

QUE®

KILLER WINDOWS™ UTILITIES

Walter R. Bruce III et al

超级WINDOWS实用程序

清华大学出版社



Prentice-Hall



TP319

K48

9560128 9560128

馆藏书

号 321 字 资 源 (京)

文 艺 部 内

諸君了却繩子两个 OS 四部制著字名約，並邀采 6 吉頭，報考本封 zwobm™ 遊高第一長兵
四長力甚於，其時也。其時也。其時也。其時也。其時也。其時也。其時也。其時也。其時也。
KILLER WINDOWS™
UTILITIES

超級 WINDOWS 實用程序

Walter R. Bruce III et al

此書為大學生的必讀書，內容豐富，圖文並茂，易於理解，適用於各類大學生、教師及工程師。
本書內容包括：Windows 環境下的文件管理、系統配置、應用程式開發、網際網路技術、多媒體技術等。
本書還提供了許多實用的工具程式，如：剪貼板管理器、資源管理器、任務管理器等。



E9560128

清 华 大 学 出 版 社
Prentice-Hall International Inc.

(京)新登字 158 号

内 容 提 要

这是一部高级 Windows 技术手册, 配有 3 张磁盘, 内含专家精选的 20 个程序提供了目前 Windows 尚不能提供的许多性能, 使用户工作得更快、更灵活, 承担的任务更多。全书共分四部分: 首先介绍如何裁剪窗口界面, 通过使用所附程序增强窗口功能, 如增强 Windows 3.1 桌面功能, 增大屏幕空间, 改善多任务操作, 快速、简便地使磁盘格式化和复制磁盘, 管理、修改图标, 窗口微调, 控制窗口启动; 其后介绍如何充分发挥已有硬件的能力, 如运行 Windows 3.1 的硬件最低要求, 充分利用内存、硬盘空间和其它资源, 增强盘驱动器, 加速视频显示, 使用鼠标器及其它点针式设备; 接着介绍如何提高窗口性能, 如改进窗口效率, 更方便使用 Windows, 某些用于窗口应用程序的热门技术, 使用对象连接和嵌入, 运行 DOS 应用程序的诀窍, 使用打印机在 Windows 3.1 上打印并获得所需要的字体。最后介绍远程通信、组网、病毒检测、多媒体、笔式计算及用 Visual Basic 编程。

© 清华大学出版社/Prentice Hall Inc. 1994
版权所有。

本书任何部分之文字, 未经出版者书面同意,
不得用任何方式抄袭、节录及翻印。

Original edition published by Que Corporation. Copyright © 1993. This reprint jointly published by Tsinghua University Press/Prentice Hall. This edition is authorized for sale in mainland China only.

中国〔大陆〕版
KILLER WINDOWS™ UTILITIES
超级 Windows 实用程序
Walter R. Bruce II et al

清华大学出版社
Prentice-Hall Inc.
北京 清华园
清华大学印刷厂印刷
新华书店总店科技发行所发行

开本: 787×1092 1/16 印张: 85.75
1994年8月第1版 1994年8月第1次印刷
印数: 0001—1000
ISBN 7-302-01514-7/TP · 614
定价: 174.00 元

About the Authors



Walter R. Bruce III has written several books for Que. He also has written several instructional texts for use in intermediate and advanced workshops on using popular microcomputer software packages. He also has led workshops for government and private industry clients from coast to coast. Walter is a licensed attorney who practiced for three years in North Carolina and six years in the U.S. Air Force.

Patrick J. Burns is an established author, an expert in spreadsheet development and a lecturer at the University of California at San Diego. His work in the computer field also includes the Beta site testing, confidential review, and program development of software packages for major publishers.

Author of the best-selling books *Windows, Word & Excel Office Companion*, and *Using Quattro Pro 4, Special Edition*, he has written and contributed to 16 other books about using Windows, Word, Excel, Quattro Pro, 1-2-3, and WordPerfect.

Burns holds a Bachelor of Science in finance with a minor in economics. A native of Pennsylvania, he is a worldwide traveler who has lived in Europe and Asia. He is a founder and principal of Burns & Associates, a professional consulting firm based in San Diego, Calif.

Michael L. Hader is the founder and president of Hader & Associates and its subsidiary, Atrium Learning Center, since 1983. He has written three books about Novell NetWare and Microsoft Windows: *Mastering NetWare*, *NetWare Troubleshooting*, and *Networking Windows 3.1*. He has been an active professional in the computer industry for the past 20 years. Hader began developing and teaching technical training courses in 1984 to meet the needs of a growing population of PC users. He divides his time between software research and consulting, course and book development, and teaching high-level seminars on networking and Windows topics throughout the United States, Canada, Great Britain, and Australia. Hader holds an MBA from Pepperdine University.

Sarah Holland has been working with computers for 11 years, starting in the first year of high school. Along the way, she has programmed in Integer Basic, Applesoft Basic, Logo, Commodore Basic, UCSD Pascal, Apple Pascal, Turbo Pascal for CP/M, Forth, GW Basic, Turbo Pascal for DOS, Quick Basic, a number of macro languages, and, of course, Visual Basic, her all-time favorite. Currently, she uses Windows almost exclusively and is eagerly waiting for "the mythical next release—the one that will make it all work perfectly."

Roger Jennings is a consultant specializing in Windows database and multimedia applications. He was a member of the Microsoft beta-test team for Windows 3.1, Windows for Workgroups, the Microsoft Audio Video Interleaved (AVI) APIs, Microsoft Multimedia Viewer, and the Microsoft Professional Toolkit for Visual Basic. He is the author of *Discovering Windows 3.1 Multimedia*, *Using Access for Windows*, Special Edition, and *Using Visual Basic*, and was a technical editor for *Using Word for Windows 2*, Special Edition, and *Using Windows 3.1*, Special Edition, each published by Que Corporation. Roger can be contacted on CompuServe by using ID 70233,2161 or through the Internet at 70233.2161@compuserve.com.

Steve Konicki is a Miami, Florida, computer consultant who specializes in Microsoft Windows and Windows applications, as well as computer systems design for businesses. Konicki also teaches beginning, intermediate, and advanced classes in Windows and Windows applications.

James McDaniel is a systems engineer for a large heating, ventilation, and air conditioning controls company. He is a daily AutoCAD user and LAN Administrator for a 50-user Novell 3.11 network. James started in 1975 as a technician working on Modcomp minicomputers and later moved to TI minicomputers before becoming an engineer. His first personal computer was a Radio Shack Model 1 he purchased in 1979. He later moved into the IBM PC world with the purchase of an IBM PC in 1982. He became a Shareware author in 1985 with the release of a mail list program called MAILALL. In 1978, he released a Shareware program called Port Finder, a COM and LPT port utility,





which first gained mention in *PC Magazine* in 1989. He released another Shareware program in 1990 called OPSYS, which is a DOS Multi-Configuration menu utility. In 1991, James became a SYSOP in the ZiffNet TIPS forum (a gateway on CompuServe) for *PC Magazine*. He welcomes anyone who reads this chapter to stop by and say hello. The CompuServe GO word is "GO ZNT:TIPS" and his CIS I.D. number is 72241-322.

Sally Neuman, a system integrator outside Longview, Wash., began working with computers in 1981 with a Wang minicomputer system. In those days, making non-Wang printers talk to Wang systems was a major source of frustration, and a major challenge that they said couldn't be done (wrong!). Nowadays, though, instead of connecting printers to Wang systems, she spends her time troubleshooting hardware and software installations in the DOS and Windows environments for a variety of clientele in Oregon, Washington, California, and Florida, and even finds time to write an article or two for *PC/Computing* magazine when she's not working full-time as a systems operator on the PC/Computing on-line forum on ZiffNet.

Ron Person has written more than 12 books for Que Corporation, including *Using Excel 4 for Windows*, Special Edition; *Using Microsoft Windows 3*, 2nd Edition; *Windows 3 QuickStart*; and *Using Word for Windows 2*, Special Edition. Ron is the principal consultant for Ron Person & Co. He has an M.S. in physics from Ohio State University, and an M.B.A. from Hardin-Simmons University.

Judy Peterson is a WordPerfect instructor/resource staff person for the Leon County (Florida) School Board Vocational Program. In her own business, Judy is a lawyer and computer software consultant/trainer for businesses and people in the Tallahassee area.

Bryan Pfaffenberger, Ph.D., is a Charlottesville, Va.-based author who has written more than 30 books on personal computer applications. He currently is an associate professor in the School of Engineering and Applied Science, University of Virginia, where he teaches technical

writing, the history of sociology of technology, and computer applications. His book *Democratizing Information: Online Databases and the Rise of End-User Searching* (G.K. Hall, 1990) won the Best Book of the Year award from the American Society for Information Science. His research and consulting interests currently include the impact of computers on organizations and the role of personal computing technology in business process engineering.

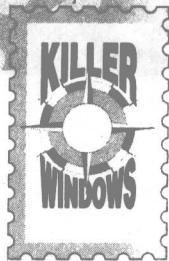
SSP 1993-2

Gary Pickavet is an assistant superintendent for the Santa Barbara County Education Office and is responsible for business and data processing services. He is a member of the California Department of Education Statewide Microcomputer Advisory Committee. He has used Windows since Windows 3.6 and was a beta test site for Windows 3.1.

Don Roche Jr. is the Spreadsheet Title Manager at Que Corporation. Formerly an independent personal computer consultant, and a senior trainer and curriculum developer, he is the author of *Quattro Pro 4 QuickStart* and *Excel 4 for Windows Quick Reference*, and is a contributing author to *1-2-3 Power Macros*, *Using 1-2-3 for Windows*, and *Using 1-2-3 Release 2.4*, Special Edition. Roche also has performed technical edits of more than 15 computer books, including *Using Symphony*, Special Edition. He has a degree in English from Boston College.

Rick Wallace started carrying a computer on the road (about 100,000 miles a year in airplanes) when the machines were nicknamed *lugables* and weighed a minimum of 30 pounds. They had handles but that was their only concession to mobility. In those days, Rick was running one of the first home video-based computer training companies. More recently, he's found that pen computers are perfect for such people as lawyers, real estate salespeople, and medical professionals—an audience he reaches with various books, videos, and audiocassettes on computing.





Contents at a Glance

| | |
|--------------------|---|
| Introduction | 1 |
|--------------------|---|

I Taking Control of Windows

| | |
|---|-----|
| 1 Enhancing the Windows 3.1 Desktop with WinDesk/Q | 15 |
| 2 Customizing Your Desktop with WinDesk/Q | 79 |
| 3 Increasing Your Screen Space with BigDesk | 109 |
| 4 Tuning Windows | 141 |
| 5 Adding Accessories that Windows Forgot | 193 |
| 6 Customizing the Windows Interface | 271 |
| 7 Taking Control of Windows Start-Up | 319 |

II Getting the Most From Your Hardware

| | |
|--|-----|
| 8 Examining the Hardware You Need for Windows 3.1 | 331 |
| 9 Exploiting Memory, Space, and Resources | 347 |
| 10 Souping Up Your Disk Drives | 389 |
| 11 Speeding Up Your Video | 439 |
| 12 Using Mice and Other Pointing Devices | 451 |

III Getting Productive

| | |
|---|-----|
| 13 Adding Capabilities that Windows Forgot | 497 |
| 14 Automating Windows | 529 |
| 15 Learning Hot Tips for Windows Applications | 553 |
| 16 Using Object Linking and Embedding | 601 |
| 17 Learning Hot Tips on Running DOS Applications | 639 |
| 18 Using Printers and Printing from Windows 3.1 | 683 |
| 19 Working with Fonts and Printers | 725 |

IV Pushing the Windows 3.1 Envelope

| | |
|--|-----|
| 20 Windows 3.1 Telecommunications | 779 |
| 21 Telecommunicating with Microlink Lite | 827 |
| 22 Networking Windows 3.1 | 881 |

| | | |
|----|---|------|
| 23 | Using Windows on a Network | 939 |
| 24 | Dealing with Viruses and Security | 981 |
| 25 | Adding Multimedia Capability to Your Computer ... | 1013 |
| 26 | Using Multimedia on Your Computer | 1089 |
| 27 | Understanding Full-Motion Video | 1121 |
| 28 | Using PenWindows | 1147 |
| 29 | Programming with Visual Basic | 1175 |

Appendices

| | | |
|---|---|------|
| A | Installing and Configuring Windows 3.1 | 1211 |
| B | Installing the Killer Windows Utilities Disks | 1149 |
| | Index | 1267 |





Table of Contents

| | |
|---------------------------|----------|
| Introduction | 1 |
| The Utilities | 2 |
| The Book | 8 |
| The Appendixes | 12 |

I Taking Control of Windows

| | |
|---|-----------|
| 1 Enhancing the Windows 3.1 Desktop with WinDesk/Q | 15 |
|---|-----------|

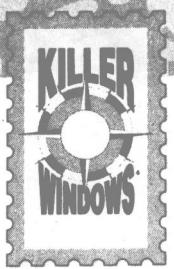
| | |
|--|----|
| Exiting from WinDesk/Q | 20 |
| Understanding Terminology | 21 |
| Understanding the WinDesk/Q Desktop | 23 |
| Defining a Tool | 25 |
| Understanding the Mouse and Keyboard | 27 |
| Understanding Desks and Desk Sets | 32 |
| Working with Desks | 34 |
| Creating Desks and Desk Sets | 36 |
| Managing Desks and Desk Sets | 39 |
| Understanding Tools | 39 |
| Using the Basic Tools | 40 |
| Working with Tools | 41 |
| Setting Tool Options with the Options Tool | 42 |
| Creating Tools | 45 |
| Managing Tools | 46 |
| Aligning the Desktop | 47 |
| Using the Trash Tool | 48 |
| Creating Help and Notes with the | |
| Help and Notes Tools | 49 |
| Performing File Management with WinDesk/Q | 52 |
| Understanding the Tree Window | 54 |
| Using the Tree Window Menus | 57 |
| The File Menu | 57 |
| The Disk Menu | 60 |
| The View Menu | 61 |
| The Options Menu | 62 |

| | |
|---|----|
| Using the Directory Window Menus | 63 |
| The File Menu | 64 |
| The View Menu | 66 |
| The Select Menu | 67 |
| The Sort Menu | 67 |
| The Options Menu | 67 |
| Managing Files and Directories with the Mouse | 69 |
| Opening Multiple Drive Windows | 69 |
| Creating Tree Tools | 70 |
| Using Drag and Drop Across Multiple Drives | 73 |
| Running Files | 74 |
| Changing File Attributes | 74 |
| Copying a File to the Clipboard | 75 |
| Embedding Files | 75 |
| Associating Files | 76 |
| Chapter Summary | 77 |

2 Customizing Your Desktop with WinDesk/Q 79

| | |
|---|-----|
| Using the WinDesk/Q Power Tools | 80 |
| The Drop Here to ZIP Tool | 82 |
| The Drop Here to UNZIP Tool | 84 |
| The Run Any Program Tool | 84 |
| The Run Program Manager Tool | 85 |
| The Format Tools | 85 |
| The DOS Window Tool | 88 |
| The Options Tool | 88 |
| The Show Tree Tool | 89 |
| The Power Tools Help Tool | 89 |
| Customizing WinDesk/Q with Global Options | 89 |
| Setting the Confirm Option | 90 |
| Using the Fonts Option | 92 |
| Understanding the Help Option | 94 |
| Setting the Misc. Options | 94 |
| Understanding the Notes Option | 96 |
| Using the Trash Option | 96 |
| Using the Option Tool Settings Button | 97 |
| Changing Settings for Individual Tools | 98 |
| Arranging Desks and Tools | 103 |
| Chapter Summary | 107 |





3 Increasing Your Screen Space with BigDesk109

| | |
|---|-----|
| Understanding What BigDesk Does for You | 110 |
| Installing BigDesk | 112 |
| Configuring BigDesk..... | 114 |
| Replacing the Windows Task List with BigDesk | 116 |
| Loading BigDesk Each Time You Boot Windows | 117 |
| Enlarging the BigDesk Grid Map Window | 121 |
| Using the BigDesk Configuration Menu | 122 |
| Taking a Test Drive in BigDesk | 132 |
| Navigating with the Grid Map Display | 133 |
| Navigating with the BigDesk Icon | 135 |
| Running BigDesk | 137 |
| Troubleshooting BigDesk..... | 138 |
| Chapter Summary | 139 |

4 Tuning Windows141

| | |
|--|-----|
| Using This Chapter | 142 |
| Understanding the INI Files | 143 |
| Editing the INI Files | 145 |
| Using the INI File Road Map | 146 |
| Tuning Windows Appearance | 147 |
| Changing Windows Colors | 148 |
| Controlling Program Manager and Groups | 152 |
| Controlling Icons | 156 |
| Setting Windows Help | 159 |
| Using Other Appearance Settings..... | 161 |
| Tuning Windows Configuration | 163 |
| Enabling Print Manager | 163 |
| Setting the Size and Location of the Print Manager Window | 164 |
| Setting Print Manager Priority | 164 |
| Automatically Loading a Program as an Icon | 165 |
| Automatically Running a Program | 165 |
| Sounding the Windows Warning Beep | 166 |
| Using a Printer Null Port | 166 |
| Using DOS Interrupts for Printing | 167 |

| | |
|--|------------|
| Controlling the Cursor Blink Rate | 167 |
| Determining Which Files Windows Sees as Programs | 167 |
| Enabling Alt-Tab Fast Task Switching | 168 |
| Changing the Name of the StartUp Group | 169 |
| Changing Windows Screen Fonts | 169 |
| Configuring Windows Menus | 170 |
| Setting Cascading Menu Delay | 170 |
| Configuring the Screen Saver | 170 |
| Configuring the Mouse | 171 |
| Configuring Your Keyboard | 175 |
| Defining the Printer | 178 |
| Configuring Windows Ports | 180 |
| The Printer Port Entries | 181 |
| The IBM PS/2 Enhanced Printer Port | 181 |
| Printing to a File | 181 |
| Using DOS Interrupts for Printing | 182 |
| The Communications Ports | 183 |
| Tuning Windows Use of Storage | 183 |
| and Hard Disk Space | 183 |
| Using FastDisk | 184 |
| Using the VirtualHDIRQ Setting in SYSTEM.INI | 185 |
| Using Minimum User Disk Space | 186 |
| Tuning Windows for Use with DOS Applications | 186 |
| Setting Device Contention Options | 187 |
| Using the Scheduling Option | 189 |
| Using the Minimum Timeslice | 191 |
| Chapter Summary | 192 |
| 5 Adding Accessories that Windows Forgot | 193 |
| Understanding Application Dock | 195 |
| Installing Application Dock | 196 |
| Configuring Application Dock | 197 |
| Running Application Dock | 206 |
| Troubleshooting Application Dock | 207 |
| Understanding WinPost | 208 |





| | |
|---|------------|
| Installing WinPost | 209 |
| Understanding the WinPost Workspace | 209 |
| Configuring WinPost Globally | 210 |
| Configuring Individual Notes | 226 |
| Using a WinPost Layout | 232 |
| Running WinPost | 236 |
| Using OLE To Attach a Note to a Document | 238 |
| Using WinPost Shortcuts | 242 |
| Launching WinPost Automatically | 244 |
| Troubleshooting WinPost | 245 |
| Using WinZIP | 246 |
| Understanding ZIP Files and Other Archives | 247 |
| Installing WinZIP | 248 |
| Configuring WinZIP | 250 |
| Running WinZIP | 257 |
| Troubleshooting WinZIP | 269 |
| Chapter Summary | 269 |
| 6 Customizing the Windows Interface | 271 |
| Using IconMaster | 273 |
| Understanding Icon Systems | 275 |
| Installing and Configuring IconMaster | 277 |
| Using IconMaster's Icon Editor | 279 |
| IconMaster's Icon Management System | 298 |
| Troubleshooting IconMaster | 312 |
| Changing the Windows Startup Logo | 313 |
| Understanding the Windows Startup Logo | 314 |
| Finding a New Logo | 315 |
| Installing the New Logo | 316 |
| Troubleshooting WIN3.COM | 317 |
| Chapter Summary | 317 |
| 7 Taking Control of Windows Start-Up | 319 |
| Controlling Windows Operating Modes | 320 |
| Creating a StartUp Group | 321 |
| Using WinDesk/Q To Launch Programs | 322 |
| Loading Applications on Start-Up | 323 |
| Running Applications on Start-Up | 324 |

| | |
|---------------------------------------|-----|
| Conserving System Resources | 324 |
| Saving Program Manager Settings | 327 |
| Saving File Manager Settings | 328 |
| Chapter Summary | 328 |

II Getting the Most From Your Hardware

8 Examining the Hardware You Need for Windows 3.1 **331**

| | |
|---|-----|
| Getting Your Computer Ready for Windows 3.1 | 333 |
| Adding RAM | 335 |
| Replacing Your Hard Drive | 335 |
| Installing a Graphics Accelerator Board | 338 |
| Installing a New Monitor | 338 |
| Checking System Compatibility | 339 |
| Looking at Computers Certified | |
| To Run Windows 3.1 | 340 |
| Considering Other Compatible Hardware | 340 |
| Examining Computers that Require | |
| Special Attention | 340 |
| Considering Other Hardware | 341 |
| Using EISA Systems and Extended Memory | 342 |
| Using an Everex 386/25 with EMM386.EXE | 342 |
| Using an NCR 925 with EMM386.EXE | 343 |
| Using a Tandy 2500 XL with MS-DOS in ROM | 343 |
| Using a Toshiba T2200SX with a Mouse | 343 |
| Using Wyse Computers | 344 |
| Updating the System BIOS | 344 |
| Upgrading to the Correct DOS Version | 344 |
| Chapter Summary | 345 |

9 Exploiting Memory, Space, and Resources **347**

| | |
|--|-----|
| Understanding System Memory | 349 |
| Understanding Conventional Memory | 350 |
| Determining Available Conventional Memory ... | 350 |
| Increasing Available Conventional Memory | 351 |
| Troubleshooting Help | 353 |





| | |
|--|------------|
| Working with Extended Memory and HIMEM.SYS | 354 |
| Using Expanded Memory | 358 |
| Understanding Virtual Memory | 359 |
| Using Swap Files and 386-Enhanced Mode | 361 |
| Using Swapdisk and Standard Mode | 362 |
| Understanding the TEMP Setting | 363 |
| Using Device Drivers and | |
| Memory-Resident Programs | 364 |
| Using DOS 5.0 Memory | |
| Optimization Capabilities | 365 |
| Optimizing Memory | 368 |
| Understanding QEMM | 378 |
| Understanding 386MAX | 380 |
| Using Windows Memory Management | |
| with K-Free | 382 |
| Installing K-Free | 383 |
| Taking a Quick Tour of the K-Free Window | 384 |
| Configuring K-Free | 385 |
| Chapter Summary..... | 388 |
| 10 Souping Up Your Disk Drives | 389 |
| Working with Caches | 392 |
| Examining RAM | 392 |
| Understanding RAM Caches | 394 |
| Understanding Disk Caches | 397 |
| Understanding RAM Disks | 404 |
| Using Compression Software | 406 |
| Archiving Software | 407 |
| Using Real-Time Data Compression | 408 |
| Using File Compression Software | 408 |
| Using Disk Compression Software | 409 |
| Using Swap Files | 420 |
| Sizing Your Permanent Swap File | 421 |
| Controlling Temporary Files | 422 |
| Operating in Standard Mode | 423 |
| Using FastDisk | 424 |
| Defragmenting Your Disk Drive | 425 |

| | |
|---|------------|
| Surviving with a Small Hard Drive | 427 |
| Using Low-Level Formatting | 427 |
| Adjusting the Interleave | 428 |
| Defragment Routinely | 428 |
| Learning Advanced Batch File Language | 431 |
| Cleaning Up Your Drive | 431 |
| Using CHKDSK Often | 433 |
| Considering Hard Drive Upgrades | 433 |
| Watching Out for Compatibility | 436 |
| Chapter Summary | 437 |
| 11 Speeding Up Your Video | 439 |
| Substituting a Faster Display Driver | 440 |
| Using Software-based Graphics Accelerators | 442 |
| Installing Graphics Accelerator Adapter Cards | 443 |
| Buying a Faster Computer | 446 |
| Chapter Summary | 449 |
| 12 Using Mice and Other Pointing Devices | 451 |
| Using a Mouse | 452 |
| Using Mouse Shortcuts | 453 |
| Choosing a Pointing Device | 455 |
| Getting Your Money's Worth | 456 |
| Using Bus and Serial Pointing Devices | 457 |
| Selecting Your Pointing Device | 458 |
| Examining Different Types of Mice | 459 |
| Considering Mouse Alternatives | 461 |
| Pointing Devices for Portable Computers | 464 |
| Installing Your Pointing Device | 466 |
| Understanding Hardware Issues | 466 |
| Selecting the Correct Mouse Driver | 469 |
| Updating an Installed Mouse Driver | 473 |
| Using MOUSE.COM and MOUSE.SYS | 473 |
| Loading the Mouse Driver Into High Memory | 476 |
| Locating the MOUSE.INI File | 477 |
| Understanding Compatibility Issues | 477 |
| Troubleshooting Pointing Device Problems | 478 |

