



D I S K C O P Y

***e*-Disk Diskette Utility**

A simple utility for the electronic transfer and quality control of your master diskettes from your home or office to our duplication facility.

- **Save shipping cost**
- **Save turnaround time**
- **Increase quality control**
- **Use our expert QC procedures in your facility**

About *e*-Disk

The *e*-Disk utility will read your master diskette, including Volume Name, data, format, and even empty space. All of this information will be stored in a single file whose name you chose (up to 8 characters), with an extension automatically named based on the capacity of the master diskette (.720, .144, etc.). This program will work for all DOS sizes and densities, and Macintosh 3.5" High Density Diskettes. This program does not work with Macintosh Low Density (800K) diskettes.

As the utility reads the diskette, it generates a checksum number. This checksum number is used by Diskcopy to ensure that the archive was sent to us correctly. It can also be used to double-check the duplicated software that you receive from Diskcopy.

Installation and Use of the *e*-Disk Program

Installation

1. From Windows File Manager or Windows 95 Explorer, copy the file *e*-Disk.exe from your floppy drive to the any location on your hard disk (preferably in a location that is easily accessible). If downloading from the Internet, simply download the file to the location of your choice.

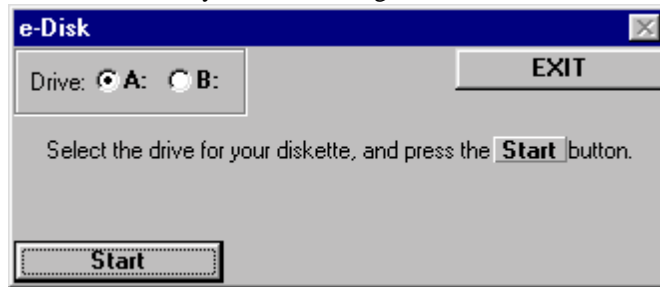


e-Disk.exe

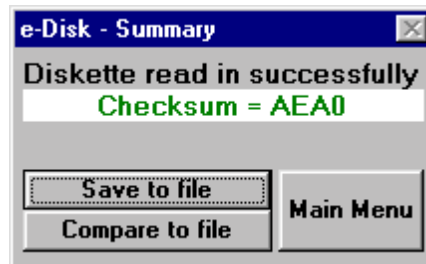
Using the Program

1. From Windows File Manager or Windows 95 Explorer, double-click the *e*-Disk.exe icon. This will bring up the main window.

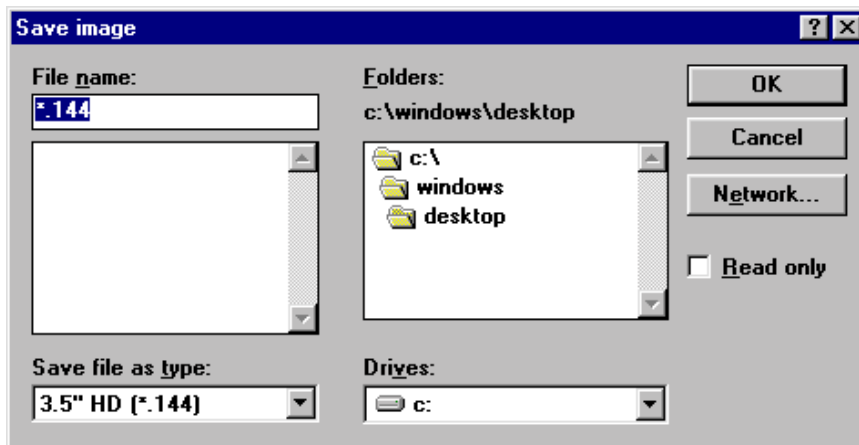
2. Place the diskette you wish to archive into the floppy drive. In the upper left corner of the main window mark the corresponding radio button for the drive you are archiving from. Press the start button to begin archiving



3. When the process is complete you will be presented with a summary screen which displays the unique checksum number. Please record the checksum number at this time. This information will be needed to be given to Diskcopy so after expanding the file, we can test the checksum, and be certain we are using the correct disk. At this time, you have the option to save the image, compare the image to an existing file, or to return to the main menu to either quit or archive another diskette.



4. To create an image file of your diskette press the “Save to file” button. This will bring up the save image window. Navigate to the appropriate directory (the location of the e-Disk.exe file will be the default directory) using the Folders and Drives selection windows. Enter a name for your image file (up to eight characters) and use the default file extension. Hit “OK” when you are ready to save. If you are creating multiple images please record the checksum numbers and corresponding image file names for each diskette.



5. Optionally, you may compress the image file you have created using a PKZIP compatible utility such as the one located at www.winzip.com. Compressing your diskette image may significantly decrease your uploading time depending on the content of your diskette.

Uploading Masters to Diskcopy

Please visit our website (www.diskdupe.com) for complete instructions on transferring you images to our site. To send your master to Diskcopy, simply open your e-mail program and create a new message. Address your e-mail to masters@diskdupe.com. In the body of the message, state the name of the archive, the title of the diskette, and the checksum. Then select the "Attach File" option from your software, and select the appropriate archive (use the file selection window, then click on the correct file). As always, you can call in or fax us your order, or you may send all order details in the body of your e-mail, as long as your CSR is aware of it. Just be certain that we know who you are. Leave us your name, company, and phone number. Upon receiving your e-mail, we will expand your archive, transfer it to our duplication network, and verify the checksum. If the checksum doesn't match yours, we will notify you of the problem. If they do match, production will begin immediately.

Additional notes on e-Disk

The e-Disk program allows you to calculate the checksum of a diskette without generating an archive. If you are going to send physical diskettes to Diskcopy for duplication, it is a good idea to checksum each diskette before you send them. Let us know what the checksum is, and we can make sure we are duplicating the correct diskette, and that it was not damaged in shipment. Upon receiving your duplicated diskettes from Diskcopy, you can run the e-Disk program on a copy to ensure that the copies are the same as the original. Any alteration to the data on a diskette, no matter how minor, will change the resulting checksum. If the checksum of the original master matches the checksum of a copy, you can be certain of a good copy. You may also use the e-Disk utility to compare duplicated diskettes to an image stored on your hard drive by pressing the "Compare to file" button and selecting the appropriate file.

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