete: how to start, exit, and find your way around the program.

Starting WinDelete

To start WinDelete, open the IMSI group icon located in the Windows Program Manager. Double-click the WinDelete icon and the WinDelete main screen (Quick Reference Card) appears.

Exiting WinDelete

To exit WinDelete, click the **Exit** button on the toolbar, or choose **Action | Exit**.

Note: If you have a sound card installed on your computer, WinDelete 2.0 can play .WAV files while starting or exiting the program. To enable this feature, copy the desired .WAV files into the WinDelete directory and rename them WDSTART.WAV and WDFIINISH.WAV.

Opening Screen

The WinDelete main screen contains a menu bar, a ten-button toolbar, a status bar, and the Quick Reference Card. To access any option, click the appropriate button on the toolbar, select an option from the menu bar, or click a Quick Reference Card button.

Menu Bar

The Menu bar gives you access to WinDelete's pull-down menus. To display a pull-down menu, click on the menu name or press **<Alt>** plus the underlined letter in the menu name. Hot keys are available for most menu commands. The following menus are available:

- Action
- Tools
- View
- Help

Action Menu

The Action menu enables you to:

- Begin the Install or Uninstall process
- Scan your computer for duplicate files
- Undo the last Uninstall
- Configure your printer
- Exit WinDelete

Tools Menu

The Tools menu gives you these options:

- Examine a log file of all WinDelete activities performed on your computer
- View a graphical representation of your computer's hard disk usage
- Optimize your system's performance
- View, edit and print important system files
- Display information about your computer's software and hardware configuration

View Menu

This menu allows you to customize WinDelete by displaying or hiding the Toolbar and Status bar.

Help Menu

You can get additional information about any topic by choosing **Help | Help on WinDelete** from this menu. While in the Help system, you can scan through the **Index**, **Search** for a specific term or topic, and print the information you need. To see what version of WinDelete you are currently using, choose **Help | About WinDelete** from the menu bar.

Toolbar

The WinDelete Toolbar contains ten buttons. From the toolbar you can install and uninstall software, search for duplicate files, edit system files, fine-tune your system's performance, view a graph of file statistics, view and print a log file, review system configuration, get help, or exit the program.

Note: Holding the cursor over a toolbar button will display the tool name.
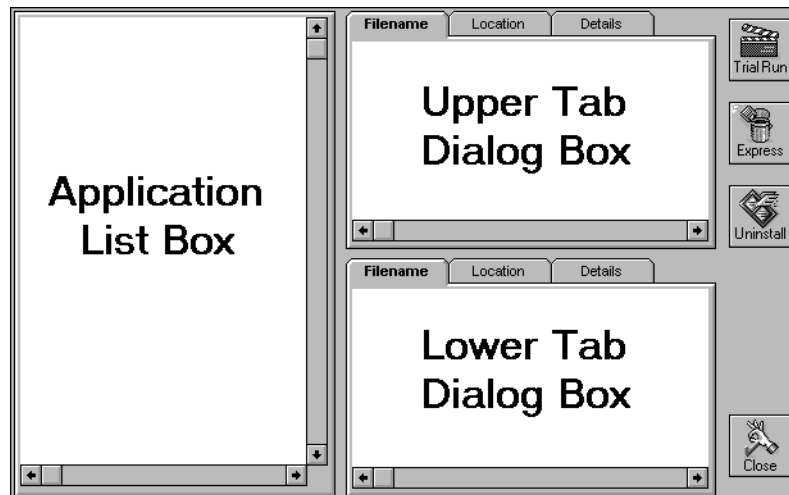
Status Bar

The Status bar is located at the bottom of the screen and gives you a brief explanation of the task being performed, or prompts you when the program is ready to operate.

Quick Reference Card

When you start WinDelete, an animated menu is displayed on the desktop (the space between the toolbar and the status bar). This area is called the Quick Reference Card, and its moving graphics are actually buttons that you can click to launch any of WinDelete's utilities! When no tasks are being performed, the Quick Reference Card occupies the desktop.

Utility Workspace

The Utility Workspace replaces the desktop when you access any of WinDelete's utilities.

Note: In general, when you are working in each utility, the procedure you will follow flows intuitively from left to right. You begin by selecting an item in the box on the left, then you move to the box(es) on the right, and finally, you select a function button (Uninstall, Save, Close, etc.).

Color Coding System

WinDelete provides a unique ***color-coding*** system to help you determine which files can safely be removed from your computer system. Uninstall analyzes all the files and assigns a color to each one. The color-coding standards are as follows:

Green
Files installed through WinDelete or those that meet the safety criteria. These files can be *SAFELY* removed.

Yellow

Files *NOT* installed using WinDelete or files that do not meet the safety criteria. Look carefully at each file *BEFORE* selecting it for removal.

Application List Box

This is the window found on the left side of the Utility Workspace. Depending on which utility you're using, the Application List Box will display a list of program groups, file types, installs and uninstalls, or system components.

List Items

One of three important symbols will appear to the left side of each list item: a plus sign (+), a minus sign (-), or a blank box (□). Clicking the plus symbol expands the list one level and places a minus sign in place of the plus. Single-click the minus sign to collapse the list. When you do this the plus symbol reappears. The blank box (□) appears next to individual files. If none of these symbols appear, the data listed is for informational purposes only.

Tab Dialog Boxes

Two ***Tab Dialog Boxes*** are located on the right side of the Utility Workspace. Each tab can be clicked to reveal detailed file information, instructions, or useful tips. Lists displayed in these may be expanded or collapsed by clicking the plus and minus symbols.

Function Buttons

On the far right-hand side of the Workspace you will see some large ***buttons***. These represent different functions in each utility. The bottom button will always be **Close** or **Cancel** and may be clicked to return you to WinDelete's main screen.

WinDelete's On-Line Help System

The quickest way to get an answer to any question you have is to use the on-line Help system. With WinDelete's convenient support, Help is on its way!

Using On-Line Help

There are many ways you can access the on-line Help system. The quickest way to get help is to press **<F1>** from anywhere within the WinDelete program. This will bring up the Help Index. You may also click the **Help** button or select **Help | Help on WinDelete** from the menu bar.

Note: For detailed instructions on searching for and printing Help topics, consult your Windows User Manual.

3

Using WinDelete Install

Why use WinDelete instead of the Windows Program Manager when installing new Windows software? The answer is simple. WinDelete records all stages of the installation process and knows exactly where the files are placed and what changes were made to your system . The Program Manager does not. When you want to uninstall a software program, it can be removed safely and completely. When using **File | Run** in the Windows Program Manager or **Start | Run** in the Windows 95 shell, choose" install with WinDelete" in the dialog box. It's that easy!

How Install Works

Before installing any software, WinDelete reads and analyzes the contents of your hard drive. First, WinDelete takes an initial "snapshot" of your current system configuration and files. After the software is installed, a final snapshot is taken of the updated system and compared to the initial snapshot. Finally, a dialog box appears letting you know the installation was successfully monitored, and gives you the opportunity to personalize the name of the installation log. Initially, the Log Title box defaults to the program name. If the application you installed did not create an icon or a program group, a time/date stamp will appear in the Log Title box. In either case, you may delete the text and type in any title you want. When you are finished, click the **OK** button to return to the main screen.

Using Install

You can access the Install mode wether or not WinDelete is currently running. You can operate the Install feature through Program Manager's **File | Run** menu , 95 shell's **Start | Run menu,** or through WinDelete's active desktop.

Procedure

To access Install through Program Manager:
Choose **File | Run** from Program Manager's menu bar. When the Run dialog box appears enter the software's installation program name and location (e.g., A:\INSTALL) on the command line and select the option to install with WinDelete. When ready, click **OK**.

To access Install through Windows 95 shell:

Choose **Start | Run**. When the Run dialog box appears enter the sofware's installation program name and location (e.g. A:\INSTALL) on the command line. Select the option to install with WinDelete. When ready, click **OK**

To access Install through WinDelete:

There are three ways. Click the **Install** button on the toolbar or the Quick Reference Card, or choose **Action | Install** from the menu bar. Follow the instructions on the screen. When installation is complete, WinDelete will notify you and ask if you want to name the install for reference in the Log Viewer.

The Workspace

Application List Box

WinDelete performs a series of system checks on various aspects of your computer system during the installation process. The list includes:

- Program Groups
- Application Icons
- File Structure
- Windows Registry Files
- System Files

Tab Dialog Boxes

The progress of the system checks is reported in the **Status** area in the upper Tab Dialog box. Here the **Initial**, **Final**, and **Compare** phase of each system check is marked off as it's completed by WinDelete.

Initial Phase

WinDelete takes a "snapshot" of your current system configuration *before* adding the new program. After completing this, the WinDelete Program window disappears (minimizes) and the application's installation procedure begins.

Final Phase

When the new program's installation procedure finishes, WinDelete takes another "snapshot" of your system configuration including the new software program.

Compare Phase

A comparison of the before and after "snapshots" is performed and the information is stored in the WinDelete database.

After WinDelete completes the Final phase of installation, a dialog box will appear telling you that WinDelete successfully monitored the installation. It will also give you the opportunity to personalize the installation. The Log Title edit box contains default text, but you can delete this and enter any name for the installation log file. The information you enter in this box will be used to label the log entry in the Log Viewer.

Function Buttons
Cancel
Cancel the operation and exit the utility.

Points of Interest

WinDelete launches the installation program included with your software application. If an error occurs during the installation procedure, contact the software developer or refer to the software manual.

Never install new software programs in the Root (C:\), DOS, or Windows directory unless you are required or directed to do so. These directories contain software and information your computer needs to run efficiently. Placing extraneous programs here may slow down your computer and hamper the removal of software programs when you no longer need them.

Behind the Scenes

Before It Installs, WinDelete...

- searches and analyzes the file structure of your hard drive.
- reads and records the contents of the Windows and Windows\System directories.
- reads and records the content and location of all Program Groups, registry files, and system files.

No Program Group or Icon

Certain software applications do not create their own program groups or program icons. When this happens, the Log Title box (in the post-installation dialog box) will automatically display a time/date stamp. You may either click **OK** to accept this default, or replace it with text of your own. You need to be able to identify the program by this description when viewing files in Uninstall mode. When you're ready, click the **OK** button to return to the Installation screen.

Note: When installing a DOS application or software that doesn't automatically create an icon in Program Manager, WinDelete will create an internal icon for its own reference. This icon is created for uninstalling purposes only, and will be stored in the **WinDelete Installations** program group - visible in the Uninstall mode. The icon will not appear in the Program Manager. If you wish to create an executable program icon, consult your Windows manual for instructions.

Windows Restart or Reboot

WinDelete is designed to recognize that a restart has occurred during application installa-

tion and will automatically restore itself upon reentering Windows. There are some instances where WinDelete will not automatically resume operation upon entering Windows. In this case, simply double-click on the WinDelete icon and WinDelete will recognize that an installation was in progress and ask you if you would like to continue.

Trouble Shooting

WinDelete Install classifies errors into two categories: application errors and WinDelete errors:

- Application errors are errors that occur *after* WinDelete relinquishes control of the installation and the software's installation instructions take over. If you experience an application error, contact the software developer of that application, or refer to the application's software manual.

- WinDelete errors are errors that occur *before* the software installation begins or *after* the successful installation of the software program. WinDelete install errors are rare, but if a WinDelete error occurs, consult the on-line Help System. If the answer still cannot be found, contact IMSI Technical Support.

If you are having difficulties installing an application through WinDelete, verify that the program will properly install through the Windows File Manager.

Note: If the WinDelete window does not reappear after installing an application, exit Windows and then reenter. The WinDelete window will reappear.

4

Using WinDelete Uninstall

WinDelete Uninstall *safely* and *thoroughly* removes unwanted software applications from your hard drive. Uninstall removes program groups, icons, directories and files for any application you select. WinDelete's unique color-coding system helps you easily identify files that can be safely deleted. And if you change your mind after deleting a program, you can easily restore it.

Because even the most experienced user is bound to make mistakes, WinDelete can store a compressed backup version of the last application *un*installed. If you decide that you can't live without your old application, WinDelete will restore your system to its previous status. Every file, directory, document, and icon you chose to back up is replaced, bit, byte, and meg!

Whenever you remove files from your computer you should proceed with caution. A careless mistake could be costly. However, WinDelete's built-in safety features will alert you to potential dangers.

WinDelete utilizes rigorous safety criteria that protect the beginning user from catastrophe while still offering the experienced user control over the system. But regardless of experience, caution should be used when manipulating your system. If an operation is considered unsafe, WinDelete will either advise against the action, or deny user access. A good rule to go by is: *If you're not sure, don't do it!* Ultimately, the decision is yours.

How Uninstall Works

You may be wondering how Uninstall knows what files to remove and where they are located. The answer is simple. When uninstalling software installed through WinDelete, reference is made to all those "snapshots" WinDelete took of your system when it installed the application (see chapter 3, *Using WinDelete Install*). These snapshots act as maps that tell WinDelete the exact location of all items associated with a particular program. During the uninstallation process WinDelete makes a copy of all important system files (and every other file you selected, providing you chose the "Back Up All Files" option in the Uninstall

dialog box) and removes *only* the chosen files.

WinDelete classifies software into two categories:

- **Software Installed Using WinDelete:** If you used WinDelete to install an application, all traces of that application can be removed. You control the process by selecting the individual files you want to delete.
- **Software Not Installed Using WinDelete:** If you want to remove an application that you installed without Windelete, Uninstall advise s you as to which files are safe to remove and which files require caution. Remember that you have file-by-file control over what information stays or goes.

And remember: WinDelete is your friend, and like all good friends it will grant you a second chance if you ever mess up!

Using Uninstall

Uninstall offers three modes of operation to aid you in safe and easy file removal: **Trial Run**, **Express**, or **Uninstall**. These features will be explained in this section.

The Workspace

Application List Box

As soon as you enter Uninstall mode, WinDelete scans all program groups on your hard disk and lists them in the Application List box. This list may be expanded to reveal the programs contained in each Program Group. Click on a group's plus sign (+) to view the program icons it contains, or double-click on the group icon. When you select an application, WinDelete displays its associated files in the tab dialog boxes to the right.

Note: Applications that didn't provide a program group or application icon during WinDelete Install are contained in the **WinDelete Installations** group.

Tab Dialog Boxes

The upper box includes only items that WinDelete has determined are safe to remove (green items) while the lower box includes only items which should be given special consideration before removal (yellow items).

One or more of the following headings and items are displayed in the top portion of the list box and are safe to delete:

- Application Icon
- Primary Application
- Related Files

- Programs
- Documents
- WIN.INI

Open a folder by clicking on its plus symbol, and then select the files to remove by clicking on each file name. Unselect a file by holding down the **<Ctrl>** key and clicking

the selection. Select multiple items by holding down the <**Shift**> and clicking on each item or by dragging the cursor down the list.

Select an Uninstall method, either **Trial Run**, **Express** or **Uninstall** (these are explained in the section, *Function Buttons*).

A confirmation dialog box appears.

There are two options that allow you to control how the files are removed. In Express mode, you can click on the "Make compressed backup" check box. In standard Uninstall mode, you can click on the "Make compressed backup" check box and/or the "Confirm on each delete" check box. If you want to confirm the removal of each file, click the "Confirm on Each Delete" box. To make a compressed backup of all files being deleted, click the "Make compressed backup" box. These options will be described in more detail later.

After choosing your uninstall options, click the **Remove** button to begin removing files.

Note: Items that appear in the list boxes can be displayed in one of three ways: **Filename**, **Location**, and **Details**. Select the option that provides you with the most useful information for your uninstalling needs.

Function Buttons

Trial Run
This option allows you to see how much space will be restored to your hard disk after deleting an application using Express versus using standard Uninstall. Trial Run does *not* remove any files, it merely provides you with a useful estimate.

Note: You must highlight the file(s) you want to uninstall *before* selecting **Trial Run** in order to see the savings using the Express option versus the Uninstall option.

Express
WinDelete provides an express method for deleting applications. This method deletes *all* green items displayed in the upper box - and *only* the green items. This method will easily and completely remove software installed *using* WinDelete.

Once you remove an application using the Express method, you may be unable to remove items which were previously displayed in the lower (yellow) list box. For applications installed *using* WinDelete, these yellow items are typically data or document files created by the program. For other applications, the contents of the lower list box will vary. To remove these items, you must use the standard Uninstall procedure described below.

Uninstall
This is the most complete method of removing an application. You may use this process whether or not you installed the application through WinDelete. Uninstall will list files safe to delete in the upper list box, and those requiring caution in the lower box. Select the items you wish to remove, then proceed.

Each individual item to be removed *must* be selected in order to be removed. Folders

displayed with a plus (+) sign contain items which will *only* be removed if individually selected. Click on the folder's plus sign (+), and select *each* individual item in the green and the yellow tab boxes simultaneously.

Use the **<Shift>** and **<Ctrl>** keys to select multiple items. If no files are selected for removal, the **Uninstall** function button will be unavailable.

Note: It is suggested that you *always* choose to back up the files being removed. WinDelete will do this for you—just click the "Make compressed backup" check box when the Uninstall dialog box appears. Taking this safety precaution will ensure that your files are available for reinstallation should you suddenly change your mind. This option is explained in the next section.

Close
Close the Uninstall utility and return to the main screen.

Behind the Scenes

WinDelete offers safeguards to protect you from accidentally erasing important files and gives you the option of reversing your uninstall.

Backup and Undo Last Uninstall Options

In order to insure that a program is available for reinstallation, be sure to choose the appropriate Backup option.

Backup Options
Make Compressed Backup
When checked, this tells WinDelete to make a compressed copy of each file you choose to delete. During backup, you'll see a status gauge that indicates WinDelete's progress.

Confirm On Each Delete
When checked, WinDelete will ask you for confirmation before a file is deleted.

The Undo Last Uninstall Option
Choose this option if you mistakenly uninstalled any files, or if you want to *reinstall* the last program uninstalled. This option is available *only* if you chose to backup the files before uninstallation. To access the Undo Last Uninstall function, **Close** the Uninstall utility and choose **Action | Undo Last Uninstall** from the menu bar. You will see a dialog box informing you that WinDelete is about to restore a backup. Confirm this action to proceed. The files being restored will be placed in the same location from which they were uninstalled.

Trouble Shooting

You should not delete the contents of any WinDelete program subdirectories or attempt to modify them in any way. These files store information and history on installs and uninstalls performed through WinDelete as well as any backups it might have made.

If you have removed an application that created an icon in the Startup Group, you will get an error message upon entering Windows. Select the icon in the Startup Group, and press

the **<Delete>** key to correct this error.

If you choose to remove an application which has an icon in both the Start Up and primary application group, WinDelete will perform a more thorough job if you uninstall the item in Start Up first.

When the Confirm Uninstall dialog box appears, you have the option to make a compressed backup of the application or set of files you are removing from your system. However, if you choose this option, WinDelete will erase any previously backed-up files.

If you're making a compressed backup of an application or file which you plan to restore later, select all files in the upper (green) and lower (yellow) tab dialog boxes. The Express mode only removes the contents of the upper tab dialog box, so there's no gaurantee the application can be restored correctly.

5

WinDelete Utilities

Your computer's speed and efficiency is greatly affected by the amount of available hard disk space and the size of essential system files. You can help your computer utilize available resources by monitoring the amount of information loaded into memory and keeping this information organized and up to date.

How the Utilities Work

WinDelete provides specialized utilities to help you organize, optimize and maintain your computer's system. These features contribute advice on where disk space can be saved and provide you with the means to edit system files and delete duplicate items.

To protect the integrity of your system, WinDelete offers to back up all files prior to any task you perform. Files may be restored if you change your mind. All modifications are automatically recorded in the Log File which can be viewed and printed for future reference. You may also create a pie chart showing the breakdown of disk usage, or read about your computer's hardware and software configuration. Each utility offers safety, simplicity and an abundance of valuable information with the click of a button!

Duplicate Finder

Duplicate Finder uses specific search criteria to help you locate and safely remove the redundant files that clutter your system and occupy valuable disk space. You can customize WinDelete's search by **Filename**, **Filename Date and Size**, or **Extension**.

Important: The default extensions for Duplicate Finder are document files. Advanced users may customize this list to include any type of extension, including .DLL and .EXE. All users should exercise caution when searching for and deleting duplicate .DLL and .EXE files. Certain programs, including Windows, may require particular *versions* of .EXE and .DLL files to operate correctly.

The Workspace

Application List Box

This box lists file types to target during duplicate search. WinDelete includes these default file extensions:

- BMP   Bitmap graphics
- DOC   Text files written in Microsoft Word
- INI   Initialization files (use extreme caution when evaluating these files!)
- PCX   Bitmap graphics created in Paintbrush
- TXT   Text files created in Windows Notepad
- WRI   Text files created in Windows Write

Tab Dialog Boxes

The **upper tab box** displays a list of all duplicate files, organized by Location (path) and Details (size and date). Here, you will see a list of all duplicate files found during the system search. Click on the Location tab to view filenames and the drive and directory where they are located. Click on the Details tab to see the filename, file size, and date it was created.

The **lower tab box** lets you customize your search by adding your own file extensions and choosing the parameters of your search. There are two tabs in this box: Search For and Extension.

In the **Search For** box, you may choose one of the following search options:

- **Filename Only**: Search for all duplicate files with the same name, regardless of extension.
- **Filename, Date and Size**: Search for all files with the same name, extension, size, date, and time.
- **Extension Only**: Search for files with the same extension. This feature searches for all files with a particular extension and lists all files found, including duplicates.

Click the **Extensions** tab when you're done choosing your options to create a custom file extension for your search, or to edit the list or extensions. In the Extensions tab box, you will see two edit boxes, one scrollable list box, and two buttons. Their functions are as follows:

- **Extension**: In the first edit box, enter any file extension you wish Duplicate Finder to target during its system search. Remember to type in all caps, and omit any punctuation (e.g.., ICO, BAT). Again, it is suggested that only experienced users use this function.
- **Description**: Next, enter a description of the file extension in the Description edit box. The extension and its description will appear in the Application List Box exactly as you type them here.

- **Add**: After you've entered your file extension and description, click the **Add** button. This will add the extension and its description to the list in the Application List Box.

- **Remove**: Select an extension from the list box and click **Remove** to erase it from the Application List Box. Both custom and default extensions will be listed here. You may remove custom and default extensions to make your own personalized file list which will appear each time you enter the Duplicate Finder utility.

Function Buttons
Remove
Eliminate the selected duplicate files from your hard disk (you will be given the option to make backups).

Close
Cancel the operation or exit the utility.

System Editor

Warning: This is an **Advanced Feature**. The contents of **.INI** files are essential to the operation of all Windows-based programs and should only be modified by advanced users. If you choose to use this utility, be sure to backup the files being modified before editing.

When you delete a program without WinDelete, program settings, registries and .**INI** sections can be left behind in the **WIN.INI** and Windows system directory. WinDelete's System Editor enables you to edit .INI files and delete these outdated instructions which are needlessly taking up space on your hard drive. In turn, Windows will operate faster and more efficiently.

What is an Initialization File?

An Initialization File (abbreviated as .INI) is a list of directions, or settings, that Windows uses like a map to find and execute Windows-based software programs installed on your hard drive. .INI files are found either in your Windows and Windows\System directories, or in the directory of the program it represents.

Since Windows is actually a software program supported by your computer's *Disk Operating System (DOS)* it also needs an .INI file. When you execute Windows, the first files your computer accesses are **WIN.INI** and **SYSTEM.INI**. These files contain important instructions that enable Windows to set up according to your preferences and your computer's hardware configuration.

Just as Windows relies on DOS to operate, all your Windows-based programs rely on Windows to operate. Usually, an application will maintain its own .INI file in its program directory, but smaller applications sometimes add their .INI file (in the form of a section with bracketed heading) to the WIN.INI file. When this happens, the WIN.INI grows, making the list of instructions to be read by Windows longer. Since this list is read each

time you start Windows, a longer list means a longer wait for you. Keeping your system's .INI files updated will dramatically improve its performance.

How System Editor Works

The System Editor allows you to edit, delete, or add values to Window's most important system files: WIN.INI, SYSTEM.INI, CONTROL.INI, DOSAPP.INI, and WINFILE.INI. The System Editor workspace allows you to easily translate, navigate and manipulate your computer's cryptic system files.

The Workspace

Application List Box

When you first enter the System Editor, you will see a dialog box where you can choose the file you want to edit. Select the file and click **OK**. After you open a file, its section headings will be listed in the Application List Box. Click on a heading's plus (+) symbol to view the entries and their values.

Tab Dialog Boxes

The lower box contains Help and Tips for the System Editor. The upper box contains two tabs which allow you to edit, delete, or add a value to the chosen system file.

Edit Item

When you choose a section to edit from the Application List Box, its heading, entry and value are displayed in the Edit Item tab box. The value will appear in an edit box. Click **Remove** to delete this line from the section, or change the value and click **Update**. If you accidentally delete something don't worry – the changes are not final until you click on the **Save** function button.

Add Item

This area contains three edit boxes. The first is a drop-down list box where you type a heading for the section you wish to create. In the second box, insert a section entry. In the third box, set the entry value. When you finish, click **Update** to implement your changes, or **Close** to escape without saving changes.

Function Buttons

Open

Displays a list of system files available for revision: Select a file and click **OK**. You may choose any of the following system files:

- WIN.INI
- SYSTEM.INI
- CONTROL.INI
- DOSAPP.INI
- WINFILE.INI

Print

Print a copy of each edited file.

Save

Accept revisions and replace original file with your updated version. When you click on

the **Save** button, a dialog box will appear. You can select the "Make backup before saving" check box to save a copy of the original file, and then click **Continue**. Click the **Cancel** button to return to the workspace without saving changes.

System Tuner

The System Tuner helps you optimize your computer's efficiency by performing diagnostic checks on all important system files and directories on your computer's hard disk. It makes sure that all entries and values in the system files are configured correctly and notifies you if they are not. System Tuner also advises you on the severity of any problems and how they might be corrected, if possible. When you click on the System Tuner icon in the main screen, WinDelete automatically scans your system and sends the results to the System Tuner workspace. The system scan may take a while, so be patient! The results of the scan are organized into four categories, represented by icons, and the status of each is displayed using three colors.

How System Tuner Works

The System Tuner investigates your computer's hard drive to report on the status of four important elements: system integrity, orphan files, backup files, and resources (these terms will be explained in the following section). After it scans these areas, it analyzes the information collected and decides whether or not the files are in peak operating condition. If they are not, the System Tuner will notify you and offer to fix the problem. Sometimes, there is a problem that WinDelete determines is not safe to modify. If this happens, the System Tuner will outline the problem but refuse to alter the files involved. The System Tuner is a very complex utility, so please read this section carefully.

The Workspace

Application List Box

The System Tuner uses the same color-coding system as the rest of the WinDelete program:

- **Green:**   Safe. Indicates that this area of your system is operating efficiently.
- **Yellow:**   Caution. Indicates that there is a problem that may be corrected through WinDelete.
- **Gray:**   Alert. Indicates that there is a problem which cannot be corrected using WinDelete.

After System Tuner completes its scan, you will see four icons listed in the Application List Box. Every icon is appointed a color, according to the outcome of the search. Each icon represents a category, or area, of your computer system. You can click on any icon's plus (+) symbol to expand that category and view its subcategories. The categories and subcategories are as follows:

Integrity Check

Reads the following four system files and determines the validity of each entry.

- AUTOEXEC.BAT (used by DOS)
- CONFIG.SYS (used by DOS)
- WIN.INI (used by Windows)
- SYSTEM.INI (used by Windows)
- Invalid Icons

Orphan Files

Scans the Windows\System directory and determines if all items are being referenced in the appropriate initialization file. When scanning for orphan files, System Tuner looks at these areas:

- Fonts
- Display drivers
- Temporary files
- Group files
- Lost cluster files

Backup Files

Looks for any backup files left on your system. Backup files are usually just as large as the original file and take up unnecessary disk space. WinDelete searches for the following backup files:

- .BAK files
- .OLD files
- .SYD files
- .00? files (files with any numeric extension)
- AUTOEXEC.??? files (files with any extension except .BAT)
- CONFIG.??? files (files with any extension except .SYS)

Resources

Analyzes your system's configuration and suggests simple ways to speed up performance. During its scan, System Tuner looks at these areas:

- Swapfile size-in bytes (Windows 95 does not support this feature)
- Files= in CONFIG.SYS
- Buffers=in CONFIG.SYS
- Number of fonts

You may click on any of the subcategories to view System Tuner's comments and sugges-

tions in the lower tab dialog box.

Tab Dialog Boxes

When you click on an icon in the Application List Box, the tab boxes will display information pertaining to that category.

If the icon in the Application List Box is yellow, an expandable list will appear in the upper tab box. Click on the plus (+) symbol to expand this list. The plus symbol will not appear if there is only one item in the list. If the icon in the Application List Box is green or gray, a short read-only message will appear in the upper tab box notifying you that this area is OK, or that it cannot be fixed by WinDelete.

The upper tab box contains the filename, drive and directory of the items in question. This information is provided so you know the precise location of the files causing problems. If the item you selected in the application list box is green or gray, the upper tab dialog box will display read-only search results. For yellow items, you may select a file item or multiple items (by clicking the left mouse button and dragging down the list) and then click the **Optimize** button. A dialog box will appear asking if you are sure you want to remove the files. At this point you have the option to proceed or cancel.

The lower tab box contains Help and Tips. The Help tab box will display comments about the search result of a particular category. If you click on an icon that is yellow, the box explains the problem and System Tuner's solution. If the selected icon is green or gray, the box will display read-only search results.

Function Buttons

Optimize

Click to implement System Tuner's solution. The **Optimize** function either deletes problem files or updates system files in order to let your system operate the way it should. You will always be given the chance to cancel after you press this button. The **Optimize** button will be available *only* if the selected icon in the Application List Box is yellow.

Close

Abort the operation and abandon the task at hand.

Graph Viewer

The Graph Viewer is a reference tool that displays your system's file use. This function reads all the files on your hard disk and then displays a pie chart that shows the following information (in bytes):

• The amount of hard disk space that contains GREEN files. Green files can be safely removed.

• The amount of hard disk space that contains YELLOW files. Look closely at yellow files before removal!

• The amount of hard disk space that is currently used for required system files is displayed in WHITE.

To display the statistical pie chart, click the **Graph Viewer** button. The chart begins to build as the files are read. Be patient because this process may take a while! You can click the **Cancel** button at any time to exit and return to WinDelete's main screen.

Note: You cannot change or modify the pie chart; it is informational only.

The Workspace

Application List Box
Here you will find a legend describing the elements of the chart and what they symbolize.

Tab Dialog Boxes
The upper box is where the chart will be displayed. The lower box gives you Help and Tips.

Function Buttons
Cancel

Abort the operation and abandon the task at hand.

Close

Close the Graph Viewer utility and return to the main screen.

Log Viewer

Every time you alter your system with the Install, Uninstall, or Duplicate Remover utilities, a detailed record of each change is automatically documented in the Log File. Each action is appended to the end of the Log File, and any portion of this comprehensive report may be printed for your reference.

The Workspace

Application List Box
This box contains three sections: Installs, Uninstalls, and Duplicate File Removals. Each group may be expanded to view the Log Title, date, and time of individual entries. All entries are organized by date, most recent first. When you select an entry, its details are listed in the top dialog box.

Tab Dialog Boxes
When you select an entry from the Application List Box, the upper tab box displays any items that have been modified by WinDelete. A list divided into one or more of the following categories will be displayed: Groups, Icons, Directories, Files, Registry Keys, and any modified .INI files. Depending upon the complexity of the program installed, any combination of categories will be included in this list. If a plus (+) sign appears next to the category, you can expand the list to view any changes made to the items inside. Depending on the section selected in the Application List Box, the expanded list will contain items

which were installed, uninstalled or deleted from your system through WinDelete.

Function Buttons

Print

Select a log entry in the Applications List Box and click **Print** to send a report of the modified files to your printer.

Close

Click to exit Log Viewer utility and return to main screen.

System Consultant

The ***System Consultant*** feature provides vital statistics about your computer's hardware and software configuration. Before WinDelete, finding this information would have taken up a lot of time and, for the inexperienced PC user, was nearly impossible. System Consultant gathers important statistics and displays them in one place, making this information easy to understand.

The Workspace

Application List Box

Contains a list of four icons, each representing a component of your computer's system: Processor, Drives, Memory, and Environment. Click on one of the icons to view specific information.

Tab Dialog Boxes

The upper list box is labeled System Info and contains details about the topic selected in the Application List Box (*see list below*).

Processor
- Type of CPU (80286, 80386, 80486, etc.)
- Math co-processor present, detected or undetected

Drives
- Names of local, non-removable hard drive partitions
- Total size of each drive
- Amount of free space on each drive

Memory
- Amount of available memory in kilobytes (1024 bytes in a kilobyte)
- Percentage of free system space
- Percentage of available user space

Environment
- Windows directory path
- Temporary directory path
- Version of Windows
- Version of DOS

Help and Tips can be accessed in the lower tab box.

Function Buttons
Close
Exit the System Consultant utility and return to the main screen.

Index