McAfee QuickClean

VERSION 2.0

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Welcome to McAfee QuickClean

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Overview of QuickClean

The Internet provides a wealth of information, but leaves clutter behind on your computer. Clean it up with QuickClean. QuickClean technology identifies and removes files that accumulate when surfing the Internet, including cookies, e-mail, downloads, history, and more. It protects your privacy by shredding your web trail and other personal identification data that collects on your computer. QuickClean also removes unwanted programs *completely* to keep your system running at optimal performance. It lets you specify the programs and files you want to eliminate and wipes away the clutter. You can be sure that your PC is junk-free with QuickClean.

QuickClean has a central interface for you to easily access the individual components of the product. The main window also provides status information such as:

- Available and used space on your hard drive

- The last time you ran QuickClean on your computer

Through the main screen, it now also provides a single update link to automatically update all of the installed components of McAfee QuickClean. The Update QuickClean feature uses McAfee Instant Updater to search for any available updates to your McAfee product.

What Comes with QuickClean Software

QuickClean uses safe and simple wizards to perform its major tasks. When you use a QuickClean wizard to clean up your hard disk or manage applications, at each step you see exactly what you are specifying, and you can go back to previous screens and change options if you change your mind.

Even if you are an expert computer user, QuickClean wizards can automate tasks, such as removing junk files, that would otherwise be time-consuming or error-prone.

The following is a list of QuickClean wizards:

- **QuickClean Lite:** Deletes various kinds of junk files and unconnected items on various folders such as your PC's Internet Cache, Recycle Bin, Temporary Files, Shortcut and Windows Registry.

- **Remove:** Deletes any application you specify, and removes all related shortcuts and Registry entries.

- **Restore:** Restores deleted applications or files if backup copies were created. You can restore an entire application, a few files from an application, or a few miscellaneous files, such as those deleted by Remove or SpaceMaker—but only if backup copies were created before the files were deleted.

- **BackTrack:** Monitors application installation. Lets you undo the installation of any application if it was monitored by BackTrack.

- **SpaceMaker:** Deletes old files in specific categories until it has freed the amount of disk space you specify.

- **Application Remnant Cleaner:** Enables the removal of files remaining in your computer due to the removal of an application.

- **Folder Browser:** Analyzes the contents of your hard disk and identify folders you may wish to consider to move, remove, or compress.

- **Orphan Files Cleaner:** Removes files without an offsetting association; i.e.: shortcuts, favorites.

- **Duplicate Files Cleaner:** Enables the removal of duplicate files from your computer.

- **Temporary Internet Files (Cache) Cleaner:** Frees hard disk space by deleting cached (temporary internet) internet files.

- **E-mail Cleaner:** Enables the removal of E-mail messages and their attachments from the "sent messages" and "deleted messages" folders.

- **Cookies Cleaner:** Removes internet cookies from your computer. Some Web sites store information in a small text file, called a "cookie," on your hard disk.

- **Active-X and Plug-ins Cleaner:** Enables the removal of Active X (objects in a web page that provide interactive and user controllable functions) and Plug-ins (a program that enhances the operation of a parent program - i.e.: hear sound; view movies).

☐ **NOTE:** Wizards are designed to be easy to understand and to use. Each wizard screen tells you what you need to know to enter information or choose options. If you want to know more about a wizard, click **Help**.

By default, SpaceMaker and Remove wizards create backup copies of files before they are deleted. Although you can turn off backup creation when you run the wizard, it is a good idea to make backups. Later, when you are sure that you do not want to undo any QuickClean actions, you can delete the backup copy.

Changing QuickClean Defaults

As you install QuickClean, you have the chance to change some basic defaults. After QuickClean is installed, you can use the Settings dialog box to review or change all default settings.

To see exactly what the default settings are, or to change them, select **Settings** from the Options menu on the QuickClean main screen. Then in the next window displayed, select any of the buttons available corresponding to the component category you want to change the default setting on or view its default settings.

↳   **TIP:** The SpaceMaker, BackTrack, and QuickClean Lite wizards have Settings dialog box pages where you specify their default behavior, including the age that files must be before they can be deleted.

You can change most option settings temporarily when you run a wizard, and you can open the Settings dialog box page for the wizard and make permanent changes to the default.

Options In the Settings Dialog Box

- **General:** Which drives are tracked by the SmartLinks database, and which files and folders are excluded from all wizard or PowerClean lists. Click **Help** in the General page of the Settings dialog box for information about these options.

- **SpaceMaker:** How old files must be before they can be deleted, and which kinds of files can be deleted.

- **BackTrack:** Whether BackTrack's Installation Monitor runs as you work, which kinds of installations it monitors, and how long BackTrack archives are kept before they are deleted.

- **QuickClean:** How old files must be before they can be deleted, and what kinds of files can be deleted.

- **Folders:** The default backup, Archive, BackTrack, and Transport compressed file locations. Click **Help** in the Folders page of the Settings dialog box for information about these options.

↳ **TIP:** For information about any Settings dialog box page, click **Help**.

Installing QuickClean

2

The installation program on the QuickClean CD lets you install the program easily on your computer. Installation should start automatically when you put the CD in the CD-ROM drive. The information in the following paragraphs will help you install and start using QuickClean.

System Requirements

McAfee QuickClean requires the following minimum system configuration:

- Microsoft ® Windows ® XP Home Edition, Windows XP Professional, Windows 2000, Windows Me, Windows NT Workstation v4.0, Windows 98, or Windows 95B.

- Personal computer with a Pentium 100 MHz or higher processor.

- 32 megabytes (MB) of RAM.

- 15 MB of free hard disk space.

- CD ROM drive.

- Internet access required for various features.

Installation Steps

> ☞ **IMPORTANT:** Because Setup installs some QuickClean files as services on Windows XP, Windows NT Workstation v4.0, and Windows 2000 Professional systems, you must log in to your computer with a user profile having administrative rights to install this product. To run Setup on Windows 95, Windows 98, and Windows Me, you do not need to log in with any particular profile or rights.

After inserting the McAfee QuickClean CD in to your CD-ROM drive, a QuickClean Autorun image should automatically display. To install QuickClean software immediately, click **Install QuickClean**, then skip to Step 5 to continue with Setup.

Use the steps below to install your software.

1. If your computer runs Windows NT Workstation v4.0, Windows 2000 Professional, or Windows XP, log on to your system as a user with administrative rights. You must have administrative rights to install this software on your system.

2. Insert the QuickClean CD in to your computer's CD-ROM drive. If the QuickClean Installation Wizard does not automatically display, go to Step 3. Otherwise, skip to Step 4.

3. Use the following procedure if the Autorun installation menu does not display, or, if you obtained your software via download at a McAfee web site.

   a. From the Windows Start menu, select **Run**. The Run dialog box displays.

   b. Type `<X>:\SETUP.EXE` in the text box provided, then click **OK**.

      Here, `<X>` represents the drive letter for your CD-ROM drive or the path to the folder that contains your extracted QuickClean files. To search for the correct files on your hard disk or CD-ROM, click **Browse**.

4. Before proceeding with the installation, Setup first checks to see whether your computer already the Microsoft Windows Installer (MSI) utility running as part of your system software.

   a. If your computer runs Windows XP, Windows Me, or Windows 2000, MSI already exists on your system. If your computer runs an earlier Windows release, you may still have MSI in your computer if you previously installed other software that uses MSI. In either of these cases, Setup will display its first wizard panel immediately. Skip to Step 5 to continue.

   b. If Setup does not find MSI or an earlier version of MSI is installed in your computer, it installs files necessary to continue the installation, then prompts you to restart your computer. Click **Restart System.** When your computer restarts, Setup will continue from where it left off.

5. Refer to steps displayed on the QuickClean Installation Wizard to complete your installation.

> ↳ **TIP:** If your computer does not have the required fonts to view the End User's License Agreement (EULA), then you may locate the appropriate EULA on your McAfee software installation CD. You must read and agree to the terms of the agreement to complete your installation.

What Is the Smartlinks Database?

The SmartLinks database captures and stores information about the relationship between files on your computer. It stores the names and locations of all files needed by the operating system. For each application, the SmartLinks database stores information about all of the files that the application needs to run properly, including icons, dynamically linked libraries (DLLs), and other executable files, as well as operating system files that are used by the application. This information makes the SmartLinks database a complete, cross-referenced record of how executable and system files are used on your computer.

It is this information that makes using QuickClean quick and safe. It ensures that applications can be completely moved and deleted.

This information also helps to determine the files that can be safely deleted without damaging an application or your computer's operating system.

The QuickClean Inductive User Interface

3

Introduction

Under the guidance of the Microsoft Corporation, McAfee introduces a new look to McAfee QuickClean - the Inductive User Interface (IUI).
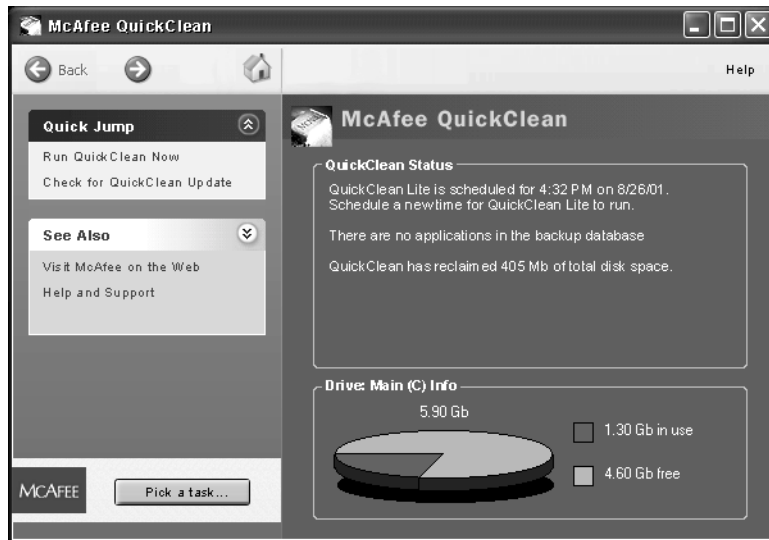
What is an Inductive User Interface?

An IUI is similar to common web-style design – each screen within the application focuses on a unique, clearly stated, fundamental purpose. An IUI also allows you to easily navigate from one screen to the next.

How will an IUI help me?

IUI simplifies using McAfee QuickClean. On any screen within QuickClean, you can easily determine how to complete a task or how to access another related or different task. You can easily navigate QuickClean by selecting the **Back**, **Forward** and **Home** icons. These three icons are common to all QuickClean screens.

How do I use the IUI?

First, start QuickClean from the Windows Start menu.

Figure 3-1. The QuickClean Main Window

The QuickClean main window is your central entry point to all QuickClean tasks, wizards, and components. The main window displays three regions common to all QuickClean screens.

Pick a Task

Select **Pick a task** to access the primary task screen. From the primary task screen you can select one of the following:

- **Clean up your hard drive**.

- **Clean up Internet Files**.

- **Clean up and manage your programs**.

- **Perform advanced clean up operations**.

- **View your QuickClean activity logs**.

> ⌕ **TIP:** After picking a task, simply follow the on-line instructions to complete the task. If you would like to start a new task, select **Pick a task**.

Quick Jump

The **Quick Jump** section allows you access a function or program associated with McAfee QuickClean (a function or program may include collection of tasks). For example, from the Quick Jump section you can:

- Select **Run QuickClean Now** to start QuickClean Lite.

- Select **Check for a QuickClean Update** to start McAfee's Instant Updater. Instant Updater allows you to download updates to your product.

See Also

The **See Also** section displays links to external resources to help you use McAfee QuickClean. From the See Also section you can:

- Select **McAfee on the Web** to start your internet browser and go to www.McAfee-at-Home.com. Our McAfee-at-Home web site is a valuable resource for all of your McAfee QuickClean support needs.

- Select **Help and Support** to display on-line Help. Choose Help Topics from the Help menu to see a list of QuickClean help topics.

⭳ **TIP:** Click **X** in the upper right corner of any QuickClean screen to close the QuickClean main window.

Managing Applications to Free Disk Space

4

QuickClean Overview

The QuickClean wizards that manage applications are simple and extremely safe. They will not damage your computer or destroy data by removing important operating system files or files required by any application except the one you are removing, archiving, or moving.

To use a QuickClean wizard you must have enough free disk space on your computer for the wizard to work in and enough space to store any backup copies of files or applications that the wizard may make. Even though a backup is compressed to its smallest possible size, it will take up some space on your hard drive.

From the QuickClean Start window, you can access any of these available application management tasks. Select from the primary tasks to access the component wizards.

Any of these wizards opens and guides you through three or four quick steps to perform the action.

Free Disk Space on Your Computer

Remove Unnecessary Files Using QuickClean Lite

The QuickClean Lite wizard enables you to clean your computer of unnecessary files and free valuable hard disk space.

You may use the QuickClean Lite wizard to perform any of the following cleaning tasks:

- Clean your Recycle Bin.

- Remove files that accumulate as you browse the Internet. Files of this type are stored in folders called Temporary Internet or Cache folders.

- Remove Shortcuts without an associated program, application, hypertext link, etc.

- Delete lost file fragments.

- Delete Windows Registry information, shortcuts, and system file references for applications that no longer exist on your computer.

- Delete temporary files.

- Remove deleted and sent messages from a Microsoft supported e-mail client (i.e.: Outlook, Outlook Express).

- Delete Most Recently Used shortcuts.

How QuickClean Lite works

First, the user selects the types of files they wish to remove from their computer. Next, the QuickClean Lite wizard scans the contents of the hard disk and identifies all files meeting the user-selected criteria.

The user proceeds with the cleaning task if they are satisfied with the results of the scan. Finally, QuickClean Lite provides a graphic representation of the amount of reclaimed space after deleting the files.

WARNING: Deleted files are not backed up. You cannot restore files deleted by QuickClean Lite.

Identify Non-critical Files to Remove Using SpaceMaker

Freeing Specific Amount of Disk Space On a Drive

If you need a specific amount of disk space on one of your drives, click **SpaceMaker** in the QuickClean screen and tell the SpaceMaker wizard how much space you want, what kind of files it can delete, and whether you want it to make compressed backup copies of the files. Then let it free space for you.

TIP: By default, files are backed up before they are deleted. The compressed backup uses less disk space than the deleted files, and gives you a chance to recover deleted files later. Each time you run the SpaceMaker wizard, you can turn off backups or specify a different location for the backups.

Choose the SpaceMaker wizard to:

- Quickly create free space on one of your drives.

  You can specify the drive and the amount of space you want to free. As soon as SpaceMaker frees the specified amount of space, it stops deleting files. If you choose to free as much space as possible, the wizard continues to delete files until it can find no more files that are old enough to delete in the categories you have chosen.

- Delete files from more categories than QuickClean.

SpaceMaker lets you delete files that some users might need, such as bitmap and multimedia files, backup files that have the ".BAK" extension, temporary files that Windows or Windows applications generate, screen savers, online help files, and so on.

No file is deleted if it has been modified or accessed within the period specified by the SpaceMaker page of the Settings dialog box. The default period is 180 days.

Changing Defaults for Spacemaker

From the main QuickClean window, click Options and select Settings from the drop-down menu. In the next window displayed, select SpaceMaker. The SpaceMaker Settings window is displayed with its preset defaults shown.

Each time you run SpaceMaker you can change most defaults temporarily. The one default that you cannot change when the wizard is running is the age that files must be before they can be deleted.

Remove a Program From Your Computer Using Remove

The Remove wizard gets rid of all traces of the application, including shortcuts and Registry entries. If the application has associated data files, you can remove those at the same time if you want to. If QuickClean detects that an application has an uninstall program of its own, you will be given the choice to use the application's uninstall program or the QuickClean Remove wizard.

Choose the Remove wizard to completely remove:

- An application that you no longer use.
  As you buy new programs, old programs become obsolete or no longer useful. The Remove wizard keeps your computer up-to-date by deleting all old applications and cleaning up the Registry and operating system settings associated with them.

- A demo application that you downloaded and decided not to purchase.
  Demo applications usually cannot be used after a specified date, but they still remain on your disk, taking up space. Use the Remove wizard to clean them up.

- An application that you want to reinstall because it is behaving incorrectly.
  Sometimes reinstalling a program from scratch fixes minor problems. The Remove wizard can uninstall the program and remove all references to it in the Registry and operating system files so that you can perform a clean reinstallation.

> ☙ **IMPORTANT:** Make sure that you let the Remove wizard create a backup copy of the application before it is removed. Then you can restore it if you change your mind in a few minutes or a few days later. When you are sure that you do not need the backup, delete it to free disk space.

Remove Application Remnants Using ARC

Application Remnant Cleaner (ARC) is a program-cleaning feature of QuickClean used after uninstalling a program. ARC enables you to free disk space and delete unnecessary program files from your computer.

To remove a program from your computer, you will most likely use one of two methods. One common method is to access the Add/Remove Programs Properties dialog box in the Windows Control Panel, select the application and click Add/Remove. The other method is to delete the program using the program's uninstallation wizard.

Both methods usually remove most program files associated with the application. However, documents created with and linked to the program may remain after uninstallation.

Application remnant cleaner detects a program's uninstallation. When the program's uninstallation is complete, a list of files not removed from your computer associated with the program displays. At such time, you may choose to delete, shred, recycle, compress, or move the remnant files or documents created with the program to a different location.

Analyze Folders in Your Hard Drive Using Folder Browser

"Folder Browser" is QuickClean feature used to analyze the volume of the contents of drives, directories, subdirectories, and folders within your computer's hard disk. You may use this information to identify folders and their contents that are candidates for removal.

Folder Browser displays information in a format similar to that of Windows Explorer. There are two panes. The left pane displays a tree view of the folders within your computer. The right pane displays the contents of the folder selected in the left pane.

The right pane provides the following information:

- Name: The name(s) of the folder(s) within the selected drive, directory, or subdirectory

- Size: The volume of the folder; including immediate files.

- Total Size: The total volume of the folder including immediate/direct files, sub-folders and the contents of the sub-folders.

- The units of measurement are bytes, kilobytes (Kb), and Megabytes (Mb).

☐ **NOTE:** It is possible for a folder to have a size of zero and a total size greater than zero. This situation demonstrates that folder contains sub-folders but no immediate files.

Remove Internet Files From Your Computer

Please refer to on-line help for additional information about how to use the wizards described in this section.

Remove Temporary Internet Files (Cache) Using Cache Cleaner

When you browse the Internet, your browser copies each Internet page and its graphics to a cache folder (temporary internet files) on your hard disk. The browser can then load the page quickly if you return to it again.

This is a useful feature if you repeatedly visit the same Internet pages and their content does not change. Most of the time, however, the cached files are not useful and can be deleted.

The Cache Cleaner wizard helps you to quickly get rid of these cached files that may affect your computer's hard disk space and performance.

Remove Cookies Stored By Web Sites Using Cookie Cleaner

Cookies are small files that your Web browser stores on your computer at the request of a Web server. Each time you view a Web page from the Web server, your browser sends the cookie back to the server. These cookies can act like a tag, which let the Web server track which pages you view and how often you return to them.

The Browser Cookie Cleaner wizard helps you to quickly get rid of these files that may jeopardize your privacy and security while browsing the Internet.

Remove Unwanted E-Mail and Their Attachments Using E-Mail Cleaner

With the amount of e-mail you receive in just one day, cleaning your e-mail messages can be a big task. Use QuickClean's E-mail Cleaner feature to help you get rid of old messages that you no longer need and importantly, you do not want others to have access to.

Remove Downloaded Internet Applications Using Active X and Plugin Cleaner

Active X is a technology used by software developers to implement controls in a program. An ActiveX control can add something as simple and useful as a button in a program's interface. Most of these good controls have been signed, meaning that they are harmless and will do nothing bad to the data on your computer. However, less than honest people use ActiveX technology to write programs that can jeopardize the security of the data on your computer, such as a program which searches your hard drive for certain file types and sends the information in it someone else.

Similarly, plug ins are small, special-purpose applications design to perform specific control in a program. For example, a plug-in module incorporated into your Web browser software.

Use the ActiveX and Plug In Cleaner wizard to get rid of any of these items that may cause harmful effect on your computer.

Clean and Manage Your Programs

Archiving an Installed Program Using Archive

Use the Archive wizard to create a compressed backup copy, called an *archive*, of an application and remove it from your computer until you need it again.

To free the most hard-disk space, store the archive on a removable disk, such as a Zip® disk. But even if you store the archive on your hard drive, its compressed files reduce the amount of space the application takes up.

After the Archive wizard creates the compressed archive file, it removes the application from the folder where it was installed, but leaves the shortcuts to the application in place. When you click a shortcut to the application in the Windows Start menu Programs list, or on your Windows desktop, taskbar, or elsewhere, a message box appears, explaining that UnInstaller has archived the application and asking if you would like to restore it.

☐ **NOTE:** You can also use the Restore wizard to restore archived applications.

Choose the Archive wizard if you:

• Want to store useful applications that you rarely use.

   If you have old games or specialized programs, archive them to free disk space, but keep the shortcuts and other entry points available from your desktop. QuickClean keeps track of applications that you have archived. Their shortcuts and Start menu Programs list entries remain in place. If you click a shortcut or Programs list entry for an archived application, you can choose whether to restore the application.

• Think you might need an application again.

   If you are not sure that you want to get rid of an application entirely, instead of using the Remove wizard and creating a backup file, use the Archive wizard and retain information.

• Want to free space on your computer by removing an application temporarily.

If you need disk space to perform a task that requires a large amount of temporary space, for example, you can archive applications to free the space. Then you can quickly restore the applications when you no longer need their disk space.

Monitoring A Program's Installation Using BackTrack

The QuickClean BackTrack wizard can restore your system to the state it was in before you installed a monitored application.

☐ **NOTE:** You must be running Windows 95B, Windows 98, or Windows 98 SE in order to use the QuickClean BackTrack feature.

You can use the QuickClean Installation Monitor to watch applications as they install making a record of every file that was added, deleted, or changed during installation. Then, you can use the BackTrack wizard to completely remove the monitored application from your computer and return all settings to their previous values before the application was installed. You can set up Installation Monitor in one of two ways:

• Set up BackTrack Monitor to run in the background continuously, waiting for you to run an installation file with a specific name or from a specific folder, or to install an application from a self-expanding compressed file with the ".EXE" extension.

- Start BackTrack Monitor just before you install an application, and specify the program that runs the application installation.

    ↳ **TIP:** Many installation programs start automatically as soon as you insert a CD disc into your CD drive. To make sure that installations from CDs are monitored, open the Settings dialog box and set BackTrack to monitor setup files before you insert the CD disc into the drive.

Monitoring Installation of a Single Application

If you'd prefer to run BackTrack Monitor only when you are actually installing applications, follow these steps *before installing your new program*:

1. From the QuickClean main window, click Start.

2. Under Choose a task, select Clean and manage your programs.

3. In the next window, select Monitor a program you want to install.

4. From the Back Track window, click Monitor.

5. If prompted to restart your computer, click Yes.

   Before installation actually starts, BackTrack Monitor saves Registry settings and other information on your computer so that its original state can be restored later if you choose to remove the application from your computer.

BackTrack a Monitored Program's Installation

Use the QuickClean **BackTrack** wizard to undo the installation of an application that was tracked by BackTrack Monitor.

    ↳ **TIP:** You cannot use the BackTrack wizard to undo the installation of an application that *BackTrack Monitor did not monitor. In this situation, use the Remove wizard.*

To undo an application installation:

1. Click Applications from the QuickClean main window; then select BackTrack to start the BackTrack wizard.

2. In the first BackTrack wizard screen, click **Next.**

3. **S**elect the BackTrack archive from the list and click **Next again**.

The BackTrack wizard processes the archive to determine what it needs to undo. At this point if you're interested, you can click **Details** to see what BackTrack will do to individual files, and when you're finished reviewing this information, click **OK** to return to the BackTrack wizard screen.

> ☞ **IMPORTANT:** Do not change the selection of any of the files. Let BackTrack use its judgment to decide which files you still need and which files should be removed or replaced.

---

4. Click **Next.**

    The BackTrack wizard removes the application and returns Registry settings to the values that were in effect before the application was installed. The wizard displays a message telling you when it successfully completes the job.

5. Click **Close** to return to the main QuickClean screen.

Restoring an Archived Program Using Restore

The Restore wizard can completely restore any application if you have archived it or let the Remove wizard make a backup copy of the application before you removed it. The backup copy or the archive must still be available.

To restore an application:

1. Click **PowerClean** in the QuickClean main window; then select Restore.

2. On the Restore wizard screen, click the arrow by the dropdown list and select the backup or archive folder.

    -   If you do not see the archive you are looking for, you might have stored it in a different folder. Click **Browse** to find archives or backups in other folders. When you select a folder, the archives or backups that it contains appear in the Restore wizard list.

    -   The information in the Restore wizard list includes the name of the backup or archive file, such as "Archive of Glaxian," the name of the wizard that created the backup, and the date the backup was created.

3. Select an archive or backup from the Restore wizard list and click **Next**.

4. On the second wizard screen, the names of all files that will be restored are displayed.

5. In the second wizard screen, you can select files to restore, and click **Next**.

❧ **WARNING:** Do not deselect any files if you are restoring an entire application. If you deselect files, critical application files may not be restored and the application may not run correctly, or at all.

---

6. In the third Restore wizard screen you can choose:

    - How to replace files in restoration folders. You can choose to:

        – Only replace older files with newer files.

        – Always replace existing files.

        – Never replace existing files.

        – The default is "Only replace older files with newer files".

    - Whether to confirm restoring each file.

        If you choose to confirm files as they are restored, you must click **OK** for each file in a message box. To restore remaining files without confirming them, you can click **Yes to All** at any time.

7. Click **Restore** to begin restoring the application.

    When the wizard restores the application, it displays a message that the job is completed. You can click **Report** to view details of restoration activity.

Restore Deleted Files

The Restore wizard can also restore individual files that the SpaceMaker wizard has deleted, or that you have deleted using the PowerClean feature, if QuickClean made backup copies of the files.

To restore individual files:

1. Click **PowerClean** in the QuickClean main window; then select Restore.

2. On the Restore wizard screen, click the arrow by the dropdown list and select the backup or archive folder.

    To see a list of the files contained in the backup or archive, click **Next**.

3. Select the files you want to restore from the list that appears in the next wizard screen; then click **Next**.

4. In next wizard screen, you can choose:

- How to replace files in restoration folders. You can choose to:

    – Only replace older files with newer files.

    – Always replace existing files.

    – Never replace existing files.

    – The default is "Only replace older files with newer files".

- Whether to confirm replacing each file.

    If you choose to confirm files as they are replaced, you must click **OK** for each file in a message box. To restore remaining files without confirming them, you can click **Yes to All** at any time.

5. Click **Restore** to begin restoring the files.

    When the wizard restores the file, it displays a message that the job is completed. You can click **Report** to view details of restoration activity.

Delete Backup Copies

QuickClean backs up deleted files and applications so that you can restore them if you change your mind later.

Backup files, which are compressed files containing copies of all deleted files, are stored on your computer in a location you can specify in the General page of the Settings dialog box or in other locations that you can specify when you run one of the QuickClean wizards.

But note that although backup copies are compressed, eventually they will take up a lot of disk space. When you are sure that you will no longer want or need a backup of a deleted application or group of files, delete the backup file.

To delete a backup file:

1. Select the backup file in the first Restore wizard page list.

2. Click **Report** and select the **Report Log** tab to see a list of files contained in the backup. Click **Close** to return to the first Restore wizard page.

3. If you are sure that you will not need any of these files, click **Delete**.

    You are prompted to confirm deleting the file.

Advanced Cleaning Tasks

Identify and Remove Incomplete Programs, Dynamic Link Libraries and Orphan Registry Entries Using Orphan Cleaner

Orphan files are files that are left over after you move, delete, or uninstall applications from your system. An orphan is an entry for a program that has moved or no longer exists. For example, if an orphaned shortcut points to a file or folder that has already been deleted from your PC, or moved to another location, you can delete the orphaned shortcut using QuickClean's Orphan Cleaner.

Identify and Remove Duplicate Files Using Duplicate Files Cleaner

The Duplicate File Cleaner wizard is a quick and easy way to locate and view duplicate files on your computer. Once the files are displayed, determine which ones you want to delete and follow through the wizard instructions.

> ☟ **IMPORTANT:** Always be careful in deleting duplicate files. The Duplicate File Cleaner wizard displays duplicate files on your computer system but it DOES NOT mean that these files shown are OK to be deleted. Some files may be critical and will cause serious or fatal instability on your computer once deleted. The wizard is only designed for maximum end user control, and not for safety. There are no safeguards in the wizard that would prevent you from deleting files that your computer system needs, so always exercise caution before you decide to select a file to be wiped out.

View QuickClean Activity Logs

When you click the Activity Log in the QuickClean main window, you will have the option to view different reports that displays numeric and graphic information about actions performed by any of the QuickClean wizards (e.g., summary, report logs, disk analysis and file analysis).

Report Summary displays a complete list of files that were deleted or modified by each individual action. These reports can be useful in tracking down old versions of files that were deleted but backed up, or were archived.

Viewing a Summary of All QuickClean Reports

This page shows numeric data about the total number of files affected, the total size of files moved, compressed, or deleted, the disk-space savings, and so on. The pie chart on the right shows the percent of disk space regained by the selected action if you are viewing a specific action report, or by all QuickClean actions, if you are viewing Master Log information.

Viewing Log of QuickClean Actions

This page lists all changes made by the individual wizards or in the PowerClean feature if you are viewing a specific action report.

If you are viewing Master Log information, you see a list of available action reports. Click Open to chose an action report to view.

Viewing an Analysis of Changes to Your Files and Hard Drive

The Disk Analysis page displays the percent of total disk space regained by deleting, moving, or archiving files in each file category. The File Analysis displays the total number of files in each category.

If you only want to see what QuickClean has done, you can review the list of actions displayed in the Reports window. However, if you want to keep a record of QuickClean actions for later reference, you can print the report information or save it as a file.

Delete Files Securely: Shredder

When you save a file in Windows, it is stored in multiple pieces (in clusters made up of multiple sectors) on the disk. Windows also saves a roadmap, or index, that points to these clusters in two copies of the FAT (File Allocation Table). The FAT contains the directions to all the pieces of your files, so that applications can find them again later.

In addition to FAT file systems, McAfee Shredder supports New Technology Filing System (NTFS). NTFS is the file system used by Windows NT, Windows 2000 and Windows XP.

When you delete a file, all the information stored in that file is not actually erased from your disk. Instead, Windows simply frees the clusters where the file was stored, making those locations available in the FAT. Thereafter, applications can write new information to those clusters. This means that all or part of your files can be reconstructed even after you delete them. Undelete programs can reconstruct a deleted file very easily, especially immediately after you delete the file and before you save any new information that might be written over the deleted file's contents.

For privacy and security reasons, you may want to be positive that the information stored in files you delete is permanently erased from your computer. McAfee Shredder does this for you by "security wiping" deleted files so they cannot be restored or rebuilt using undelete utilities. Unlike other file security erase programs, McAfee Shredder erases even the filename and the compressed data on DriveSpace drives. Note that it is not possible to shred network files, or files compressed with compression other than DriveSpace in an absolutely secure manner.

↳ **TIP:** You can select McAfee Shredder properties to specify the shredding level to perform. You can select: Quick to shred the information once; U.S. Government Multipass to make seven passes of repeatedly erasing the data; or Custom to indicate how many passes to make which allows up to 99 passes.

Shredding Selected Files

☐ **NOTE:** If your computer is running on Windows Me, some files even if shred, may be retained on your PC since these are protected by the Windows Me System Restore.

You can shred files using drag and drop, which is a fast way if all the files are centrally located. Or if the files are in several places, you can shred them by starting McAfee Shredder and selecting the files to erase.

McAfee Shredder allows you to shred files on your PC's Recycle Bin, Temporary Internet, as well as Web site history folder. You can also specify the number of shredding passes (1-99) and can now have the option to shred an entire drive.

Refer to the online Help file to display step-by-step instructions on how to shred selected files and non-file data.

☞ **IMPORTANT:** After you shred non-file data, you will not be able to undelete any deleted files that utilized this information.

Update Your McAfee Product

5

Instant Updater

As technologies advance, we continually provide updates to McAfee software products. To ensure the highest level of protection, you should always obtain the latest version of your McAfee product.

Updating your software is simple using McAfee's Instant Updater. It is a seamless process and requires minimal interaction on your part.

> ✎ **IMPORTANT:** Instant Updater is also the mechanism used to register your product with McAfee. In order to obtain product updates, you must register your product with McAfee.

Why Do You Need to Update?

- New features may be released for your McAfee product

- Product fixes are periodically available

- New product content is updated periodically

- Updates to anti-virus signature files are frequently available

How Does the Updating Process Work?

Instant Updater allows you to obtain and apply updates to your McAfee products while connected to the Internet. If an update exists, you will receive a notification. At that time, you can download and apply the updates to your products.

Instant Updater Features

- **Auto-Inquiry**: Auto-inquiry enabled allows you to receive notification of product updates while connected to the Internet. The default setting for Instant Update is Auto-Inquiry enabled. If you do not connect to the Internet on a regular basis, you may want to disable Auto-Inquiry and use the manual update feature.

    ↳ **TIP:** We do not recommend Auto-Inquiry enabled if you have slow internet connection.

- **Auto-Update**: If you do not want to be bothered with notification messages regarding updates, you can enable Auto-Update. Auto-Update enabled allows you to download and apply product updates without notification messages. Updates are "silently" downloaded and applied to your McAfee product.

- **Manual Updating**: If you rarely connect to the Internet, you may prefer to use Manual Updating with your McAfee product. You can manually update while connected to the Internet. To do this, select the UPDATE function from within the individual product.

    ↳ **TIP:** Manual Updating provides you with explicit control of the updating process.

Configuration

For additional information regarding auto-inquiry and auto-update settings, please refer to on-line help.

Product Support

<div style="text-align: right">**A**</div>

BEFORE YOU CONTACT McAfee Software for technical support, locate yourself near the computer with the McAfee product installed and verify the information listed below:

• Version number of your McAfee software

> ↳ **TIP:** From the McAfee QuickClean main window select Help > About to find this information.

• Windows operating system version number

• Amount of memory (RAM)

• Complete description of the problem

• EXACT error message as on screen

• What steps were performed prior to receiving error message?

• Is the error persistent; can you duplicate the problem

• Model name of hard disk (internal / external)

• Extra cards, boards, or hardware

How to Contact McAfee

Customer Service

To order products or obtain product information, contact the McAfee Customer Service department at (972) 308-9960 or write to the following addresses:

United States:	**International:**	
Network Associates 13465 Midway Road Dallas, TX 75244 U.S.A.	Network Associates International B.V. Gatwickstraat 25 1043 GL Amsterdam Nederland +(31) 20 586 6100	McAfee Customer Service P.O Box 898 7301 BC Apeldoorn The Netherlands

☐ **NOTE:** (972) 308-9960 is telephone call to the United States of America.

www.McAfee-at-Home.com

McAfee is famous for its dedication to customer satisfaction. We have continued this tradition by making our site on the World Wide Web a valuable resource for answers to your questions about McAfee Consumer Products. We encourage you to visit us at *http://www.mcafee-at-home.com* and make this your first stop for all of your product support needs.

☐ **NOTE:** For a status on an existing order, you may send an e-mail message to *salesordersupport@nai.com*.

Technical Support

For 24-hour, agent assisted support, please visit *http://www.mcafeehelp.com*. Our support web site offers 24-hour access to solutions to the most common support requests in our easy-to-use 3 step Answer Wizard. Additionally, you may use our advanced options, which include a Keyword Search and our Help Tree, which have been designed with the more knowledgeable user in mind. If a solution to your problem cannot be found, you may also access our 24-hour FREE Chat Now! and Email Express! options. Chat and E-mail will enable you to quickly reach our qualified support engineers, through the internet, at no cost. Phone support information can also be obtained from our self-help web site at: *http://www.mcafeehelp.com*.

Support Forums and Telephone Contact

If you do not find what you need, try one of our automated services at the following locations.

World Wide Web	*www.mcafee-at-home.com*
E-commerce	*http://estore.nai.com*
Support web site	*http://www.mcafeehelp.com*
Download web site	*http://www.mcafee-at-home.com/download/default.asp*
CompuServe	*GO MCAFEE*
America Online	*keyword MCAFEE*
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