

## Before You Begin

WinDelete 97 is an uninstall utility that provides you with an easy, reliable way to optimize your personal computer's use of disk space. It allows you to safely remove unwanted Windows and DOS applications from your personal computer. It also helps you to identify and delete duplicate files and other unneeded items from Windows so that it can operate faster and more efficiently. Best of all, WinDelete 97's safe application removal technology and superior user interface help to protect you from accidentally deleting important files.

When you use WinDelete 97 to install a new application on your computer, the WinDelete Agent runs in the background and captures a detailed record of every change made to your system during the installation. When and if you ever uninstall the application, WinDelete 97 uses the installation log to take the application off your system.

In addition to its install and uninstall capabilities, WinDelete 97 helps you to optimize your system's use of disk space. Its features allow you to:

- Create, delete, or restore archives of compressed files or applications
- Move applications and files to a different location on a disk or to a different hard drive on a personal computer
- Transport applications or files to a different personal computer
- View charts of file usage
- Check or edit important system files
- View or print reports summarizing Actions completed during use of WinDelete 97

### Subtopics

[What's New In WinDelete 97](#)

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## **What's New In WinDelete 97**

The new features of WinDelete 97 enable you to do the following:

- Access all WinDelete 97 functions through toolbar buttons
- See a report on the screen of Just Completed Actions
- View charts of file usage
- Quickly and easily identify infrequently used files
- Search for and remove specific types of files from your personal computer
- Specify how much disk space (in MB) you want cleaned up
- Access Windows System Tools

## Technical Support

For technical support on WinDelete 97 or the WinPack or WinTuner bonus software, please use the following information. All locations can also access the World Wide Web at <http://www.windelete.com> or the IMSI home page at <http://imsisoft.com>.

<b>Country:</b>	<b>Phone Numbers and E-Mail Addresses:</b>
United States	<b>(415) 257-3000, select option 3, then WinDelete option 3</b> (Monday through Friday, 8:00 a.m. to 5:00 p.m. Pacific Standard Time); <b>Fax #(415) 257-3565</b>  <b>windelsupport@imsisoft.com</b>
United Kingdom	<b>+44-181-581-2000</b> <b>support@imsiuk.co.uk</b>
South Africa	<b>+27-11-792-9944</b> <b>support@imsisa.co.za</b>
Germany	<b>+49 (0) 89 460093-10</b> <b>support@imsi.de</b>
Australia	<b>61-2-9319-7533</b> <b>support@imsiaus.com.au</b>
France	<b>+33 (0) 1 40 21 24 64</b> <b>imsi@worldnet.fr</b>

For technical support or information on McAfee VirusScan please contact McAfee:

<b>Country:</b>	<b>Phone Numbers and E-Mail Addresses:</b>
United States	<b>(408) 988-3832</b> <b>support@mcafee.com</b>
United Kingdom	<b>0171-512-6099</b> <b>support@mcafee.com</b>
France	<b>01-49-93-90-02</b> <b>support@mcafee.com</b>
Germany	<b>069-2190-1300</b> <b>support@mcafee.com</b>
Holland	<b>055-538-4232</b> <b>support@mcafee.com</b>

All Other Countries in Europe	<b>+31-20-586-6100</b> <b>support@mcafee.com</b>
Australia	<b>call number shown for United States</b> <b>support@mcafee.com</b>
South Africa	<b>call number shown for United Kingdom</b> <b>support@mcafee.com</b>

## **Readme File**

The Readme.txt file contains last-minute information that was not included in your User Guide or in this online Help. You can access Readme.txt from Start|Programs|WinDelete 97|Readme.txt. We suggest that you print the Readme.txt file and save it for future reference. If you do not have access to a printer, make sure that you at least become familiar with the contents of Readme.txt.

## Getting Started

This section covers how you start and exit WinDelete 97; the initial Start page and the various windows that appear on the Main Screen.

### Subtopics

[How to Start and Exit WinDelete 97](#)

[The Start Page](#)

[How to Access WinDelete 97 Functions](#)

[Menus](#)

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## **How to Start and Exit WinDelete 97**

- To start WinDelete 97 select Start|Programs|IMS|WinDelete 97 or double-click on the WinDelete 97 shortcut on your desktop. The Start Page appears once you start WinDelete 97.
- To exit WinDelete 97, Select Actions|Exit.

## The Start Page

From the Start Page, you can move to any of these six of the WinDelete 97 Modes or other items listed below, by clicking the appropriate button:

- Application Manager: For quick access to the Application Manager Mode
- Chart Viewer: For quick access to the Chart Viewer Mode
- CleanUp Wizard: For quick access to the CleanUp Wizard Mode
- Debris Finder: For quick access to the Debris Finder Mode
- Duplicate Finder: For quick access to the Duplicate Finder Mode
- Internet Manager: For quick access to the Internet Manager Mode
- Update: A convenient way to download any patches or updates to WinDelete 97 as they are available
- Registration: To register your copy of WinDelete 97 online
- IMSI: To access the WinDelete 97 home page, <http://www.windelete.com>, where you can get up-to-date information about WinDelete 97

**Note:** The very first time you select one of the buttons for a WinDelete 97 Mode, WinDelete 97 will automatically do a scan of all of your files and the Windows Registry to identify which applications use which files. This only occurs the first time you select one of the Modes from the Start Page. If you click on the Update or Registration buttons, the WinDelete 97 Wizard will prompt you on how to proceed.

### Subtopics

[The Command Menu](#)

[The Options Command](#)

## **The Command Menu**

To access the Command Menu, click on the WinDelete 97 icon in the title bar of the Start Page. Then select one of the following standard command options.

- Restore
- Move
- Minimize
- Close
- Options
- About WinDelete 97



## The Options Command

When you select the Options command from the Command Menu, the WinDelete 97 Start Page Options dialog box appears.

To turn the Sound option on or off, select or clear the checkbox.

To skip viewing the Start Page when you open WinDelete 97 and go straight to the main screen, deselect the Show Start Page when Launching WinDelete 97 option.

If you later decide to reactivate the Start Page:

1. Open Windows Explorer.
2. Go to C:\Program Files\WinDelete 97 (if installed to the default path).
3. Double-click on frontopt.exe. The WinDelete 97 Start Page Options dialog box will appear.
  - Select Show Start Page when Launching WinDelete 97 and then click OK. The Start Page will reappear the next time you start WinDelete 97.

## How to Access WinDelete 97 Functions

There are three toolbars on the WinDelete 97 main screen. You can select any of the WinDelete 97 Modes or Actions, as well as the Selection functions, either from the toolbar buttons or from the appropriate menus on the main screen.

- Modes Toolbar      To select a Mode
- Selection Toolbar    To access file Select/Deselect functions
- Actions Toolbar      To select an Action

Each toolbar button has a tool tip that shows the purpose of the button. These toolbars are dockable; you can put them wherever you wish on the screen.

**Tip:**      Using items from the View menu, you can pick the size of the toolbar buttons (large or small icons). You can also select which toolbars you wish to appear on the screen at any given time from the View menu.

**See Also:** [Menus](#)

### Subtopics

[Selection Toolbar](#)

## Selection Toolbar

When files appear in the right frame of the WinDelete 97 main screen, the six Selection toolbar buttons will change from gray to color. Selection functions allow you to select or deselect files on which to perform a particular WinDelete 97 Action. In addition to this toolbar, you can also use the Selection pull-down menu to select or deselect files.

Selects Files SAFE for a Particular Action



Deselects Files that are SAFE for a Particular Action



Selects Files that Should be Acted Upon with CAUTION



Deselects Files that Should be Acted Upon with CAUTION



Selects ALL Files



Deselects ALL Files



**Note:** You can also select/deselect files manually: <Ctrl>Click selects/deselects individual files; <Shift>Click at the top and bottom of a block of files selects/deselects the block of files.

**Note:** WinDelete 97 will not select files preceded with a red exclamation point because they are used by Windows.

**See Also:** [Selection Menu](#)

## Menus

WinDelete 97 has four pull-down menus that allow you to access the Actions, Selection, View and Help functions. In addition, it has a drop-down Modes LookUp menu that appears in the left frame, once you are positioned in one of the WinDelete 97 Modes. You can select a different Mode from the Modes Look-Up menu, or from the buttons on the Modes toolbar.

You can access the pull-down menus two different ways:

- Select the menu you wish from the main menu.
- Use the appropriate Hotkey shortcut.

To access the Modes LookUp menu, click on the Mode currently shown in the left frame; hold down the mouse and drag to the desired Mode and release or click on the look up arrow and then on the desired Mode.

### Subtopics

[Actions Menu](#)

[Selection Menu](#)

[View Menu](#)

[Help Menu](#)

[Modes LookUp Menu](#)

## Actions Menu

Select|Actions or use the Hotkey combination <ALT>+<A> to see its pull-down menu:

Use this menu to:

- Select a WinDelete 97 Action
- Cancel an Action
- Clear the Undo Buffer (Deletes any data stored in the WinDelete 97 Undo Buffer)
- Print a Report on Just Completed Actions
- Exit WinDelete 97

**See Also:** [Install](#), [Move](#), [Archive](#), [Transport](#), [Uninstall](#), [Delete Archive](#), [Restore From Archive](#), [Integrity Check](#), [System Tools](#), [Settings](#), [WinDelete Agent](#)

## Selection Menu

Click **Selection** or use the Hotkey combination <Alt>+<S> to see its pull-down menu:

Use this menu to select or deselect files that appear in the right frame during a WinDelete 97 Mode:

- **Select Safe Items:** Selects files on which you can safely perform an Action.
- **Select Caution Items:** Selects files that you should use caution on before performing the selected Action. WinDelete 97 marks these files with a yellow question mark to identify them for you.

**Note:** You can also select/deselect files manually: <Ctrl>Click selects/deselects individual files; <Shift>Click at the top and bottom of a block of files selects/deselects the block of files.

WinDelete 97 will not select files preceded with a red exclamation point because they are used by Windows.

**See Also:** [Selection Toolbar](#)

## **View Menu**

Select **View** or use the Hotkey combination <ALT>+<V> to see the pull-down menu:

Use the View menu to select which toolbars you see on the screen: Modes, Actions, Selection or Status. With this menu, you can also select to see the toolbar buttons and the file icons that appear in the right frame as large or small icons.

## Help Menu

Click **Help** or use the Hotkey combination <ALT>+<H> to access the Help pull-down menu. Use the Help menu to access:

- **Contents:** Table of Contents for Online Help
- **Search for Help on:** For Context-Sensitive Help
- **Online Internet Help:** Connects you with the WinDelete 97 Frequently Asked Questions Internet Knowledge base
- **Technical Support:** Shows you how to contact Technical Support
- **About WinDelete 97:** Provides information about the running copy of WinDelete 97.



## Modes LookUp Menu

The drop-down LookUp menu lets you select a WinDelete 97 Mode. It appears in the left frame of the main screen once you select any Mode. It is helpful when you wish to change Modes. To see this menu, click on the Mode currently shown in the left frame; hold down the mouse and drag to the desired Mode and release or click on the look up arrow and then on the desired Mode:

**See Also:** [WinDelete 97 Modes](#)

## **Split Windows**

There are three window frames in the WinDelete 97 main screen. These frames display information about the Modes and files you are using.

### **Subtopics**

[Left Frame \(window\)](#)

[Right Frame \(window\)](#)

[Bottom Frame](#)

## **Left Frame (window)**

The left frame of the split window displays:

- The name of the Mode which you are in
- The corresponding icons or application folders which you can use.
- The drop-down Modes LookUp menu, which lets you change to a different Mode

## **Right Frame (window)**

The right frame of the split window displays a list of files which you can work with, based on the items that you selected in the left frame.

To select or switch how you view the files, click the *Files List* or *Files Tree* tab. You will also see certain details about the listed files. The default settings for WinDelete 97 ensure that you see the file details listed below:

- The Folder for the File
- File Size
- Usage Count
- File Type
- Date and Time the File Was Last Accessed
- Date the File was Modified
- Date the File was Created

## Bottom Frame

Once you complete an Action, the bottom frame displays a report in Rich Text Format. This report contains information about an Action you have just completed. It also displays the amount of disk space (in kilobytes) that is currently taken up in your WinDelete 97 undo buffer.

**Tip:** To print this report, select Actions|Report Print.

## **Main Screen Information Bars**

You will also notice several bars below the bottom frame at the bottom of the main screen. These bars display important information, tips, and instructions.

### **Subtopics**

[Tip Bar](#)

[Left Frame Information Bar](#)

[Status Bar](#)

[Task Bar](#)

## **Tip Bar**

The Tip bar, located directly below the bottom frame, displays tips and instructions from WinDelete 97.

## **Left Frame Information Bar**

The Left Frame Information bar is located beneath the Tip bar. It displays the number of folders, logs, shortcuts or files currently selected in the *left frame* as well as the amount of kilobytes they take up.



## Status Bar

The Status bar, below the Left Frame Information bar, displays the status of WinDelete 97. It also displays the total number of files and the amount of kilobytes taken up by files *listed* in the right frame as well as for the files *selected* in the right frame. The status of a particular Action is shown in the status indicator box in the right corner of this bar. The upper part of this box displays the status of an Action, per file. The overall status of the Action displays in the lower part of this box.

## Task Bar

The Task bar, on the very bottom of the screen, displays the WinDelete Agent icon. The WinDelete Agent menu will appear when you click on this icon.

**See Also:** [The WinDelete Agent](#), [WinDelete Agent](#)

## The WinDelete Agent

As you use WinDelete 97, the WinDelete Agent continually monitors the state of the operating system. It is set, by default, to start up and monitor at system start up. If your personal computer system ever shuts down abnormally, the WinDelete Agent will prompt you to run ScanDisk the next time you start your system up.

**Note:** WinDelete Agent does not prompt you to run ScanDisk if you are a Windows NT user because the ScanDisk system tool is not available to Windows NT users.

The WinDelete Agent icon should appear in the task bar of your screen once you reboot your system after installing WinDelete 97. The WinDelete Agent icon has its own menu which you can access by clicking on the WinDelete Agent icon in the task bar. This menu lets you do the following:

- View information on the processes currently monitored by the WinDelete Agent. (You can choose to stop WinDelete Agent from monitoring a specific process, if you wish).
- Terminate the WinDelete Agent.
- View or change the default settings for the WinDelete Agent. The default settings ensure that the WinDelete Agent does the following:
  - Starts at system start up
  - Monitors any installation of software on your system that you do using the setup.exe or install.exe commands
  - Monitors any Internet downloads that you perform using Internet Explorer or Netscape Navigator
  - Offers to perform the CleanUp Wizard once every seven days.

WinDelete Agent helps WinDelete 97 perform its various functions as efficiently as possible because it continually monitors what happens on your system as you use it.

**Note:** When you install new software on your system, or if you download files from the Internet, WinDelete Agent will prompt you with a dialog box to indicate a name for the installation log or for the download log. This enables WinDelete Agent to effectively monitor your system.

We recommend that you not change the WinDelete Agent default settings; it is preferable to have it set to run at system startup. It is also extremely helpful to WinDelete 97 to have the WinDelete Agent set to monitor your software installations and your Internet downloads. The setting to have CleanUp Wizard perform a cleanup every seven days can be changed without interfering with the effectiveness of the WinDelete Agent.

**See Also:** [Task Bar](#)

## WinDelete 97 Modes

The WinDelete 97 Modes provide an efficient way to find and view lists of particular applications and types of files. In addition, there is a specific Mode for viewing a graphical representation of your system's file usage, as well as a Mode that lets you undo an uninstall, move, or archive of data if you change your mind after you perform one of these Actions. In order to perform most of WinDelete 97's Actions, you must first select a Mode. You can think of a Mode as a particular state in WinDelete 97. From within a particular Mode, you can select the applications or files on which you wish to perform a specific Action from the right frame (window).

**See Also:** [WinDelete 97 Actions](#), [Modes LookUp Menu](#)

### Subtopics

[Application Manager](#)

[Internet Manager](#)

[Duplicate File Finder](#)

[Debris Finder](#)

[WinDelete Archive](#)

[Chart Viewer](#)

[CleanUp Wizard](#)

[WinDelete Undo](#)

## Application Manager



**Menu:** Modes LookUp|Application Manager **Hotkey:** <Ctrl>+<M> **Toolbars:** Modes

You can select applications from your system to uninstall, archive, move, or transport with the Application Manager Mode. Application Manager can make a backup copy of any application removed with WinDelete 97.

To use Application Manager:

1. Click the Application Manager button, or select it from the Modes LookUp menu in the left frame, or use the Hotkey combination. The left frame lists folders for the Start Menu, Desktop, and WinDelete Installations:
2. Select the folder (in the left frame) that contains the application or files on which you wish to perform an Action.
  - Use the Select/Deselect toolbar buttons or menu to select the files on which you wish to perform an Action.

In WinDelete 97, you can use the Start Menu folder to navigate to an application in the same way that you use the Start button in Windows. You can look for the program folder of applications on which you wish to perform an Action starting from these folders or you can browse to it. The Desktop folder contains the icons for the items on your desktop. The Browse button in this Mode is similar to the Open button in Windows, when used to find a program's executable file.

You can double-click a program folder to expand the list one level. Likewise, you can collapse the list by double-clicking the folder again. One of three symbols will appear on the left side of each list item: a Plus symbol <+>, a minus symbol (-), or an empty box. Click the minus symbol to collapse the list. When you do this, the plus symbol reappears. The empty box appears next to individual files. If none of these symbols appear, you have reached the end of that particular tree.

**Note:** WinDelete 97 will not select files preceded with a red exclamation point because they are used by Windows.

## Internet Manager



**Menu:** Modes LookUp\Internet Manager **Hotkey:** <Ctrl>+<I> **Toolbar:** Modes

You can remove unnecessary files that are automatically downloaded to your computer during access to online services or the Internet with the Internet Manager Mode. When you browse on the Internet, many Web page and graphics files are downloaded to the browser's cache on your personal computer without your knowledge. These files can be very numerous and are only really useful during the particular session in which they are downloaded. Over time, they can clutter up your computer.

To use Internet Manager:

1. Click on the Internet Manager button, or select it from the Modes LookUp menu in the left frame, or use the Hotkey combination.
2. Double-click on the Cache, Downloads, ActiveX Controls or Plug-Ins icon, depending on the type of file on which you wish to perform an Action. When you double-click on the Cache icon, files will appear in the right frame, regardless of whether you logged onto the Internet with the WinDelete 97 WinDelete Agent running. However, when you double-click on the Internet Downloads icon, files will only appear in the right frame if you downloaded files from the Internet *with WinDelete Agent running* and if you chose to log the download. The WinDelete Agent monitors your downloading of files from the Internet.
3. Use the Select/Deselect toolbar buttons or menu to select the files on which to perform an Action.
  - Select the Archive or Uninstall Action.

The Downloads icons are for files that you intentionally download, not for the Web page and graphics files that are automatically downloaded to your browser's cache. When you choose to download files from the Internet, the WinDelete Agent will prompt you for a log name for your download. You should respond to the dialog box with which you are prompted. This lets you take full advantage of the Internet Manager Mode. If you have Internet Explorer, icons will appear for the Internet Explorer Cache and Downloads and possibly for any ActiveX Controls and Plug-Ins. If you have Netscape, icons will appear for the Netscape Cache, Downloads, and possibly for any ActiveX Controls and Plug-Ins. If you have both Internet Explorer and Netscape, the Cache and Downloads icons will appear for both, as well as icons for the ActiveX Controls or Plug-Ins.

**See Also:** [Archive](#), [Uninstall](#), [WinDelete Agent](#), [CleanUp Wizard](#)

## Duplicate File Finder



**Menu:** Modes LookUp|Duplicate Finder **Hotkey:** <Ctrl>+<D> **Toolbar:** Modes

Your system can also become cluttered with duplicate files that take up valuable disk space. You can use the Duplicate Finder Mode to locate and delete these files. Of course, a full backup of all deleted files can be saved, should you need to restore any of these files in the future.

Duplicate Finder can search for the following (default) file types:

BMP	Bitmap graphics
DOC	Word Processing Files
GIF	GIF Images
INI	Initialization files (Use extreme caution when evaluating these files.)
JPG	JPEG Images
MOV	Movie Files
PCX	Bitmap graphics created in Paintbrush
TXT	Text files created in Windows Notepad
WAV	Sound Files
WRI	Files created in Windows Write
ZIP	Archive Files

To use Duplicate Finder:

1. Click on the Duplicate Finder button, or select it from the Modes LookUp menu in the left frame, or use the Hotkey combination. Icons for the types of files Duplicate Finder can search for appear in the left frame:
2. Double-click the icon for the type of file for Duplicate Finder to search.
3. Use the checkboxes in the File Attributes to Compare box and the Search through Zipped files checkbox to indicate whether Duplicate Finder should, when comparing files:
  - Consider File size
  - Consider when a File was last modified
  - Search through zipped files
  - Scan certain drives
4. Click **Find**.
5. Use the Select/Deselect toolbar buttons or menu to select the files you wish to remove or archive.

**Note:** If you wish to add or remove types of files for Duplicate Finder to search, click the Edit button next to the Modes LookUp menu.

To edit how Duplicate Finder searches for a particular type of file:

1. Click the icon for that type of file, shown in the left frame, and click the Edit button. In this example, suppose you selected the \*.JPG icon and then clicked the Edit button
2. Enter or edit the Extension and Display Name boxes to indicate the file extension for which Duplicate Finder should search. If you want to find all duplicate files of a particular type, leave the asterisk (wild card) as the file name. (You can enter the text explanation that should be displayed next to the icon for a particular file type in **the Display Name** field.)
3. Do one of the following:

- Click the Set button to save your new entry. (The original entry also remains.)
- Click the Remove button to delete the Duplicate Finder entry. In this example, if you clicked **Remove**, Duplicate Finder would no longer search for JPG files. An icon for this file type would no longer show, in the left frame, within the Duplicate Finder Mode.

**See Also:** [CleanUp Wizard](#)



## Debris Finder



**Menu:** Modes LookUp|Debris Finder **Hotkey:** <Ctrl>+<F>

**Toolbar:** Modes

You can identify and remove orphan and garbage files from your personal computer with the Debris Finder Mode. Everything you select for removal in this Mode can be saved in a backup copy for later reinstallation, should you require it.

Debris Finder can locate the following types of files:

- **Invalid Shortcuts:** Icons on your Desktop or shortcuts in your Start menu that no longer point to any application.
- **Orphan DLLs:** DLL files that are scattered throughout your hard drive or that are no longer used by any application.
- **Unused Files:** Based on your criteria, files that are no longer needed. (You specify your criteria in the dialog box that appears when you double-click on the Unused Files icon in the left frame.)
- **0 Byte Length:** Files that are zero in size.
- **Backup and Temporary Files:** Backup and temporary files that are created by Windows during your use of the system.

To use Debris Finder:

1. Click on the Debris Finder button, or select it from the Modes LookUp menu in the left frame, or use the Hotkey combination. The icons for the types of files that Debris Finder can find appear in the left frame.
2. Double-click on the type of file for Debris Finder to find.
3. Select the drive for Debris Finder to search.
  - Use the Select/Deselect toolbar buttons or menu to select the files that you wish to remove or archive.

**See Also:** [CleanUp Wizard](#)

## WinDelete Archive



**Menu:** Modes LookUp|WinDelete Archive **Hotkey:** <Ctrl>+<A> **Toolbar:** Modes

You can quickly and easily *restore* any files or applications that you previously uninstalled with WinDelete 97 in the WinDelete Archive Mode. You can also *delete* archived data, using the Delete Archive Action, from within the WinDelete Archive Mode.

**Warning:** This Mode finds only the archives that you specifically requested WinDelete 97 to create. It does not find or refer to the archived data that is automatically created and stored in the WinDelete 97 undo buffer. See the WinDelete Undo Mode for information on how to restore data automatically archived by WinDelete 97 and stored to its undo buffer.

To use WinDelete Archive:

1. Click on the WinDelete Archive button, or select it from the Modes LookUp menu in the left frame, or use the Hotkey combination. If any archives exist, icons for the specific archives appear in the left frame:
2. Double-click on the specific archive, previously created by WinDelete 97, that you wish to restore or delete. (If you choose to restore the archived data, the files are put back where they came from.)
3. Use the Select/Deselect toolbar buttons or menu to select the files that you wish to delete or restore.
  - Click **Delete Archived Data** or **Restore Archived Resources**, depending on which Action you wish to perform.

**Tip:** It is recommended that you select all files if you are restoring an application so that the application functions properly.

**See Also:** [WinDelete Undo](#)

## Chart Viewer



**Menu:** Modes LookUp|Chart Viewer **Hotkey:** <Ctrl>+<V>

**Toolbar:** Modes

You can review graphical information, gathered by the WinDelete Agent, on your file and application usage with the Chart Viewer Mode. The statistics generated by this Mode provide you with an extremely easy and efficient way to identify your system's unused files and applications. You can also see how much disk space specific file types are taking up, both in percents and in kilobytes, with the Chart Viewer Mode.

To use Chart Viewer:

1. Click on the Chart Viewer toolbar button, or select it from the Modes LookUp menu in the left frame, or use the Hotkey combination. Your choice of charts is listed in the left frame.
2. Double-click on the type of chart you wish to see:
  - File Types Chart
  - File Usage Chart
  - File Usage Frequency Chart (appears *only* if WinDelete Agent is running)
3. Respond to the dialog box that appears for the type of chart you selected:
  - **File Types Chart Options:** Specify the types of files to exclude from the chart, if any. You may wish to exclude executable files, for example, to speed up viewing the chart. Also select the drive for Chart Viewer to search. If you wish to exclude executable files, click the Executable checkbox.
  - **File Usage Chart Options:** Specify the time period (in numbers of days) for WinDelete 97 to consider files unused. WinDelete 97 breaks files into categories, each being a block of days. For example, for WinDelete 97's default period of 10 days, Chart Viewer shows you a chart of file usage for 0 to 9 days; 10 to 19 days, 20 to 29, etc. You can change the default period in this dialog box, if you wish. Select the drive for Chart Viewer to search and specify the types of files to exclude from the chart, if any.
  - **File Usage Frequency Chart Options:** Specify the range (actual number of times) for WinDelete 97 to count as use in analyzing file usage frequency. Similar to the File Usage Chart, WinDelete 97 then breaks files into categories, each being a block of times used, and shows you the chart of file usage in increments (multiples) of the number you specify for the range. Select the drive for Chart Viewer to search and specify the types of files to exclude from the chart, if any.
4. Click **View**. The chart appears in the left frame. The chart shows you the amount of disk space the various file types take up, in descending order, in percents as well as in kilobytes.
  - Use the Select/Deselect toolbar buttons or menu to select the files that you wish to uninstall (or on which you wish to perform another Action).

**Note:** The usage counter shows the number of times a file has been used since you have installed WinDelete 97 and while WinDelete Agent is running. Keep this in mind if you installed WinDelete 97 recently.

**See Also:** [WinDelete Agent](#)

## CleanUp Wizard



**Menu:** Modes LookUp|CleanUp Wizard **Hotkey:** <Ctrl>+<W> **Toolbar:** Modes

You can do an overall clean up of your personal computer system with the CleanUp Wizard Mode. You can use CleanUp Wizard to specify which types of files you want WinDelete 97 to search for and delete. You can also specify the amount of disk space (on a specific hard disk on your system) that you want this Mode to free up.

This Mode is a kind of shortcut that guides you through cleaning up your system. With CleanUp Wizard you can:

- Search for duplicate files (like the Duplicate Finder Mode)
- Search for the same types of files as the Debris Finder Mode (except for orphan DLL files)
- Find your browser's Cache (Microsoft Internet Explorer or Netscape Navigator)

You can also delete or archive the files located with the CleanUp Wizard Mode.

**Note:** The default setting for WinDelete 97's WinDelete Agent is to perform the CleanUp Wizard Mode on your system every seven days. To change this setting, see the information on the WinDelete Agent. You can perform the CleanUp Wizard Mode on your system whenever you wish, you are not restricted to performing it through the WinDelete Agent.

To use CleanUp Wizard:

1. Click on the CleanUp Wizard button, or select it from the Modes LookUp menu in the left frame, or use the Hotkey combination. If you select this Mode from the LookUp menu, you must also click on the Cleanup button next to it.
2. From the CleanUp Wizard dialog box, do the following:
  - Check the letter of the hard disk or disks you wish to clean up.
  - Select or deselect the types of files you want cleaned up (click the checkbox for the particular type of file).
  - Indicate the required space (whether you want CleanUp Wizard to clean up as much space as possible on the disk or disks or a specific amount of disk space that you enter).
3. Click **Next**. Further dialog boxes will appear, depending on the types of files you specified for clean up:
  - If you checked Duplicate Files, a dialog box to identify how to search for duplicates will appear.
  - If you selected Unused Files on the initial CleanUp Wizard dialog box, another dialog box will appear for you to specify the way that CleanUp Wizard should identify unused files. (The default is for CleanUp Wizard to consider files that were used once or less during the last 90 days as unused).
  - The CleanUp Wizard searches for and finds files for cleanup based on the types of files you select in the initial CleanUp Wizard dialog box.
4. Select or deselect the files displayed for clean up. You can select or deselect all of the files shown or you can use <Ctrl>Click to select or deselect specific files.
5. Click Next or the lookup arrow (next to the box that displays the type for the files currently shown) to view the other types of files found by CleanUp Wizard in order to select or deselect the ones you wish to uninstall. For example, if you had clicked Duplicate Files and Invalid Shortcuts in the initial CleanUp Wizard dialog box, you would need to first view the files that CleanUp Wizard finds for both of these file types in order to select which ones you wish to uninstall. If you had selected all of the types of files

that CleanUp Wizard can find, you would need to select the files to be uninstalled for each of these file types. The **Requested** and **Reachable** information shows you how much space you requested for clean up and how much space the particular files detected by CleanUp Wizard represent.

- Once you have selected the files that you wish to remove, click **Uninstall**.

**See Also:** [Duplicate File Finder](#), [Debris Finder](#), [Internet Manager](#), [WinDelete Agent](#)

## WinDelete Undo



**Menu:** Modes LookUp|WinDelete Undo **Hotkey:** <Ctrl>+<U> **Toolbar:** Modes

You can restore the files and applications that were automatically archived to the WinDelete 97 undo buffer with the WinDelete Undo Mode. Whenever you choose to uninstall or move applications, WinDelete 97 can automatically save the data to the WinDelete 97 undo buffer. As a safeguard, WinDelete 97 will create an archive to the WinDelete 97 undo buffer unless you indicate that you do not want this. When the buffer is full (the default size is 10MB) the latest archived data is saved and the oldest data is removed. You can change the size of the undo buffer using the Settings Action.

**See Also:** [Settings](#)

To Use WinDelete Undo:

1. Click on the WinDelete Undo button, or select it from the Modes LookUp menu in the left frame, or use the Hotkey combination. If any archives automatically created by WinDelete 97 still exist, icons for these archives will appear in the left frame:
2. Double-click on the icon of the specific archived data you wish to restore.
3. Use the Select/Deselect toolbar buttons or menu to select the files you wish to restore.
  - Click the Undo button next to the LookUp menu. WinDelete 97 restores the archived data to its original location.

If you ever wish to clear the contents of the WinDelete undo buffer, select **Clear Undo Buffer** from the Actions pull-down menu. A dialog box will appear to let you know that if you click **Yes**, the contents of the WinDelete Undo buffer will be removed.

## WinDelete 97 Actions

The WinDelete 97 Actions perform the various install, uninstall, move, transport, archive, and restore functions of WinDelete 97. It is always best to perform the WinDelete 97 Actions on the applications and files you installed with WinDelete 97. These have log information about them, located in the WinDelete Installation or the Internet Downloads Folders, which you can find through the Application or Internet Manager Modes. The WinDelete 97 Actions work most efficiently on applications that you installed using WinDelete 97.

The WinDelete 97 Actions will also work on applications and files that you did not install using WinDelete 97. These applications or files do not have log information in the WinDelete Installation or Internet Downloads Folders. Therefore there is more of a chance that a few files will be left behind. It is much harder for WinDelete 97 to identify all of that application's associated files because WinDelete 97 uses an application's shortcut to find that application's associated files rather than the log information.

During the Archive, Move, or Uninstall Actions, WinDelete 97 scans the Windows Registry for any references to the application and or files on which you just completed the Action. If it finds any it will modify them accordingly. If you are deleting applications, WinDelete 97 goes one step further and offers to search for any newly orphaned DLL (Dynamic Link Libraries) files. If it finds any DLL files that are no longer being used by any application, it archives these as well.

### Subtopics

[Install](#)

[Move](#)

[Archive](#)

[Transport](#)

[Uninstall](#)

[Delete Archive](#)

[Restore From Archive](#)

## Install



**Menu:** Actions|Install

**Toolbar:** Actions

The Install Action helps you to install any new software program by starting and monitoring the installation process. When you install software using the Install Action, WinDelete 97 creates a log of exactly where the various files for the software are placed on your hard disk as well as any registry entries. Installing your software through WinDelete 97's Install Action makes any subsequent removal, archival, move or transport of your software extremely easy and efficient, if you ever want to perform these Actions.

To use Install:

1. Click on the Install toolbar button or select it from the Actions menu.
2. Enter the path and filename of the installation file for the software to be installed or click **Browse** and navigate to the installation file. This is the same thing you would enter into the command field in the Windows Start|Run dialog box.
3. Click **OK** to begin the installation.
4. Edit the log name to identify the software to be installed. (WinDelete 97 automatically assigns the month and day of the install as the default name of the log but you will want the log name to identify the program you installed for easy future reference.)
5. Also indicate the following install options:
  - **Detect it as a Standard Setup program in the future:** If you check this, the type of setup program you used to install your application is added to the list of setup programs that the WinDelete Agent recognizes. (The default setup programs that WinDelete Agent monitors are install.exe and setup.exe.)
  - **Append existing Log file:** If you check this, WinDelete 97 saves the log information of your installation to an existing log file, of the same name, if one exists.
  - Click **OK** once you have made desired selections.

Once the installation of the software is complete, you will see a log entry in the WinDelete 97 Installation folder:

**Tip:** When you wish to perform a Move, Uninstall, Archive, or Transport Action on an application you installed with the Install Action, for maximum efficiency, you should select the application from the WinDelete 97 Installation folder.



## Move



**Menu:** Actions|Move

**Toolbar:** Actions

The Move Action lets you move an application and/or files to a different folder on the same drive, or to a different hard drive on the same computer, without having to uninstall and then reinstall the application. Any application in its current form, including all your option settings, macros, and personal preferences will be moved to the new location without having to manually reconfigure the application or any Windows settings.

You can use the Move Action from within the Application Manager, Internet Manager, Duplicate Finder, or Debris Finder Modes. Since in most cases it will be applications and related files that you will want to move, the following instructions cover using the Move Action from within the Application Manager Mode. You would go through the same steps to move files, instead of an application, except you would select the source location of the files rather than the application.

To use Move:

1. Click the Application Manager toolbar button or select it from the Modes LookUp menu, or use the Hotkey combination <Ctrl>+<M>. The left frame shows a listing of the applications and program folders on your hard drive.
2. Double-click on the application you wish to move. The files within that folder appear in the right frame:
3. Use the Select/Deselect toolbar buttons or menu to select the files you wish to move.
4. Click the Move toolbar button or select it from the Actions menu.
5. Specify the new location for the application or files you have selected to move by browsing to the path or by entering the path in the Target Location Folder box. Specify the other options:
  - **Move no shortcuts from Desktop and Windows Start Menu:** Tells WinDelete 97 not to move the shortcuts for the application you are moving.
  - **Confirm each action:** Enables/disables the need to confirm the Move of each of the selected files.
  - **Remove Empty Folders:** Enables/disables removing any empty folders after files are moved.
6. Click **Move**.

## Archive



**Menu:** Actions|Archive

**Toolbar:** Actions

You can create a compressed archive *copy* of a selected application and files with the Archive Action. The copy of the archived application, as well as the full application, remain on your system.

To use Archive:

1. Select the desired Mode (for example, Application Manager) with the appropriate toolbar button, or select it from the Modes LookUp menu in the left frame, or use the appropriate Hotkey combination.
2. Double-click on the item in the left frame that you wish to archive. The files associated with the item you selected appear in the right frame.
3. Use the Select/Deselect toolbar buttons or menu to select the files to be archived.
4. Click the Archive toolbar button or select it from the Actions menu.
5. Specify the archive options:
  - Enter the name for the archive.
  - Click **User Defined Folder** and enter the path for the archive if you wish to change the default location for it. The default location is the WinDelete Archive folder.
  - If you wish to save the archive to a floppy, click **Floppy drive** and select the drive.
  - The Confirm each Archive checkbox enables/disables a prompt to confirm the archive for each selected file. If this item is not selected, you will not be prompted to confirm the archive for each file.
6. Click **Archive**. If you left the Confirm each Action box checked, a dialog box appears.
  - Click **Yes** or **Yes to All** to complete this Action. If you click **Yes**, you will be prompted to confirm the archive for each file.

## Transport



**Menu:** Actions|Transport

**Toolbar:** Actions

The Transport Action allows you to create an installable archive of a selected application so that it can be restored using the WinDelete 97 Transport Application Manager. This lets you install the application, in its current form, on your home personal computer, laptop, or any other personal computer. Since in most cases it would be an application that you would want to transport, the following steps outline how to use the Transport Action from the Application Manager Mode.

**Note:** WinDelete 97 does not have to be installed on the computer to which you transport the application.

To use Transport:

1. Click the Application Manager Mode button or select it from the Modes LookUp menu in the left frame, or use the Hotkey combination <Ctrl>+<M>.
  2. Double-click on the folder containing the application or files (listed in the left frame) that you wish to transport.
  3. Use the Select/Deselect toolbar buttons or menu to select the files to be transported. (You should select all files for transporting so the application will work properly on the second computer.)
  4. Click the Transport toolbar button or select it from the Actions menu.
  5. Specify the transport application settings:
    - Filename of Transport
    - Drive to which archived Transport will go
    - Enable or disable a confirmation for each file to be archived and then transported
    - Include WinDelete's Setup (includes WinDelete setup information).
- Insert a blank diskette into the drive to which the Transport Action will create the installation for your application.
- Click **Transport**. If the application you are transporting requires more than one diskette, the Transport Action will prompt you to label and number the diskettes with which you transport the application. If your application requires multiple diskettes, you will be prompted to insert the first diskette a second time before the Transport Action is completed.
- Insert the first diskette (with the application you are transporting) into the floppy drive of the other personal computer. The second personal computer does not need to have WinDelete 97 installed on it.
- Click on WDsetup.exe through Windows Explorer or select Start|Run and enter: **A:\WDSETUP.EXE (where A is the letter of your floppy drive)**.  
A dialog box will appear with the following information on it:
- The name of the application you are transporting
  - The source drive, amount of space (in kilobytes) required by the application
  - The target drive, as well as the space available on the target drive
  - You can change the target drive if you wish. The WinDelete 97 Transport Application Manager will guide you through the process as it puts the application on your personal computer.

## Uninstall



**Menu:** Actions|Uninstall

**Toolbar:** Uninstall

The Uninstall Action is the key component of WinDelete 97. You can safely and efficiently remove unneeded files or unused applications from your personal computer with the Uninstall Action.

You can also create a backup copy of the application that you are removing with this Action. The Uninstall Action works from within the Application Manager, Internet Manager, Duplicate Finder, or the Debris Finder Modes.

**Note:** It is recommended that you create a backup so that you can recover your data later. Once a backup is created, a removed application can be reinstalled using the Restore From Archive Action.

To use Uninstall:

1. Select the desired Mode (for example, Application Manager) through the appropriate toolbar button, or select it from the Modes LookUp menu in the left frame, or use the appropriate Hotkey combination.
2. Double-click on the folder containing the application or files you wish to uninstall. (You may need to browse to find the folder.) The right frame should then display a list of files.
3. Select the files you wish to uninstall using the Select/Deselect toolbar buttons or menu.
4. Click the Uninstall toolbar button or select it from the Actions menu.
5. Click **Next** to uninstall the applications or files using the standard WinDelete 97 uninstall method.
6. Specify the following backup options:
  - Name for the backup, if you want a backup
  - The location of the backup, if you wish to change the default location for the backup
  - Whether you want WinDelete 97 to remove empty folders
  - Whether you want to confirm the Action for each file or not (If **Confirm each action** is not selected, you will not be prompted to confirm the uninstall for each file.)
  - Whether you want a temporary compressed backup saved to the WinDelete 97 Undo Buffer

**Note:** If your software has its own uninstaller, you can select Application's Uninstaller. This provides the most efficient way to remove the software, however, a backup is not made. With WinDelete 97, when you are prompted to name a compressed backup, you can create a backup for the application that you are using Uninstall to delete from your system.

## Delete Archive



**Menu:** Actions|Delete Archive

**Toolbar:** Actions

You can delete an archive that was previously created during your use of WinDelete 97 with the Delete Archive Action.

To use Delete Archive:

1. Click on the WinDelete Archive toolbar button or select it from the Modes LookUp menu in the left frame, or use the Hotkey combination <Ctrl>+<A>.
2. Double-click the icon for the specific archive, displayed in the left frame, that you wish to delete.
3. Use the Select/Deselect toolbar buttons or menu to select the files that you wish to delete. To remove the archive completely, select all files.
4. Click the Delete Archived Data toolbar button or select it from the Actions menu.
  - Click **Remove** to complete this Action.

## Restore From Archive



**Menu:** Actions|Restore From Archive

**Toolbar:** Actions

You can restore applications, files or data that were previously backed up and removed from your system with the **Restore From Archive Action**.

To use Restore From Archive:

1. Click on the WinDelete Archive toolbar button or select it from the Modes LookUp menu in the left frame, or use the Hotkey combination <Ctrl>+<A>.
2. Double-click on the icon of the specific archive, displayed in the left frame, that you wish to restore.
3. Use the Select/Deselect toolbar buttons or menu to select the files to be restored.
4. Click the Restore Archive toolbar button or select it from the Actions menu.
5. Specify the desired options:
  - **Remove Restored Items checkbox:** enables/disables deletion of the restored items from the archive.
  - **Confirm each action checkbox:** enables/disables the need to confirm the Action for each selected file.
  - Click **Restore** to complete this Action.

## WinDelete 97 Tools and Settings

WinDelete 97 has a few Actions that specifically provide you with an efficient way to change certain default settings in the WinDelete 97 program; ensure the integrity of certain system files, and optimize your hard disk. These Actions allow you to identify and clear invalid key settings in system files. They also allow you to change default settings for the WinDelete Agent and certain default directory settings. You can also change the WinDelete undo buffer size with one of these Actions. In addition, there is an Action (recommended for advanced users only) which you can use to optimize your hard disk and edit important system files.

### Subtopics

[Integrity Check](#)

[WinDelete Agent](#)

[System Tools](#)

[Settings](#)

## Integrity Check



**Menu:** Actions|Integrity Check

**Toolbar:** Actions

You can check four important system files for invalid information with the Integrity Check Action. These files are:

- Autoexec.BAT
- Config.SYS
- Win.INI
- System.INI

If any invalid commands or settings exist in these files, the Integrity Check Action lets you clear them.

To use Integrity Check:

1. Click on the Integrity Check toolbar button or select it from the Actions menu.
2. Click on the tab for the file you wish to check (you can only check one file at a time). If any invalid key settings exist for the file you indicated, WinDelete 97 will display them in the dialog box.
3. Click **Clear** to delete the invalid key settings for the selected file.
  - Repeat Steps 2 and 3 for each of the four system files you wish to check.

**Note:** Some of these four system files may not be available if your system did not have DOS or Windows 3.1x previously installed.



## WinDelete Agent



**Menu:** Actions|WinDelete Agent

**Toolbar:** Actions

You can change the default settings for the WinDelete Agent with the WinDelete Agent Settings. The WinDelete Agent monitors the state of the operating system throughout the use of your computer. The default settings for the WinDelete Agent ensure that it:

- Starts at system startup
- Monitors any installation of software on your system
- Monitors any Internet downloads that you perform
- Offers to perform the CleanUp Wizard once every seven days

**See Also:** [CleanUp Wizard](#)

WinDelete Agent helps WinDelete 97 perform its various functions as efficiently as possible because it continually monitors what happens on your system as you use it.

**Warning:** We recommend that you not change the WinDelete Agent default settings; it is preferable to have the WinDelete Agent set to run at system startup. It is also extremely helpful to WinDelete 97 to have the WinDelete Agent set to monitor your software installations and your Internet downloads. The setting to have CleanUp Wizard perform a cleanup every seven days can be changed without interfering with the effectiveness of the WinDelete Agent. Also note that WinDelete Agent will prompt you for a name for any file that you download from the Internet, unless you change the default setting for the Internet Downloading Programs option, which is not recommended. WinDelete Agent will also prompt you for a log name for any software program that you install on you system.

To use the WinDelete Agent Settings:

1. Click the WinDelete Agent toolbar button, or select it from the Actions menu. Another way to access the WinDelete Agent is to:
  - Click the WinDelete Agent icon on the task bar of the main screen and then select Settings from the menu that appears. The WinDelete Agent icon appears on the task bar only when WinDelete Agent is active.
2. To change any of the default settings for WinDelete Agent:
  - Specify whether you want CleanUp Wizard to run automatically, and how often. (The default is every 7 days.) If you do not want to be prompted by CleanUp Wizard at all, enter 0.
  - Add or remove the standard Setup Programs that WinDelete Agent monitors. (The default Setup Programs are install.exe and setup.exe.)
  - Add or remove the Internet Downloading Programs that WinDelete Agent monitors. (The default Internet Downloading Programs are iexplore.exe and netscape.exe.)
  - Indicate whether you want WinDelete Agent to run at system startup. (The default is for WinDelete Agent to run at system startup, which is recommended for the most efficient use of WinDelete 97.)
  - Click **OK**.

## System Tools



**Menu:** Actions\System Tools

**Toolbar:** Actions

Through its System Tools Action, WinDelete 97 provides easy and fast access to standard Windows System Tools. These tools help you to optimize your personal computer system however they are recommended for advanced users only.

**Note:** The ScanDisk and Disk Defragmenter Tools in this Action are not available to Windows NT Users

To use System Tools:

1. Select System Tools from the Actions menu.
  - Click the button for the tool you wish to use. To edit Windows INI or TXT files, first select the file you wish to edit and then click **Edit INI** or **Edit TXT**.
  - **ScanDisk:** A safe and easy way to diagnose and repair existing or potential problems with any disk
  - **Disk Defragmenter:** A safe way to optimize disk access and improve your computer's performance. It rearranges the files on a disk for maximum efficiency
  - **System Editor:** System Configuration Editor allows you to edit your system configuration files: Autoexec.Bat, Config.Sys, Win.Ini, Sys.Ini, Protocol.Ini
  - **Edit Windows INI-files:** Edit Windows INI files WinDelete 97 (uses Windows Notepad)
  - **Edit Windows TXT-files:** Edit Windows TXT files WinDelete 97 (uses Windows Note-pad)

## Settings



**Menu:** Actions

**Toolbar:** Actions

You can change the WinDelete 97 default settings with the Settings Action.

To use Settings:

1. Select the Settings item from the Actions menu or the Actions toolbar.
2. You can change any of the following settings in the WinDelete Folders portion of the Settings dialog box:
  - Archive — To specify the path to the folder where WinDelete Archives are saved
  - Undo Buffer — To specify the path to the folder for the WinDelete Undo Buffer
  - Undo Buffer Size — To specify the maximum size of the WinDelete Undo buffer
  - Installation Logs — To specify the path to the folder for WinDelete Installation logs
  - Internet Download Logs — To specify the path to the folder for WinDelete Internet Download logs

The File Detail portion of the WinDelete 97 Settings dialog box allows you to specify the file information shown or hidden in the right frame of the main screen. The default setting shows all file details. To hide any of these details, click the corresponding tab. To show a hidden detail, click the tab again. Then select **OK**.

## Unused File Finder Settings

Specify the way you want the Debris Finder Mode to locate unused files by clicking in the Files not used in the last (you specify the number) of days. The default is 90 days. Also specify the drive to be scanned. You also have the option of clicking the Files not used more than checkbox. If you click this checkbox, you need to enter the total number of times you want the Debris Finder Mode to consider in analyzing whether a file is unused or not. This checkbox is enabled only when the WinDelete Agent is running.

**See Also:** [Chart Viewer](#)

## File Usage Chart

Specify the time period (in numbers of days) for WinDelete 97 to consider files unused. Also specify the drive that you want Chart Viewer to scan. WinDelete 97 breaks files into categories, each being a block of days. For the default period of 10 days, Chart Viewer shows you a chart of file usage for 0 to 9 days; 10 to 19 days; 20 to 29 days, etc. You can change the default period of 10 days in the Unused File Types Options dialog box if you wish.

The Files to Exclude portion of this dialog box lets you specify if you do not wish Chart Viewer Mode to include the following types of files:

- EXE - The main executable files for Windows and DOS applications
- DLL - Dynamically Linked Libraries files
- VBX - Visual Basic Extension files
- DRV - Drivers for various devices
- CPL - Windows Control Framel files which manage various system resources

The Files with hidden attributes checkbox lets you include or exclude, in the File Usage Chart, files that have an attribute of hidden set on.

You can also include or exclude read-only files (using the Read-only files checkbox) in the File Usage Chart.

**See Also:** [Chart Viewer](#)

## File Usage Frequency Chart

Specify the range (actual number of times) for WinDelete 97 to count as use in analyzing file usage frequency. Also specify the drive to be scanned. Similar to the File Usage Chart, WinDelete 97 then breaks files into categories, each being a block of times used, and shows you the chart of file usage in increments (multiples) of the number you specify for the range.

The Files to Exclude portion of this dialog box lets you specify if you do not wish Chart Viewer Mode to include the following types of files:

- EXE - The main executable files for Windows and DOS applications
- DLL - Dynamically Linked Libraries files
- VBX - Visual Basic Extension files
- DRV - Drivers for various devices
- CPL - Windows Control Pane files which manage various system resources

The Files with hidden attributes checkbox lets you include or exclude, in the File Usage Frequency Chart, files that have an attribute of hidden set on.

You can also include or exclude read-only files (using the Read-only files checkbox) in the File Usage Frequency Chart.

**See Also:** [Chart Viewer](#)

## File Types Chart

Specify the types of files to exclude from the chart, if any. You may wish to exclude executable files, for example, to speed up viewing the chart. Also specify the drive to be scanned. If you wish to exclude executable files, click the Executable checkbox. The following are the types of files you choose to exclude:

- EXE - The main executable files for Windows and DOS applications
- DLL - Dynamically Linked Libraries files
- VBX - Visual Basic Extension files
- DRV - Drivers for various devices
- CPL - Windows Control Framel files which manage various system resources

The Files with hidden attributes checkbox lets you include or exclude, in the File Types Chart, files that have an attribute of hidden set on.

You can also include or exclude read-only files (using the Read-only files checkbox) in the File Types Chart.

**See Also:** [Chart Viewer](#)

## Archive Name

To specify Archive name and location:

1. Enter the name for the Archive that you wish to create. click the desired option for the location of the Archive.
2. Select the desired options. If you select:
  - **WinDelete's Archive Library** - The Archive will be located in the WinDelete Archive Library.
  - **User Defined Folder** - You can enter the path for the desired location of the Archive.
  - **Floppy Drive** - You can specify the floppy drive to which to save the Archive.
  - **Confirm each action** - WinDelete 97 will prompt you to confirm the action for each file.
  - Click **Archive** or **Cancel** to complete or cancel the Archive.

**See Also:** [Archive](#)



## Duplicate Finder Entry Edit

To specify the file name and/or extension to be used to search for duplicate files:

1. Enter or edit the name of the file or the extension for the type of file (for Duplicate Finder to search) or both. (If you have selected an existing icon for a type of file within Duplicate Finder and then clicked Edit, there will already be an extension shown in the Extension box.) If you wish to find all duplicate files of a particular type, click the asterisk (wild card) next to the file name field.
2. Enter or edit the Display Name box so that it contains the desired brief description for the type of file that Duplicate Finder can search (which you are currently editing or adding). This will be displayed next to the icon in the left frame in Duplicate Finder.
  - Click:
  - **Set** to Save the entry or Edit (the original entry also remains) **or**
  - **Remove** to delete the Entry or Edit **or**
  - **Cancel**

**See Also:** [Duplicate File Finder](#)

## Duplicate Finder Options

To specify the way to find duplicate files:

1. Select the drive or drives for Duplicate Finder to scan.
2. If you want to find all duplicate files of a particular file type, leave the asterisk (wild card) as the file name. If you want to look for a specific file name, enter it in the Name field.
3. Click the File Size checkbox if you want Duplicate Finder to consider/compare the size of files as it searches for duplicate files.
4. Click the Last modified checkbox if you want Duplicate Finder to consider/compare the date last modified as it searches for duplicate files.
5. Click the Search through Zipped files checkbox if you want Duplicate Finder to search through zipped files as it looks for duplicate files.
6. Click:
  - **Find** to start Duplicate Finder's search **or**
  - **Cancel**

**See Also:** [Duplicate File Finder](#)

## Application Move Options

To set options for Moving software:

1. Enter or browse to the path for the new location for the application or files you have selected to move.
2. Specify the other options for the move. To select any of the following options, click the appropriate checkbox:
  - **Do Not Move Shortcuts from the Desktop and Windows Start Menu** - Tells WinDelete 97 not to move the shortcuts for the application you are moving.
  - **Confirm each action** - Enables (if clicked) or disables (if not clicked) the need to confirm the Move for each of the selected files
  - **Remove Empty Folders** - Enables/disables removing any empty folders after files are moved.
  - Click:
  - **Move** to complete this Action **or**
  - **Cancel**

**See Also:** [Move](#)

## Remove Archive Options

To specify the Remove Archive Options:

1. Click the desired options:

- **All** - To remove all of the archived files
- **Selected** - To remove all of the selected archived files
- **Confirm each action** - Enables (if clicked) or disables (if not clicked) the need to confirm the Action for each selected file
  
- Click:
- **Remove** to complete this Action **or**
- **Cancel**

**See Also:** [Delete Archive](#)

## Restore Archive Options

To specify the Restore Archive Options:

1. Click the desired options:

- **Remove restored items from archive** - Enables/disables deletion of the restored items from the archive.
- **Confirm each action** - Enables (if clicked) or disables (if not clicked) the need to confirm the Action for each selected file.

2. Click:

- **Restore** to complete this Action **or**
- **Cancel**

**See Also:** [Restore From Archive](#)

## Transport Options

To specify Transport options:

1. Enter the file name of the application to be transported.
2. Select the drive to which the transport will go (typically this is a floppy drive).
3. Click:
  - **Confirm each action** - To enable (if clicked) or disable (if not clicked) a confirmation for each file to be archived and then transported
  - **Include WinDelete's Setup** - To include WinDelete's setup information
  - Click:
  - **Transport** to complete this Action **or**
  - **Cancel**

**See Also:** [Transport](#)

## Uninstaller Options

To select the uninstall method, choose whether you wish to use your application's own uninstaller or WinDelete 97's Uninstall Action:

**Note:** If you select your application's own uninstaller, a backup is not made. If you choose to use WinDelete 97 to do the uninstall, you can create a backup for the application that you are using Uninstall to delete from your system.

1. Click:

- **Application's Uninstaller** (to use your application's own uninstaller) **or**
- **Next** (to select WinDelete 97's Uninstall Action) **or**
- **Cancel**

**See Also:** [Uninstall](#)

## Backup Name

If you wish to create a backup copy, you must define its name and location or use the default settings. To create a backup copy:

1. Click **Make a compressed backup called**
  2. Enter the desired name for the backup.
  3. Select the desired options. If you select:
    - **WinDelete's Archive Library** - The backup copy will be located in the WinDelete Archive Library.
    - **User Defined Folder** - You can enter the path for the desired location of the backup copy.
    - **Floppy Drive** - You can specify the floppy drive to which to save the backup copy.
    - **Remove Empty Folders** - Enables/disables removing any empty folders after backup is created.
    - **Confirm each action** - WinDelete 97 will prompt you to confirm the action for each file.
    - **Add to Undo Buffer?** - You can specify whether you want the backup copy added to WinDelete 97's Undo Buffer. (The default size for the temporary Undo Buffer is 10MB. If it gets full, the latest data is kept and the older data is removed.)
- Click:
  - **Uninstall** to complete this Action **or**
  - **Back** to go back to the previous dialog box **or**
  - **Cancel**

**See Also:** [Uninstall](#)



## WinDelete Agent Settings

To specify WinDelete Agent settings:

1. Indicate whether you wish the WinDelete CleanUp Wizard to run on an automated basis every (you specify the number ) of days. The default is every 7 days. If you do not want the CleanUp Wizard to run on your system on an automated basis, enter a 0.
2. To add or remove Standard Installation Programs for the WinDelete Agent to monitor:
  - Enter the executable name for the installation program you wish to add and then click **Add**.
  - Select the name of the executable installation program listed that you wish to remove and then click **Remove**.
3. To add or remove Internet Downloading Programs for the WinDelete Agent to monitor:
  - Type in the Internet Downloading Program that you wish to add and then click **Add**.
  - Select the name of the Internet Downloading Program listed that you wish to remove and then click **Remove**.
4. If you want the WinDelete Agent to run at system startup, click the Run WinDelete Agent at system startup checkbox. (This option is recommended for maximum efficiency of WinDelete 97.)
5. Click:
  - **OK** to complete or
  - **Cancel**

**See Also:** [WinDelete Agent](#)

## Debris Finder Options

To select the drive/s for Debris Finder to scan:

1. Click on the listed drive/s that you want Debris Finder to scan.
2. Click **OK** or **Cancel**.

**See Also:** [Debris Finder](#)

## CleanUp Wizard Duplicate Finder Options

To specify the types of duplicate files for Duplicate Finder to find:

1. Click **Search for all possible duplicates** or
2. Select the specific file types to search for.
3. Select the desired options for Duplicate Finder to consider/compare in locating duplicate files:
  - **File Size** - If selected, Duplicate Finder compares size of files
  - **Last Modified Time** - If selected, Duplicate Finder compares the last modified time of files.
  - **Search through Zipped files** - If selected, Duplicate Finder looks through zipped files to find duplicate files.
  
  - Click:
    - **Next** to continue with CleanUp Wizard **or**
    - **Back** to go back to the previous dialog box **or**
    - **Cancel**

**See Also:** [CleanUp Wizard](#)

## CleanUp Wizard Unused Files Finder Options

To define the parameters of Unused files:

1. Click **Files that have not been used in the past** and enter the number of days that you want CleanUp Wizard to consider as unused. (The default is 90 days.)
2. Click **Files not used more than** and enter the number of times that you want CleanUp Wizard to consider as unused. (The default is one time.)
3. Click:
  - **Next** to complete or
  - **Back** to go back to the previous dialog box **or**
  - **Cancel**

**See Also:** [CleanUp Wizard](#)

## CleanUp Wizard View Options

To select the file details that you want CleanUp Wizard to display:

1. Click on the following buttons to select or deselect. The default setting is for all of the following details to be selected:
  - **File Size** - To display the file size.
  - **UC** - To display usage count.
  - **File Type** - To display file type.
  - **Accessed** - To display last date accessed.
  - **Modified** - To display last date modified.
  - **Created** - To display the date created.
2. Once you have made the desired selections, click **OK** (Click **Cancel** if you wish to cancel.)

**See Also:** [CleanUp Wizard](#)

## CleanUp Wizard Options

To select the options for CleanUp Wizard's cleanup of your PC:

1. Select drive/s to clean.
2. Click the checkbox for the types of files for CleanUp Wizard to search.
3. Indicate the required space that you want cleaned up:
  - **Clean as much space as possible** - To clean up as much space as possible on the selected disk or disks
  - **Clean at least** - If you click this to select it, enter the specific amount of disk space that you want cleaned up.
4. Click:
  - **Next** to complete **or**
  - **Cancel**

**See Also:** [CleanUp Wizard](#)

## CleanUp Wizard Results

To select or deselect files found by CleanUp Wizard for uninstall:

1. Click **Select All** or **Deselect All** to select or deselect all of the files listed or use <Ctrl>Click to select or deselect specific files.
2. Click **Next** or the lookup arrow (next to the box that displays the type for the files currently shown) to view all of the other types of files found by CleanUp Wizard in order to select or deselect the ones you wish to uninstall. The **Requested** and **Reachable** information shows you how much space you requested for clean up and how much space the particular files detected by CleanUp Wizard represent.
3. Once you have selected all of the files (remember to select the files for each of the file types you CleanUp Wizard detect), click:
  - **Uninstall** to complete **or**
  - **Back** to go back to the previous dialog box **or**
  - **Cancel**

**See Also:** [CleanUp Wizard](#)

## WinDelete 97 Monitored Processes

To have WinDelete Agent stop monitoring a currently running process and create a log for it:

1. Click the listed Process File Name (that you no longer want WinDelete Agent to monitor) to select it.
2. Click **Stop** to have WinDelete Agent stop monitoring the selected process.
3. To exit out of this dialog box, click **Close**.
4. If you want to terminate the WinDelete Agent for the current session, click **ShutDown**.

**See Also:** [WinDelete Agent](#)



## WinDelete 97 Installation Monitor

For WinDelete 97 to start the installation for you:

1. Enter the path and filename of the executable installation file for the software to be installed or click **Browse** and navigate to the installation file.
2. Click:
  - **OK** to continue the installation **or**
  - **Cancel**

**See Also:** [Install](#)

## Monitor of Download or Install

When WinDelete 97 detects that you are installing software or downloading from the Internet, this dialog box appears so that you can create a log for the install or the download. To do this:

1. Enter a name for the installation or Internet Download log file.
2. Select desired options:
  - **Detect it as a Standard Setup program in the future?** - If you select this, the type of setup program you used to install your application is added to the list of setup programs that the WinDelete Agent recognizes. (The default setup programs that WinDelete Agent monitors are install.exe and setup.exe.)
  - **Detect it as Internet Downloading program in the future?**- If you select this, the type of Internet Downloading program you used to download is added to the list of Internet Downloading programs that the WinDelete Agent recognizes. (The default Internet Downloading programs are iexplore.exe and netscape.exe.)
  - **Append existing Log file** - If you select this, WinDelete 97 saves the log information for your installation or download to an existing log file, of the same name, if one exists.
  - Click:
  - **OK** once you have made your desired selections **or**
  - **Cancel**

**See Also:** [Install](#); [Internet Manager](#)

## **Duplicate Files to Save**

To select the file/s found by Duplicate Finder that you wish to save:

1. Click on the names of the file/s listed that you wish to save.
2. Click **OK** to save the file/s you have selected **or** click **Cancel**.

Duplicate Finder will delete the listed files that you do not specifically select to save.

**See Also:** [Duplicate File Finder](#)

