Introduction to the File Manager

Contents

1. About the File Manager

File Manager is a component of Emergency Boot Kit which can be used to copy, move, delete files and folders; view and edit text files.

It can handle files on FAT, NTFS and UFS volumes. All national characters in file names are correctly displayed and preserved when copied.

Built-in editor and viewer can handle text files in any Windows and DOS encoding, and in UTF-8 and UTF-16 as well.

Emergency Boot Kit User Guide
Introduction to the File Manager
2. How to start

2. How to start

After booting, Emergency Boot Kit displays its main menu.

To start the File Manager, press the **F1** key or click mouse on *File manager* line.

```
Emergency Boot Kit version 1.5

Registered to: User Name
Email:          username@example.com
```

```
                    Emergency Boot Kit
         File manager                     F1
         Windows password wizard          F2
         Registry defrag                  F3
         Registry editor                  F4
         Mount & boot center              F5
         Partition manager                F6

         Reboot                           F10
```

```
1FileMg 2Passwd 3RegDef 4RegEdi 5MBCent 6PartMg 7       8       9       10Reboot 11      12
```

3. Screen description

Screen consists of two panels.

Initially, both panels show contents of drive Z:. But there is only one drive Z: in the system. So, its content is displayed on both panels.

Drive Z: is a bootable RAM disk. It is located in volatile memory, and loaded from the CD each time Emergency Boot Kit boots.
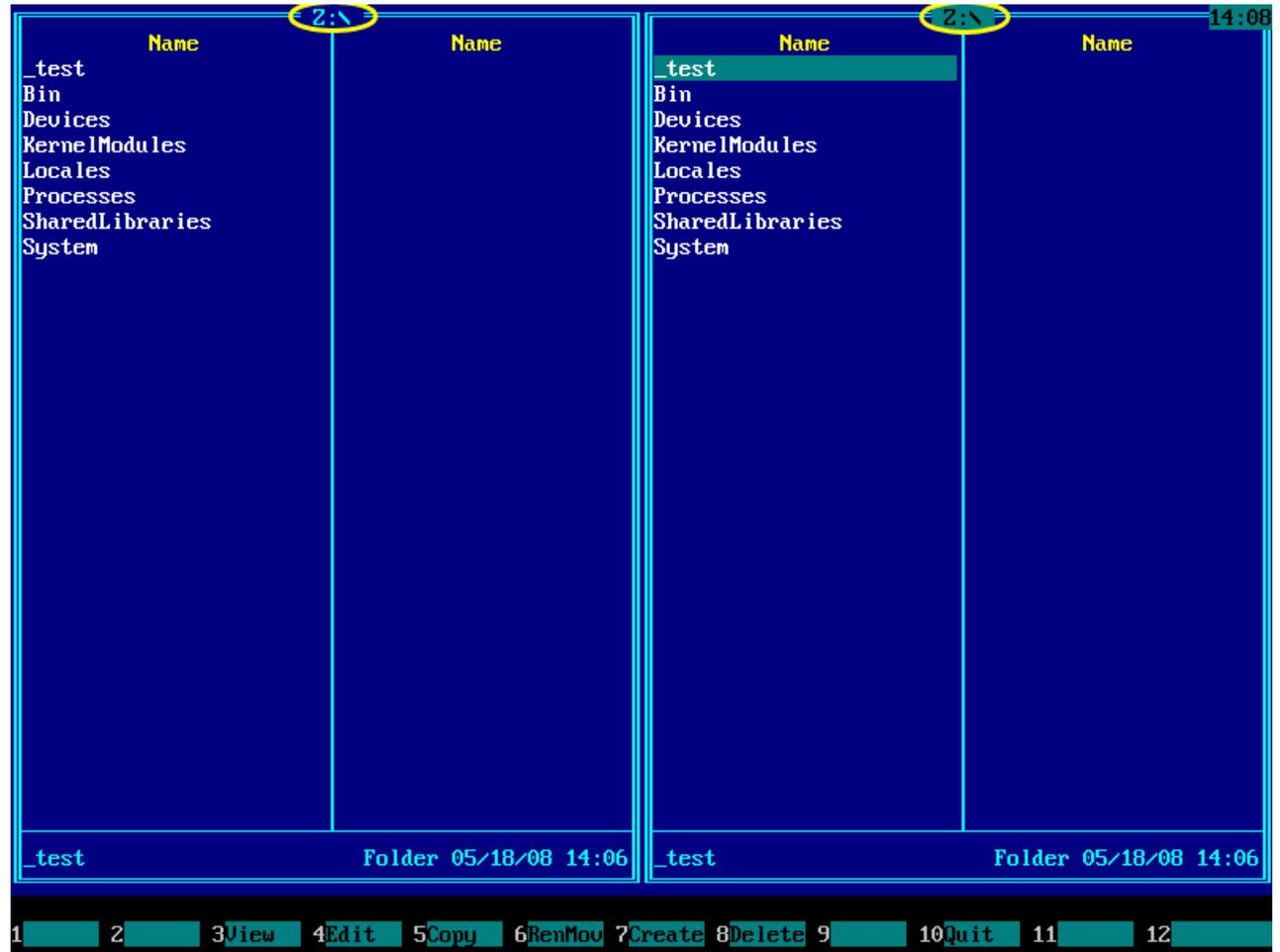
4. How to

4.1. Exit the File Manager

To exit the File Manager, press **F10** key.

Please don't just unplug your computer from power while running Emergency Boot Kit. Use *Reboot* option of Emergency Boot Kit main menu. It's similar to Shutdown option in the Windows Start menu.

Emergency Boot Kit User Guide
Introduction to the File Manager
4. How to
4.2. Navigation in the file system

4.2. Navigation in the file system

Cursor is a cyan-colored rectangle pointing to current file or folder (see screenshot).

Active panel of the File Manager is a panel where cursor is currenly located. On this screenshot, right panel is an active panel.

To activate panel, click it with left mouse button. To toggle active panel you may also use **Tab** key.

```
                   C:\                                              2:\                    17:45
         Name                  Name                       Name                  Name
Documents and Settings                            _test
Program Files                                     Bin
System Volume Informatio▶                         Devices
WINDOWS                                           KernelModules
AUTOEXEC.BAT                                      Locales
boot.ini                                          Processes
CONFIG.SYS                                        SharedLibraries
IO.SYS                                            System
MSDOS.SYS
NTDETECT.COM
ntldr
pagefile.sys




Documents and Settings      Folder 05/13/08 14:43  _test              Folder 05/18/08 17:43
1        2        3View   4Edit    5Copy    6RenMov 7Create 8Delete 9          10Quit   11        12
```

Emergency Boot Kit User Guide
Introduction to the File Manager
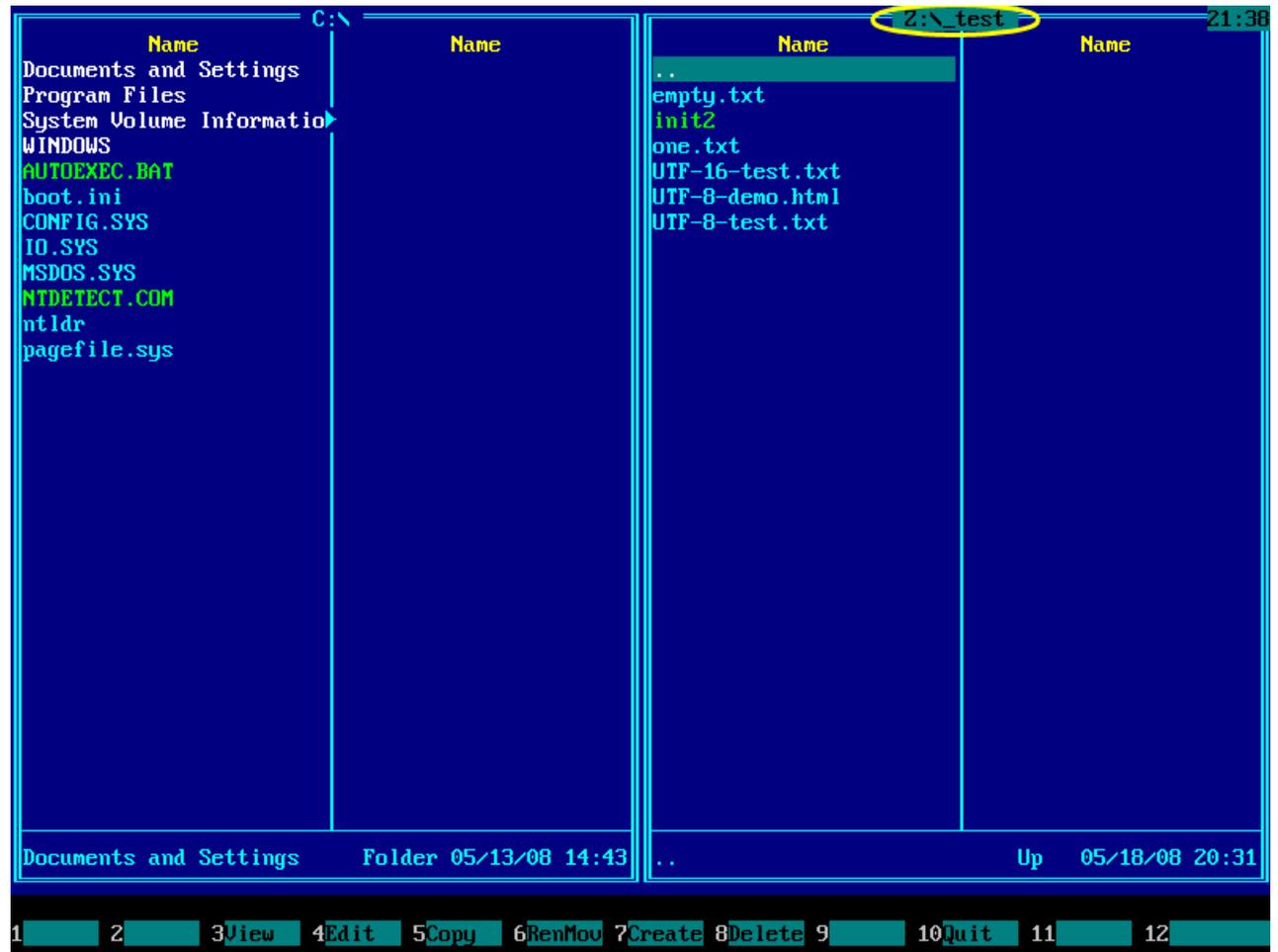4. How to
4.2. Navigation in the file system

To move cursor to a file or folder, click it with left
mouse button, or use ↑ and ↓ keys while cursor is
within desired panel.

To enter a folder, double click it with left mouse
button, or use ↑ and ↓ keys and then **Enter** key.

Screenshot shows contents of the _test folder after
entering it. Topmost line of each panel shows its
current path.

To exit a folder, double click on "*. .*" item or move
cursor to it using ↑ and ↓ keys, and then press **Enter**.

```
┌─────────────────── C:\ ───────────────────┐┌── Z:\_test ──────────────── 21:38
        Name              │      Name        ││       Name          │      Name
Documents and Settings    │                  ││..                   │
Program Files             │                  ││empty.txt            │
System Volume Informatio▶ │                  ││init2                │
WINDOWS                   │                  ││one.txt              │
AUTOEXEC.BAT              │                  ││UTF-16-test.txt      │
boot.ini                  │                  ││UTF-8-demo.html      │
CONFIG.SYS                │                  ││UTF-8-test.txt       │
IO.SYS                    │                  ││                     │
MSDOS.SYS                 │                  ││                     │
NTDETECT.COM              │                  ││                     │
ntldr                     │                  ││                     │
pagefile.sys              │                  ││                     │
                          │                  ││                     │
                          │                  ││                     │
Documents and Settings    Folder 05/13/08 14:43 ││..            Up    05/18/08 20:31

1      2       3View   4Edit   5Copy   6RenMov 7Create 8Delete 9      10Quit  11      12
```

Emergency Boot Kit User Guide
Introduction to the File Manager
4. How to
4.3. Change drive at the left panel

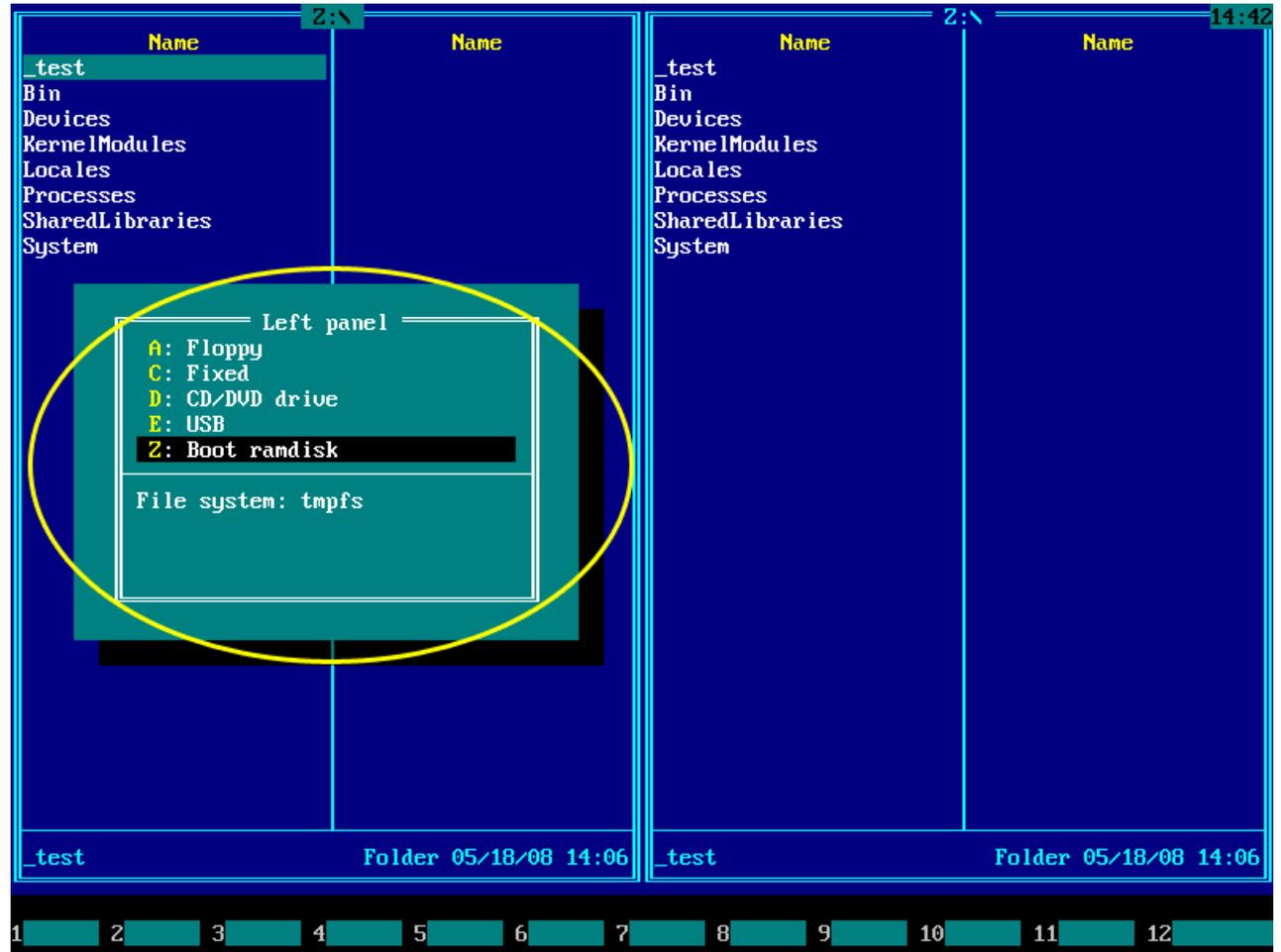## 4.3. Change drive at the left panel

To change drive at the left panel, press **Alt+F1**.

Popup window with a list of drives available on your PC will be displayed over the left panel.

Each list item contains:

- drive letter and a colon
- device type (fixed disk, CD/DVD, USB etc)
- volume label (which can be empty)

Bottom part of the popup window shows detailed information about chosen drive. Depending on drive type, it can also show disk size, file system and hardware information.

Emergency Boot Kit User Guide
Introduction to the File Manager
4. How to
4.3. Change drive at the left panel

Choose drive you want to open using ↑ and ↓ keys
followed by **Enter**; or click it with left mouse button.

Emergency Boot Kit User Guide
Introduction to the File Manager
4. How to
4.3. Change drive at the left panel

Left panel will show contents of the chosen drive.

White color denotes folders, executable files are shown in green, archive files in magenta, other files in cyan color.

```
┌──────────────── C:\ ─────────────┐┌──────────────── Z:\ ──────────── 14:46 ┐
│      Name          │    Name      ││      Name         │      Name          │
│Documents and Settings│            ││_test              │                    │
│Program Files       │              ││Bin                │                    │
│System Volume Informatio▶          ││Devices            │                    │
│WINDOWS             │              ││KernelModules      │                    │
│AUTOEXEC.BAT        │              ││Locales            │                    │
│boot.ini            │              ││Processes          │                    │
│CONFIG.SYS          │              ││SharedLibraries    │                    │
│IO.SYS              │              ││System             │                    │
│MSDOS.SYS           │              ││                   │                    │
│NTDETECT.COM        │              ││                   │                    │
│ntldr               │              ││                   │                    │
│pagefile.sys        │              ││                   │                    │
│                    │              ││                   │                    │
│Documents and Settings  Folder 05/13/08 14:43││_test          Folder 05/18/08 14:06│
└────────────────────────────────────┘└────────────────────────────────────────┘
 1       2       3 View  4 Edit  5 Copy  6 RenMov 7 Create 8 Delete 9      10 Quit  11      12
```

Emergency Boot Kit User Guide
Introduction to the File Manager
4. How to
4.4. Change drive at the right panel

4.4. Change drive at the right panel

To change drive at the right panel, press **Alt+F2**.

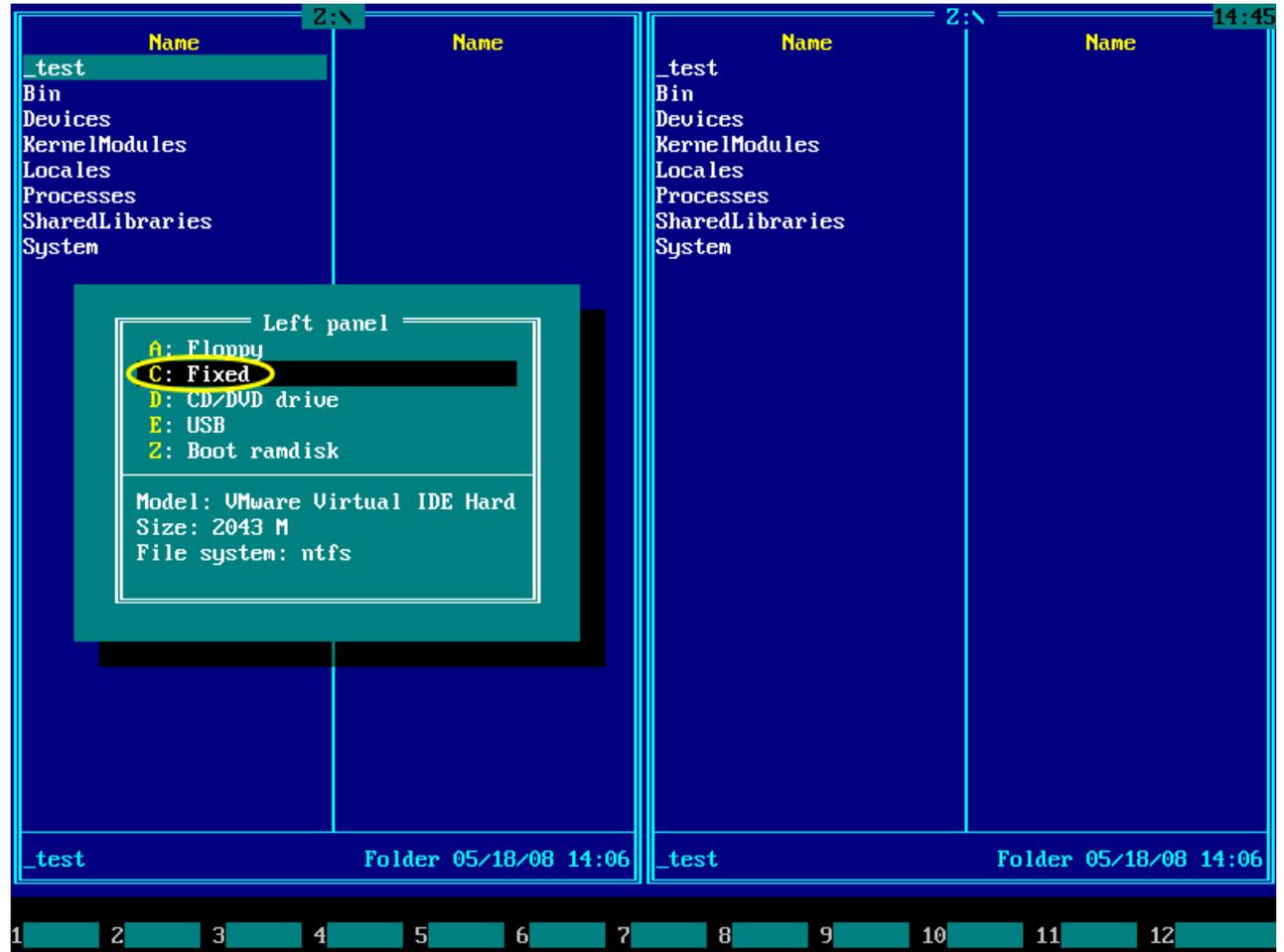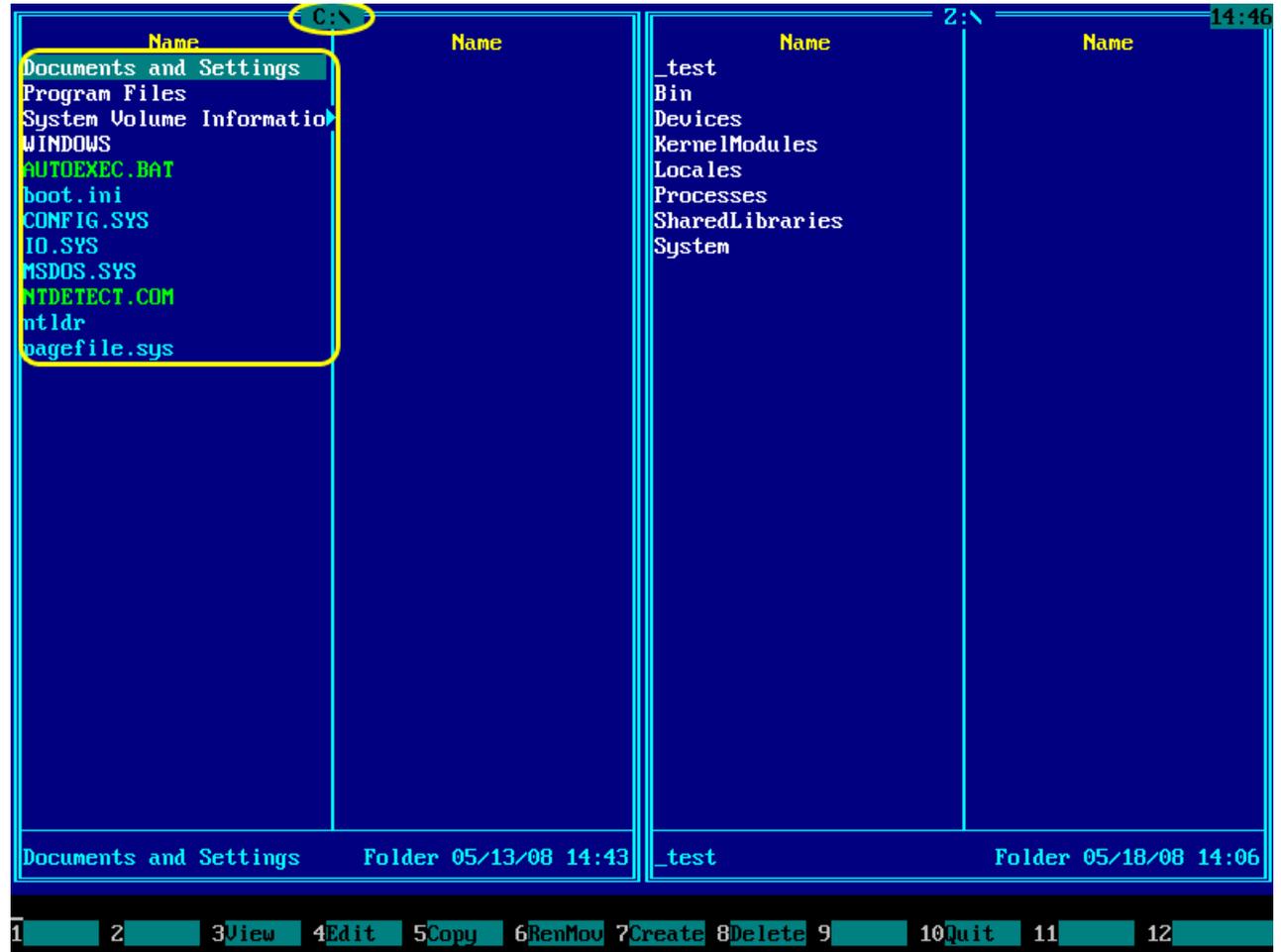Popup window with a list of drives available on your PC will be displayed over the right panel.
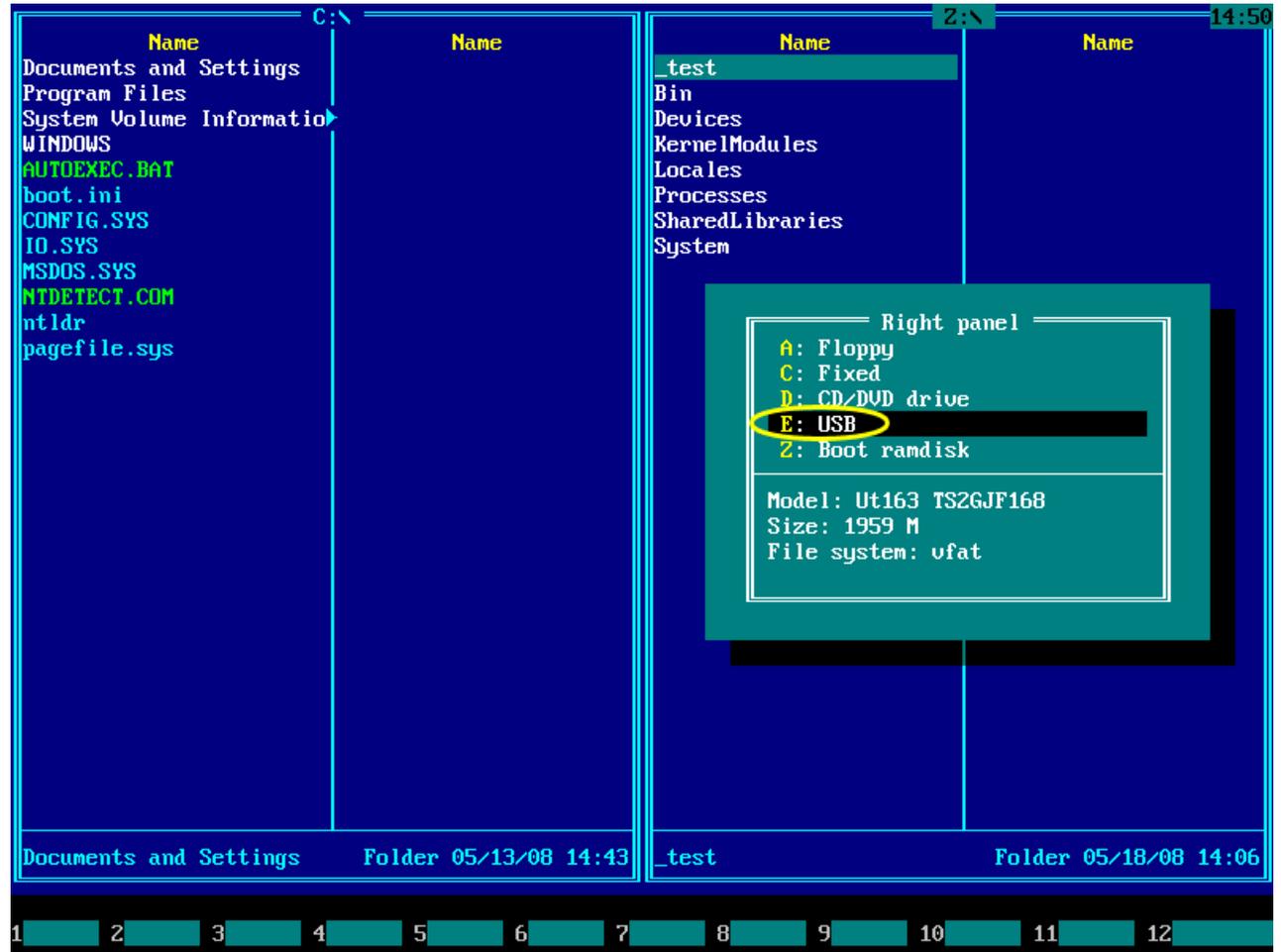
Each list item contains:

- drive letter and a colon
- device type (fixed disk, CD/DVD, USB etc)
- volume label (it can be empty)

Bottom part of the popup window shows detailed information about chosen drive. Depending on drive type, it can also show disk size, file system and hardware information.

Emergency Boot Kit User Guide
Introduction to the File Manager
4. How to
4.4. Change drive at the right panel

Choose drive you want to open using ↑ and ↓ keys
followed by **Enter**; or click it with left mouse button.

```
┌──────────────────── C:\ ────────────────────┐┌──────────────────── Z:\ ──────────────── 14:50 ┐
│      Name               Name                 ││      Name               Name                    │
│Documents and Settings                        ││_test                                            │
│Program Files                                 ││Bin                                              │
│System Volume Informatio▶                     ││Devices                                          │
│WINDOWS                                        ││KernelModules                                    │
│AUTOEXEC.BAT                                   ││Locales                                          │
│boot.ini                                       ││Processes                                        │
│CONFIG.SYS                                     ││SharedLibraries                                  │
│IO.SYS                                         ││System                                           │
│MSDOS.SYS                                      ││                                                 │
│NTDETECT.COM                                   ││      ┌──────── Right panel ────────┐            │
│ntldr                                          ││      │ A: Floppy                   │            │
│pagefile.sys                                   ││      │ C: Fixed                    │            │
│                                               ││      │ D: CD/DVD drive             │            │
│                                               ││      │ E: USB                      │            │
│                                               ││      │ Z: Boot ramdisk             │            │
│                                               ││      │                             │            │
│                                               ││      │ Model: Ut163 TS2GJF168      │            │
│                                               ││      │ Size: 1959 M                │            │
│                                               ││      │ File system: vfat           │            │
│                                               ││      └─────────────────────────────┘            │
│                                               ││                                                 │
│Documents and Settings   Folder 05/13/08 14:43││_test                Folder 05/18/08 14:06       │
└───────────────────────────────────────────────┘└─────────────────────────────────────────────────┘
 1       2       3       4       5       6       7       8       9       10      11      12
```

Emergency Boot Kit User Guide
Introduction to the File Manager
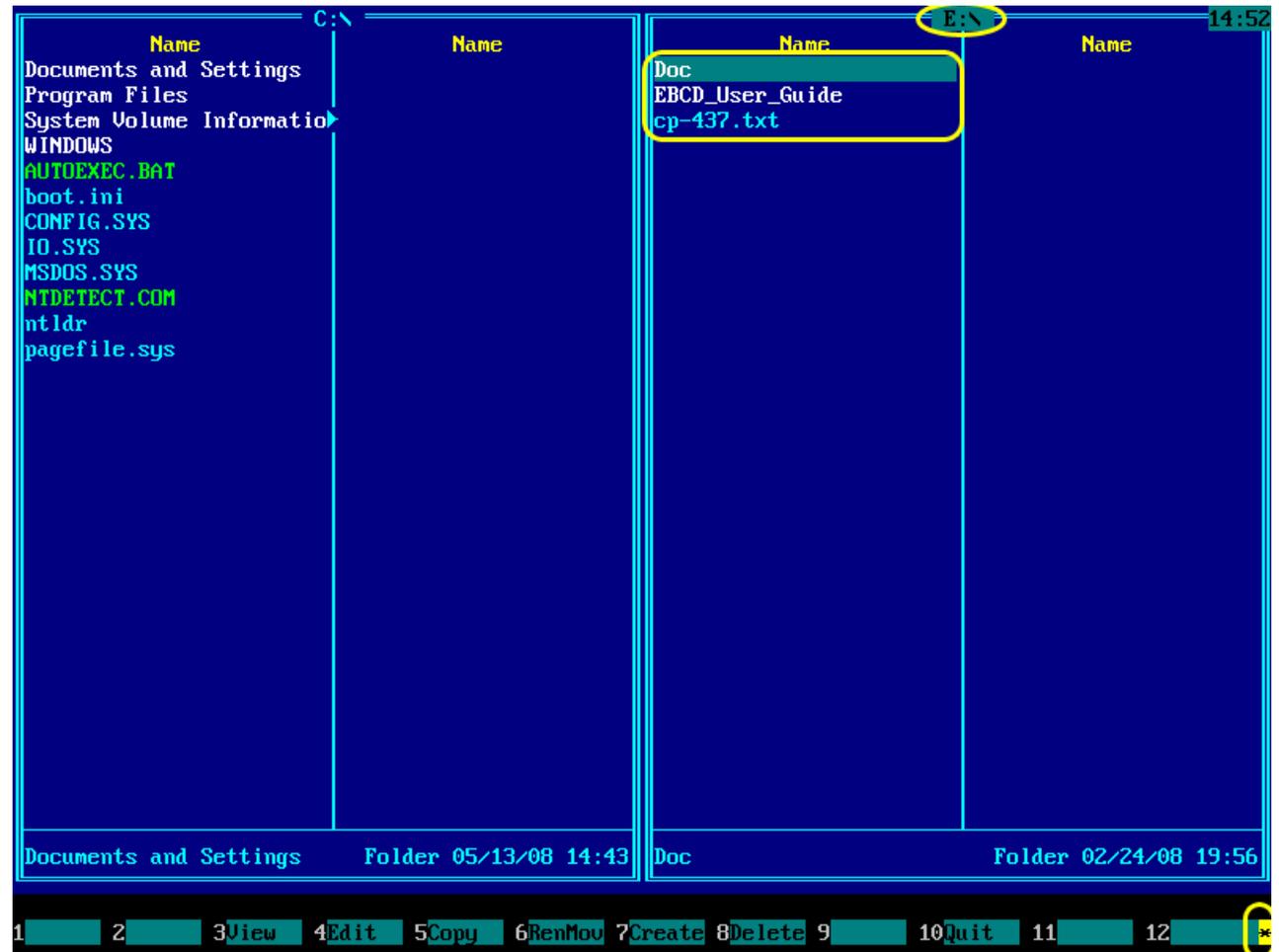4. How to
4.4. Change drive at the right panel

Right panel will show contents of the chosen drive.

When changing drive, editing or viewing files you may see asterisk on yellow background in the right bottom of your screen.

Asterisk shows that removable device is in use now and you should not unplug or eject it.

Wait until asterisk disappears and then unplug device or eject the disk. If you ignore this recommendation, data loss may occur.

13

Emergency Boot Kit User Guide
Introduction to the File Manager
4. How to
4.5. Select files and folders

4.5. Select files and folders

Before copying/moving/deleting a group of files, you need to select them.

To select single item (file or folder):

1. Set cursor to that item by left-clicking it with mouse or using ↑ and ↓ keys.
2. Press **Insert** to select it. Item will change its color to yellow.

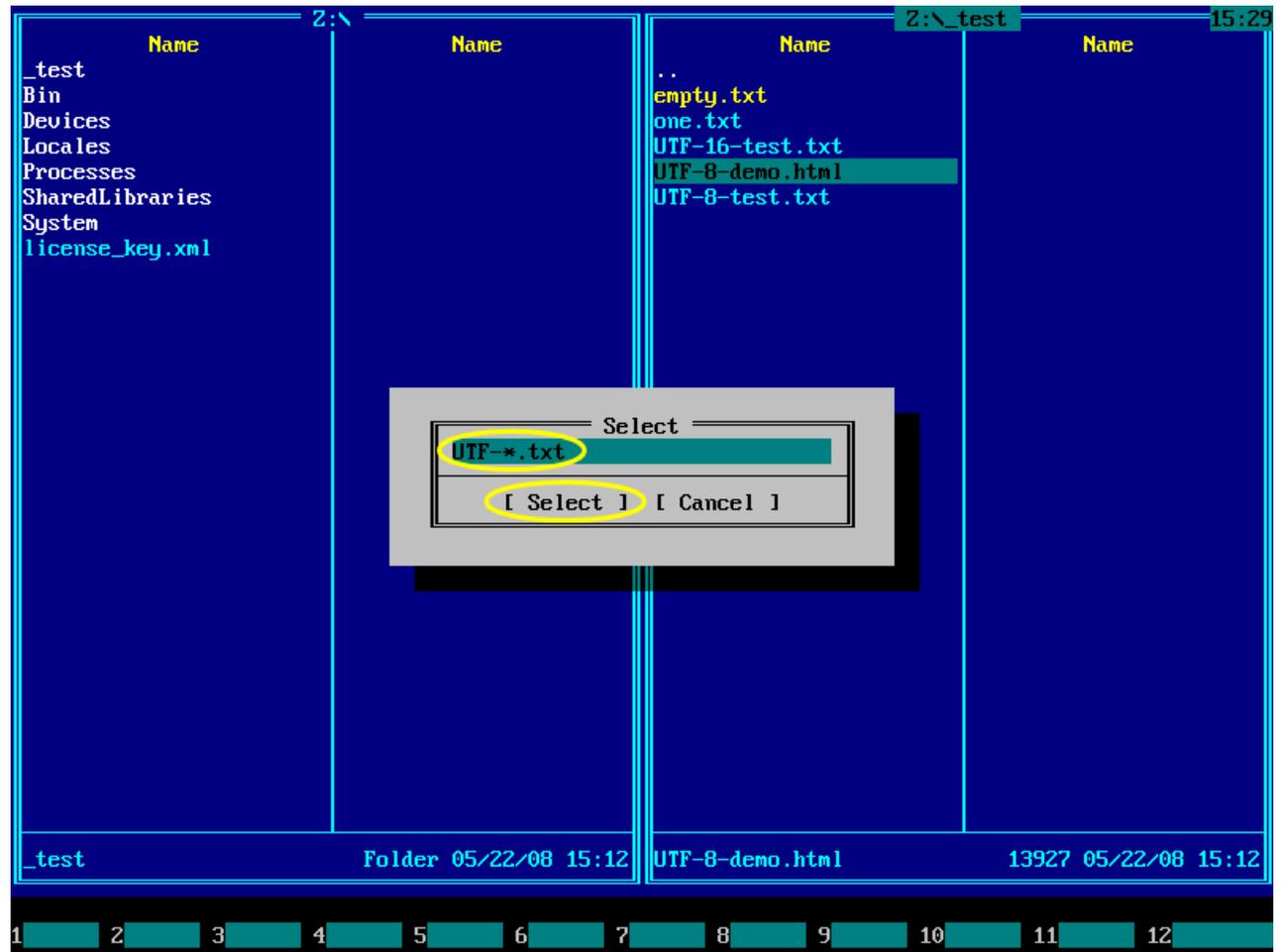If you need to select a lot of adjacent items, press **Insert** key and hold it.

Emergency Boot Kit User Guide
Introduction to the File Manager
4. How to
4.5. Select files and folders

To unselect an item:

1. Move cursor to an item using arrow keys or mouse.
2. Press **Insert** again. Item will change its color from yellow back to its normal color.

Emergency Boot Kit User Guide
Introduction to the File Manager
4. How to
4.5. Select files and folders

To select a lot of files using a wildcard, press **grey+** key on the NumPad. Then popup window will appear, where you can enter a wildcard.

In this example, a wildcard "*UTF-*.txt*" selects two files: *UTF-16-test.txt* and *UTF-8-demo.txt*.

To confirm selection, press **Enter** key or click *Select* button in the popup window.

16

Emergency Boot Kit User Guide
Introduction to the File Manager
4. How to
4.5. Select files and folders

Screenshot shows that files *UTF-16-test.txt* and *UTF-8-demo.txt* became selected.

Emergency Boot Kit User Guide
Introduction to the File Manager
4. How to
4.6. Copy files and folders

4.6. Copy files and folders

Use **F5** key to copy a file or folder.

Screenshot shows copying of the file *cp-437.txt* from drive E: (USB thumbdrive) to drive Z: into the *_test* folder.

To perform copying, choose source file using ↑ and ↓ keys or left-button mouse click and then press **F5**.

18

Emergency Boot Kit User Guide
Introduction to the File Manager
4. How to
4.6. Copy files and folders

A popup window will be shown on the screen. Press **Enter** key or click mouse on the *Copy* button in popup window.

Then copied file arrives on another panel.

More details about copying files and folders can be found in volume "Backup and restore files" of Emergency Boot Kit user guide (https://www.prime-expert.com/embootkit/user_guide/embootkit_file_backup_restore.pdf).

Emergency Boot Kit User Guide
Introduction to the File Manager
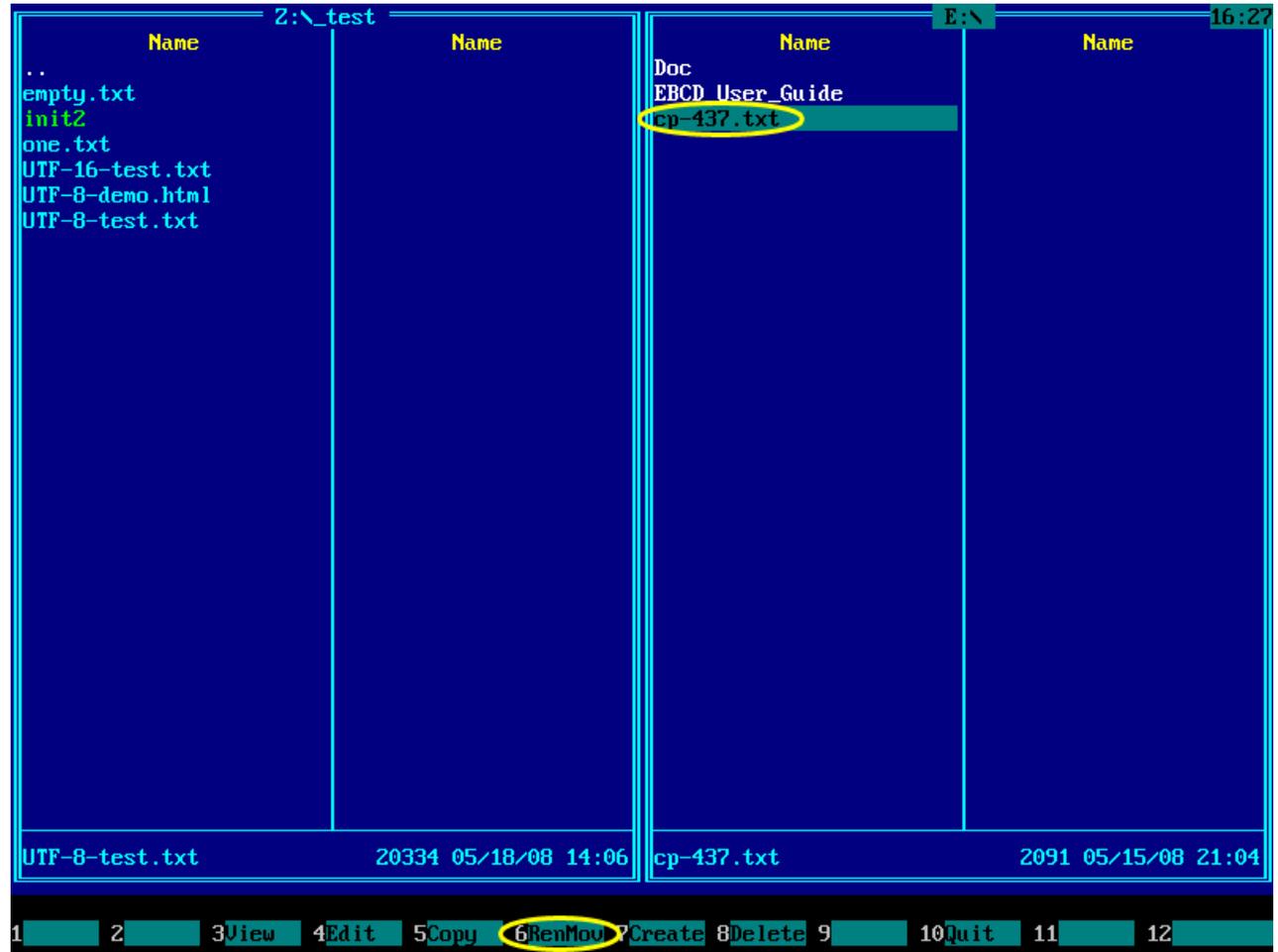4. How to
4.7. Move files and folders
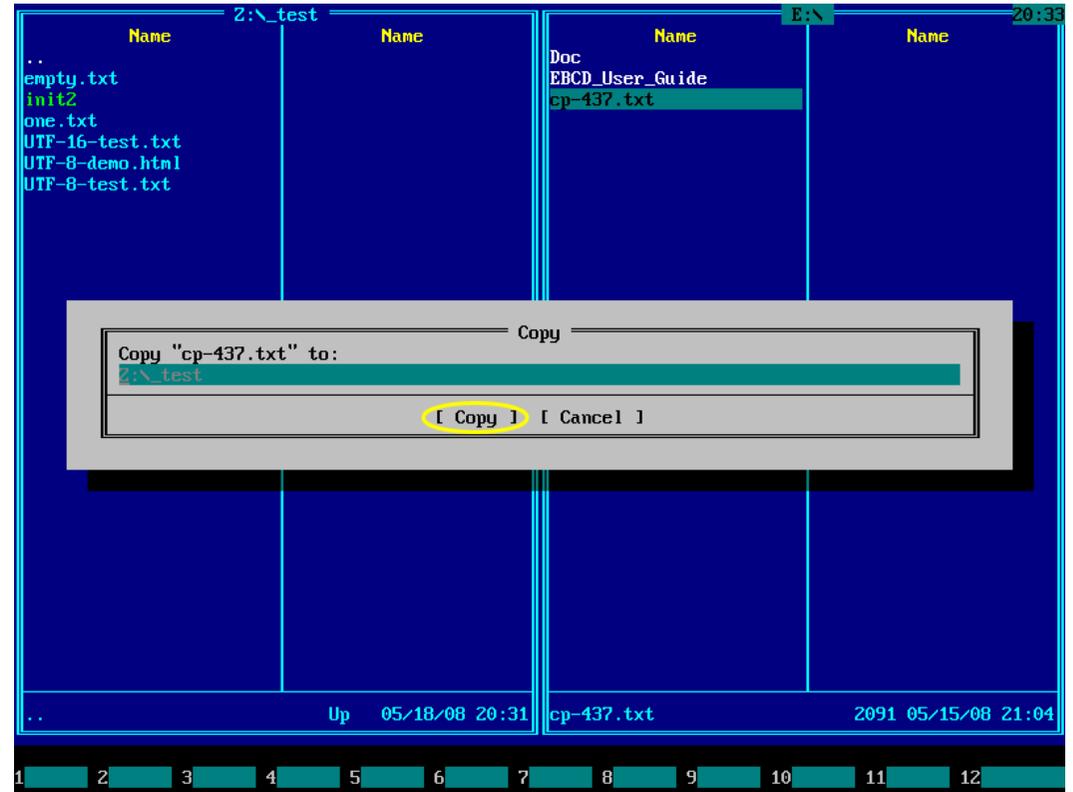
4.7. Move files and folders

To move files and folders to another drive or another folder of the same drive use **F6** key.

Moving file is like copying it, but the difference is that moved file is deleted from original location.

Screenshot shows the example of moving file *cp-437.txt* from E: (USB thumbdrive) to drive Z: into the *_test* folder.

```
┌──────────── Z:\_test ────────────┐┌─────────────── E:\ ──────────── 16:27 ┐
│        Name              Name    ││       Name               Name         │
│..                                ││Doc                                     │
│empty.txt                         ││EBCD_User_Guide                         │
│init2                             ││cp-437.txt                              │
│one.txt                           ││                                        │
│UTF-16-test.txt                   ││                                        │
│UTF-8-demo.html                   ││                                        │
│UTF-8-test.txt                    ││                                        │
│                                  ││                                        │
│                                  ││                                        │
│                                  ││                                        │
│                                  ││                                        │
│                                  ││                                        │
│                                  ││                                        │
│                                  ││                                        │
│                                  ││                                        │
│                                  ││                                        │
│                                  ││                                        │
│UTF-8-test.txt   20334 05/18/08 14:06││cp-437.txt    2091 05/15/08 21:04    │
└──────────────────────────────────┘└────────────────────────────────────────┘
 1       2       3View  4Edit  5Copy  6RenMov 7Create 8Delete 9      10Quit 11      12
```

Emergency Boot Kit User Guide
Introduction to the File Manager
4. How to
4.7. Move files and folders

When moving is done, file *cp-437.txt* should arrive on drive Z: in the *_test* folder and should disappear from drive E:

```
                  Z:\_test                                        E:\              16:51
        Name                    Name                Name                  Name
 ..                                          Doc
(cp-437.txt)                                 EBCD_User_Guide
 empty.txt
 init2
 one.txt
 UTF-16-test.txt
 UTF-8-demo.html
 UTF-8-test.txt



 ..               Up    05/18/08 14:06  Doc           Folder 02/24/08 19:56
 1        2        3View  4Edit   5Copy   6RenMov 7Create 8Delete 9      10Quit  11      12
```

Emergency Boot Kit User Guide
Introduction to the File Manager
4. How to
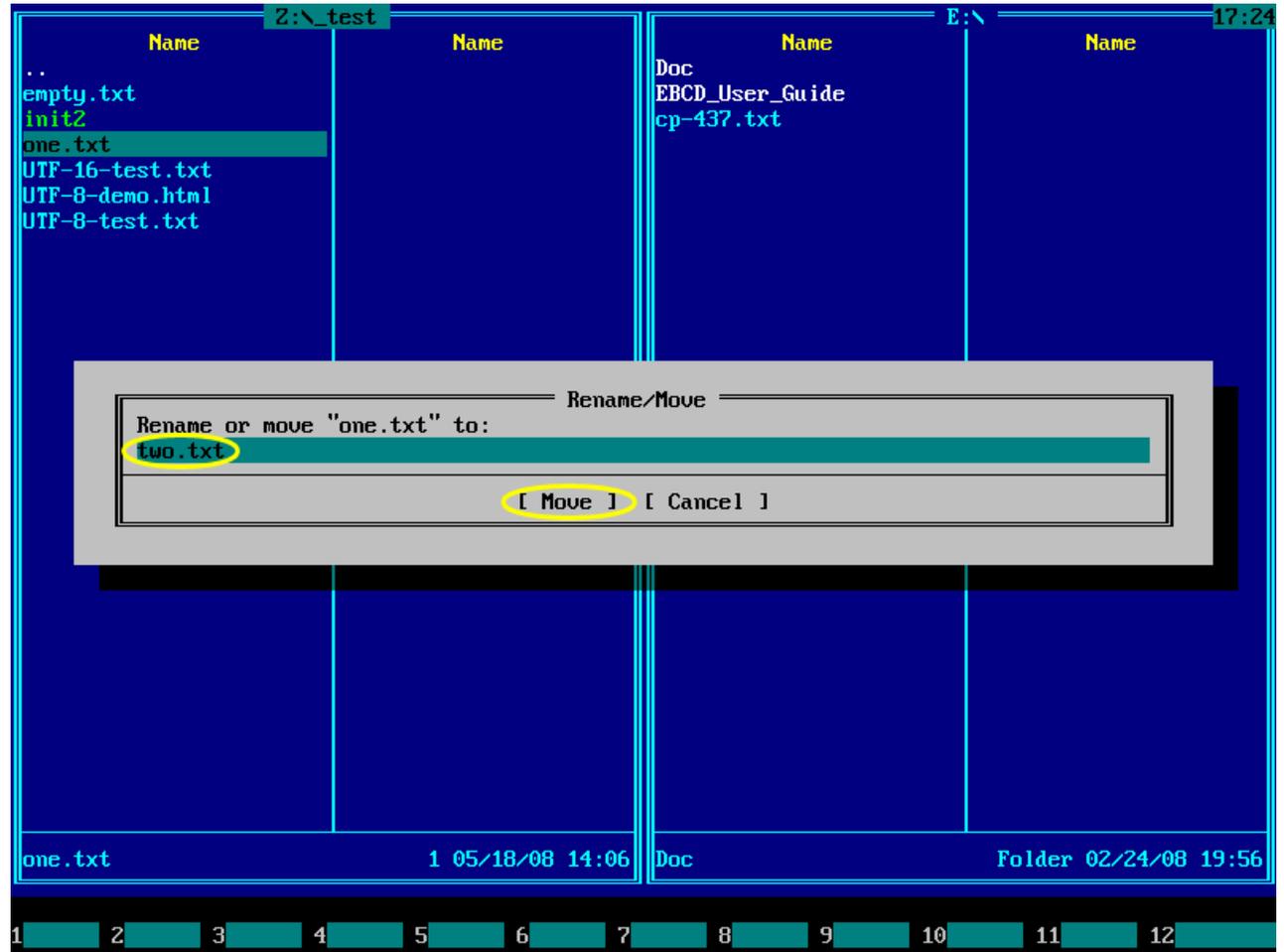4.8. Rename files and folders

4.8. Rename files and folders

Use **F6** key to rename files and folders.

For example, to rename the file *one.txt* into the file *two.txt*, set cursor to it using ↑ and ↓ keys or click it with your mouse, and then press **F6** key.

22

Emergency Boot Kit User Guide
Introduction to the File Manager
4. How to
4.8. Rename files and folders

In the popup window, enter new file name *two.txt*, and then press **Enter** key or click the *Move* button.

Emergency Boot Kit User Guide
Introduction to the File Manager
4. How to
4.8. Rename files and folders

Then file *one.txt* will be renamed to *two.txt*.

Emergency Boot Kit User Guide
Introduction to the File Manager
4. How to
4.9. Create new folder

4.9. Create new folder

To create new folder, use **F7** key.

Emergency Boot Kit User Guide
Introduction to the File Manager
4. How to
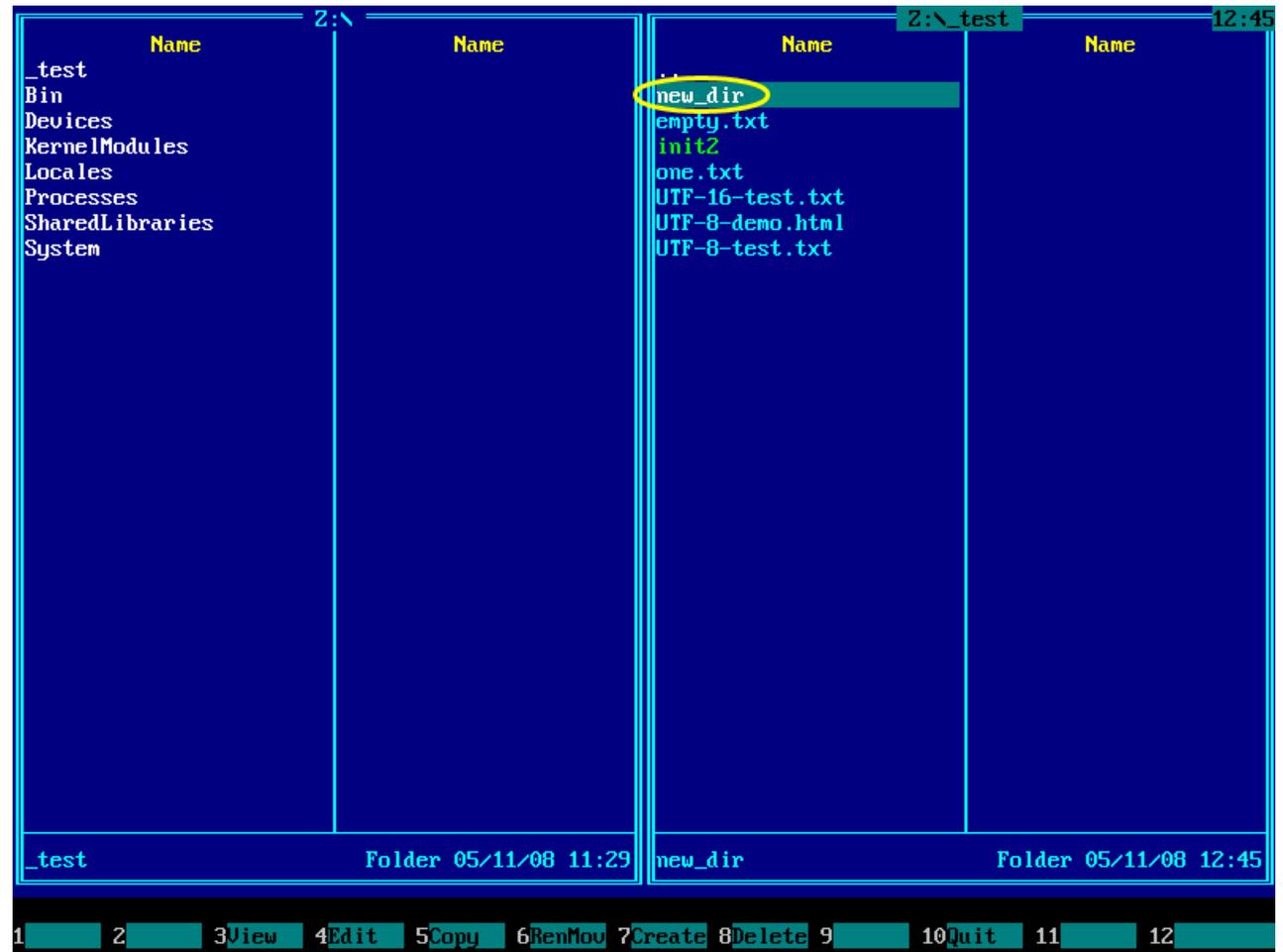4.9. Create new folder

In the popup window, enter a name for a folder to be created and then press **Enter** key or click *OK* button.

```
             Z:\                      Name              Z:\_test              Name    12:42
  Name                    Name                    Name                    Name
 _test                                           ..
 Bin                                             empty.txt
 Devices                                         init2
 KernelModules                                   one.txt
 Locales                                         UTF-16-test.txt
 Processes                                       UTF-8-demo.html
 SharedLibraries                                 UTF-8-test.txt
 System




            ┌──────────────── Make directory ────────────────┐
            │ Directory name:                                 │
            │ new_dir                                         │
            │                                                 │
            │              [ OK ]   [ Cancel ]                │
            └─────────────────────────────────────────────────┘




 _test                 Folder 05/11/08 11:29   ..                    Up    05/11/08 11:29

 1       2       3       4       5       6       7       8       9      10      11      12
```

26

Emergency Boot Kit User Guide
Introduction to the File Manager
4. How to
4.9. Create new folder

A new folder with specified name will be created within a current folder.

Emergency Boot Kit User Guide
Introduction to the File Manager
4. How to
4.10. Delete file or folder

4.10. Delete file or folder

To delete file or folder, choose it by left-clicking or using ↑ and ↓ keys, then press **F8** key.

Emergency Boot Kit User Guide
Introduction to the File Manager
4. How to
4.10. Delete file or folder
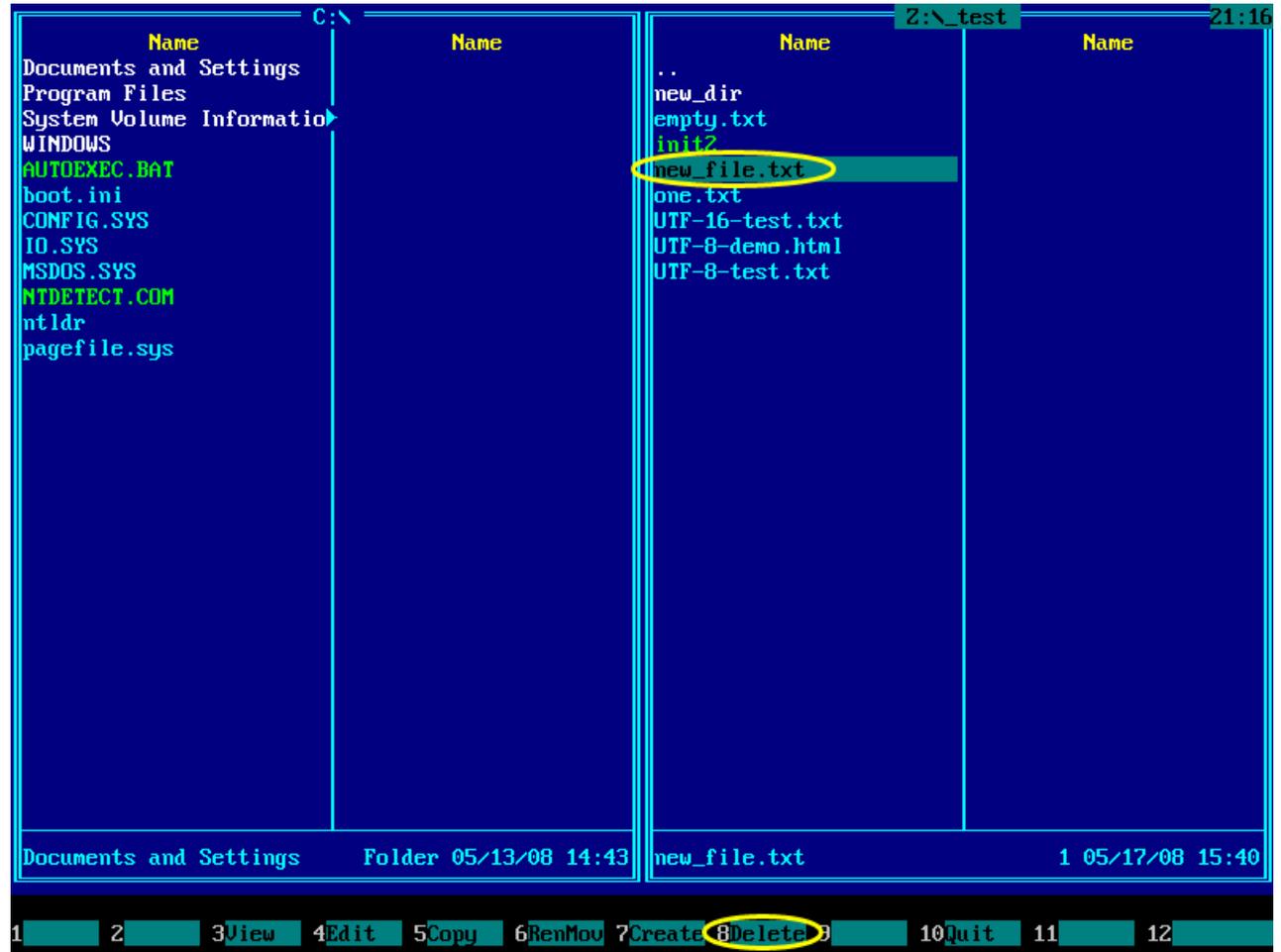
Popup window will be displayed on the screen. To confirm deletion, press **Enter** key or click *Delete* button.

Emergency Boot Kit User Guide
Introduction to the File Manager
4. How to
4.10. Delete file or folder
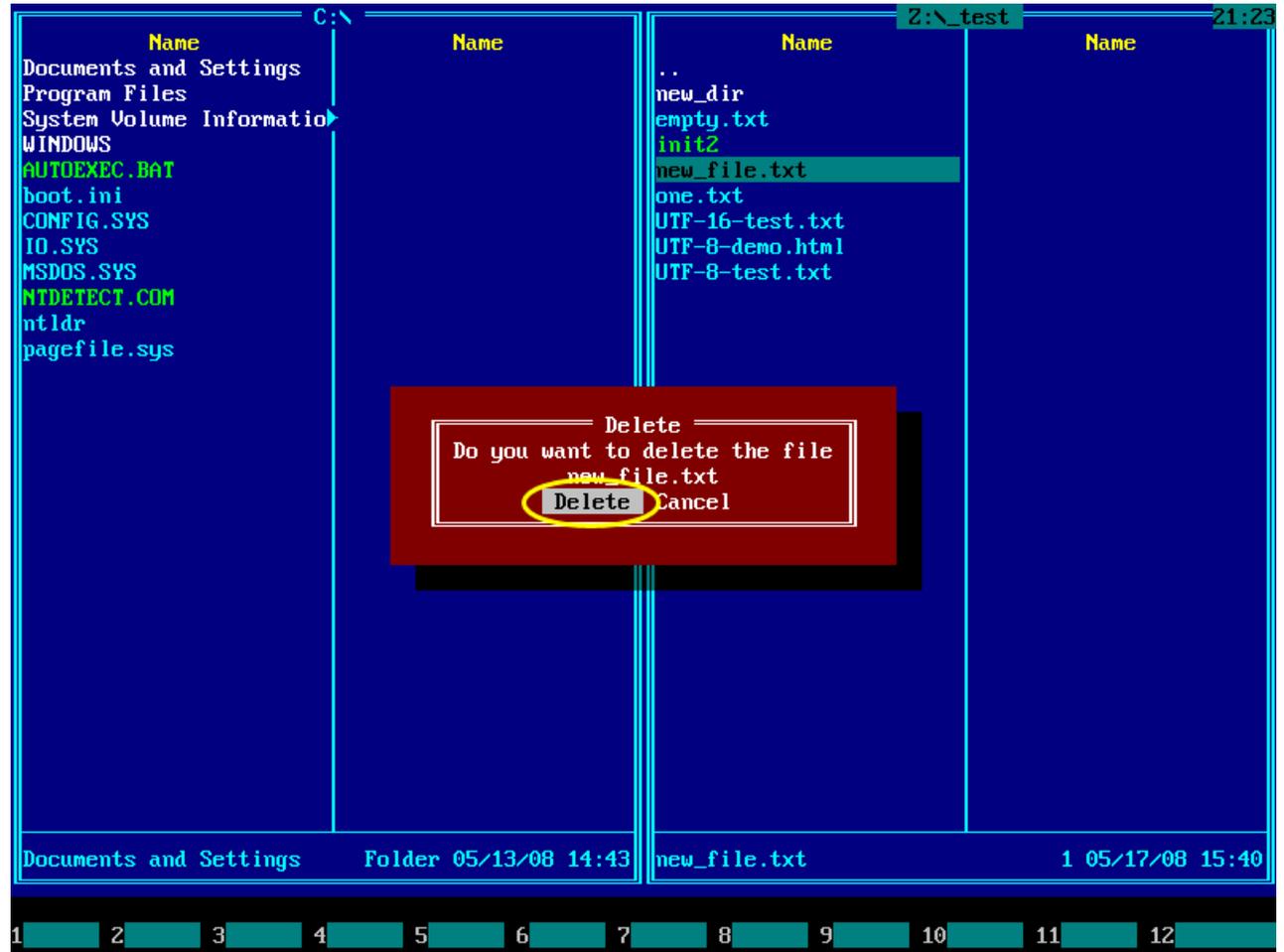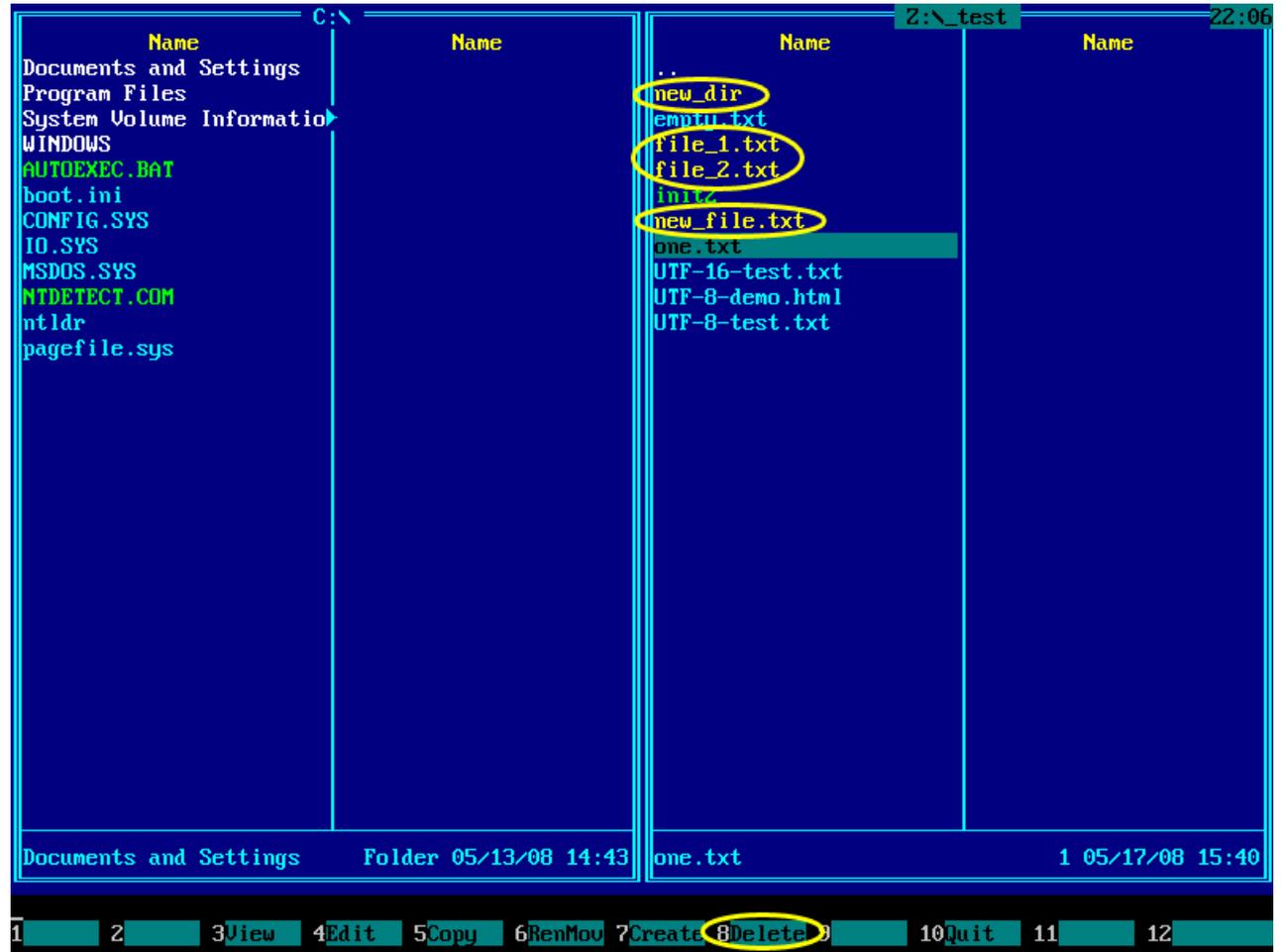
If you decided not to delete the file, press **Esc** key or click *Cancel* button in the popup window.

```
                         C:\                                              Z:\_test                      21:23
        Name                        Name                    Name                         Name
 Documents and Settings                              ..
 Program Files                                       new_dir
 System Volume Information▶                          empty.txt
 WINDOWS                                             init2
 AUTOEXEC.BAT                                        new_file.txt
 boot.ini                                            one.txt
 CONFIG.SYS                                          UTF-16-test.txt
 IO.SYS                                              UTF-8-demo.html
 MSDOS.SYS                                           UTF-8-test.txt
 NTDETECT.COM
 ntldr
 pagefile.sys



                                ┌──── Delete ────┐
                                │Do you want to delete the file│
                                │      new_file.txt      │
                                │   Delete  Cancel   │
                                └────────────────┘




 Documents and Settings    Folder 05/13/08 14:43  new_file.txt                    1 05/17/08 15:40

 1        2       3       4       5       6       7       8       9      10      11      12
```

Emergency Boot Kit User Guide
Introduction to the File Manager
4. How to
4.11. Delete multiple files or folders

4.11. Delete multiple files or folders

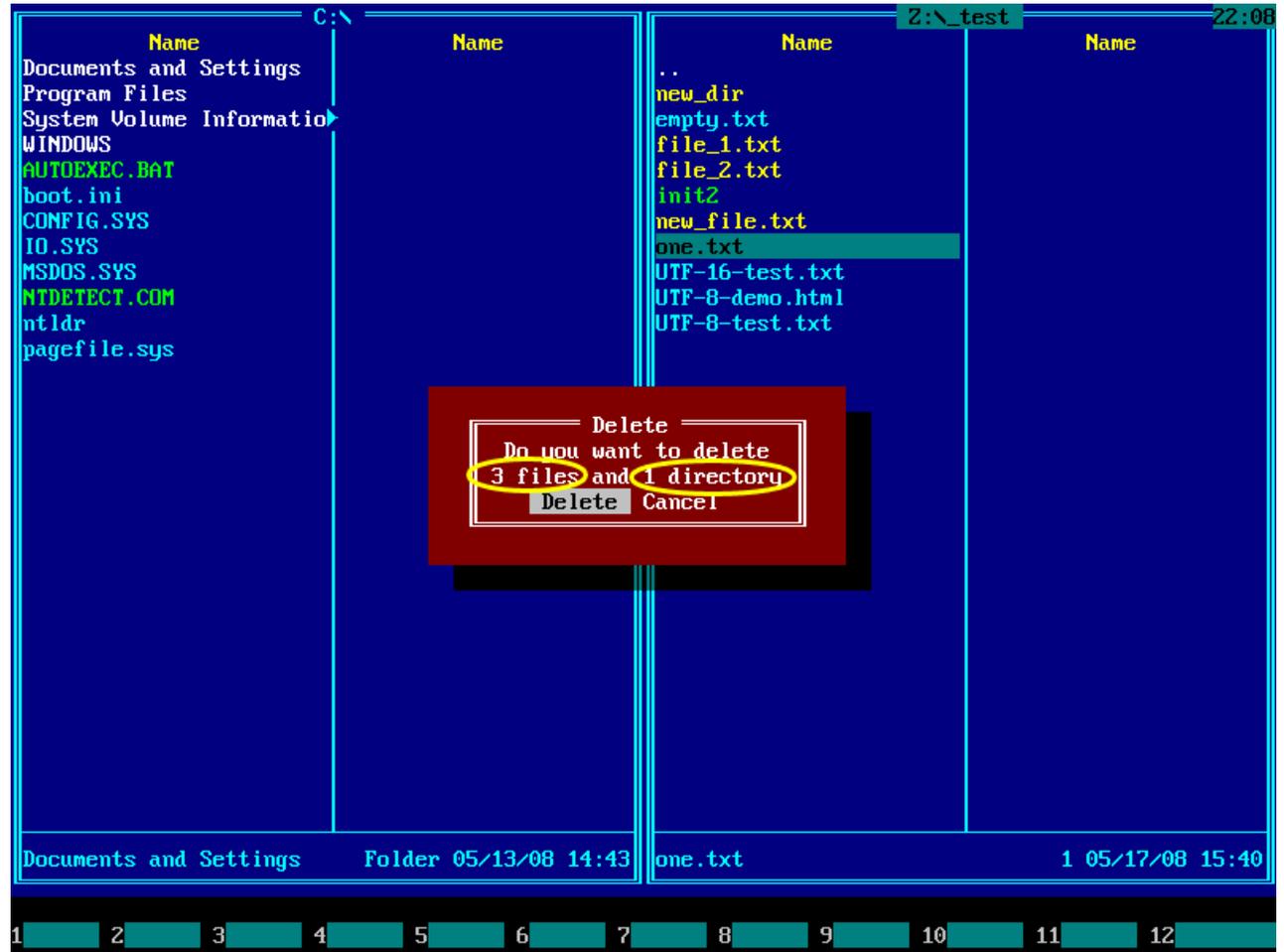First of all you need to select files and folders for deletion (see section Select files and folders in this volume).

To delete all selected items, press **F8** key.

Emergency Boot Kit User Guide
Introduction to the File Manager
4. How to
4.11. Delete multiple files or folders

Popup window will be displayed on the screen.

To confirm deletion, press **Enter** key or *Delete* button in dialog window.

If you decided not to delete the files, then press **Esc** key or click *Cancel* button in a popup window.

```
                        C:\                                    Z:\_test           22:08
        Name                      Name                  Name                Name
Documents and Settings                           ..
Program Files                                    new_dir
System Volume Informatio►                        empty.txt
WINDOWS                                          file_1.txt
AUTOEXEC.BAT                                     file_2.txt
boot.ini                                         init2
CONFIG.SYS                                       new_file.txt
IO.SYS                                           one.txt
MSDOS.SYS                                        UTF-16-test.txt
NTDETECT.COM                                     UTF-8-demo.html
ntldr                                            UTF-8-test.txt
pagefile.sys


                              ┌─────── Delete ───────┐
                              │ Do you want to delete │
                              │ 3 files and 1 directory │
                              │   Delete   Cancel     │
                              └───────────────────────┘




Documents and Settings      Folder 05/13/08 14:43  one.txt                1 05/17/08 15:40

1        2        3        4        5        6        7        8        9        10       11       12
```

4.12. View file

Use **F3** key to view current file.

More information about viewing files can be found in the volume "View Files" of Emergency Boot Kit user guide (https://www.prime-expert.com/embootkit/user_guide/embootkit_file_view.pdf).

33

4.13. Edit file

Use **F4** key to edit current file.

More information about editing files can be found in the volume "Edit Files" of Emergency Boot Kit user guide (https://www.prime-expert.com/embootkit/user_guide/embootkit_file_edit.pdf).