



# Manual



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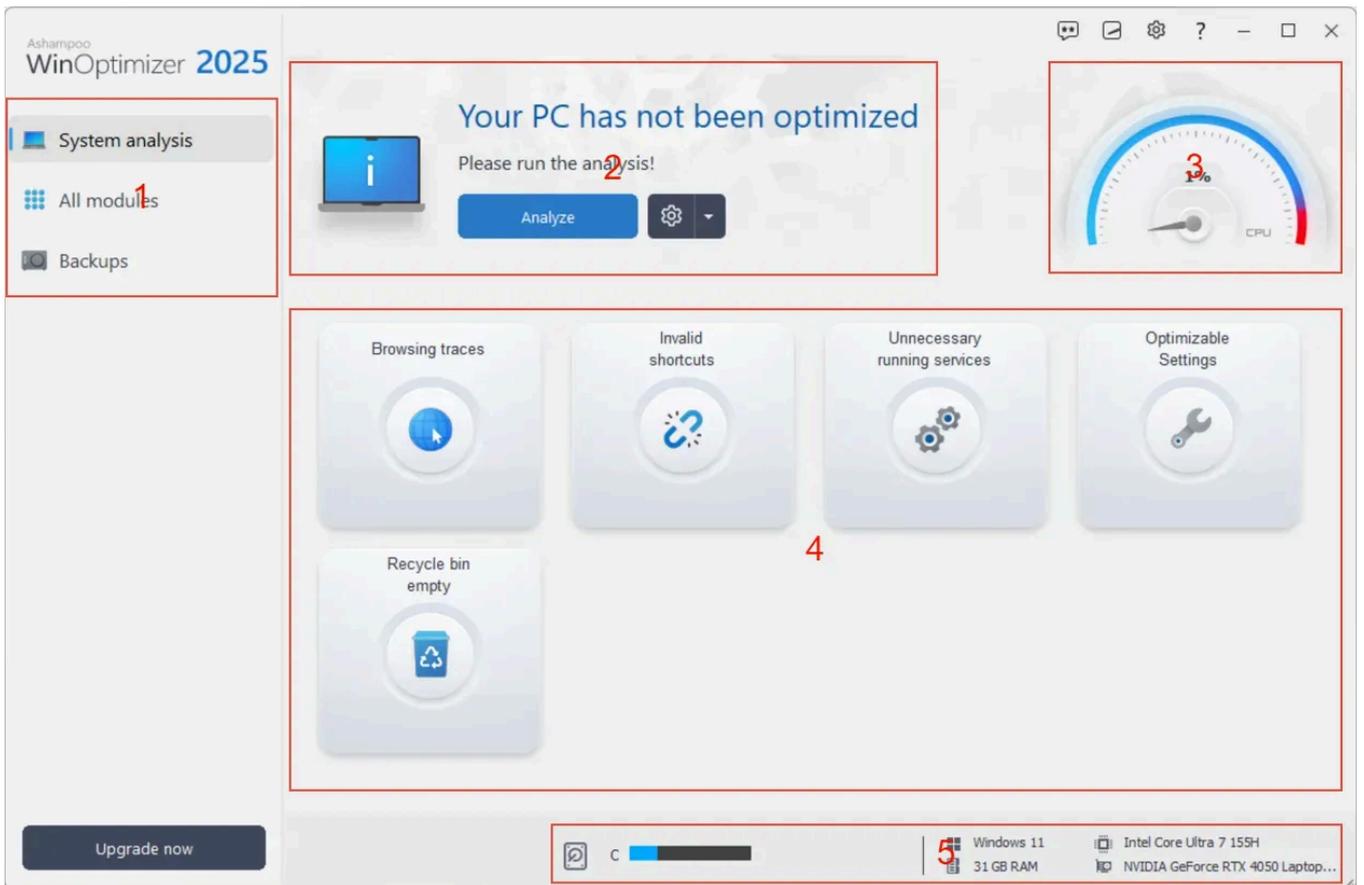
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# 1. Overview



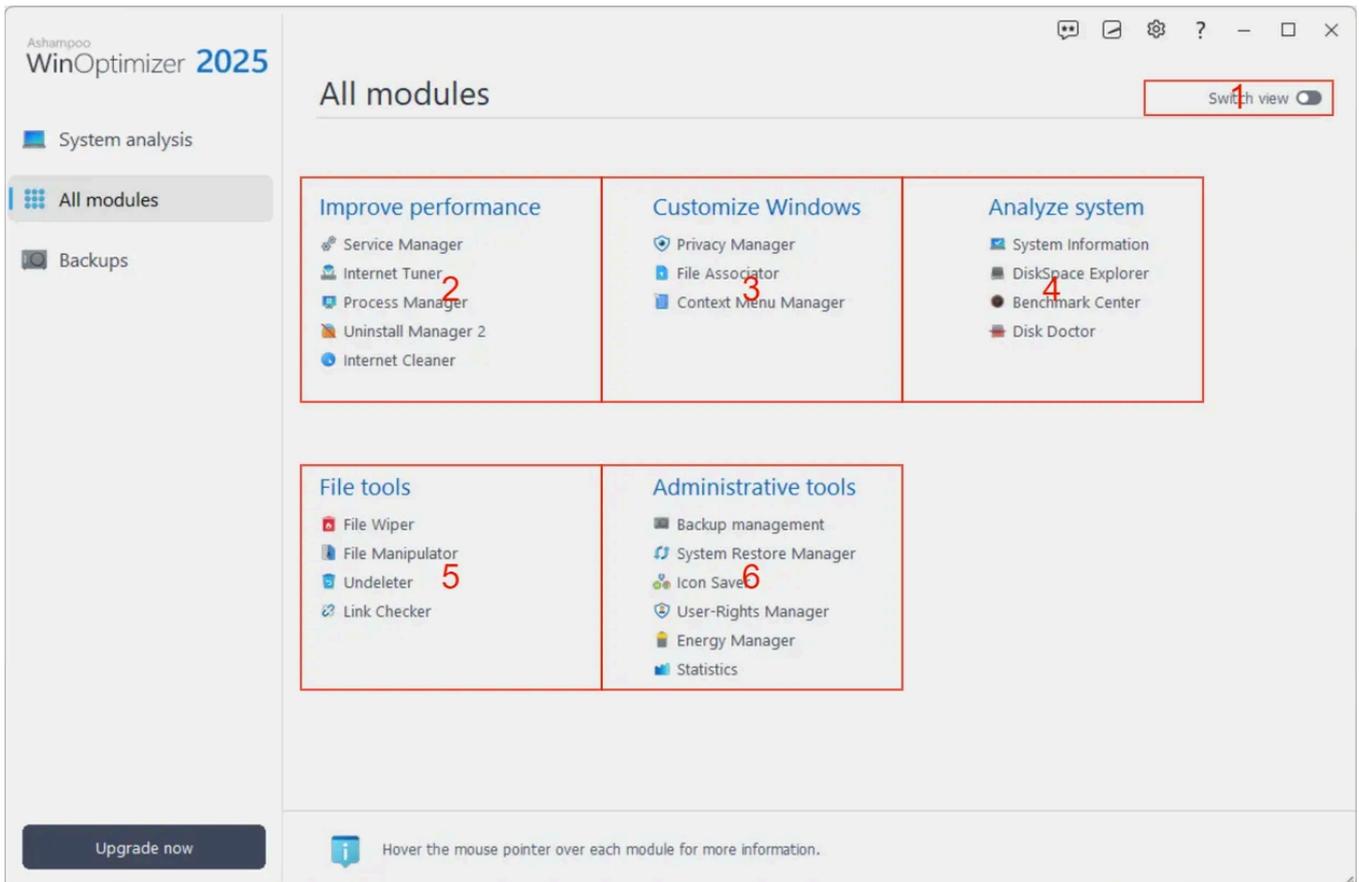
1: This toolbar lists all modules grouped by category.

2: The status of the current system analysis is displayed here. Click "Analyze" to run an analysis. Click the cog wheel to specify whether the analysis should be auto-run on program launch.

3 + 5: Details on current processor load, available RAM, CPU and GPU are shown here.

4: Current results of the system analysis are displayed here. Click an entry to review results in more detail. Maximize the program window for an even more detailed list.

# 2. All modules



Functions in WinOptimizer are grouped by into modules arranged by use cases.

1: Use this switch to toggle between a use-case and module names based view.

2: These modules will clean your steam of no longer needed files and more.

3: Performance enhancing features are located here.

4: Detailed information on installed hardware, software and the performance of your machine is available here.

5: With the help of these modules, you find and fix file-related errors.

6: These modules help you manage common PC settings, e.g. for user-rights management.

# 3. Improve performance

## 3.1 Service Manager

Services are background programs required by Windows and other applications to work properly. This module lists all installed services and provides a rating on their usefulness. It also allows you to modify start types individually.

### 3.1.1 Refresh

Updates the list.

### 3.1.2 Download ratings

Use this button to retrieve current ratings in case you disabled auto-downloads.

### 3.1.3 Details

Displays details such as service dependencies.

### 3.1.4 Start

Starts a service.

### 3.1.5 Stop

Stops a service.

### 3.1.6 Start type

Allows you to modify the start type of a service.

**Deactivate:** The service is permanently disabled. Use the ratings to ascertain whether a service is vital to the functioning of your system first.

**Manual:** The service is inactive and started automatically as soon as it is needed.

**Automatic:** The service will start with Windows.

**Automatic (delayed):** The service will start once Windows has loaded to avoid slow downs.

### 3.1.7 Rate online

Allows you to rate a service. Your rating will be shared with the community to make it available to other WinOptimizer.

## 3.2 Internet Tuner

This module helps you optimize your Internet connection.

### 3.2.1 Adjust manually

Experts may adjust individual network parameters manually. Please only use this option if you know what you are doing. Wrong inputs can cause connection drops or other disturbances.

### 3.2.2 Auto-optimize now

Select the type of your connection and the affected network adapter. If you are using a very slow connection or your machine is part of a heterogeneous network you should not disable "QoS", otherwise, you can disable this feature to increase network speeds. Click "Adjust automatically" to begin the process.

## 3.3 Process Manager

This module lists all currently running processes and allows you to adjust their priorities or terminate them.

### 3.3.1 Details

Displays additional details such as process owner and associated program windows.

### 3.3.2 Terminate process

Terminates the selected process. Note that system processes cannot be terminated.

### 3.3.3 Modify priority

Allows you to adjust the priority of a process.

### 3.3.4 Show

Filters running processes by categories.

### 3.3.5 Show load in lower window area

Displays/Hides charts for the overall CPU load and memory consumption of currently running processes.

## 3.4 Uninstall Manager

This module allows you to uninstall applications and remove entries for incompletely uninstalled programs.

### 3.4.1 Refresh

Updates the list of installed applications.

### 3.4.2 Delete entry

Deletes the entry from the list of installed Windows applications. The entry will also no longer show up in Windows' own uninstall dialog.

### 3.4.3 Uninstall application

Uninstalls the application from your system.

## 3.5 Internet Cleaner

Internet Cleaner scans your system for no longer needed Internet-related files and displays results grouped by categories. Click the number of results to display details for each category. Right-click a result and use the context menu to specify the affected cookie as secure. This cookie will no longer show up in future search results. This allows you to keep settings such as login data for your webmail account from being deleted every time you use Internet Cleaner so you won't have to input it again.

You can modify the list of safe cookies in the [settings](#) for this module. Use the bottom button for quick access.

# 4. Customize Windows

## 4.1 Privacy Manager

Privacy Manager can adjust all Windows settings that collect or share data about you with Microsoft. Select the desired category from the entries on the left and use the tabs to navigate through each category. Click "Apply" to apply the changes from all categories and "Restore standard settings" to restore the original settings. "Restore safe settings" will automatically adjust the settings to avoid the most common security risks.

## 4.2 File Associator

File Associator allows you to associate file types with viewer/editor programs. File types that are currently unassociated are marked red. Click an entry to select it or hold down Shift to select multiple entries starting with the first selected entry or Ctrl to select multiple entries individually.

### 4.2.1 Settings

Opens the module settings.

### 4.2.2 Refresh

Updates the list of available file types.

### 4.2.3 Undo changes

Restores the original program association for the selected file types-.

### 4.2.4 Edit

You can select the icon to be used on the Desktop and Windows Explorer and the viewer/editor for the selected file type here.

## 4.2.5 Delete

Deletes the selected file type from your system.

## 4.2.6 Apply changes

Applies your modifications.

# 4.3 Context Menu Manager

This module allows you to enable/disable various menu items in Windows' right-click context menu. Use "Activate" and "Disable" to turn individual items on/off or use the check marks. Click "Apply" to apply your modifications and "Properties" for additional details on a selected item.

# 5. Analyze system

## 5.1 System Information

This module provides various details on your PC hardware and installed applications. Click "Create Report" to display this data in your browser, e.g. to store it as an HTML file and share it with a technical support agent.

## 5.2 DiskSpace Explorer

DiskSpace Explorer analyzes and visualizes the file distribution across your drives, e.g. to track down huge files. Select a drive and click "Start" to begin analyzing. Either double-click a folder on the left to navigate to that folder or double-click a folder in the center view. This allows you to navigate through your folders.

## 5.3 File allocation by percentages

### 5.3.1 Name

Displays the size of files / folders either relative to the capacity of the host drive or relative to their parent folder. You can change this setting under "Bar in Name column".

### 5.3.2 Size %

Displays the size of files/ folders relative to the capacity of the host drive. In the above image, the folder "System32" occupies 9.789% of the total available space on drive "C".

### 5.3.3 (Folder) Size

Displays the size of files / folders relative to their parent folder. In the above image, the folder "System32" occupies 24.280% of the space occupied by the folder "Windows" on drive "C".

## 5.4 View settings

### 5.4.1 Files

This view hides all diagrams.

## 5.4.2 Structure

This view displays files and a chart.

## 5.4.3 File formats

This view groups files by type, e.g. videos, and displays both a list and chart.

## 5.4.4 Bar in "Name" column

**No bars:** Hides the visual representation of space usage

**Size relative to current drive:** Displays the size of files/ folders relative to the capacity of the host drive.

**Size relative to folder:** Displays the size of files / folders relative to their parent folder.

## 5.4.5 Show

Allows you to restrict the display to individual categories.

# 5.5 Context menu

## 5.5.1 Open File

Opens the selected file.

## 5.5.2 Show in Explorer

Opens the folder the selected file resides in Windows Explorer.

### 5.5.3 Open folder in explorer

Opens the selected folder in Windows Explorer.

### 5.5.4 Delete

Deletes the selected file/folder.

## 5.6 Benchmark Center

This module can benchmark the read/write speeds of your disk drives. Click "Start" to benchmark the selected drive and "Compare online" to compare your results against other drives.

## 5.7 Disk Doctor

Disk Doctor scans your disks for errors and can try to fix them. These errors can be caused by power cuts, crashes or on external drives that were improperly disconnected.

### 5.7.1 Deep scan

Same as "Check now" but also scans unused areas. Depending on the size of your disk, this process may take some time.

### 5.7.2 Check now

Scans the selected disk for errors. Only areas that are currently occupied by files will be

scanned. The program can try to move files from corrupted to safe areas and will then mark the affected areas as unusable to avoid future data loss.

### 5.7.3 Select drive

Select the disk to be scanned here.

### 5.7.4 Display log file

Displays a summary of the scan.

### 5.7.5 Stop

Cancels the current operation.

## 5.8 Font Manager

This module lists all installed system fonts.

### 5.8.1 Refresh

Updates the list of installed fonts.

### 5.8.2 Control Panel

Opens the "Fonts" folder in Windows Explorer.

### 5.8.3 View

Displays a detailed preview for the selected font.

## 5.8.4 Delete

Deletes the selected font. Note that some applications depend on specific fonts to work properly or at all.

# 6. File tools

## 6.1 File Wiper

When Windows deletes a file, the affected disk space is marked as reusable. As long as it isn't used for new data, the original data is still there and can be recovered easily. FileWiper overwrites these areas with data such as zeros so the data can no longer be recovered.

### 6.1.1 Settings

Opens the module settings

### 6.1.2 Add

**\*Folder:** Adds a folder to the list that will be permanently erased.

**File(s):\*** Adds one or more files to the list that will be permanently erased.

**Trashcan contents:** Adds the contents of the recycle bin to the list.

**Free disk space:** Overwrites free disk space on the selected drive to render previously deleted files/folder unrecoverable.

### 6.1.3 Clear list

Deletes all entries from the list.

### 6.1.4 Remove from list

Deletes the currently selected entry from the list.

### 6.1.5 Abort

Cancels the current operation.

### 6.1.6 Wipe data

Overwrites the selected areas permanently.

## 6.2 File Manipulator

File Manipulator allows you to split up files into several parts, e.g. for easier sharing or archiving. It can also reassemble these parts or encrypt/decrypt files.

### 6.2.1 Split

Select the file to split and optionally specify an output folder. If no output folder is specified, the parts will be created in the original file folder. Then, select the desired size of your parts and click "Start" to begin the operation.

### 6.2.2 Join

Make sure all required parts reside in the same folder and select one of them. You may optionally specify an output folder for the newly assembled file. If no output folder is specified, the file will be created in the original file folder. Click "Start" to begin the process.

## 6.2.3 Encrypt

Select the file to be encrypted and enter the password to be used. If required, you may create a self-extracting archive that can be decrypted on any machine without the use of WinOptimizer. You may optionally select to have the original file deleted once it has been encrypted. Click "Start" to begin the process.

## 6.2.4 Decrypt

Select the encrypted file. Then, put in the password you used during the encryption phase and click "Start" to begin the operation.

# 6.3 Undeleter

Undeleter attempts to recover accidentally deleted files. Simply select a drive and click "Search". Then, select the files to be recovered. Use the search text field to narrow down the list of results and click "Restore" to recover the selected files. Make sure to select a different drive than the source as destination to avoid data loss.

# 6.4 Link Checker

Link Checker validates program shortcuts and can delete invalid items. Click the check boxes to select/deselect individual entries or use the toolbar.

## 6.4.1 Refresh

Updates the list of shortcuts. Click the arrow to adjust additional search parameters.

## 6.4.2 Select invalid

Select all invalid shortcuts.

## 6.4.3 Select none

Clears the current selection.

## 6.4.4 Properties

Displays details such as the target location for the shortcut.

## 6.4.5 Delete selected

Deletes the selected shortcuts from your system.

# 7. Administrative tools

## 7.1 System Restore Manager

This module manages system restore points as created by Windows, e.g. before installing Windows updates. System restore points allow you to revert your machine to a previous state in the event of system errors.

## 7.1.1 Refresh

Updates the list of restore points.

## 7.1.2 Create new restore point

Creates a new system restore point that holds the current system state.

## 7.1.3 Restore

Restores the selected restore point and reverts your system to the previous state.

## 7.1.4 Delete

Deletes the restore point from your system.

# 7.2 Icon Saver

Icon Saver saves the position of your desktop icons and can restore their original layout, e.g. after it was altered by newly installed application.

## 7.2.1 Refresh

Updates the list of backups.

## 7.2.2 Create save point

Saves the current desktop icon layout.

## 7.2.3 Delete

Deletes the selected backup.

## 7.2.4 Restore

Restores the original icon layout from the selected backup.

# 7.3 User-Rights Manager

Use this module to adjust/restrict user rights, e.g. to keep guests from altering display options or uninstalling applications. It is particularly useful in multi-user environments.

First, select a user from the top left pull-down menu, then select a category from the left. Use the tabs to navigate through a category. Click "Apply restrictions" to apply all modifications to the selected user or "Remove restrictions" to restore the original settings.

# 7.4 Energy Manager

Here, you can adjust existing or create new power schemes. Each scheme offers separate settings for battery and grid operation.

## 7.4.1 Other actions

**Refresh:** Reloads the list of available power schemes.

**Reset power scheme:** Resets the selected power scheme to its original settings.

**Restore Windows defaults:** Replaces all existing power schemes with Windows defaults plus the Ashampoo scheme.

**Delete power scheme:** Deletes the selected power scheme.

## 7.4.2 Copy power scheme

Clones the selected power scheme

## 7.4.3 Edit

Edits the selected power scheme

## 7.4.4 Activate

Sets the selected power scheme active for

# 7.5 Edit power scheme

This dialog allows you to modify the selected power scheme to your needs. Changes should be made by experienced users only.

# 7.6 Statistics

This is a summary of all WinOptimizer activities. Click "Rest" to reset all values.

# 7.7 Task scheduler

This module allows you to specify a time when either the system analysis or One Click Optimizer should be run automatically. If needed, the program can shut itself down, once the process is complete.

# 8. Backups

Use this module to undo changes made by WinOptimizer, e.g. through Registry Optimizer, should the changes have lead to undesired system behavior.

## 8.1 Delete old backups

Deletes backups that are older than 7, 14 or 30 days. Click the arrow to select a time interval.

## 8.2 Refresh

Updates the list of available backups.

## 8.3 Show backup folder

Opens the backup folder in Windows Explorer.

## 8.4 Restore

Restores the changes of the selected backup.

## 8.5 Delete

Deletes the selected backup from your system.

## 8.6 Switch view

Toggles between a quick overview and a detailed list of your backups.

# 9. Settings

## 9.1 Basic functions

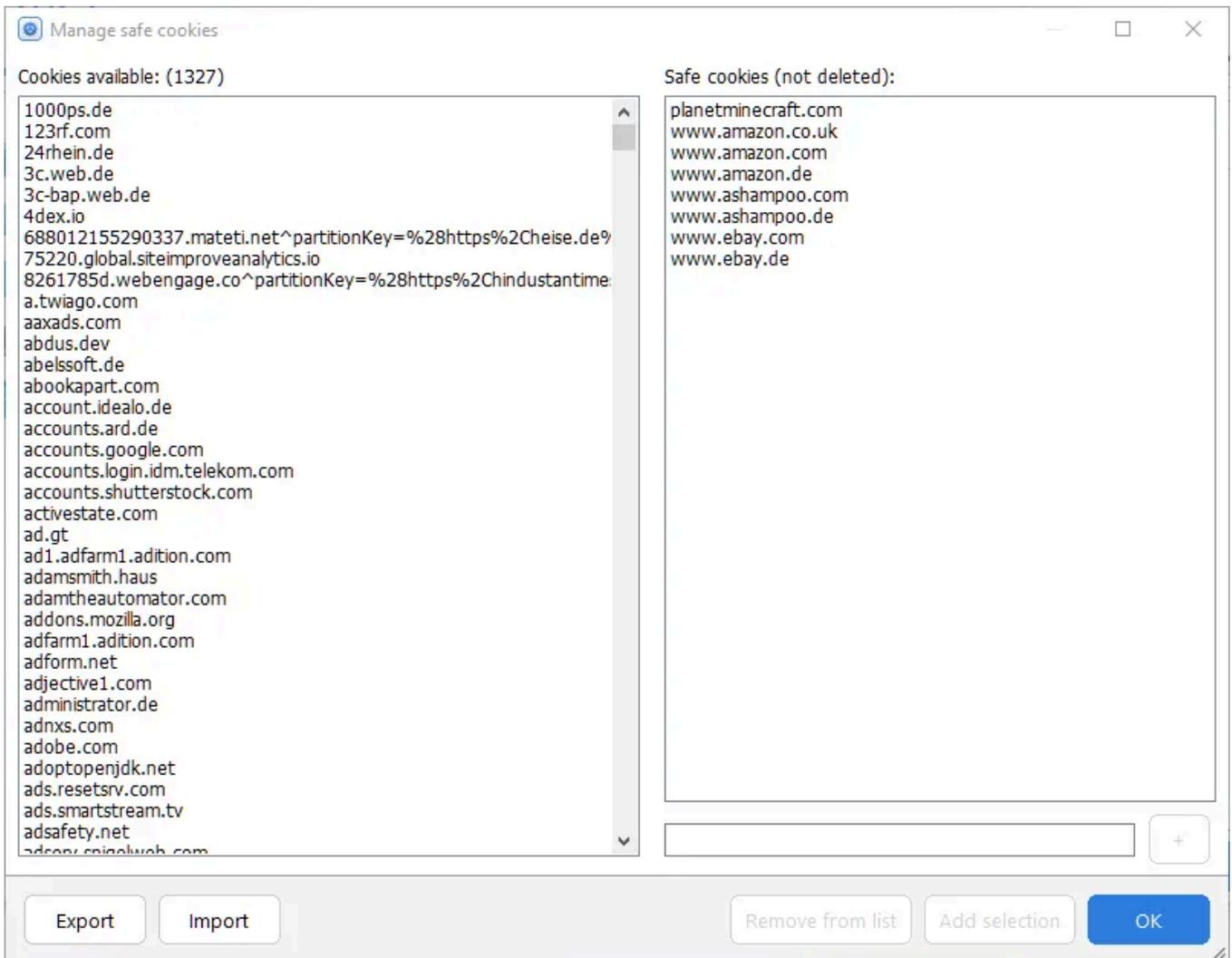
Use these settings to select a different program language or look.

## 9.2 Internet Cleaner

Select the file types to be deleted for each browser and adjust the list of secure cookies here.

### Safe cookies

Many websites use cookies to store important data, e.g. login credentials, and use them to automatically fill in the data on your next visit. Since Internet Cleaner deletes all cookies, you'll have to reenter the data manually for each affected site, unless you mark the affected cookies as "safe", thereby excluding them from deletion. Note that your settings always apply to all supported browsers.



Existing cookies are listed on the left. Select one or more entries and click "Add selection" to whitelist the affected cookies. You can also add individual URLs, e.g. "ashampoo.\*", using the text field and the plus button. "\*" is a wildcard character and means that all URLs starting with "ashampoo." will be whitelisted.

### 9.3 File Associator

These settings affect the formats that will be listed for each filter category. To include a file type, simply add its extension, e.g. "bak", to the desired category. Use commas to separate multiple formats.

### 9.4 DiskSpace Explorer

Adjust the visual representation of file distribution here. "Number of chart sections" affects, how many parts a diagram, e.g. a pie chart, can consist of. You may furthermore adjust the lists of formats used for each category such as "Audio files" or "Documents" and even create your own custom category/group.

## 9.5 File Wiper

Select the deletion method to be used by the module here.

## 9.6 Undeleter

These settings influence the presentation of search results and the handling of folder structures during file restoration.