

# 1. What is QwikBak?

QwikBak is a file backup application suitable for backing up information and data stored on the hard disk of your computer. The advantage of QwikBak over other similar file backup applications is that it is:

- fast,
- efficient,
- minimizes the space used for backups by using standard zip compression,
- economical, and
- easy to use.

If you want to backup your information and data easily and with the least of hassle, QwikBak is the way to do it. Using QwikBak you may very well find that you can backup all your personal files in just a few minutes a month, not the hours it can take with other products.

# 2. How to use QwikBak

## Getting the best value from QwikBak

To get the absolute best value from your investment in QwikBak, you should read the separately provided document entitled "A Guide to Backing up Your Computer", a separate download available from the QwikBak web site at [www.qwikbak.com](http://www.qwikbak.com). This document tells you what you need to know to organize and run your backups so that you obtain the best protection for your information in the least time and with the least effort.

## Getting started

To get started using QwikBak and begin using it for backing up your information and data, read through the material in this help document so that you understand the concepts. Then you will be able set up your first backup profile and run your first QwikBak backup.

# 3. QwikBak pre-requisites

## Minimum requirements

To run QwikBak you will need the following:

- Microsoft Windows: 95, 98, 2000, NT, XP or later.
- WinZip: Version 9.0 or later along with the free additional command line support add-on, version 1.1 or later, available from the WinZip web site at [www.winzip.com](http://www.winzip.com) (WinZip is a registered trademark of WinZip Computing Inc).
- Alpha Five Runtime: version 5 or later (a separate download from the QwikBak web site).

To get the maximum advantage of the multi-user components of QwikBak, Windows XP is recommended.

## Checking for the minimum requirements

QwikBak comes with its own quick checker to verify a computer meets the minimum requirements. The checker is available as a separate download from the QwikBak web site or alternatively can be run from the QwikBak icon on your computer's Windows desktop once QwikBak is installed.

# 4. A cautionary

QwikBak is a file backup application but is unlike all other file backup applications because it is quick and effective and tailored to the needs of people who want to be able to backup their important data in just minutes a month, not the hours that it can take with other similar products.

However, to afford the maximum protection, you should not use a file backup application to backup your operating system and application software. The separately available document "A Guide to Backing up

Your Computer” explains why you should not do this and how to reliably backup your operating system and applications if you need to.

Beware of file backup applications that claim they can reliably backup your entire operating system and applications. They cannot, and any such claims should be treated with a healthy degree of scepticism.

## 5. QwikBak terms and concepts

### Profiles

QwikBak’s main concept is that of a backup **PROFILE**. A backup profile is simply where you record the settings you want to use for any particular backup. You can give a profile a name and then use it at any time for performing a backup.

There is no limit to the number of profiles you can define in QwikBak but you are allowed only one to be “active” at any time. An active profile is one that is always immediately available for performing a backup. You can run a backup using the active profile simply by double clicking the “run backup” icon on the QwikBak desktop or selecting it from the Windows start menu.

If you want to run a backup using a different profile, you just select another profile and make it the active one with just one mouse click. Then you run your backup using the new active profile. It’s that simple.

A profile contains the settings and options you want to use when QwikBak performs a backup. The profile contains:

- its name,
- the settings for a “full” backup
- the settings for a “changed files” backup
- “includes” and “excludes” for the files and folders you want included in and excluded from your backup.

### Full backups

In QwikBak terminology a full backup is not, as you might think, a backup of absolutely everything on your hard disk. Rather a QwikBak full backup is a backup of all the files and folders you define in a profile. It includes those you have defined in an “includes” definition and excludes those you have told QwikBak to ignore in the “excludes” definition.

For example, you may have set up a profile named “My documents backup” in which you have told QwikBak to include all folders and subfolders in the “My Documents” folder but excluding the “My Documents\temp” sub-folder and also excluding all files with .tmp and .bak extensions. A full backup for this profile therefore includes all the files that meets all these criteria.

### Changed Files backup

In QwikBak terminology a changed files backup is exactly the same as a full backup with the important distinction that only those files that have actually changed or been added since the previous backup are included. In the previous example a full backup created a backup of all the folders files that met the criteria defined in a profile. A changed files backup does the same but only for files that have changed or been added since the last backup.

### Why the distinction between Full and Changed Files backups?

QwikBak makes this distinction for one reason. Backups organized in this manner reduce considerably the time and effort required to completely backup information and data.

For example, you may elect to do a full backup of your “My Documents” folder once every three months and a changed files backup every day you use your computer. The full backup might be expected to take 10 to 15 minutes whereas the more frequent changed files backup might take less than a minute. There are more details on how to organize your backups and how you can achieve these sorts of times in the document “A Guide to Backing up your computer” available separately from the QwikBak web site.

## Differential and Incremental options for Changed Files backups

QwikBak allows one further refinement for changed files backups by providing a distinction between incremental and differential backups.

**Differential:** includes only those files and folders that have changed or been added since the last full backup.

**Incremental:** includes only those files and folders that have changed or been added since the last backup of any type (full or changed files).

The default changed file backup type is differential. If you are uncertain about the distinction or how to use it effectively, use the differential type as it's easier to work with. This will mean that all your latest files will be located in either the latest full backup or in the latest differential, you have only two places to look to find the latest version of a file. With an incremental changed files backup you may need to look in several backups before you find the file you want.

A recommendation. Do not switch between differential and incremental changed file backups in the same profile as it will become more confusing when trying to locate a file.

## 6. QwikBak components

The following are the main components of QwikBak. All are directly accessible from your QwikBak Windows desktop and from the Windows start menu.

- Check this computer for it's ability to meet the minimum requirements to run QwikBak
- Qwik audit - show all settings for the current active backup profile
- Qwik backup - run a changed files backup using the current active profile
- Qwik backup - run a full backup using the current active profile
- Qwik edit - to add, change and delete profiles
- Qwik profile - a quick way to remind you of the name of your current active profile
- View the latest changed files backup log
- View the latest full backup log
- View the cumulative-to-date Qwikbak backup run log



Figure 1 - The QwikBak desktop display

## 7. How to run a QwikBak backup

Running a backup using QwikBak couldn't be easier. Just double click with your mouse on the Qwik Backup icon on your Windows desktop (see figure 1) or use the same QwikBak start menu icon.

You can choose which of two Qwik Backup runs to use – a **full** backup or a **changed files** backup. Both these backups will use the settings in your current active profile to perform the backup.

Run a **full** backup when you first set up your profile, to initially create a backup of the folders and files you have specified in your profile. Thereafter perform a **changed files** backup. Doing backups in this manner will reduce the overheads and time taken to keep you backups fully up to date. You need only to run another full backup when your changed files backups become large or when you have other reasons to want to perform a full backup. For example, if you want to transfer all files to another computer, you may want to perform a full backup to ensure all the files that you need are in the one backup file.

If you use your computer every day for your profession, you may want to consider a monthly full backup and daily changed files backups. If you use your computer only one or two times per week, twice weekly changed files backups and three-monthly full backups may be more appropriate to your needs.

Remember to run a backup with no other applications running. File backup operations will not include any files that are open and being updated.

## 8. How to restore files

Restoring files from a QwikBak backup is simple. QwikBak backup files are in zip compressed format so it's just a matter of opening the backup file in your favourite zip compression product (e.g. Windows XP, WinZip, or whatever) locating the file you are after and then extracting it from the QwikBak backup file to the location you want.

If you need to locate a particular version of the file you want to restore just go to the latest full backup or changed files backup concerned. Recall that a differential backup (the recommended and QwikBak default) will contain all changed files and changed folders together with all those added since the last full backup. So you likely need to look in one backup file or two at the most. An incremental backup may require you to look in several backup files for the latest version because only changes since the last backup of whatever type are recorded there.

## 9. QwikBak backup controls and auditing features

QwikBak allows you to check your backup profiles and settings following a backup using any of the following capabilities.

- The changed files backup log contains a summary of the latest changed files backup.
- The full backup log contains a summary of the latest full backup.
- The run log contains summary of all your QwikBak backup runs, one line per run.
- The QwikBak backup file is in .zip compressed format. The comments within the zip file contain the profile settings used to create the backup file itself. These comments can be accessed using your favourite zip compression tool. For example, in WinZip open the compressed file and look under the comments option on the actions menu. Windows XP has the ability to view inside QwikBak compressed backup files but alas not to see the full details of the included comments.

You can also see all details of the current active profile by running a Qwik Audit.

```

QB_audit.txt - Notepad
File Edit Format View Help
QwikBak audit results: program options and settings, copyright PGSD Software, http://www.pgsd.co.nz
OS type: WIN32_NT
Time stamp: 2004-07-21 16:30
WinZip path: D:\PROGRA-1\WINZIP\winzip32.exe, date created: 2004-02-11
WZip path: D:\PROGRA-1\winzip\WZZIP.exe, date created: 2004-02-16

ALIAS for this install: QwikBak

INSTALL settings follow
Version name: QwikBak beta 0.98.02.356j
QwikBak database name: Database For Qb_Settings.adb
Program install folder: D:\Program Files\PGSD\QwikBak
Data folder for logs: e:\MyDocs\QwikBak
Temporary folder: C:\DOCUME-1\brett\LOCALS-1\Temp\is-VB6A5.tmp
Application AS database folder: C:\Documents and Settings\brett\Application Data\PGSD\QwikBak

RUN settings follow
Audit flag: off
Active profile name: QwikBak sample profile #1
Profile record number: 1
Use Alpha Five runtime: yes
Window run size: min

FULL backup settings follow
Backup to folder: c:\backups\temp (file system: NTFS, type: fixed, free space: 6706.2 MB)
Relative/absolute folder names: abs
Include hidden/system folders and files: yes
Show run dialog boxes: yes
Include sub folders: yes
Split size (Mbytes): 0
Backup type: full

CHANGED FILES backup settings follow
Backup to folder: c:\backups\temp (file system: NTFS, type: fixed, free space: 6706.2 MB)
Relative/absolute folder names: abs
Include hidden/system folders and files: yes
Show run dialog boxes: yes
Include sub folders: yes
Split size (Mbytes): 0
Backup type: diff

INCLUSION folder details follow:
File name: C:\Documents and Settings\brett\Application Data\PGSD\QwikBak\include.txt
; This is a sample profile just to show a few examples of how QwikBak handles inclusions and exclusions.
; Note how anything to the right of a semi-colon is just a comment and is ignored by QwikBak when running a backup
Ln 10, Col 39

```

Figure 2 - The Qwik Audit display

The QwikBak run log is a comma delimited .csv file and can be imported into a spreadsheet for sorting and re-presentation. But note that the QwikBak run log is protected against inadvertent alteration so if you want to save any changes you make to it you should give it another name and place it in another location.

## 10. QwikBak backup file naming

Qwikbak names its backup files so that you can readily see at a glance just what the backup file relates to. Here is the layout of a QwikBak backup file name:

Backup profile name	The name of the profile used to create the backup from
Date of backup	ISO standard date format YYYY-MM-DD, e.g. 2004-06-30
Time of backup	24 hour clock format HHMM, e.g. 2117 for 09:17 pm in the evening
Backup type	Full backup will be "full" Changed files differential backup will be "chgf-diff" Changed files incremental backup will be "chgf-incr"
File extension	.zip

Here are some examples:

- "MyDocs backup 2004-06-30 2320 full.zip"
- "MyDocs backup 2004-07-01 2345 chgf-diff.zip"

## 11. Backup profile settings

Qwik Edit is the component of QwikBak used to:

- create, change and delete backup profiles,
- select a profile and make it the current active a profile, and
- perform automatic and manual backup file splits.

All QwikBak backups are performed using the settings in your current active profile accessed by running the Qwik Backup icon on your desktop or on your Windows start menu.

Here is the Qwik Edit main display.

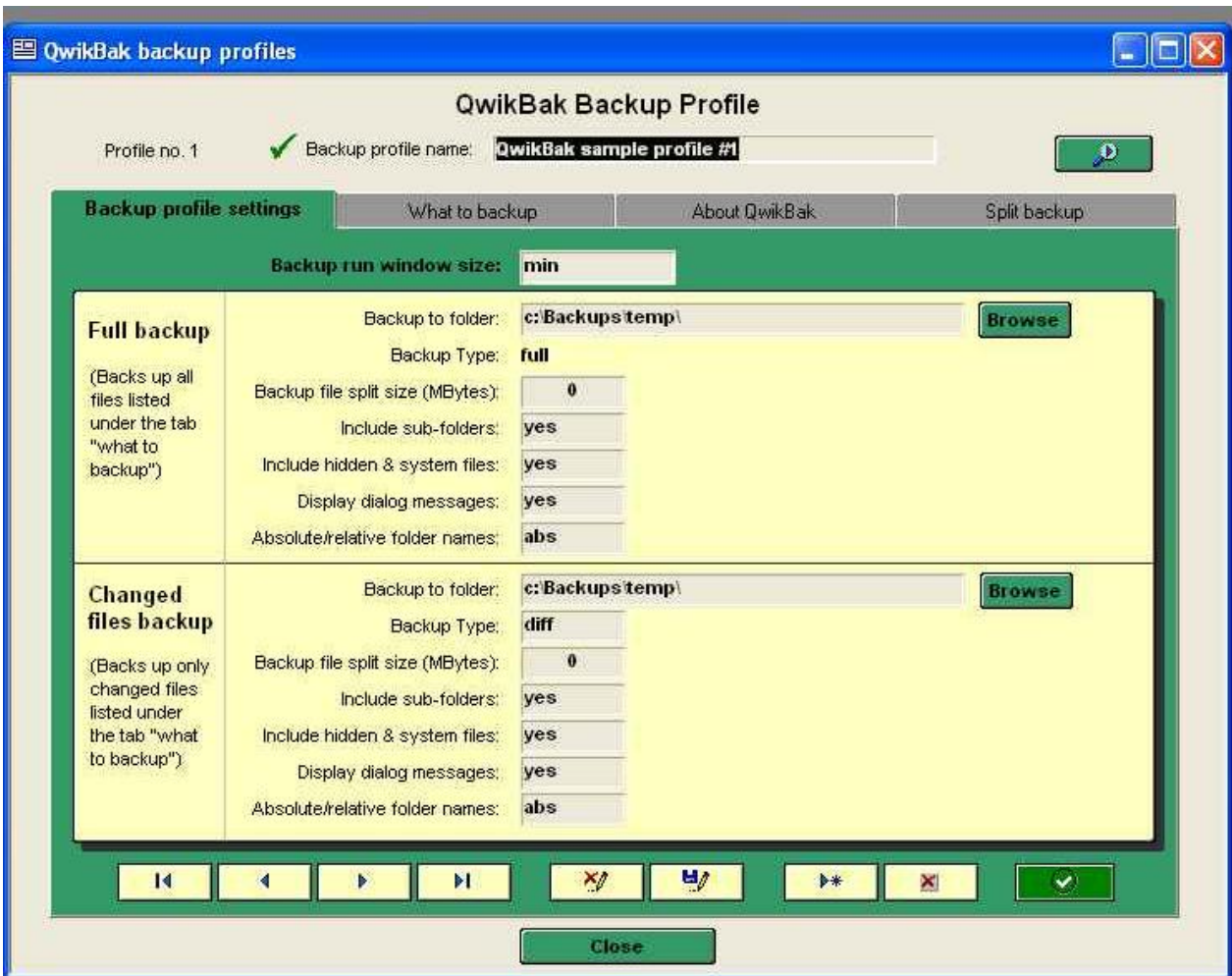
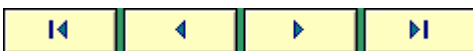


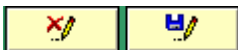
Figure 3 - Qwik Edit main screen

The Qwik Edit main display screen consist of three related tabbed screens. The first of the three tabbed screens is shown in figure 3. This is where you record and display settings for a QwikBak backup profile.

The following is an explanation of the components of his display:



The profile navigation buttons that go to, respectively, the first, previous, next and last of your profiles. Profiles are arranged in the order created and numbered 1 through the number of the last one entered.



The current profile change buttons that, respectively, delete and save changes to the current displayed profile.



The add and delete buttons that, respectively, add a new profile or delete the existing profile.



The button that turns the displayed profile into the current active profile. Note that the current active profile is always displayed with a green tick to the left of the profile name – see Figure 3 - Qwik Edit main screen.



The quick navigation button. Clicking on this button takes you directly to the current active profile.

Here is how the profile buttons are used when maintaining profiles.

### Add a new profile

Click on the yellow add profile button. Then fill in the details on the profile screen and click on the save current profile change button.

Profile names must adhere to the following two rules, they must:

- be unique, no two profiles can have the same name,
- not contain any of the following reserved characters: / ? < > \ : \* | " ^ ~ . (a period).

Select an option for the backup run window size:

- minimized: this is the recommended default
- maximized
- hidden.

This setting applies to both full and changed files backups.

Now complete the following details for the full backup part of your profile.

**Backup to destination:** Click and browse to the location where you want your backup to go or just type in the location. QwikBak will warn if this folder does not exist but you can ignore the warning if you know better.

**Backup type:** Always "full" (cannot be changed).

**File split size:** If your backup is going to a media or destination where there are constraints on the available space or maximum file size, type in a value that you would like QwikBak to restrict the backup file size to in MBytes. For example, on a CD you may wish to set this value to 640 MBytes or smaller if using rewritable media. Leave this value set at the default of zero if you do not want the maximum size of your QwikBak file backup restricted to any particular value.

**Include sub folders:** If you want sub-folders of the folders you specify in your profile included in your backup, leave this setting at "yes", the default. If you have reason to not want sub-folders included, select "no".

**Include hidden and system files:** Normally you do not need to worry about this setting but make sure it is set to "yes" if you have system and hidden files included in folders that you want backed up.

**Display dialog messages:** The QwikBak backup run will by default always display any necessary messages via dialog boxes during the backup run. These dialog boxes automatically cancel after a preset period (7 to 30 seconds) if not responded to. If you want QwikBak to run silently without dialog boxes displayed (not recommended) you may specify "no" here.

**Include absolute/relative folder names:** QwikBak will include absolute or relative folder names for all files backed up. Set this to "relative" if you only want path names to be relative to the folder name identified under the "includes" part of your profile settings. For example if you specified you wanted all files in the "c:\my documents" folder included in your backup and you specified that you wanted all subfolders included, files in the "c:\my documents\temp" would be backed up and show a path name of "c:\my documents\temp" if absolute was the selected option, but only as "\temp" if relative folder names was the selected option.

To select the options for a changed files backup under the same profile name, chose again the options you wish to apply as you did for the same profile's full backup, the only difference being that you may

select a backup type of differential or incremental. If you are not sure of the distinction, choose the default option of differential that will be correct for most circumstances. The difference between each is explained in the earlier section on “QwikBak terms and concepts”.

Now that you have created a new profile, you will want to go to the “What to backup” tab to enter details about the files and folders you want included in and excluded from your backup (see the following section).

### Change an existing profile

To change the current displayed profile, click in the field where you want the change made, type in your change, then click on the save changes button.

### Delete an existing profile

To delete the current displayed profile, just click on the delete profile button. You will be asked to confirm the deletion.

QwikBak will not allow you to delete the current active profile. There must be one profile active at all times so to delete the active profile another has to be made the active profile first. Then the profile that was formerly the active one can be deleted.

## 12. What to backup

The second tabbed screen of the Qwik Edit main display screen is where you specify files and folders that you want included in, and excluded from, your backup.

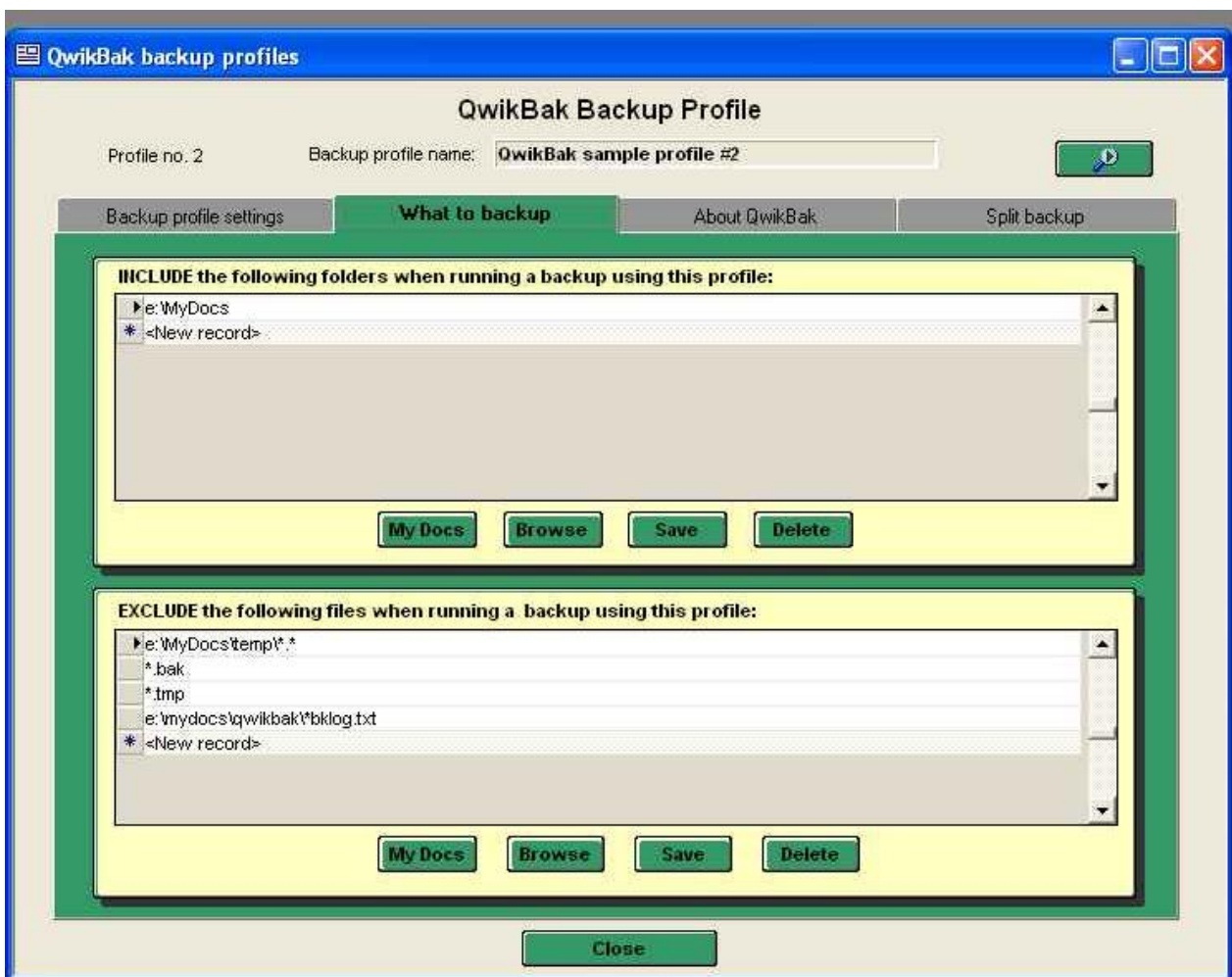


Figure 4 – Qwik Edit backup profile includes and excludes

Note there are two separate but similar work areas for you to identify firstly, the files and folders you want to include in your backup and, secondly, the files and folders you do NOT want included. Here are rules and guidelines on how to correctly specify includes and excludes.

- a. You may include and exclude as many folder and file entries as you wish on the lines provided. Only one entry must be entered on each line. If required, up to 160 characters may be entered on any one line.
- b. You may enter comments on any line. The comments are ignored by QwikBak when you run a backup. Anything on a line to the right of a semi-colon (;) is treated by QwikBak as a comment.
- c. Click on the <new record> entry to add a new item to a line, followed by the browse button to navigate to the folder or file you want to include in your backup. Once you have found the item you want, click on the “OK” button in the navigation window followed by the “save” button as shown above.
- d. Alternatively you may type in directly a folder name or file name.
- e. If you are working in Windows XP, NT or 2000 and are unsure of the exact location and name of your “My Documents” folder, position your cursor at the location where you want the name to be copied and press the “My Docs” button. The correct name of this folder will be copied in at the cursor location you have selected.
- f. You may include wild card entries in you specifications for files and folders, but these are not normally required. For example, an include specification for the folder “c:\my documents” (without the quotes) will include all files in this folder (and subfolders too if you have selected the include sub-folders option). This entry would achieve the same outcome as an include specification for “c:\my documents\\*.\*” (without the quotes).
- g. You do not have to include double quotes at the start and end of a folder or file name if the name includes spaces.
- h. It is recommended for simplicity that instead of mixing combinations of both folder and file names in complex arrays of includes and excludes statements, you start off by following the general rule “include folders, exclude files”. Only when you are fully conversant with how to use includes and excludes correctly should you attempt to use more complex combinations. QwikBak does not restrict your use of complex combinations of includes and excludes. But to avoid problems early on you should at least keep these combinations as simple as possible to make sorting out possible problems easier.
- i. If you want a particular file excluded from your backup, use a fully qualified path and filename, for example: c:\my documents\wp\temp.doc. If you specify just the file name, the exclude statement “temp.doc” without the path qualification will exclude all such files with the same name in whatever folder they exist.
- j. There is one trick to watch out for and here is an example. If you want to include all sub-folders to a particular parent folder except for sub-folders that you wish to specify, use the technique as shown in the following example:

```
include:      c:\my documents
exclude:     c:\my documents\temp\*.*
```

That is to say make sure you include the “\\*.\*” on the exclude statement otherwise this folder will be included. This example of course assumes you set the “include sub-folders” option in your profile. If you didn’t, none of the sub-folders will be included.

### 13. “About QwikBak”

The third tabbed screen of the Qwik Edit main display screen is where your registration details are recorded. If you have not registered or are still trialling QwikBak, this display will look like the following.

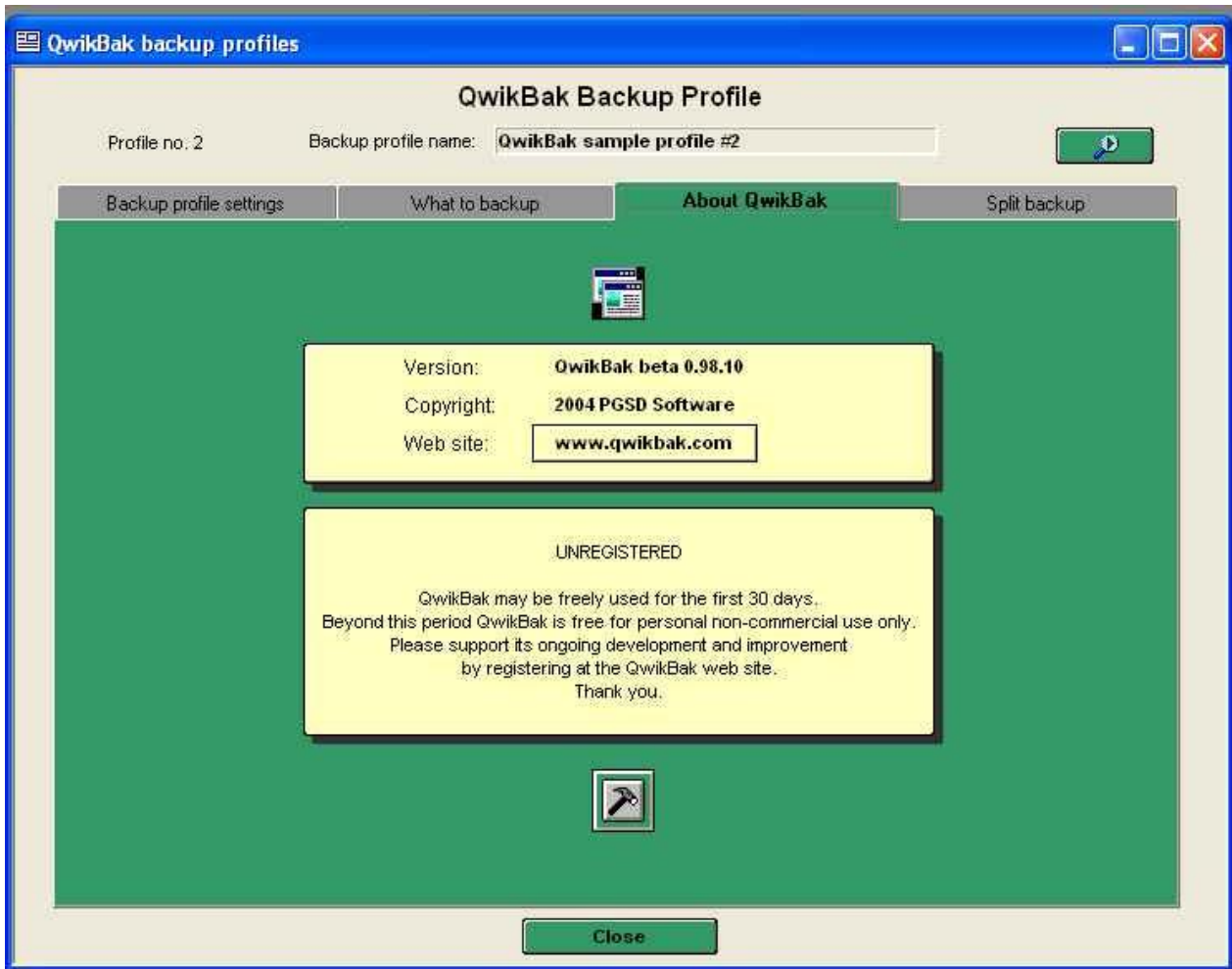


Figure 5 - The "About QwikBak" display

If you are a registered owner of QwikBak, your own registration details will appear in place of the "unregistered" text.

## 14. More about backup file splitting and large backups

### File splitting overview

QwikBak allows you to specify in a profile the maximum size in MBytes you want a backup file to be. You may want to use this capability when you are intending to copy the backup file to CD. In this case you would want to ensure each "chunk" of the backup file was no larger than the available size of the CD.

The maximum size of each chunk of the backup file is determined by the file split size setting. For example, if you knew a backup was likely to achieve a total size of 1500 MBytes and you wanted it to fit on CD, you might decide to set the split size to 630 MBytes which would result in:

- an original backup file size of 1480 MBytes (say)
- three backup file chunks:
  - the first two chunks of 630 MBytes each
  - the last one chunk of 220 MBytes.

Because QwikBak creates the backup file first and then creates the chunks, this means that the original backup file is still available and therefore the media on which it is contained must be large enough to contain both it and all the chunks.

For these reasons it is not a good idea to run large backups directly to removable media. Instead they should be run and resulting backup files placed on hard disk before the chunks are copied to removable media.

## File splitting example

In the following example the backup file for a full backup is 414 MBytes in size. This file has been split into smaller chunks using a file split size setting of 100 MBytes (102,400 KBytes).

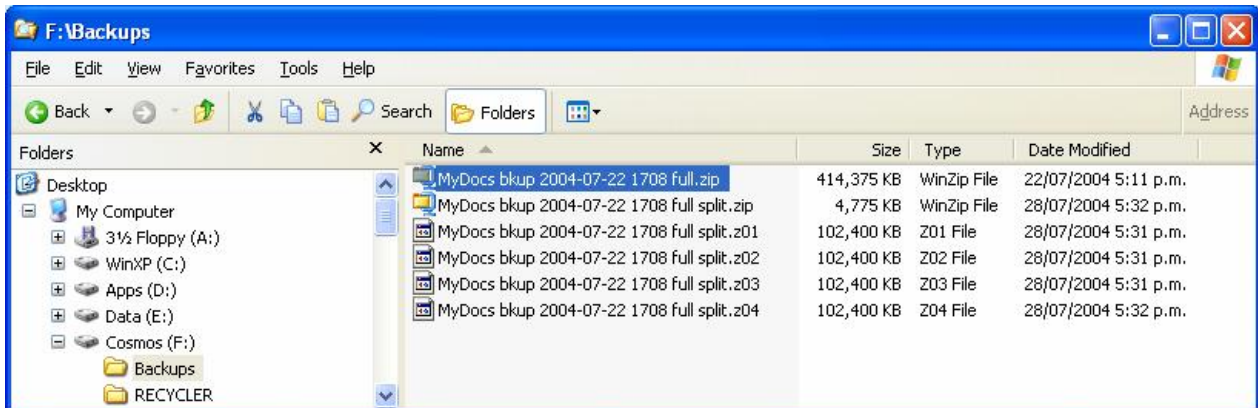


Figure 6 – Backup file splitting example

The highlighted file is the original full backup file QwikBak has created. The other five files shown are the chunks the original file has been broken up into, that is four at 102.4 MBytes each plus one of 4.775 MBytes. [1 MByte equals 1,024 KBytes – see section 19 following.]

QwikBak has appended the text “split” to the name of the chunk files so that these can be readily discerned from the original backup file. All the chunk files have been allocated a file extension of z01, z02, z03 etc, except for the last chunk, the smallest one. It has a standard .zip file extension name.

The smallest backup chunk file, the one with the .zip extension, contains the directory for all the files in the split backup. This chunk file can be opened normally by WinZip and files located and restored, even those files in other chunks. WinZip will ask for the chunk file if you want access to a file that is in a chunk other than the one containing the directory. The other chunk files can only be accessed through the directory chunk file.

## FAT and FAT32 considerations

There is a limit of 4GBytes to the maximum file size of any file on a hard disk partition formatted with FAT or FAT32. It is therefore a good idea if you expect the compressed backup file might exceed this limit to specify, in the backup profile you will be using, a split size of something like 3980 MBytes, just a little bit below this limit. You will then ensure your backup will not fail when it reaches the limit.

## How to overcome hardware storage limits

Unfortunately, there is not a lot that can be done by software to overcome physical hardware constraints such as those described above. The approach that QwikBak uses is to provide documentation of the nature of the problem, and how to minimize the effects, and simple methods such as use of the split size option so you can work around the constraint. QwikBak does this, most other products don't.

And of course there is one solution that will avoid this problem completely. If you direct your backups to a second hard disk, and preferably an NTFS formatted partition, you will be able to backup your information and data more reliably.

## 15. Splitting your backups – automatic and manual splitting

QwikBak provides two methods of splitting your backups into smaller chunks. A split size can be specified:

- on a backup profile selected in the “backup profile settings” tab in Qwik Edit (see Figure 3 - Qwik Edit main screen), this is an automatic split; and
- on the “split backup” tab (see Figure 7 - The “split backup” screen), this is a manual split.

Both these methods fulfil different needs:

Use an automatic split when you are sure there is sufficient space for both the backup file and all the file splits when, for example, you want to burn the split files to a CD later in a separate process.

Use a manual split when you wish to check out later, after a backup has been completed, whether or not a backup can be performed successfully using the media concerned or to test the media.

A manual split allows the selection of an alternate location for the split files whereas an automatic split places the original backup file and splits in the same location.

To see if the backup has been performed successfully, check the backup log to ensure the operation has not been interrupted due to a lack of space.

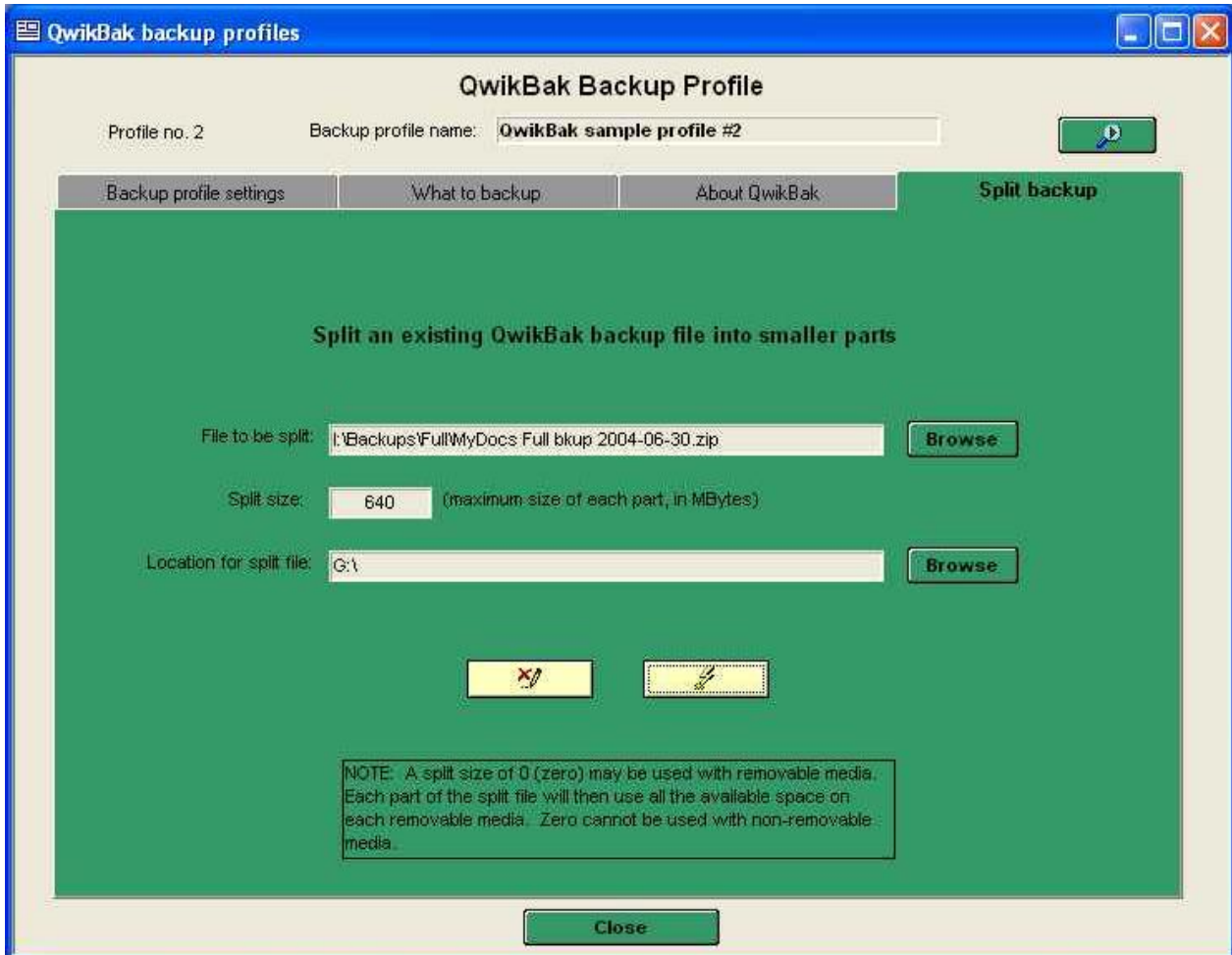


Figure 7 - The “split backup” screen

To split an existing QwikBak backup file into smaller parts (refer to figure 7):

- select the name of the file by typing in the full name into the “file to be split” field, or click on the browse button to find the file,
- enter the desire split size in MBytes,
- enter the location for the file splits to go, or click on the browse button to find this location.

To run the file split, click on the “do it” button (the yellow button on the right). To clear the three fields of data, click on the “erase contents” button (the yellow button on the left).

Several checks will be carried out on clicking the “do it” button. For example, the available space on the media at the location specified in the third field will be checked against the size of the backup file and the size of the proposed splits. Any errors discovered will be advised.

The split backup operation has been designed for use with QwikBak backup files but may in fact be used on any compressed zip file to split it into smaller parts. QwikBak allows a minimum split size of 1 MByte and for up to, and including, 99 smaller parts to be created from the one file.

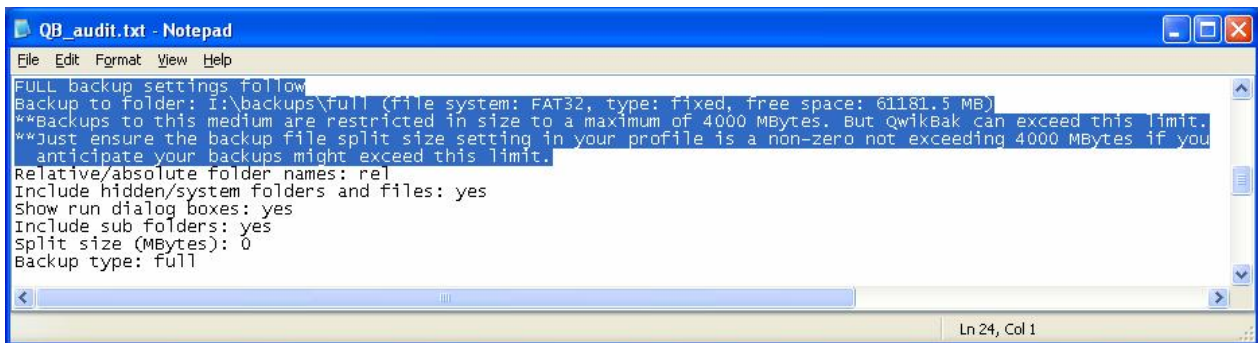
## 16. Checking your media

### Overview

After reading the previous section you may have some concerns about whether your media are suitable for large backups. Help is at hand because QwikBak includes some intelligent checks to verify your media are suitable. QwikBak will not prevent you from using these media but it will warn you if it determines there may be a problem.

### How to check your media

To check your media, just run Qwik Audit from the QwikBak icon on your Windows desktop or from the QwikBak start menu. Qwik Audit will tell you the type of media your current backup profile will use and whether there might be any problems with it. Here is an example.



```
QB_audit.txt - Notepad
File Edit Format View Help
FULL backup settings follow
Backup to folder: I:\backups\full (file system: FAT32, type: fixed, free space: 61181.5 MB)
**Backups to this medium are restricted in size to a maximum of 4000 MBytes. But QwikBak can exceed this limit.
**Just ensure the backup file split size setting in your profile is a non-zero not exceeding 4000 MBytes if you
anticipate your backups might exceed this limit.
Relative/absolute folder names: rel
Include hidden/system folders and files: yes
Show run dialog boxes: yes
Include sub folders: yes
Split size (MBytes): 0
Backup type: full
Ln 24, Col 1
```

Figure 8 - Qwik Audit media checking feature

In this example Qwik Audit tells us that the media we are proposing to use for a full backup is formatted as FAT32. It has a 4,000 MByte file size limit and there is 61,181.5 MBytes of free space available. QwikBak also suggests what can be done to avoid the FAT32 4,000 MByte maximum file size constraint.

If you want to check removable media using Qwik Audit, first insert one of your removable media into its drive housing and then run Qwik Audit. Qwik Audit will also tell you if it cannot use the media for backups. In the above example, QwikBak can use this media.

Note that Qwik Audit runs its checks using the current active profile. If you want to use another profile, just run Qwik Edit and select the profile you want to check.

## 17. For expert users – the multi-user features in QwikBak

### Overview

QwikBak supports an advanced feature for expert users called “aliasing”. The full effects of this feature are available to Windows XP, NT and 2000 users through the multi-user capabilities of these operating systems.

Aliasing is particularly useful for those users who want to have more than one profile active at any one time and for those who want to install QwikBak on their computer for their own use so that other users of the same computer cannot see, use or alter their profiles.

QwikBak also allows other users of the same computer to install additional copies of QwikBak for their own use and for this use not to interfere with use of QwikBak by others. Under the QwikBak license agreement you may have one or more copies of QwikBak installed on any one computer, all covered by the one license.

Using the aliasing feature of QwikBak any one user (as identified by a Windows logon name) may create one or more QwikBak aliases. Each alias has its own name. The default alias name is “QwikBak”.

Any other user (again, as identified by a different Windows logon name) may create one or more QwikBak alias with the same or different names those aliases of other users.

The additional use of disk space for aliasing is less than 2 MBytes per alias. Core components of QwikBak are shared between aliases but each alias gets its own copy of application and data files. In this way the overhead of additional QwikBak aliases is minimized.

## Creating a QwikBak alias

A new QwikBak alias can be created by running the QwikBak installer again and selecting a new name from the supplied default of “QwikBak”. When you first install QwikBak using the QwikBak default alias, QwikBak behaves normally with no additional features available. When another install is run using a name other than “QwikBak”, other features are automatically enabled giving full effect to the aliasing feature.

Observable differences with aliasing enabled will be as follows:

- Qwik Edit will display the alias name on its windows,
- the alias name and its install path show on the bottom left side of the Qwik Edit main window, and
- an extra icon will appear on your Windows desktop and the Windows start menu for each alias.

Note that these observable differences will apply to all QwikBak aliases but not the “QwikBak” default alias.

## 18. Uninstalling QwikBak

To uninstall QwikBak from your computer, go to the Windows control panel, double click on the “add or remove programs” button and scroll to the entry for QwikBak. Click once on the “Remove” button and QwikBak will be uninstalled from your computer. There is only one entry for QwikBak even if it has been installed several times under different aliases.

Running the QwikBak uninstaller in the Windows control panel uninstalls all QwikBak aliases for the current user but does not uninstall other users’ aliases and data.

## 19. QwikBak file size convention

QwikBak uses the same file size convention as used by Microsoft Windows Explorer, namely:

1 kilobyte (KB)	=	1,024 bytes
1 megabyte (MB)	=	1,024 KB
1 gigabyte (GB)	=	1,024 MB