Squeez Instruction Manual

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1   Introduction

Thank you for checking out Squeez. In case you might not have guessed yet, our app is an archive manager built for Android devices, ranging from versions 2.3 (Gingerbread) to 4.4 (KitKat). With it, you'll be able to zip files and folders, as well as manage your content by moving, copying, deleting, and renaming your files. Let's get started shall we?
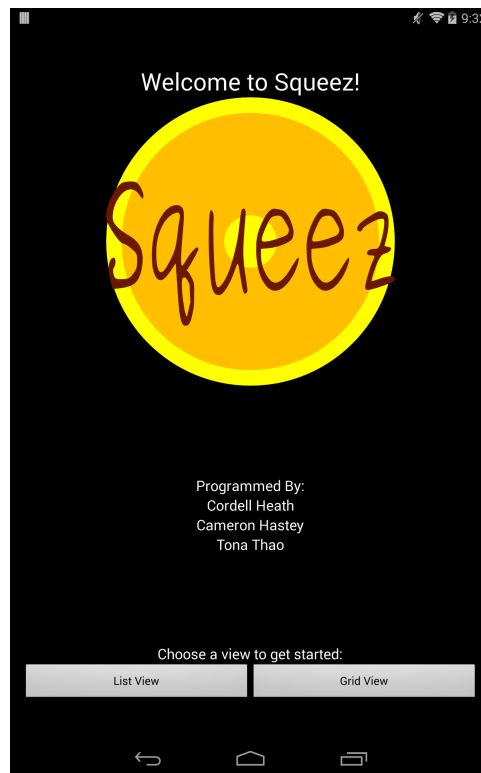
2   First Time Boot

Figure 1: Welcome Screen

When you first boot up Squeez, you'll be presented with a welcome splash that will ask you which view you'd like to see your file browser in. The views are List View and Grid View. Don't worry about only sticking with one view! We've made it possible for you to switch between the two should you ever decide to try out the other. For now, let's go with List View.
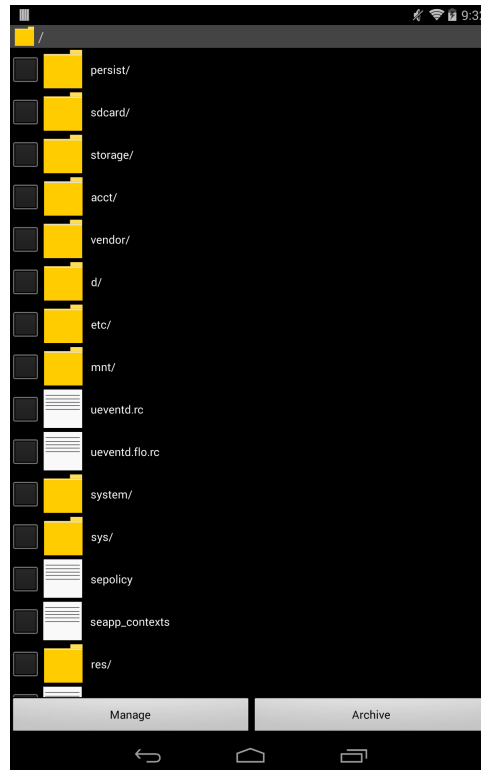
3   List View

Figure 2: List View inside of your device's root folder

In List View, you'll see everything in your root folder in a list format. You can scroll up and down this list, navigate into folders, and select which files and folders you'd like to manage or archive via the checkboxes on the side.
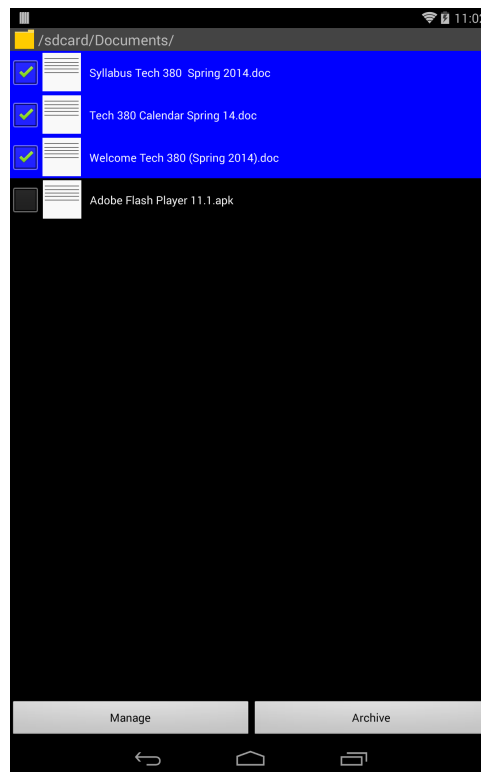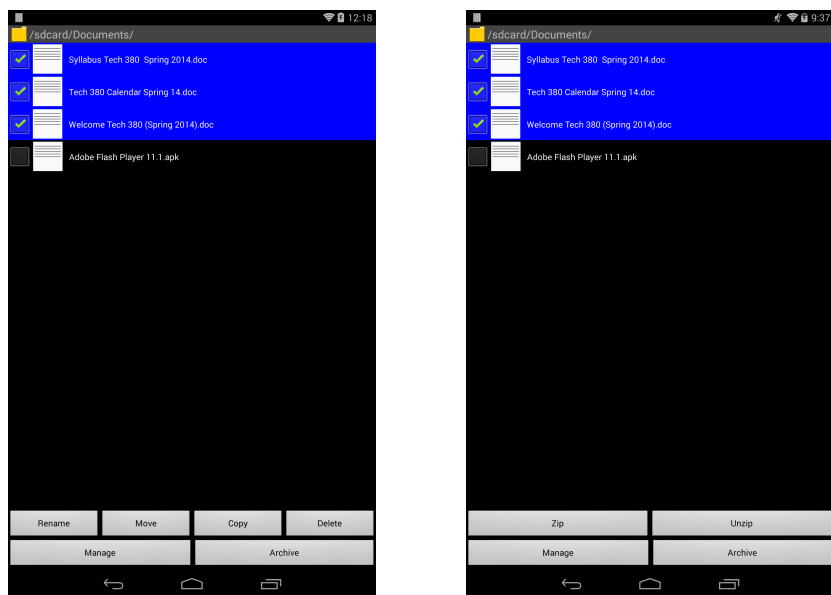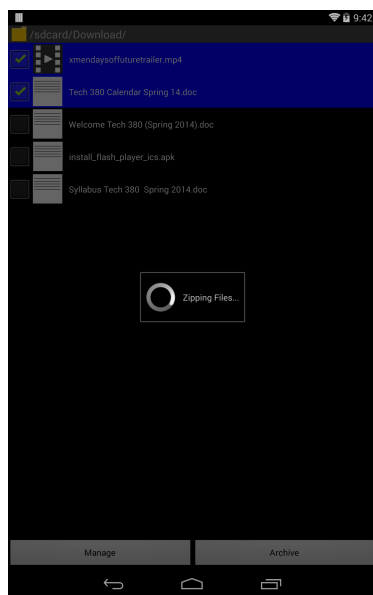
Figure 3: Selecting your files and folders

When you tap on the file or folder's checkbox on the left, you'll highlight a selection that you can either manage (move, copy, delete, rename) or archive (zip, unzip). To unselect them, just press the checkbox again.
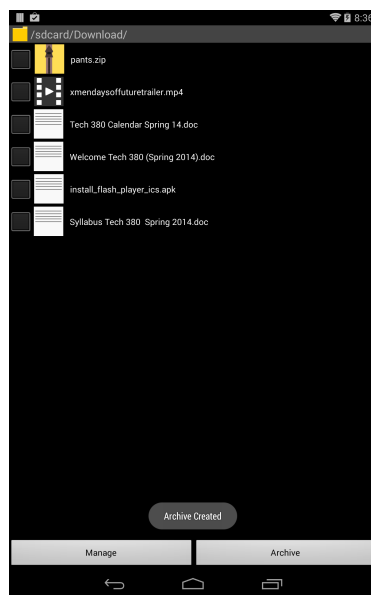
(a) Managing your files and folders in List View

(b) Archiving your files and folders in List View

Figure 4: Options you may perform in List View

Once you've selected your folders you'd like to manage or archive, press the option that corresponds to the action you'd like to happen. If you press "Move" or "Copy", your selection will be highlighted green to notify that you've prompted the files/folders to perform the copy or move action. To navigate outside of directories, press your device's back button, and then select "Move Files Here" or "Copy Files Here", depending on the option you've selected once you've decided on a location. If you'd like to cancel the action, just press "Cancel" underneath. If you press "Delete", the file will be deleted. If you press "Rename", a prompt will appear asking for the file's new name. Once you've typed in the new name, select "OK" and the file will be renamed.

(a) Zipping in progress

(b) Zip file created

Figure 5: Archiving files

You can also use the archive options given to you. If you'd like to zip your selection into one archive folder, press the "Zip" button, and a prompt will appear to ask you for a name for the zip file. Once you've given it a name, it will begin zipping your selection. Larger files will take a bit longer to zip, so a progress wheel will appear letting you know that the files are currently being zipped. Once it's complete, a new zip file should appear with the name you've given it, along with a toast letting you know it's been successfully created.
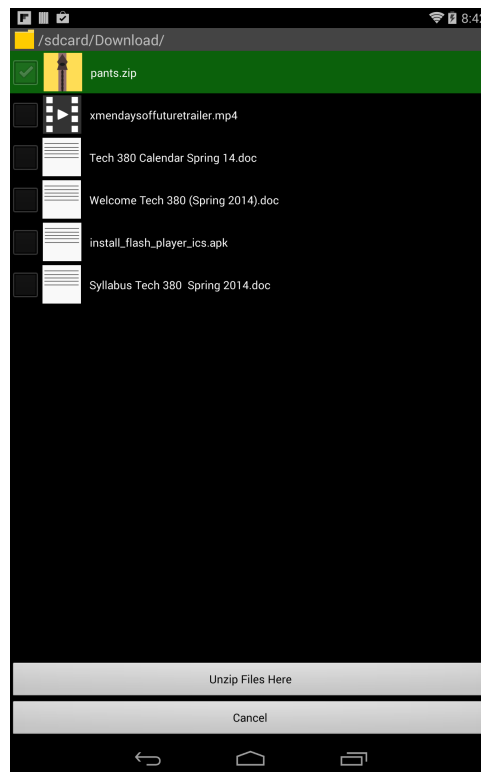
Figure 6: Unzipping files in List View

If you'd like to unzip your archive, just press the "Unzip" button, and then you can select a folder to unzip them to. When you've decided on a location, click "Unzip Files Here" and then your files will appear in the folder that you've chosen.

4 Selecting Views

It's not entirely noticeable, but see that small folder near the top of the application, right next to the filepath? If you click on that folder, some options will appear on the screen below. One of those options is the "Select View Mode" button.
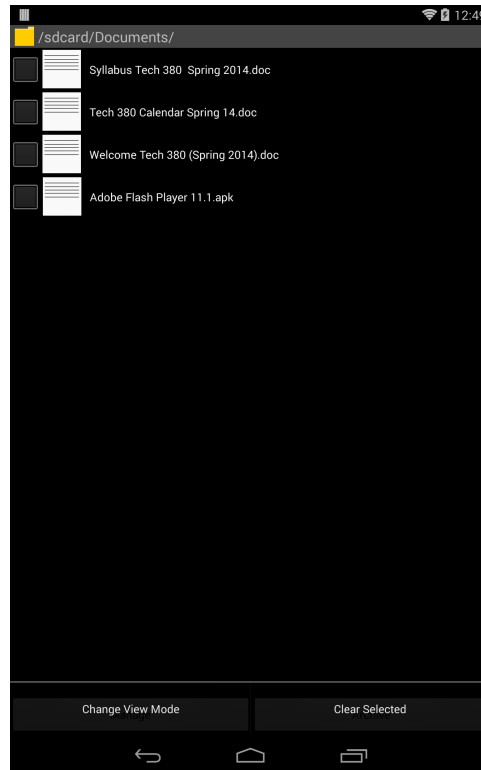

Figure 7: Change your views!

This will allow you to switch back and forth between List View and Grid View whenever you please. The other option that appears is the "Clear Selected" button. Sometimes, you may want to clear a selection in mass rather than one at a time, so we've given you the option to do so there. Now that we've let you in on that tidbit, let's go ahead and switch over to Grid View!
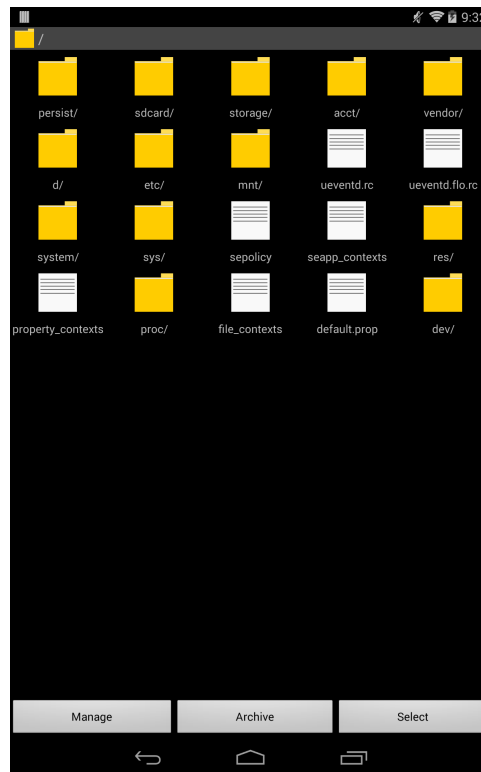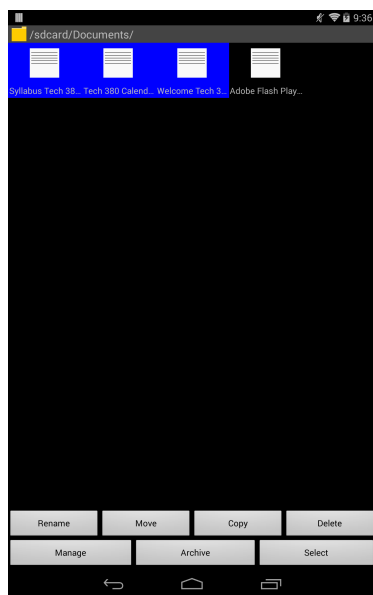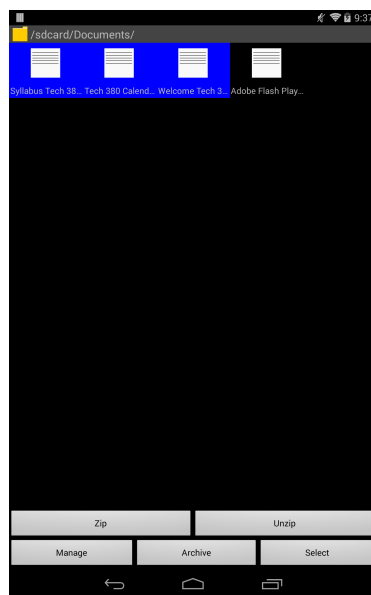
5 Grid View

Figure 8: Grid View inside of your device's root folder

In Grid View, you'll see everything in your current directory in a grid format. You can scroll up and down this grid if there are a large number of files or directories available, navigate into folders, and select which files and folders you'd like to manage or archive via using the "Select" button or by long pressing the file or folder.
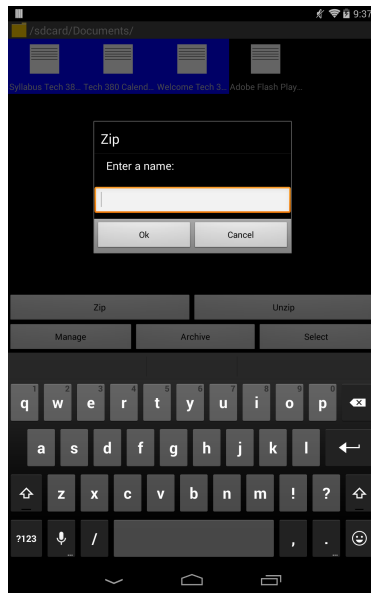
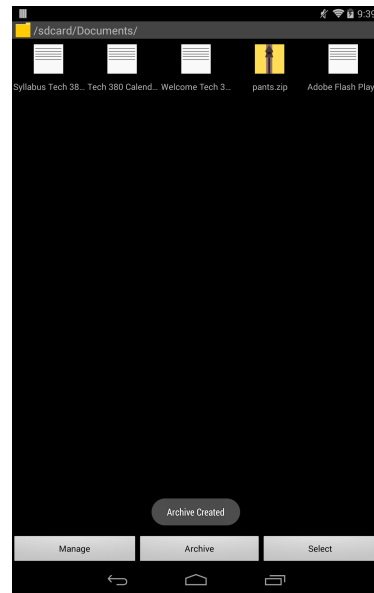(a) Managing your files and folders in Grid View

(b) Archiving your files and folders in Grid View

Figure 9: Options you may perform in Grid View

When you long press a file or folder, you'll activate "Select Mode" and the file or folder you pressed on will be highlighted blue, indicating that you've selected it. From there, you can then just tap on other files or folders to select them. You can also use the "Select" button to activate "Select Mode" if you prefer that way. To disable "Select Mode," you can either long press a file or folder or just press the "Select" button again.

(a) Naming your zip file in Grid View   (b) Zip folder created

Figure 10: Zipping folders in Grid View

Zipping in Grid View is exactly the same as List View. Select your files to zip, press "Archive", then "Zip", name your zip folder, and then a new zip folder will appear with the name you've given it.
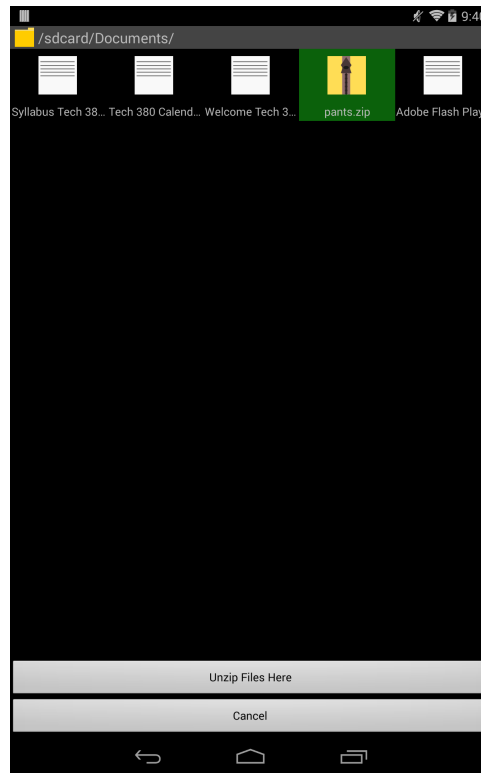
Figure 11: Unzipping your file

Unzipping is exactly the same in Grid View as it is in List View. Select the zip folder, press "Archive", then "Unzip", then select your destination to unzip the folder, then press "Unzip Files Here" and you files that were archived will appear in the directory you've specified.

6 That's It!

Thank you again for checking out Squeez. Hopefully you'll be able to navigate around a bit better now that you've read the manual. We hope our product will help you out in your everyday Android needs.