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Win 98 2nd Edition



WINDOWS 98

IN A NUTSHELL

A Desktop Quick Reference

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Windows 98 in a Nutshell

by Tim O'Reilly, Troy Mott, and Walter Glenn

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Quick Navigation Tips

Scrolling around full Explorer windows can take a long time. Typing the first letter of any file or folder will jump right to the first matching file or folder. Press the letter again to go to the next matching file or folder. This behavior applies only to folders that are already expanded (i.e., visible in the left pane).

Backspace will take you back up one level in the folder hierarchy. When the focus is in the left pane, the left arrow will do the same, but will also close the open branch. The right arrow will expand branches (any folder with a + next to it); the up and down arrows will move through the expanded branches in a linear fashion, but will not expand any branch that is not already open. Press Enter to expand or open the currently selected folder. Left and right arrow keys on the keyboard can expand and contract branches.

Cut, copy, and paste keys (Ctrl-X, Ctrl-C, and Ctrl-V) can be used in the right pane to move or copy files from one location to another. This can be easier than drag and drop when the files are in folders that aren't close together. Ctrl-A selects all.

To get a two-pane Explorer view of any folder, press Shift while you double-click on the folder.

- If you prefer the Windows 3.1 File Manager, use Start → Run → *winfile*. You can start the Windows 3.1 Program Manager with Start → Run → *progman*. Keep in mind that you can't view long filenames in *winfile*.



The Explorer is smart enough to figure out when a floppy disk is full. So you can safely go to a large folder, Select All, copy, and paste to a floppy. When the disk is full, you'll be prompted to insert a new disk.

Windows Update

<http://windowsupdate.microsoft.com/>

An online service that provides updates and add-ons for Windows 98.

To Launch

Start → Windows Update

Start → Programs → Accessories → System Tools → Windows Update

<http://windowsupdate.microsoft.com/>

Description

Windows Update is a web site (see Figure 4-29) on which Microsoft has made updates and certain add-ons available for Windows 98. These includes updates to Win 98 components available in Win 98 setup, security fixes, the Win 98 Y2K fix, bug patches, and additional components. When you first log on to the site, the Product Updates link is where you'll find all the goodies. A message will pop up asking whether you would like your computer checked for currently installed products and their versions. Microsoft promises that no information will be sent to them. If you select yes, your system is scanned and the list of product updates is tailored to display only those not already installed on your system. Select no and all available components are displayed. Components are presented as a checklist, so you can download and install them in batch.

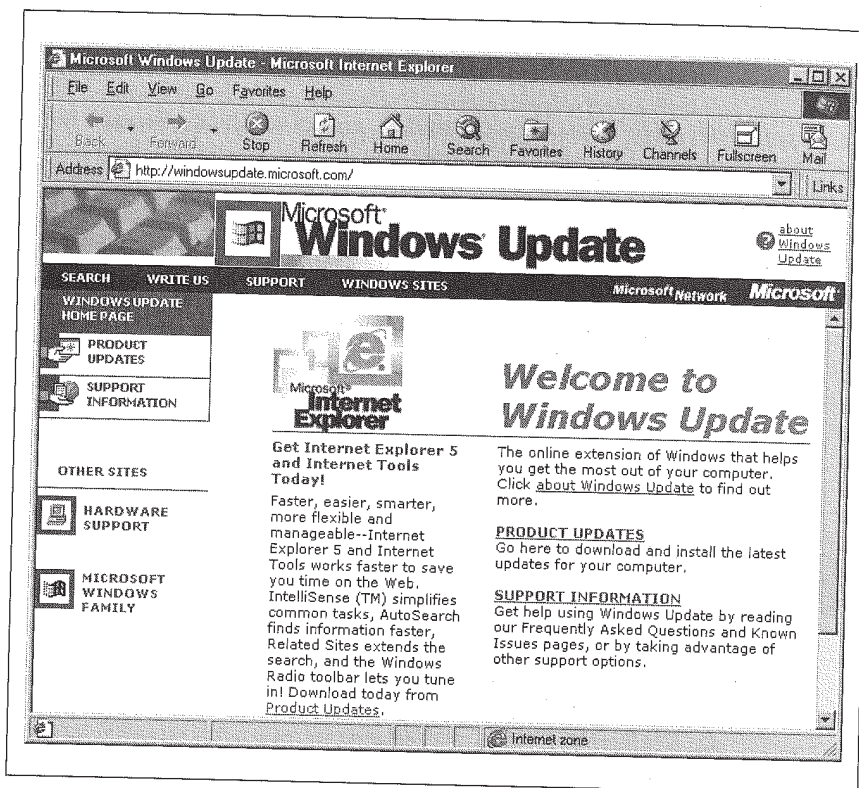


Figure 4-29: Windows Update

It would be useless to try to include an up-to-date list of what's on the site. However, following is a list of some of the more important (and fun) items you can find there. If you have Windows 98 Second Edition, you already have many of these fixes installed.

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