

A Guide to Installing and Using WebWhacker

INSTALLING WEBWHACKER

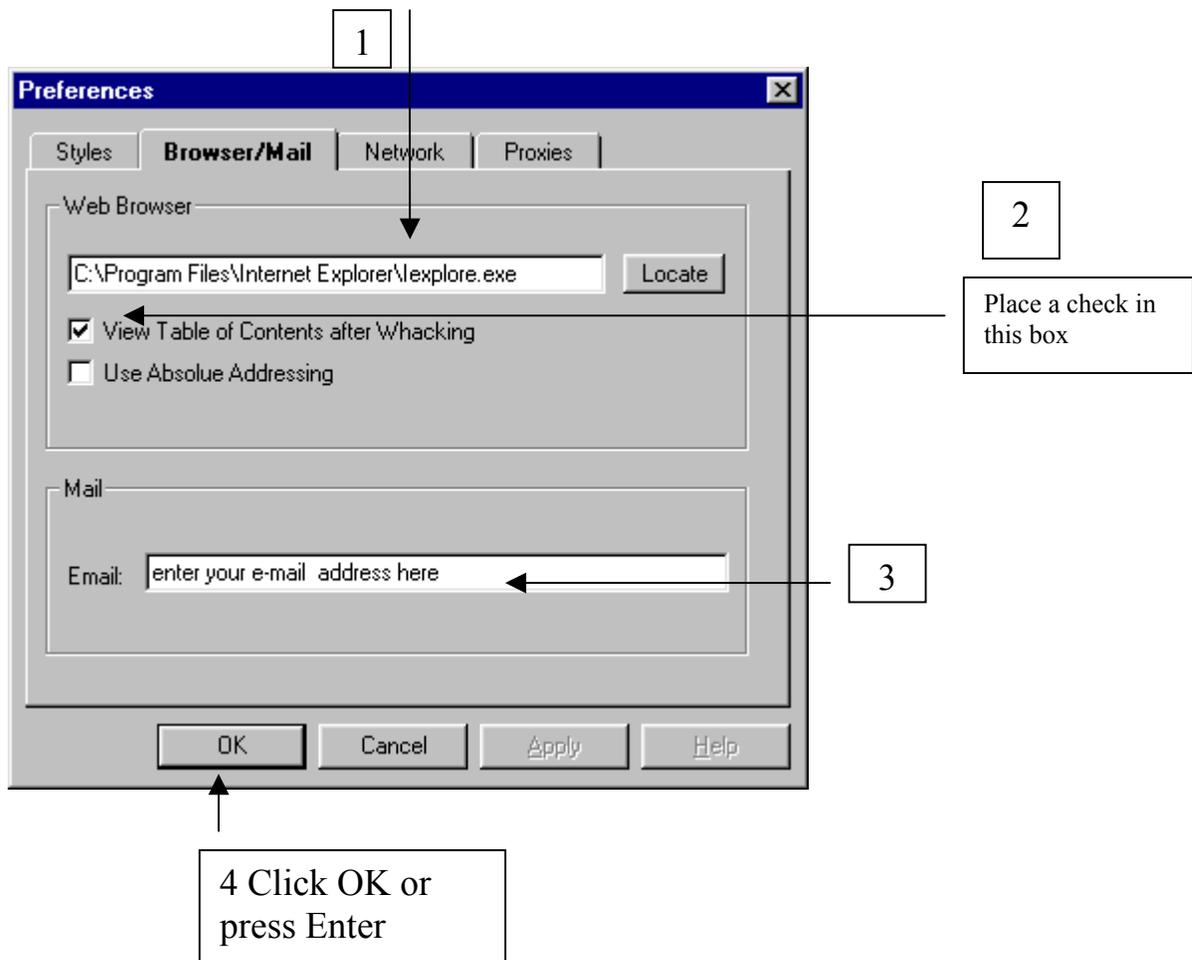
INSTALLATION

1. Insert CD in CD ROM Drive
2. Double click My Computer
3. Double click on the CD ROM drive (it will say Webwcd)
4. Double click the Win95 folder
5. Double click Webwhack folder
6. Double click on Setup icon (has picture of computer with floppy disk box)
7. Set up will automatically begin. Click Next until you get a message that a Read Only File is Detected. Click on **“NO”**.
8. Your program is now installed and you will see a screen which says “Setup is complete.....” Click OK at this screen.
9. Close all Windows and remove the CD from drive and store.

RUNNING THE PROGRAM

1. Create a folder on the C-drive and name it Whacked.
2. Open program by going to Start, Programs, WebWhacker, WebWhacker.
3. **This step is to be done only the first time you use WebWhacker.** Click “Done” on the first Window so you can configure the program.
4. Choose “Options”, Preferences and click on the Browser/Mail tab.

Type the following in the Locate box:
C:\ProgramFiles\InternetExplorer\Iexplore.exe



Congratulations! You have now successfully installed and configured WebWhacker.

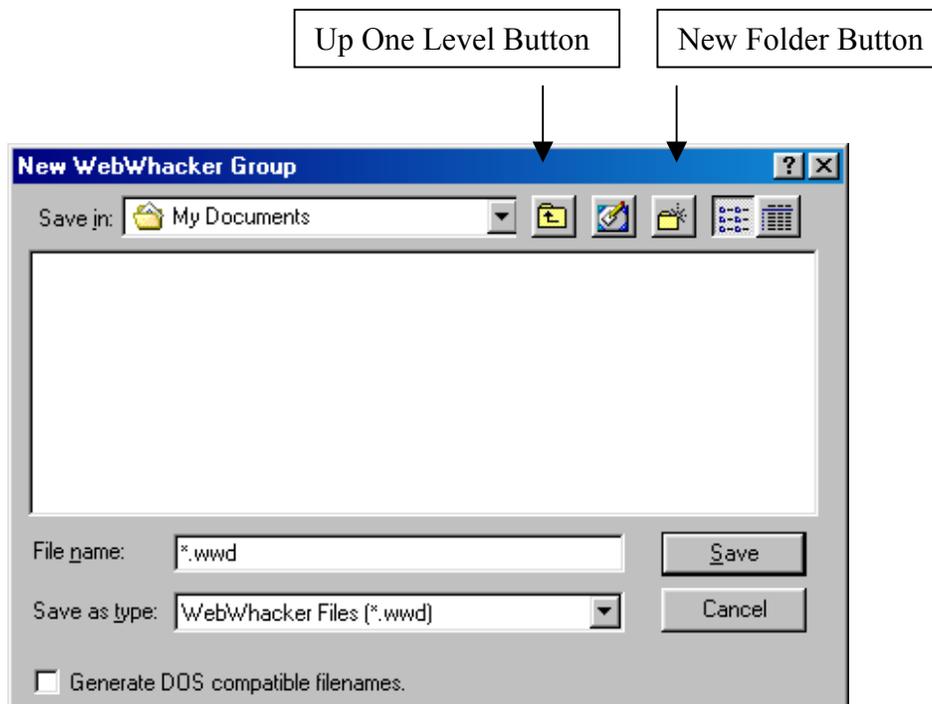
USING WEBWHACKER

CREATING A NEW GROUP

You are now going to create a new Group. This Group will contain a list of pages that will be (or have been) whacked. A Group usually contains pages from one Web site, but can include pages from any sites in your Group. On the C drive, this Group will contain all text and image files that have been whacked. To keep these files organized, keep each Group in a separate folder. The name of the Group can (and should) be the same name as the folder.

As an example, you are now going to create a folder called “Louisiana” and store it in a folder also called “Louisiana”.

1. Open WebWhacker.
2. To create a new Group, select the New Group button. You will see the New WebWhacker Group dialog.



3. Click on the **Up One Level** button and navigate to the Whacked folder you created on the C drive; double click it. It will appear in the Save in dialog box.
4. To create a new folder for this Group, click on the **Create New Folder** button. Type the name “Louisiana” and press **Enter**. Press **Enter** again to make that the default folder.
5. Press the **Tab** key to move the cursor to the File Name dialog box. Name the file “Louisiana”.
6. Press Enter or click Save button to save.

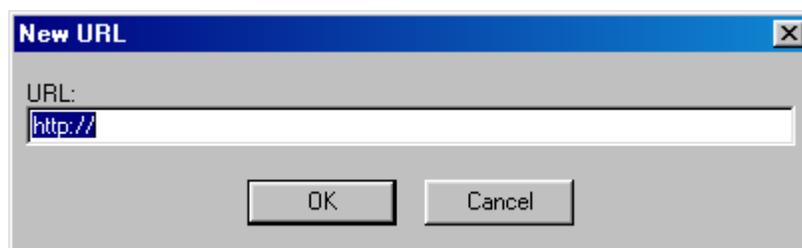
You have created a new Group (Louisiana) and a folder called (Louisiana). You are now ready to add a URL to the Group list.

ADD A URL

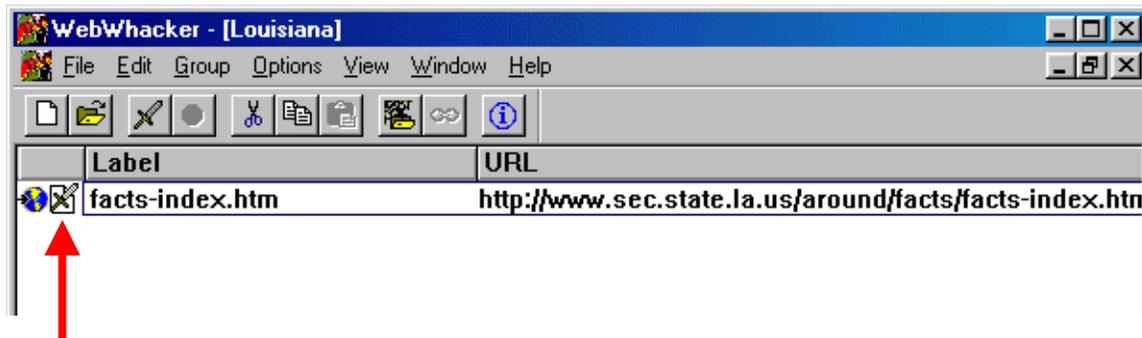
You are now going to add a URL of the Secretary of State’s Louisiana Facts home page to the Group that you just created. You can get the URL of the page to be whacked using several different methods. For now you will enter it manually.

1. To add a new URL go to Group on the menu. Click and arrow down to New URL.
2. Enter the following URL: <http://www.sec.state.la.us/around/facts/facts-index.htm>

Press **Enter** or click **OK**.



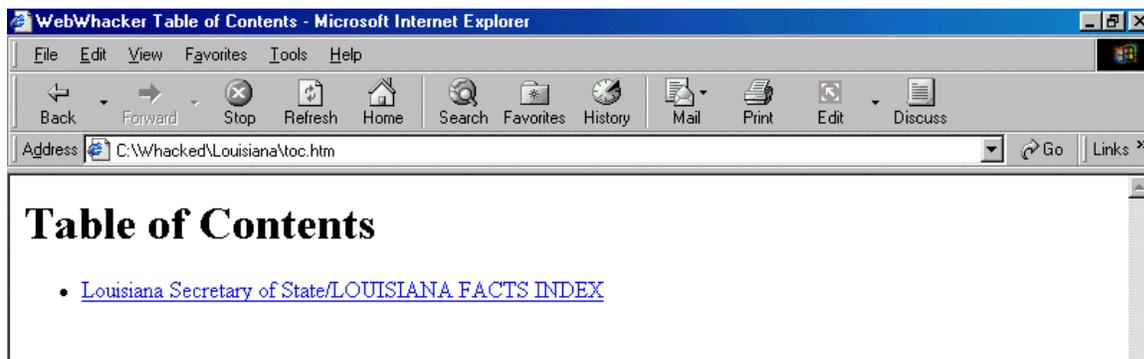
3. You now see that URL in the Group list. The globe in the first column of the list indicates that this URL has not been whacked and is still out on the Web. The sword in the second column indicates that this URL is set “To be Whacked”.



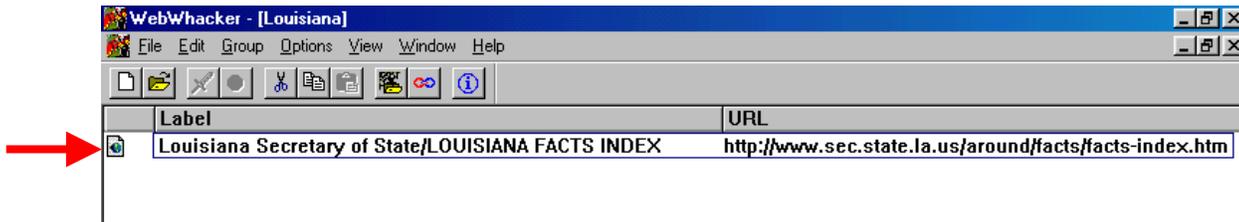
WHACK AND VIEW

Next you will whack the URL that was added and view the whacked page using your Web browser. This whacking process will copy the text and images from the Web to your C drive.

1. Open Internet Explorer and minimize it.
2. Begin the whacking process by clicking on the **Start Whacking** button (Sword icon) on the tool bar or go to File, Whack. You will see the progress on the Whacking dialog box as the text and images are copied to your C drive. (You can stop the whacking at any time by pressing the **Stop Whacking** icon)
3. When the whacking has completed, you will see the Web browser displaying a Table of contents for the whacked page. Notice that the **Address:** is a local file name. Click on the link for LA SECST/ LAFACETS-PG1. You can now see the text and images for that page which has been copied to your C drive.



Go back to WebWhacker by clicking on the Louisiana-WebWhacker button on the taskbar. After whacking, notice that the globe in the first column of the list has been changed to a page—this indicates that the URL is now on your C-drive. The sword has been removed from the second column to indicate that it is not set “To be Whacked”.

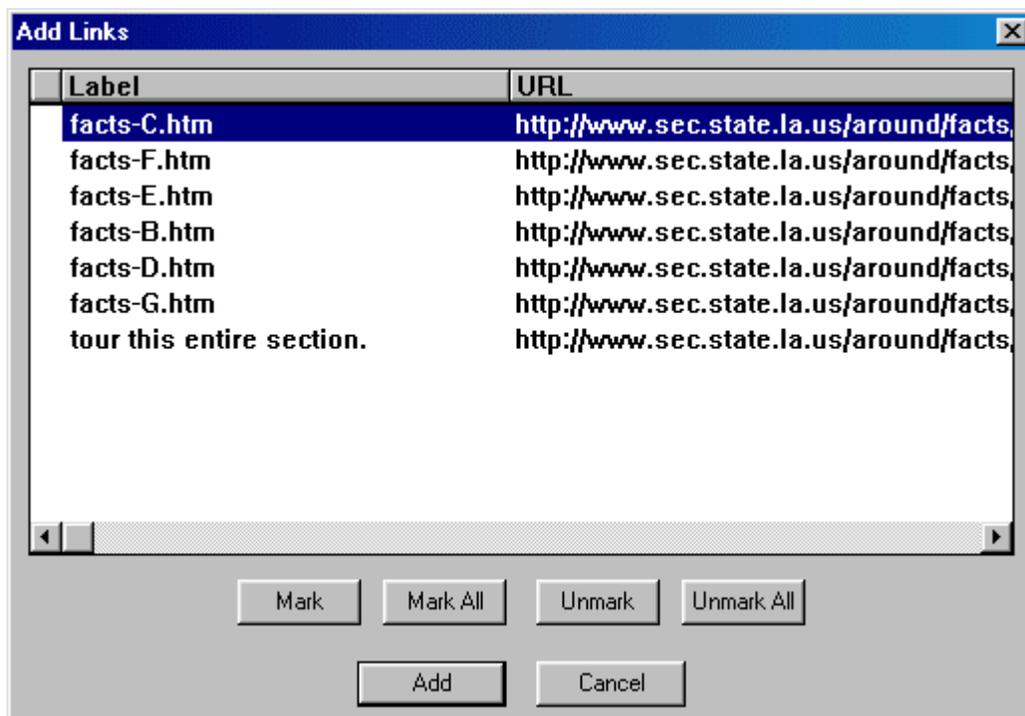


You have now successfully whacked one page. 😊

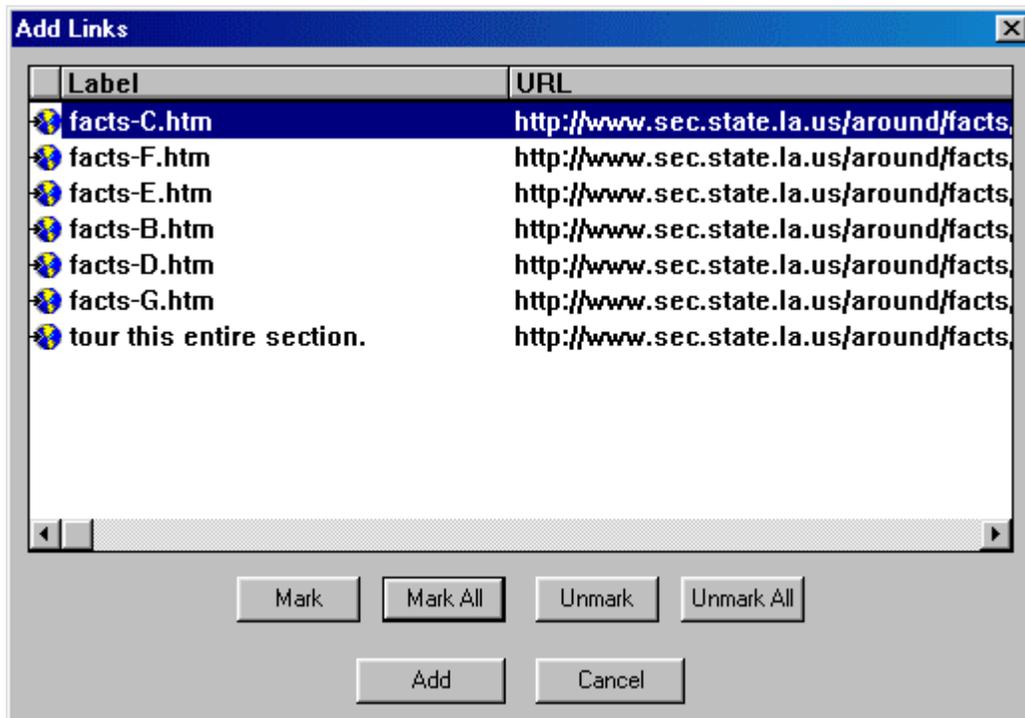
ADD LINKS

You will add all of the page links to the Group list which are on the page that you just whacked. Then you will whack and view those additional pages.

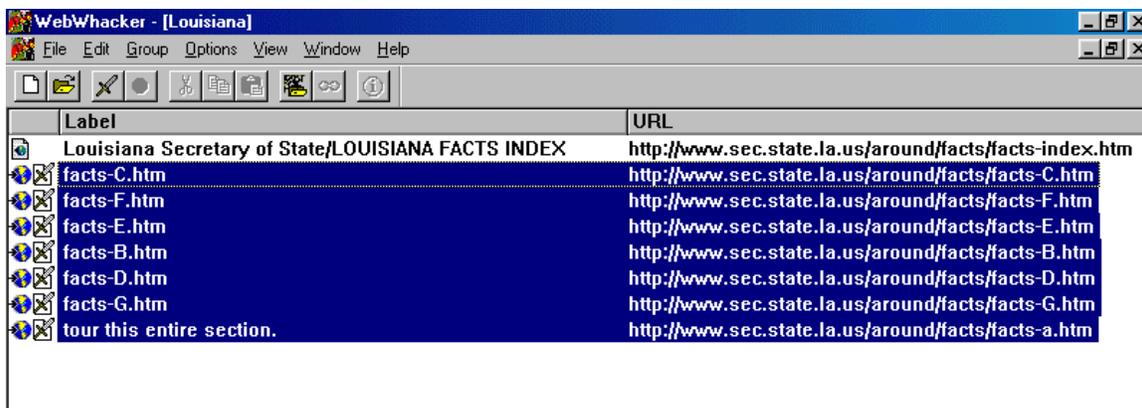
1. To add links from the whacked page, click once on the LA SEC ST/ LA FACTS.INDEX. Click on the **Add Links** button or on the menu choose Group, Add Links. You will then see the Add Links dialog box.



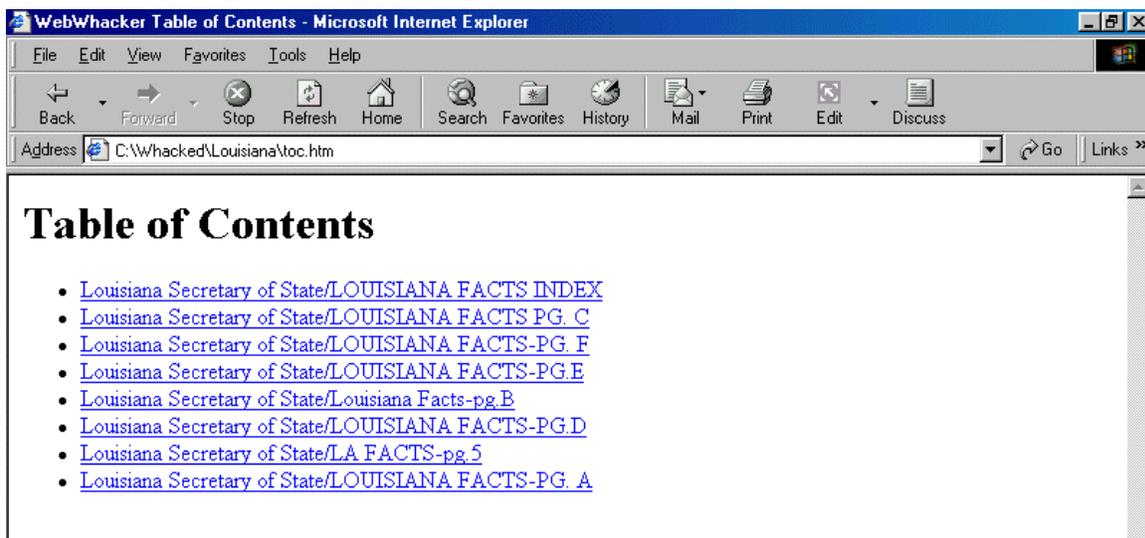
- From this window, you can select the links you want to whack. You can mark or unmark some or all of the links displayed.
- For now, click on the **Mark All** button to select all links to be whacked. Notice how a Globe is added to the left of each URL. This symbol indicates that the URL has not yet been whacked and is still out on the Web.



- Click on the **Add** button to add these URLs to the Group list. Notice how the Group list now includes those URLs, and they are set “To be Whacked”.



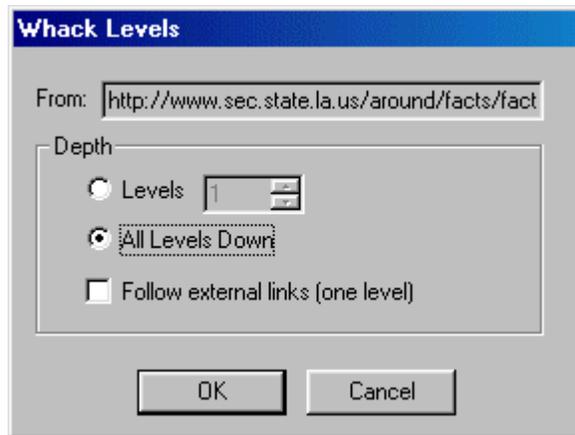
5. Click on the Start Whacking button on the tool bar or on the menu choose File, Whack to begin whacking the selected pages. If a page cannot whack because it no longer exists, you will see a message that one or more items could not be whacked.
6. When the program finishes whacking the pages, you will see the Web browser with the updated Table of Contents for this Group. You may need to select **Reload** on the Web browser to refresh this screen. The next level of pages is now on your C drive.



WHACK ALL LEVELS

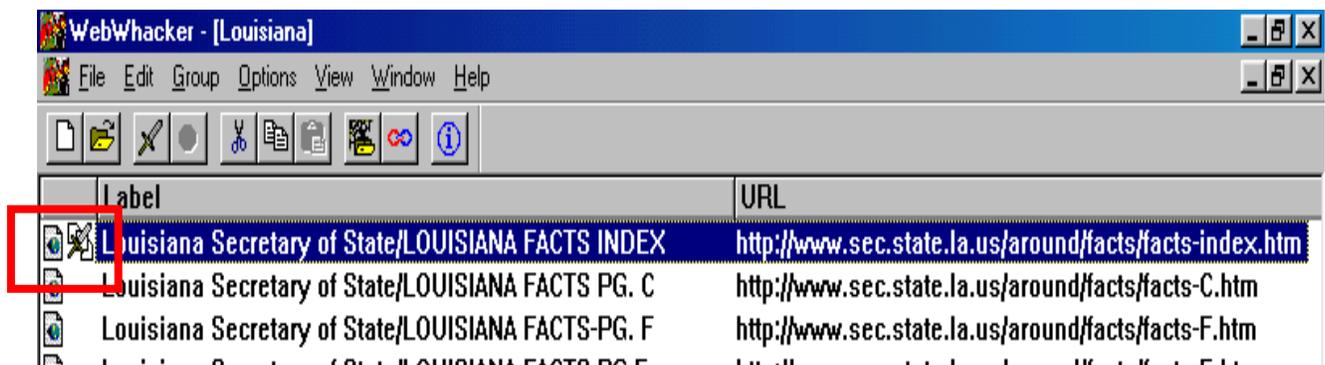
Now you will whack all of the pages in the LA Facts Web site.

1. Click the LA Webwhacker button on the taskbar at the bottom of screen. Notice there is a list of links that have been whacked.
2. Go to the top of the Group list and click once on the first URL (LA Sec St/LA Facts-INDEX). Click on the Options menu and select Whack Levels. You will then see the Whack Levels dialog.



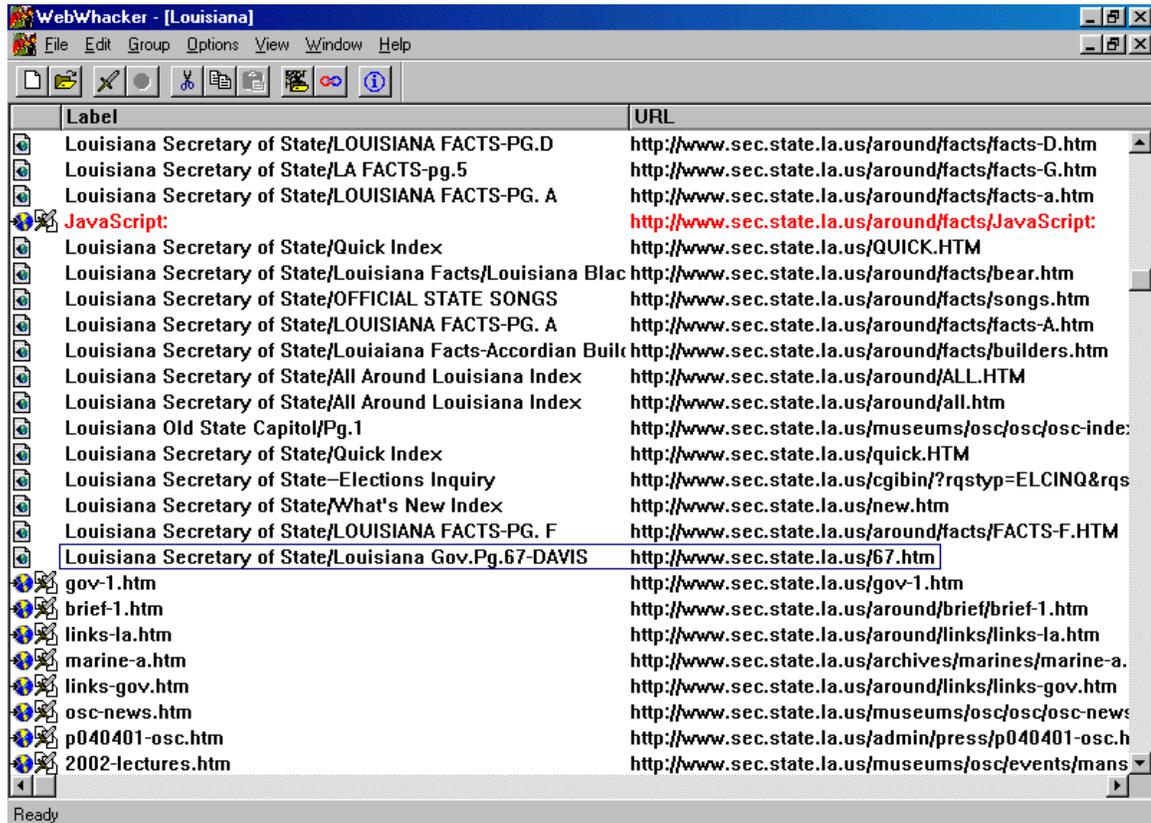
3. Select **All Levels Down**. This will whack the entire site. Make sure the **Follow external links** box is not checked. Then select **OK**.

Notice on the Group list shown below that the second column of the first line has a sword, and behind the sword are several pages. This indicates that more than one level is set to be whacked.

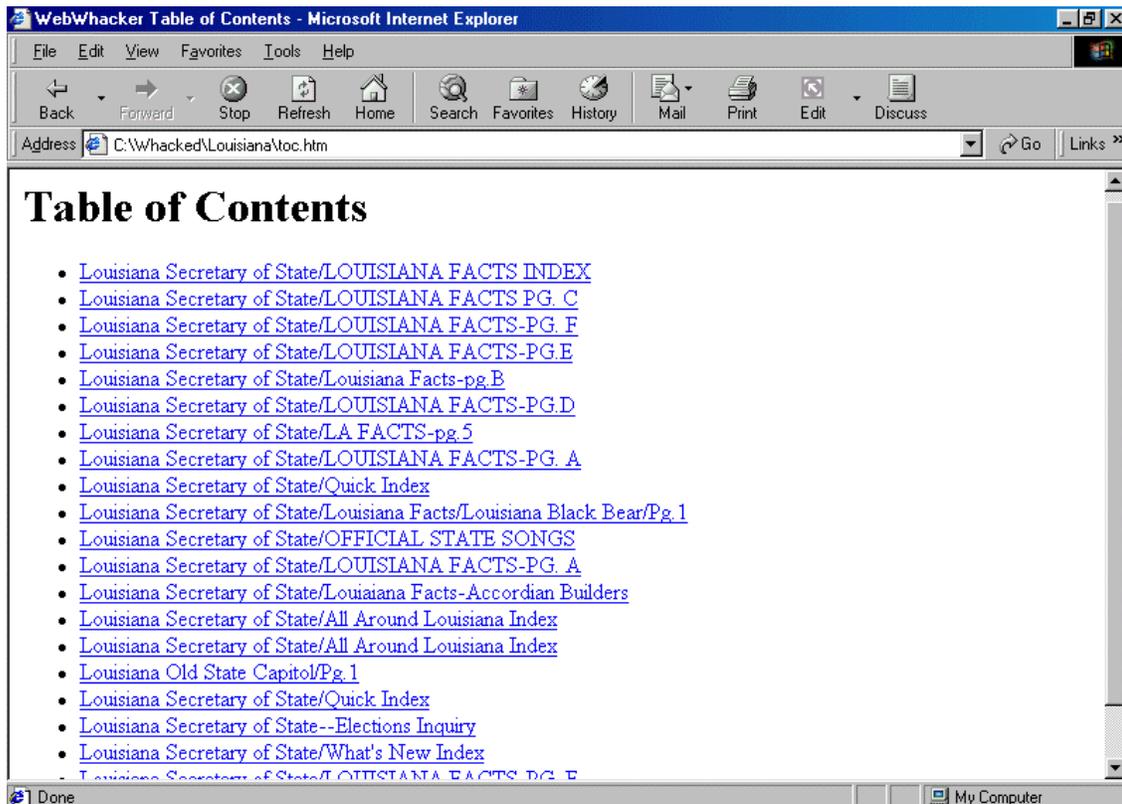


4. Click on the Start Whacking button on the toolbar or File, Whack to begin whacking all of the levels in the site.

⚡ WARNING: *This may take quite a while, depending on the number of links within the site. You may cancel at any time. It will save only those links that were whacked previous to cancellation. You will see an indication of levels not yet whacked so you can whack them at a later time.*



5. When it is finished whacking, you will see the Web browser with the Table of Contents for this Group. If necessary, select **Reload** to refresh the browser screen. The entire La Facts Web site is now on your local drive.



TO USE A WHACKED SITE

1. Open **Internet Explorer**
2. Open **WebWhacker** (Start, Programs.....)
3. Choose **Open Group**
4. Use “Up one Level” button to find the “Whacked” folder on the C drive and double click on it.
5. Double click the Louisiana folder.
6. Double click the Louisiana file. This will open your list of whacked files.
7. Double click on the first link to open the home page of the site. Page will be opened in the background.
8. Close WebWhacker window and you can now navigate through your whacked links.

QUICK TIPS

1. **Globe** -- If link has a globe next to it, you did not “whack” it.
2. **Globe within a page** -- If Link has a page icon and a small globe inside of it, then the file has been “whacked” and stored on your computer.
3. **Red text** – If WebWhacker was unable to download a link, it will appear in the list in red.
4. **WebWhacker Guide** – Pages 54 – 75 Frequently Asked Questions is a chapter to review for common questions or problems.
5. **WebWhacker Window and Buttons** – See pages 64 - 71 of WebWhacker guide for a description of the WebWhacker windows and buttons.
6. **Copyright** – Page 52 – 53 of the guide deals with Fair use of Internet resources. It gives several URL’s that discuss copyright law. Please read carefully.