CleanSweep

Uninstall Program for Windows

Contents:

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Overview of CleanSweep

When you install a Microsoft Windows application you are not simply installing an executable file into a designated directory. Most Windows applications litter your hard disk with drivers, .DLLs, fonts, .ini files, and other assorted components. Many also add lines to your Windows configuration files -- often without warning or notification to you -- and provide no easy way for you to uninstall the program later.

This is where CleanSweep comes in. Using sophisticated technology, CleanSweep can remove all traces of an application from your system. CleanSweep also lets you reclaim hard disk space by removing duplicate or unused files and unused system components**.** By routinely clearing away unwanted or unneeded files, your system runs faster and is easier to manage, making you more productive.

The following features are available in CleanSweep:

- Easy-to-use interface.
- Uninstalls entire programs.
- Uninstalls individual system components.
- Finds and deletes duplicate or unused files.
- **SuperLinks database** results in more thorough uninstalls while ensuring that you do not delete critical files used by more than one program.
- Compatible with Windows, Windows for Workgroups, and Windows NT.
- Works with most popular Windows shells.
- Uninstalls **orphaned** Windows programs.
- **Master Log** records files that are deleted.
- File viewers let you examine a file before you uninstall it.

Uninstalling a Program or Program Group

When you uninstall a program you can remove all traces of it from your computer, including its executable file, all other files created or used by it, and references to the program contained in various configuration files.

To uninstall a program or program group:

1. Select **Uninstall** from the main screen.

2. Select the program or group of programs you want to uninstall using one of these methods:

- **Select** the program group you want to uninstall by highlighting it with a single mouse click.
- **Select** a program from the list displayed in the list box by double clicking on the appropriate group and highlighting the program within that group that you want to uninstall.
- **Browse** for a program by clicking on **Browse**, then using the standard Windows browse dialog box that appears.
- **Search** for programs, including **orphaned** programs not currently installed in your Windows configuration, by selecting **Search**.

3. Select **Analyze**.

CleanSweep analyzes your system to determine which components are used by the program you selected. When the analysis is complete, the **Select the Components to Uninstall** dialog box displays a list of components associated with your program. Some items are described as **individually selectable**.

Preceeding each component is a message explaining what that component is. For an explanation of these messages, see **What CleanSweep Can Remove.**

4. Click on the check boxes next to components to select or deselect them, as desired.

If, after selecting and deselecting components, you wish to begin the selection process again, click on **Default**. The list is restored to the way it looked when it was first displayed.

5. If you are unsure about the contents of any text-based or graphics file, highlight it and click on **View.**

CleanSweep will use its **internal viewers** to display the file.

6. If you are an experienced user, you may want to click on the **Add** button to select an additional file or **WIN.INI** section to delete.

- To select an additional file to delete, click in the circle to the left of the word **File**, then either type in the name of the file (if you know it) or use the **Browse** button to locate it.

- To select an additional section from your current **WIN.INI** to delete, click in the circle to the left of **WIN.INI Section**, then click in the text box below it to display a drop list of WIN.INI sections. Click on the section you wish to delete.

In either case, you can use the **View** button to verify your choice.

7. Select **Uninstall.**

You are presented with a dialog box with the following options:

Trial Run
Create Backup
Confirm Deletions
Save to Master Log

8. Select the options you prefer, then click **OK**.

If you checked the **Trial Run** box, a dialog box is displayed listing the amount of disk space that would have been recovered if you had actually deleted the file(s).

If you did not check **Trial Run**, a confirmation dialog box appears, asking you to verify that you want to delete the file. After you confirm the deletion, the file is uninstalled. (If you have selected multiple files for deletion, you can answer **Yes to All** when the initial confirmation dialog box is displayed to eliminate the need to verify deletion of each file. **USE THIS FEATURE WITH CAUTION.**)

9. If desired, select **Summary** to view the Master Log.

NOTE: CleanSweep allows you to uninstall a shell -- a third-party Program Manager replacement -- even if that shell is currently running. Simply instruct CleanSweep to uninstall the shell's Group or Folder in the same way you would choose to uninstall any other group. CleanSweep will edit the appropriate line in your **SYSTEM.INI** file to reinstall Program Manager as your Windows shell, restart Windows, then continue with the uninstall process.

Removing System Components

Windows typically installs over ten megabytes of files on your hard disk., and each Windows application you install may add several megabytes of files. It is not uncommon for popular, full-featured applications to consume 20 or 30 megabytes of space or more.

Your hard disk may be filled with system components -- display drivers, fonts, system files, DOS files, and other miscellaneous files -- which are never used on your system. CleanSweep can search your drives for unused system components and then remove them, freeing up significant amounts of hard disk space.

To uninstall system components:

1. Select **System** from the main menu.

A dialog box listing the following categories is displayed:

Display Drivers
Unused Fonts
Used Fonts
System Files
DOS Files
Documents
Wallpapers
Screen Savers
Help Files
Various Files

Note: The list of "various files" displayed by CleanSweep may include **autoexec.*, config.*, win.*,** and **system.***. CleanSweep will not suggest that you delete your current **autoexec.bat**, **config.sys, win.ini**, or **system.ini** files. The files suggested for deletion are unused, backup copies located in your Windows directory only.

2. Click on any **tab** to select that category.

CleanSweep displays a list of files for that category. Below the list is a message indicating the total amount of disk space being used by them.

3. **Select** or **deselect** files, as desired, by clicking on them.

4. Click on **Uninstall**.

You are presented with a dialog box with the following options:

Trial Run
Create Backup
Confirm Deletions

Save to Master Log

5. Select the options you prefer, then click **OK**.

If you checked the **Trial Run** box, a dialog box is displayed listing the amount of disk space that would have been recovered if you had actually deleted the file(s).

If you did not check **Trial Run**, a confirmation dialog box appears, asking you to verify that you want to delete the file. After you confirm the deletion, the file is uninstalled. (If you have selected multiple files for deletion, you can answer **Yes to All** when the initial confirmation dialog box is displayed to eliminate the need to verify deletion of each file. **USE THIS FEATURE WITH CAUTION.**)

6. If desired, select **Summary** to view the Master Log.

Finding Duplicate Files

Some programs install files that you already have on your system. For instance, applications written with Visual Basic may require the presence of a run-time .DLL called VBRUN100.DLL, VBRUN200.DLL, or VBRUN300.DLL. You only need one copy of these files, regardless of the number of programs on your system that use them. You may also have installed a program, then later installed a newer version in a different directory. You may have meant to delete the earlier version but never did. All of these extra files are cluttering up your hard drive, robbing you of space and slowing down your system.

CleanSweep searches for duplicate files based on the criteria you select, then gives you the option of deleting only those files you no longer need.

To find duplicate files:

1. Select **Find Dups** from the main menu.

2. Select the search criteria.

You can choose to search for files with the **same name**, with the **same name and size**, or with the **same name, size, date, and time**.

3. Select the drive you wish to search.

4. Enter filenames to be searched for.

You can limit your search to certain files by specifying one or more filenames, using **wildcards**, if desired, and separating the file specfications by a space.

5. Click on **Search**.

CleanSweep presents you with a list of duplicate files that match your search criteria. Below the list is a message indicating the amount of disk space being used by them, including **slack** size.

6. If you are unsure about the contents of any text-based or graphics file, highlight it and click on **View.**

CleanSweep will use its **internal viewers** to display the file.

To remove duplicate files:

1. Select the files you want to remove from your system.

- To select a single file, click on it.
- To select a block of contiguous files, click on the first file. Without releasing the mouse button, move the cursor down the list until all desired files are selected. Release the mouse button.
- To select non-contiguous files, hold down the **Ctrl** key and click on each file.

2. Click on **Delete.**

3. Enable any of the following options, as desired, then click **OK**.

Trial Run
Create Backup
Confirm Deletions
Save to Master Log

If you checked the **Trial Run** box, a dialog box is displayed listing the amount of disk space that would have been recovered if you had actually deleted the file.

If you did not check **Trial Run**, a confirmation dialog box appears, asking you to verify that you want to delete the file. After you confirm the deletion, the file is uninstalled. (If you have selected multiple files for deletion, you can answer **Yes to All** when the initial confirmation dialog box is displayed to eliminate the need to verify deletion of each file. **USE THIS FEATURE WITH CAUTION.**)

4. If desired, select **Summary** to view the Master Log.

Creating and Viewing a Master Log

When you uninstall files you have the option of creating a Master Log. This log records all activities performed by CleanSweep during both Trial Run uninstalls and actual uninstalls.

To create a Master Log of an uninstall:

1. Enable the **Save to Master Log** feature under **Options**.

The Options dialog box is displayed each time you instruct CleanSweep to uninstall a program or program group or remove system components, unused files, or duplicate files.

To view the Master Log:

1. Select **View Master Log** from the **File Menu** at the top of CleanSweep's main window.

From the **View Master Log screen** you can:

- **Save** this information to a text file. (You will be prompted for the name you wish to save the information under.)
- **Print** the information to your printer.
- **Clear** the log. (This deletes all information that has accumulated in the Master Log.)

Creating and Restoring a Backup

Each time you uninstall files you have the option of creating a backup file. The backup file will contain all of the files you deleted in compressed form. Most files, when compressed, take up a fraction of their original disk space. Two exceptions are certain graphics files (such as those with the extension .GIF) and archive files (such as .ZIP files).

We recommend that you let CleanSweep create a backup file each time you perform an uninstall. In this way you can always replace a deleted file if you later find that you need it. Backups are stored in your CleanSweep directory regardless of whether the uninstalled files originally resided on a local drive or a network drive and are given the extension .BUP or .BUS, depending on the type of files they contain.

NOTE: Each time you start up CleanSweep you will be reminded if any backup files exist that are more than seven days old.

To create a Backup file during an uninstall:

1. Enable the **Create Backup** feature under **Options**.

The Options dialog box is displayed each time you instruct CleanSweep to uninstall a program or program group or remove system components, unused files, or duplicate files.

To restore a Backup file:

1. Select **Restore Backup** from the **File Menu** at the top of CleanSweep's main window.

2. Highlight the file you wish to restore by clicking on it.

3. Click on **Restore.**

After restoring a backup -- or after sufficient time has passed since you created a backup file that you are certain you no longer need it -- you may want to remove it from your hard drive.

To delete a Backup file:

1. Select **Restore Backup** from the **File Menu** at the top of CleanSweep's main window.

2. Highlight the file you wish to delete by clicking on it.

3. Click on **Delete**.

Allows you to view, print, save, or delete a log detailing the actions performed by CleanSweep during an uninstall.

Creating and Updating SuperLinks

Windows (and many applications running under it) use .DLL files to perform various operations. A .DLL may be used by a single program or by several. When uninstalling an application it is important that you not delete a .DLL that is used by programs other than the one you are uninstalling. In order to accurately detect which programs are using which .DLLs, CleanSweep uses a system called **SuperLinks.**

When you update SuperLinks, CleanSweep updates a database of .DLL usage. By keeping track of the programs that use each .DLL on your system, CleanSweep will give you much more reliable information during uninstalls.

There are two ways to use SuperLinks:

1. Select **SuperLinks** from the **File Menu** at the top of the main screen.

2. Enable **Auto SuperLinks**.

   or

   Select **Update Now**.

Most users will want to enable **Auto SuperLinks**. This option runs a small program once a day, the first time you start up Windows. The program runs quietly in the background, updating the SuperLinks database.

The **Update Now** option would benefit the user who leaves his or her computer on 24 hours a day and keeps Windows running all the time. If Windows is not restarted at least daily, the SuperLinks database will not be updated. If you fall into this category, you should update the database manually by selecting the **Update Now** option before using CleanSweep.

Creating a Network Decoy

When you uninstall a program running on a network, CleanSweep gives you the ability to create a **Network Decoy** which can eliminate files used by this application which remain on the local hard disks of other network users. This feature is very useful for network administrators who are sometimes responsible for hundreds or even thousands of machines.

If you uninstall a network application without creating a Network Decoy, any subsequent attempt by another user to run the now-absent application from the network server will generate an error message on that user's system. To avoid confusion (and the extra work involved in installing CleanSweep on local workstations to remove traces of the network application) we suggest you take advantage of this feature when uninstalling network programs.

To create a Network Decoy:

1. Select **Uninstall** from CleanSweep's main menu.

2. Highlight the program to uninstall and click on **Analyze**.

The program you select must exist on a network drive**.**

3. In addition to any other components you wish to delete, select the **last line** in the list of components which reads:

Select this line to create a Network Decoy.

4. Click on **Uninstall**.

5. Enter a **Network Decoy Custom Message**.

This message will be displayed to any users who attempt to run the deleted program from the network. The message should explain that the program has been removed from the network drive and that CleanSweep will now run and remove any files left behind on their system by the application.

If you are not well known to the employees who will be running the Network Decoy version of CleanSweep, you may want to include your name and phone number in the event they have questions about the uninstall process.

6. Specify the type of Network Decoy to be created.

Single Copy
Multiple Copy

Menu Commands

The following commands are available on the menu at the top of CleanSweep's main screen:

File:

- **View Master Log**
- **Restore Backup**
- **SuperLinks**
- **Savings**
- **Exit**

Help:

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If you enable this option, you will be asked to confirm each deletion before the file is removed from your system. This option provides an extra margin of safety but slows down the process of uninstalling programs.

This option determines the amount of disk space that will be freed by uninstalling the selected components without actually deleting any files.

This option tells the program to save the deleted files in a compressed file. If you select this option you can later restore the deleted files.

Enabling this option causes the program to create a Master Log of the uninstall process. The Master Log, which details what files were deleted, can be viewed or printed.

Drivers used by Windows to communicate with video adapters. Most VGA cards can use the generic drivers provided by Microsoft and shipped with Windows, but for best performance each card requires a driver written by the manufacturer. Typically, a manufacturer writes a number of drivers for a video adapter, one for each resolution in which the card can be run.

Font files allow your Windows applications to display text in a particular style and size. A number of fonts are shipped with Windows. Some Windows applications install additional fonts on your hard disk.

Used fonts are currently available to your Windows applications. Unused fonts reside on your hard disk but are not installed in your current Windows configuration. They are not, therefore, available to your applications.

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Used fonts are currently available to your Windows applications. Unused fonts reside on your hard disk but are not installed in your current Windows configuration. They are not, therefore, available to your applications.

System files are required to run Windows in either Standard or Enhanced mode or both. If you run exclusively in one mode or the other, you can safely delete files needed for the other mode.

Files required to run DOS applications inside Windows. If you never run DOS applications from within Windows, you can safely remove these files.

Miscellaneous files installed by Windows, many of which you may not use and can safely delete.

If CleanSweep is accessible by everyone who uses the program you are uninstalling, select **Single Copy**. When the user attempts to access the program, a 15k Network Decoy file be installed on the his or her system. This file, along with the network copy of CleanSweep, will be sufficient to uninstall the programs files on the workstations.

Uninstalling CleanSweep

If you should decide to remove CleanSweep from your system, follow these simple steps:

1. **Exit** CleanSweep.

(CleanSweep cannot uninstall itself while it is running.)

2. Double click on the **Uninstall CleanSweep icon** in your CleanSweep Program Manager group.

(Alternately, you can run **UNCLNSWP.EXE** in your CleanSweep directory using the Windows **Run** command.)

3. Select **Yes** when asked if you are sure you want to uninstall CleanSweep.

CleanSweep will now be completely removed from your system. If you later decide you want to uninstall files using CleanSweep you will need to reinstall the program.

Allows you to recover previously deleted files and to delete backup files you no longer need.

Creates and maintains a database to track which of your programs access which files, resulting in more reliable uninstalls.

Provides detailed information on the amount of space that has been recovered as the result of deleted files, the amount of space being used by backups, and the **Total Overall Savings** as a result of CleanSweep's uninstalls. Statistics given are cumulative unless the **Clear** button is selected, in which case the numbers are reset to 0.

Exits the program.

Displays CleanSweep's online help file, open to the Contents page.

Displays the Search dialog box for the Windows online help system. The Search feature helps you find information by providing a list of keywords and topics found in the help file.

Displays the Windows help system online help file. This file tells you how to find information in a Windows online help file.

Displays version, copyright, and registration information for CleanSweep as well as listing the Windows version, current mode (standard or enhanced), and available memory and system resources.

The connection between a specific file extension and a program that can create or view the file. Associations are specified in the WIN.INI file in your WIndows directory. If a file is associated with an application, you can double click on the filename from within File Manager (or an alternate Windows shell or file management program). The program then runs and loads the file.

What CleanSweep Can Remove

When CleanSweep displays a list of files, each is preceeded by a description telling you the type of file (or entry in a file) it represents. Below is an alphabetical listing of these descriptions:

All files with extension 'xxx' on local drives (individually selectable).
Association from WIN.INI and registry.
Backup file in Windows, System, or program directory.
Batch file in PIF file.
Configuration file in Windows, System, or program directory.
Data file in Windows, System, or program directory.
Delete all files in directory and its subdirectories (individually selectable).
DLL (Currently in use - not selectable).
DLL (Doesn't appear to be used by other programs).
DLL (May be used by other programs).
DLL (USED BY OTHER PROGRAMS).
Entry in AUTOEXEC.BAT referencing the file.
Entry in CONFIG.SYS referencing the file.
Entry in SYSTEM.INI referencing the file.
Entry in WIN.INI referencing the file.
Extension 'xxx' from DOCUMENTS= line of WIN.INI.
File.
File Manager Extension.
File Manager Undelete DLL.
Filter file in Windows, System, or program directory.
Group.
Help annotation file in Windows, System, or program directory.
Help file in Windows, System, or program directory.
Icon (program).
Icon file in Windows, System, or program directory.
INI file in Windows, System, or program directory.
Log file in Windows, System, or program directory.
Main program.
Miscellaneous file in Windows, System, or program directory.
Program from LOAD= line of WIN.INI.
Program from RUN= line of WIN.INI.
Program file in PIF file.
Registry document entry.
Remove directory from PATH statement.
Remove directory if empty when finished.
Select this line to create a Network Decoy.

Set 'SPOOLER=NO' in WIN.INI.
Setting file in Windows, System, or program directory.
Startup Icon.
Text file in Windows, System, or program directory.
WIN.INI section.

The mode in which Windows normally runs if your computer has an 80386 or higher processor and at least two megabytes of memory. Enhanced mode provides accesss to virtual memory. By using available hard disk space as memory, your programs have access to more memory than is physically installed on your system. Enhanced mode also allows you to multitask both DOS and Windows applications -- that is, to run multiple programs simultaneously and switch between them. (Also referred to as 386 Enhanced mode.)

A batch file that runs each time your computer boots. AUTOEXEC.BAT allows you to specify appropriate PATH and PROMPT statements, set environment variables, and run TSR and non-resident programs each time you turn on or reset the system.

A compressed file containing all of the files that were deleted from your system by CleanSweep during an uninstall. Previously deleted files can be restored at a later date if you instructed CleanSweep to create a Backup before uninstalling. Backups are stored in your CleanSweep directory regardless of whether the uninstalled files originally resided on a local drive or a network drive.

A file (such as a DLL, .INI file, icon, or data file) or an entry in a configuration file related to a specific program. When you uninstall a program, CleanSweep will suggest that you delete all such components.

A file or group of files stored as a single file. The compressed file is often much smaller than the original file(s).

An initialization file that is processed when DOS is booted. The CONFIG.SYS loads device drivers used by DOS to communicate with your hardware and allocates various DOS resources.

A text file containing a series of commands processed by DOS when the file's name is typed at a command prompt. Batch files are used to automate routine tasks by eliminating the need to retype lengthy commands. Batch files always use the extenstion .BAT.

A file that provides instructions to a program or operating system during initialization. CONFIG.SYS and AUTOEXEC.BAT are DOS configuration files. SYSTEM.INI and WIN.INI are Windows configuration files.

The basic system software that provides instructions to your computer, allowing it to run your software programs. Without an operating system installed on your computer it would be unable to perform even the simplest tasks.

A small window displayed on your screen by a program for the purpose of providing or requesting information.

A message written by a network administrator and displayed to a user who attempts to run a deleted network application that has been replaced by a Network Decoy copy of CleanSweep. The message should explain that the application is no longer available and that CleanSweep will run in its place to remove traces of the application from the user's local hard disk.

A device used to store large amounts of data on a computer. Most hard drives are permanently installed in the user's system. A physical drive consists of one or more logical drives - sections created by the operating system. If your entire hard drive is set up as one logical drive, that drive is called **C:**. If your drive is divided into more than one logical drive, the additional partitions use subsequent drive letters, while **A:** and **B:** are reserved for floppy drives.

Drivers used by Windows to communicate with video adapters. Most VGA cards can use the generic drivers provided by Microsoft and shipped with Windows, but for best performance each card requires a driver written by the manufacturer. Typically, a manufacturer writes a number of drivers for a video adapter, one for each resolution in which the card can be run.

An area of a drive used to store files. Typically, the files contained within a directory have a common link. For instance, all the files might relate to a specific program. Most directories are given names consisting of up to eight characters, such as **C:\WINDOWS**. Less frequently, directory names include an extension, a period followed by three additional characters, such as **C:\WINDOWS.311**.

Duplicate files.

A **Dynamic Link Library** file, used by a program to perform a task. Some .DLLs are used by more than one program. When uninstalling a program it is important that you not delete a .DLL that is required by another application.

The portion of a filename, up to three characters long, that follows a period. For example, the extension of AUTOEXEC.BAT is .BAT.

It is common for an application to use the same extension for all data files it creates. In this way, you can instantly recognize a file created by the program. (Examples would be .WRI for Windows Write files, .DOC for MS Word files, and .CDR for Corel Draw files.)

A program is said to run in background when it continues to operate while another application (called the foreground process) takes input from the keyboard or mouse.

A small graphics file used to represents a program, file, or program group in a graphical operating environment.

An initialization file containing configuration settings for an application.

Files required to run DOS applications inside Windows. If you never run DOS programs inside Windows, you can safely delete these files.

The file management program included with Microsoft Windows.

A program that can display files created by other programs. CleanSweep includes viewers for many data files, including files created by word processors, graphics programs, and spreadsheets.

Within Program Manager or an alternative Windows shell, a collection of programs represented by a single icon. Double clicking on the icon displays a window or folder containing an icon for each program in the group.

Font files allow your Windows applications to display text in a particular style and size. A number of fonts are shipped with Windows. Some Windows applications install additional fonts on your hard disk.

A database containing information on the files used by various software programs. By referring to this database, CleanSweep can accurately detect which files you can safely remove from your system.

A drive located on your personal computer (as opposed to a drive located on a network server to which you have access).

A text file containing a record of all activities performed by CleanSweep during both Trial Runs and actual uninstalls.

An operating environment or operating system in which multiple applications can be run at the same time. Microsoft Windows, DESQview, and OS/2 are examples of multitasking environments.

A group of computers which are connected and able to communicate with each other. Networked machines can share files and resources such as printers.

The individual responsible for the installation and maintenance of a network, including both network servers and local workstations.

A computer on which files and applications are stored for access by the users of a network.

A copy of CleanSweep which replaces an application that has been removed from a network server. When a user tries to access the deleted application, a message is displayed telling the user that CleanSweep will remove files that the application left on the user's local drive.

A file or reference to a file belonging to a program which is no longer on your system.

A program which cannot be accessed from your Windows shell, either because the program icon has been deleted or because the application itself no longer exists on your system. If you are using a shell which supports nested groups or folders, programs within a nested group are considered by CleanSweep to be orphans.

NOTE: Most orphaned programs found by CleanSweep are Windows applications. In rare cases, however, a DOS program may be listed. This occurs when a DOS program uses the NE (New Executable) file format used by Windows applications.

A configuration file that tells Windows the proper settings to use when running a DOS application.

The default Windows shell from which both DOS and Windows applications are run in Windows.

A program from which your other applications are run. The default Windows shell is Program Manager, although many third-party shells are available.

The mode in which Windows will automatically run if your system has an 80286 processor or if you have less than two megabytes of memory. In Standard mode you can multitask Windows applications but can only "task switch" among DOS applications.

A record of the steps performed on each component during an uninstall. The list can be saved to a file or printed for future reference.

Files used by Windows when running in Standard and/or 386 Enhanced mode. If you run exclusively in one mode, you can safely delete files used only by the other mode.

A CleanSweep feature that tracks the usage of .DLLs and other files. By keeping a database of the programs that access these files, CleanSweep can make more accurate suggestions about which files you should delete.

SuperLinks can be run automatically on a daily basis by enabling the Auto SuperLinks feature. The database can also be updated manually.

Files and entries in configuration files used by Windows, including display drivers, fonts, system and DOS files, associated data files, wallpaper (background) files, and help files.

An initialization file used by Windows to load programs and drivers during startup.

A program which runs once per day -- when you start up Windows -- and automatically monitors the usage of .DLLs and other files on your system in order to perform more reliable uninstalls.

An initialization file used by Windows, it lists programs to be run during startup as well as storing configuration information for many Windows applications.

A computer connected to a network.

A font which exists on your hard drive but which is not currently installed into your Windows configuration. Such fonts are unavailable to your Windows applications.

A font which exists on your hard drive and which has been installed into your Windows configuration. Such fonts are available to your Windows applications.

README File

In this case "documents" refers to informational files -- either in text or Windows Write format -- that are included with Windows.

Graphics files used to decorate the desktop (background) of a user's screen.

Animated programs that replace the user's display after a specified period of time during which no keyboard or mouse input has been received by the computer. Screen savers are intended to prevent damage to the computer monitor. Some programs also provide security and/or amusement to the user.

Informational files shipped with applications for the purpose of providing online assistance while the program is in use.

A character used within a filename to filter a list of files. DOS provides two wildcard characters. A question mark (**?**) is used to represent a single character, while an asterisk (*****) represents one or more characters.

A standard Windows dialog box which allows the user to search a drive for one or more files by selecting the appropriate drive and directory and then specifying the type of file on which to search, using wildcards, if desired.

Finding Unused Files

From this screen you can search for certain types of files and delete those files you do not use:

Temporary Files
Backup Files
Archive Files
Lost Cluster Files
Help Files
Graphics Files
Files Matching (No Pattern Specified)

To find files in one of these categories:

1. Select the type of file you want CleanSweep to find.

If you highlight the **Files Matching** line, you will be prompted for the filenames you want to search for. You can limit your search to certain files by specifying one or more filenames, using **wildcards**, if desired, and separating the file specifications by a space.

2. Click on **Search.**

3. Choose the files you want to delete from the list displayed. Below the list is a message indicating the amount of disk space being used by them, including **slack** size.

- To select a single file, click on it.
- To select a block of contiguous files, click on the first file. Without releasing the mouse button, move the cursor down the list until all desired files are selected. Release the mouse button.
- To select non-contiguous files, hold down the **Ctrl** key and click on each file.

4. If you are unsure about the contents of any text-based or graphics file, highlight it and click on **View.**

CleanSweep will use its **internal viewers** to display the file.

5. Select **Delete.**

You are presented with a dialog box with the following options:

Trial Run
Create Backup
Confirm Deletions
Save to Master Log

6. Select the options you prefer, then click **OK**.

If you checked the **Trial Run** box, a dialog box is displayed listing the amount of disk space that would have been recovered if you had actually deleted the file(s).

If you did not check **Trial Run**, a confirmation dialog box appears, asking you to verify that you want to delete the file. After you confirm the deletion, the file is uninstalled. (If you have selected multiple files for deletion, you can answer **Yes to All** when the initial confirmation dialog box is displayed to eliminate the need to verify deletion of each file. **USE THIS FEATURE WITH CAUTION.**)

7. If desired, select **Summary** to view the Master Log.

Files created and used by a program during its operation. Temporary files are normally deleted as the program shuts down, but occasionally a program fails to remove them. This commonly occurs when a program is not exited properly, such as when your system crashes unexpectedly. Temporary files can be safely deleted as long as they are not in use.

Backup files are previous versions of files that you have subsequently edited and saved. The backup version is saved with an extension that indicates it is a backup file such as **.BAK, BK!, .OLD,** and **.QAB**. Using this technique you always have two recent versions of the file on disk and can recover more of your data if something unforeseen should occur. In addition to files with the above extensions, CleanSweep assumes that any files in directories named **OLD, BACKUP,** or **BAK** are also backup files.

A file or group of files stored as a single, compressed file. Archive files are often much smaller than the original file or files and are commonly used to create backup files or save hard disk space by compressing files you seldom use. Files with the extensions **.ZIP, .ARC, .PAK, .LHA,** and **.LHZ** are archived files. Compressed files with an underscore character in the extension (such as **PROGRAM.EX_**) are often used during installation of software, and CleanSweep assumes any file with such an extension is an archive file.

Graphics images with the extensions **.BMP, .TIF, .PCX, .JPG, XPM, or .GIF.**

When you run the DOS command **CHKDSK**, you can instruct DOS to create files for any entries in your **FAT** (File Allocation Table) for which there are no corresponding files. These files (which correspond in size to your drive's cluster size) can be found (and subsequently deleted) by selecting **Lost Cluster Files.**

CleanSweep allows you to search for files based on filename (or a portion of a filename, using DOS wildcard specifications). Initially, the file type is listed as **Files Matching (No Pattern Specified)**. Once you specify a filename to search on (by selecting this category and typing an entry into the text box that appears) the line changes to reflect the text on which you are searching.

Description
CleanSweep will search all local directories for files with the specified extension. These are data files created by the program you are uninstalling. When presented with a list of files with this extension, you can select the ones you want to delete.

Recommendation
Many popular programs create data files that can be read by or imported into other applications. You may want to retain these data files for future use with such a program. If you will not be using the files with another program, you can delete them.

Description

An association is a connection between a specific file extension and a program that can create or view the file. Associations are specified in the **WIN.INI** file in your WIndows directory. If a file's extension is associated with an application, you can double click on the filename from within File Manager (or an alternate Windows shell or file management program) and the program will then run and load the file.

Recommendation

If you delete a program, we recommend that you also delete the association from the **WIN.INI** since the program specified in the association will no longer be available on your system.

Description

Backup files are previous versions of files that you have subsequently edited and saved. The backup version is saved with an extension that indicates it is a backup file such as **.BAK, BK!, .OLD,** or **.QAB**. In addition to searching for files with these extensions, CleanSweep searches for directories called **BACKUP**, **BAK**, or **OLD**, assuming that files in these directories are also backup files.

Recommendation

In most cases you can delete backup files. An exception might be a backup of a document which is still undergoing revision.

Description

A **.PIF** (Program Information File) tells Windows what settings to use when running a DOS application. A **.PIF** can instruct Windows to run an **.EXE** or **.COM** file or a **.BAT** (batch) file, in which a series of commands are executed.

Recommendation

If you are uninstalling a program and removing its associated .PIF file, you should also delete the **.BAT** file since the commands it attempts to execute will no longer be valid.

Description
Configuration **(.CFG)** files contain information that is needed by a program in order to run. Such files are often stored in the program's directory, but they can be stored with your Windows files.

Recommendation
If you are permanently deleting a program, you will not need its **.CFG** file and should delete it along with the rest of the program's files.

Description
In this context, data files contain miscellaneous information used by the program you are uninstalling. Some programs store binary (non-text) information in data files. Such files are not readable or usable without the application that created them.

Recommendation
If you are deleting a program, you will want to remove such data files from your system.

Description
If you select this item you are presented with a list of all files remaining in the program directory (and any subdirectories below this directory) after your other selections are deleted. From this list you can choose which remaining files you want to delete.

Recommendation
Unless there are files in the program directory or its subdirectories which can be used by your other applications, you should delete these files.

Description
The .DLL listed is currently being used by one of your applications. You cannot delete a .DLL while it is being used. To delete the .DLL you would have to exit the program using it.

Recommendation
If the program you want to uninstall is not running but CleanSweep reports that a .DLL it uses is currently being used, the .DLL is required by more than one program and should not be deleted. If the program you want to uninstall is running, exit the application and then try to uninstall it again.

Description
This .DLL is not currently in use, nor does it appear to be used by any program other than the one you are attempting to uninstall.

Recommendation
It is probably safe to delete the .DLL; however, we recommend that you always enable the **Create Backup** option when deleting a .DLL in case you later discover it is required by another application.

Description

This .DLL may be used by another program. Based on the current state of the SuperLinks database, CleanSweep was not able to determine with certainty whether or not the .DLL is required by other applications.

Recommendation

Return to the main menu and select **SuperLinks** from the **File** menu. Click on **Update Now** to update the database. When CleanSweep finishes updating the database, try uninstalling the program again. Some of the .DLLs may now be identified as "**DLL (USED BY OTHER PROGRAMS)"**. Do not delete any such .DLLs. If you elect to delete .DLLs preceeded by the message "**DLL (may be used by other programs)"** be sure to enable the **Create Backup** option.

Description
CleanSweep has determined that this .DLL is used by programs other than the one you are attempting to uninstall.

Recommendation
Do not uninstall this or any other .DLL that is required by more than one application.

Description
One or more lines in your **AUTOEXEC.BAT** file refer to this application. CleanSweep can remove all lines that contain such references.

Recommendation
If you delete an application but do not remove lines in your AUTOEXEC.BAT file that refer to it, DOS will report errors during bootup. To avoid such errors, delete all such references to the application you are uninstalling.

Description
One or more lines in your **CONFIG.SYS** file refer to this application. CleanSweep can remove all lines that contain such references.

Recommendation
If you delete an application but do not remove lines in your CONFIG.SYS file that refer to it, DOS will report errors during bootup. To avoid such errors, delete all such references to the application you are uninstalling.

Description
One or more lines in your **SYSTEM.INI** file refer to this application. CleanSweep can remove all lines that contain such references.

Recommendation
If you delete an application but do not remove lines in your SYSTEM.INI file that refer to it, Windows may report errors during startup. To avoid such errors, delete all such references to the application you are uninstalling.

Description
One or more lines in your **WIN.INI** file refer to this application. CleanSweep can remove all lines that contain such references.

Recommendation
If you are uninstalling an application, references to it serve no purpose and, in fact, can slow down your system. You should delete all such references to the application you are uninstalling.

Description
One or more lines in the **DOCUMENTS=** section of your **WIN.INI** file refer to an extension associated with this application. CleanSweep can remove all lines that contain such references.

Recommendation
If you are uninstalling an application, references to it serve no purpose and, in fact, can slow down your system. You should delete all such references to the application you are uninstalling.

Description
Any files that you manually add to the list of components to be uninstalled are preceeded by this description.

Recommendation
If you added the file yourself, you should know what connection exists between it and the application you are uninstalling and whether or not it is safe to delete the file.

Description
Some third-party software products provide add-ons to the Windows File Manager. By adding icons to File Manager's menu, these products enhance its functionality.

Recommendation
If you are deleting the application associated with the add-on, you should let CleanSweep remove the add-on.

Description
Some third-party software products provide an add-on to the Windows File Manager which allows the user to undelete files through the use of a **.DLL**. When using such an add-on, an **Undelete** option is available under File Manager's **File** menu.

Recommendation
If you are deleting the application associated with the add-on, you should let CleanSweep remove the add-on.

Description
Filter files are used by programs to **sort** through data in order to quickly find information.

Recommendation
If you are uninstalling the application that uses the filter file, you should also delete the filter file.

Description
Within Windows, your applications are arranged into groups (or folders, if you are using certain alternative shells). Each group contains one or more components of a single program or several related programs. The group named on this line is the one in which the program you are attempting to uninstall resides.

Recommendation
If you are uninstalling all of the programs in the group (or the group's only program, if it contains only one) you should also delete the group itself.

Description

The Windows online help system includes the ability to create annotations -- that is, to add your own personal notes to a help **(.HLP)** file. These notations are saved in a file with the extension **.ANN.**

Recommendation

If you are deleting the application and its associated .HLP file, you should also delete the annotation file.

Description
Windows applications provide online assistance through the use of help files (with the extension **.HLP**) which are displayed by a program called **WINHELP.EXE** when you press **F1** or click on **Help**.

Recommendation
If you are deleting an application, you will also want to delete its help file.

Description
A program icon is a small graphics image that represents an application. When you double click on the icon, the program runs.

Recommendation
If you are uninstalling an application, you will also want to remove its icon.

Description
An icon is a small graphics image that represents an application or data file.

Recommendation
If you are uninstalling an application, you will also want to remove any icons that the program installed on your system.

Description
An **.INI** file is an initialization file containing configuration settings for an application. Some **.INI** files are installed in the program's directory; others are created in the main Windows directory.

Recommendation
If you are uninstalling an application, you will want to remove the application's **.INI** file, also.

Description
Some programs give you the option of creating a log -- a record of actions performed by the program -- which you can review later.

Recommendation
If you are uninstalling an application, you will want to delete any log files created by it.

Description
This is the executable file for the program you are attempting to uninstall.

Recommendation
If you are uninstalling the program, you will want to uninstall the executable file.

Description
Miscellaneous files are assorted files used by the application you are attempting to uninstall to perform various tasks or store information.

Recommendation
If you are deleting the application, you will most likely want to delete any miscellaneous files associated with it.

Description
One or more lines in your **WIN.INI** file contain **LOAD=** statements which reference files associated with the application you are uninstalling.

Recommendation
If you are uninstalling an application, you should remove any **LOAD=** statements which reference the application in order to avoid error messages as Windows loads.

Description
If the directory in which this program resides has been added to the PATH statement in your AUTOEXEC.BAT file, CleanSweep can edit AUTOEXEC.BAT and remove it.

Recommendation
Your PATH statement should only contain directories from which you will run one or more applications. If this directory and its files are removed, you should let CleanSweep remove its name from the PATH statement.

Description
One or more lines in your **WIN.INI** file contain **RUN=** statements which reference files associated with the application you are uninstalling.

Recommendation
If you are uninstalling an application, you should remove any **RUN=** statements which reference the application in order to avoid error messages as Windows loads.

Description
This executable file is specified in a **.PIF** (Program Information File) associated with the application you are uninstalling.

Recommendation
If you are uninstalling a program and its **.PIF**, you will want to remove any file referenced in the **.PIF**.

Description

Registry refers to a registration database called **REG.DAT** which contains information about your applications. This feature was introducted in Windows 3.1 and currently is utilized primarily by Microsoft products. The registration database is an alternative to the system of **.INI** files that is often used to store information about applications.

Recommendation

If you delete an application that is included in the Windows Registry, you should allow CleanSweep to delete its registration information.

Description
If you select this line, CleanSweep will remove this directory if it is empty when the files you selected have been deleted.

Recommendation
If you are deleting the application and all its associated files, you will likely want CleanSweep to remove the directory, also.

Description
If you are deleting a program that resides on a network server, you can replace that program with a Network Decoy copy of CleanSweep. When other users attempt to run the deleted application, the decoy copy of CleanSweep will run instead and remove remnants of the deleted program from their local drives.

Recommendation
If you are a network administrator, the network decoy feature of CleanSweep can be useful in maintaining workstations for which you are responsible.

Description
This entry will edit your **WIN.INI** file to include the line **SPOOLER=NO**. This line tells Windows not to use its Print Manager program to spool print jobs.

Recommendation
If you are uninstalling Print Manager **(PRINTMAN.EXE)** you should select this entry.

Description
Some programs use a setting file instead of an **.INI file** to store settings and options.

Recommendation
If you are uninstalling an application, you will want to uninstall any setting file associated with it.

Description
A startup icon is an icon that exists in a group or folder called **Startup**. All programs contained in the Startup group/folder are loaded each time Windows starts up.

Recommendation
If you are deleting an application, you should delete any icons associated with that application which are in your **Startup** group.

Description
Text files contain non-binary information used by or generated by a program.

Recommendation
Most such files are used only by the program in question. If you are removing the application, you would likely want to remove the text files. An exception might be files that are readable or usable by another application.

Description
Many applications store information in a section of your **WIN.INI** file. Each section contains a heading which identifies the program or the company which distributes the program. Some sections are used by more than one program, particularly if multiple programs were created by the same company.

Recommendation
If you are certain that no other program uses this section of the **WIN.INI**, you can delete it.

Some items on the list refer to groups of files. For instance, if you ask CleanSweep to uninstall a program that creates data files with the extension **.XYZ**, you might see a line that reads:

All files with the extension "xyz" on local drives (individually selectable)

If you select this line and then tell CleanSweep to **Uninstall,** you are presented with a list of all files with that extension that were found on your local drives. You can then select the files you want to delete.

Command Line Options

CleanSweep can be run via the Windows **Run** command by typing **CLNSWEEP** preceeded by the drive and directory where it exists and followed by any of these command line switches. (Commands are not case-sensitive.)

/group:group name

/program:program name

file

/exit

Examples:

To uninstall an entire group called **Art Programs** you would type:

C:\CLNSWEEP\CLNSWEEP /group:Art Programs

To uninstall a program called **Budding Artist** within a group called **Art Programs** you would type:

C:\CLNSWEEP\CLNSWEEP /group:Art Programs /program:Budding Artist

To uninstall a program whose executable file is called **ARTIST.EXE** you would type:

C:\CLNSWEEP\CLNSWEEP C:\ARTIST\ARTIST.EXE

To automatically exit CleanSweep after deleting all files associated with **ARTIST.EXE** you would type:

C:\CLNSWEEP\CLNSWEEP C:\ARTIST\ARTIST.EXE /exit

NOTE: In all of the above examples, replace **C:\CLNSWEEP** with the drive and directory where CleanSweep is installed.

This option instructs CleanSweep to **run** and immediately **analyze** the **specified group** to determine which files belonging to this group can safely be deleted. Replace **"groupname"** with the name of the group you wish to uninstall.

This option can be used **alone** (in which case the **entire group** is analyzed) or together with the **/program** switch (to uninstall a **single program** within the group).

This option tells CleanSweep which **program** within the specified group you want **to uninstall**. This option **cannot** be used alone, but must be used together with the **/group** switch.

To use this option, replace **"program name"** with the name of the program you wish to uninstall.

This option tells CleanSweep to **run** and **analyze** the specified file to determine which components related to the file can safely be deleted. Using this option is the same as selecting **Uninstall**, then **Browse.** It is a time saving feature for situations where you already know the exact filename.

When using this option, replace **"file"** with the **filename (including extension)** that you wish to delete.

This option tells CleanSweep to **close** when it finishes an **uninstall process**. It can be used **alone** or **with other command line switches**.

If CleanSweep is not accessible to everyone who uses the program, select **Multiple Copy**. When users attempt to access the program, those CleanSweep files which are required to uninstall the program will be copied to their workstations. These CleanSweep files take up about 700k of disk space.

Navigating with the Keyboard

If you prefer, you can perform all CleanSweep tasks using the keyboard.

1. To move among buttons on CleanSweep's main window or dialog boxes use one of the following methods:

- Use the **Tab** key.
- Use the **Up** and **Down** arrows.
- Press **Alt** and the underlined letter on the button.

2. To select options from the menus on CleanSweep's main window:

- Press **Alt** and the underlined letter on the menu.

3. To select items from a list of files or components:

- Press **Shift/F8** to enable keyboard selection mode.
- Move backward or forward through the list using the **Up** and **Down** arrows keys.
- To select a file, press the **space bar**.

Updating CleanSweep's Helper Technology

In order to provide more thorough and accurate uninstalls, CleanSweep uses Helper Technology, a database containing information on the files used by various software programs. By referring to this database, CleanSweep can accurately detect which files you can safely remove from your system.

CleanSweep refers to a file called CLNSWEEP.DAT when analyzing your programs and searching for components to uninstall. Quarterdeck is constantly updating this file as new products come on to the market, and new versions will be made available periodically from the following sources:

1. The Quarterdeck forum on CompuServe.

Type GO QUARTERDECK from any CompuServe ! prompt.

2. The Quarterdeck BBS.

Using your modem, call UK 01245 496943 or Ireland 01 2844381.
Set your modem for 8 bits, no parity, and one stop bit.

3. Quarterdeck's Internet FTP site.

Hostname: qdeck.com
Login: anonymous
Password: type your e-mail address here (e.g. john.doe@netprovider.co.uk)

Note: obtain the README file from ~\pub for file availabilty.

CleanSweep Online Help

Designed and Written

by

Kathy Hand

Uninstall Options

Select any of these options for a brief explanation:

Trial Run
Create Backup
Confirm Deletions
Save to Master Log

The amount of space that a file takes up on a drive, which is often larger than the actual size of the file. The difference is the result of the cluster size created by the particular drive partition. That is, the minimum amount of room required by a file -- no matter how small -- is determined by the size of the clusters in use on that partition, with the cluster size being determined by the size of the drive partition.

A drive partition between 16 and 127 megabytes in size uses clusters of 2k, with each file created on that drive taking up a minimum of 2k. Drive partitions from 128 to 255 megabytes contain 4k clusters, so every file on that drive consumes 4k of space even if the file is considerably smaller. Larger partitions use even larger cluster sizes, with the minimum amount of space required to store a file increasing accordingly.

you more.

If you prefer using CleanSweep with the keyboard instead of the mouse, see "Navigating With the Keyboard" in CleanSweep's online help system.

If you like, you can uninstall programs by typing commands instead of using CleanSweep's graphical interface. For information, see "Command Line Options" in CleanSweep's online help system.

CleanSweep's Find Unused feature (described in Chapter 2 of the manual) lets you delete unused graphic files. In addition to the graphics file formats listed in the manual, CleanSweep can find and delete .JPG and .XPM files.

If you are using an alternative Windows shell that allows you to drag program items onto the desktop (such as Quarterdeck's SideBar, Norton Desktop for Windows, or PC Tools for Windows) there is an alternative method for selecting a program to uninstall: just drag a program's icon to the Quarterdeck Cleansweep icon in the Quarterdeck CleanSweep folder.

1) Orphaned Programs:

An orphaned program is a program that does not have an icon in Windows (perhaps because the icon was deleted). If you are using SideBar and you use CleanSweep's Search feature to look for orphaned programs, it will find orphaned programs plus any programs that exist in nested folders (that is, folders within folders). Once you have searched for orphaned programs, look through the list carefully to verify that you want to uninstall the programs listed. See Chapter 2 of the CleanSweep manual for information on orphaned programs and the Search feature.

2) Minimizing Apps to the SideBar Desktop During a Search:

SideBar can be configured to minimize all applicatons to the desktop when the SideBar Desktop is selected from the Task List. (Other third-party shells may also provide a similar feature.) It is important that you do nothing that would cause CleanSweep to become minimized while it is searching for programs, unused files or duplicate files. If you minimize CleanSweep, the search process will terminate; when you return to CleanSweep, you will be back at the main menu.

When using CleanSweep's Search feature to locate orphaned Windows programs, CleanSweep may find files from certain programs that are not Windows applications. This is because some programs, particularly, certain DOS Extended programs, use a special internal format called NE (New Executable) File Format that causes CleanSweep to believe they are Windows apllications. After searching for orphaned programs, look through the list carefully to verify that you want to uninstall the programs listed.

If you are using CleanSweep on a system with a monochrome display, highlighted items in some dialog boxes may be difficult to read. This is a common issue for Windows programs running on monochrome systems. You can easily resolve the problem by changing the color that Windows uses for highlighted text. You can change Windows's colors in the Control Panel, normally located in the Main program group or folder.

You may have more than one program icon for a single program; for example, you may have an icon for the same program in different groups or folders. When uninstalling such a program, CleanSweep will remove only one of the program icons. To remove the other icons, use CleanSweep to uninstall from the groups that contain the icon, or delete the extra icons manually.

Near the end of Chapter 2 of the Cleansweep manual you will find information about uninstalling programs from a network drive. While uninstalling a program from a network drive, if you create a network decoy and select Multiple Copy CleanSweep will place several of its own files in the program's directory which you may want to manually delete later. Once you are certain that all users of the program have run the network decoy and deleted the program's files from their hard drives, you can delete these files from the program's directory on the network drive:

CLNSWEEP.DAT
CLNSWEEP.EXE
CLNSWEEP.HLP
CSTREE.DLL.

If you uninstall a program from a network drive and you do not create a network decoy, any workstation that attempts to start the application on the network drive will receive an invalid path message. Unless you have a reason not to delete the program's files on workstations, we suggest you enable the Create Network Decoy option.

In the unlikely event that CleanSweep cannot restore a backup file that CleanSweep created during an uninstall, you can use the widely-available utility PKUNZIP to restore the backup. CleanSweep's backup files are stored in CleanSweep's directory (by default, \CLNSWEEP) and have the extension .BUP or .BUS. To restore a CleanSweep backup with PKUNZIP, type the command PKUNZIP -D followed by the backup filename. You must include the extension on the backup filename.

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Very late in the testing process, our testing revealed that some users might experience difficulties viewing Microsoft Write (.WRI) files on certain video cards using certain drivers. A General Protection Fault may result if you view given Write files a number of times in the same session. Affected drivers include, but may not be limited to, the Diamond Stealth 224 Alpine 64 drivers and the ATI mach8 and mach32 (although not the mach64) drivers. This information is not intended to disparage these drivers or their publishers. The VGA and Super VGA drivers that come with Windows are not affected. Quarterdeck's developers are, at this writing, looking into the problem.

Certain display drivers associated with pcANYWHERE for Windows may cause some text elements on the screen to be truncated. This is believed to be card-specific, and our developers are looking into the problem at this time.