
V-Safe 100
User Guide

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1. INTRODUCTION

V-Safe 100 is the Store 'n' Go tool that enables you to create and access a password-protected secure area, called a Privacy Zone, on your Store 'n' Go. Messages and prompts guide you through setting up V-Safe 100 with your password and customizing the Privacy Zone to suit your personal and business needs for securing your information.

The combination of enhanced hardware with a high-speed USB 2.0 interface enables you to start working immediately, and to easily secure all your confidential data.

This user guide summarizes the procedures, and also includes some important Frequently Asked Questions (FAQs). For the latest FAQs, please visit the Verbatim website www.verbatim.com or www.verbatim-europe.com

2. SYSTEM

2.1. Requirements

- Pentium II 266 MHz
- 1.5MB free disk space
- Operating systems: Windows 98® Second Edition*, Windows 2000®, Windows XP® (*Windows 98SE driver available from www.verbatim.com or www.verbatim-europe.com)
- Access to your main drive (usually drive [C:])
- Administrative privileges for Windows 2000 and XP

2.2. Recommendations

- Graphic accelerator that supports 24-bit color depth for best-quality graphics

3. GETTING STARTED

CAUTION! When you create your Privacy Zone, the Store 'n' Go is formatted and ALL data will be lost. Back up your files before you create your Privacy Zone.

3.1. Creating the Privacy Zone

1. Select the removable disk drive that was assigned to your Store 'n' Go, and double click the V-Safe 100.exe file to launch the application.
2. Click **OK** to continue after you have read the V-Safe 100 Welcome window (Figure 1).



Figure 1: Welcome Message

3. When the V-Safe 100 Format window is displayed (Figure 2), enter the following information in the relevant fields:
 - a. Your password (required)
 - b. The same password to confirm (required)
 - c. A hint to remind you of your password (optional)

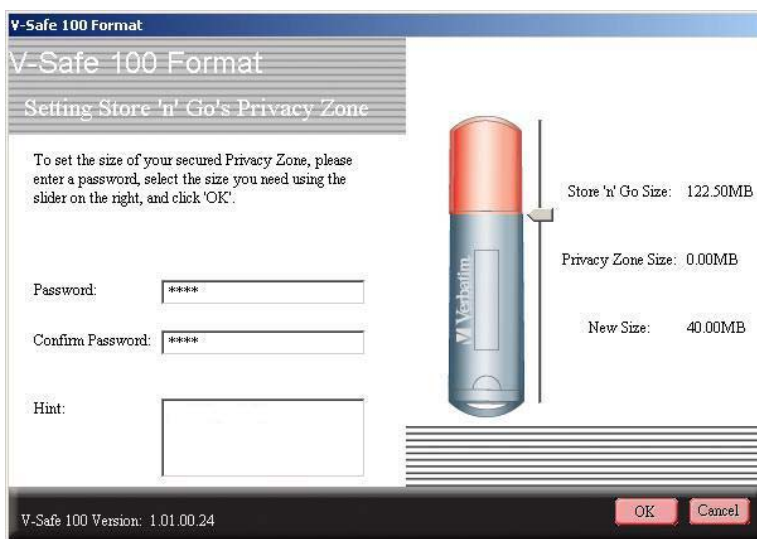


Figure 2: V-Safe 100 Format Window

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4. Move the Store 'n' Go slide bar (up or down) to designate the size of your new Privacy Zone. When you have set the Privacy Zone size, click **OK**.

The Privacy Zone maximum size is limited. A minimum portion of your Store 'n' Go is kept free to store the V-Safe 100 application, future upgrades, and future applications without hindering V-Safe 100 operation.

5. The V-Safe 100 Format Warning window is displayed (Figure 3). To proceed with the format operation, click **OK**.

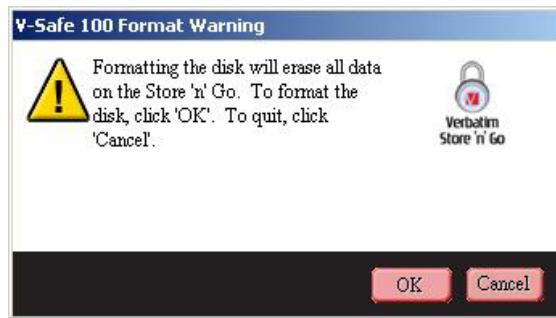


Figure 3: V-Safe 100 Format Warning Window

6. A formatting progress bar is displayed (Figure 4) while Store 'n' Go is formatted.



Figure 4: Progress Bar

After the formatting operation is complete, a success message is displayed (Figure 5). Click **OK** in the Format Complete window. You can now log in to your Store 'n' Go Privacy Zone.



Figure 5: Format Complete Message

3.2. Working with Your Privacy Zone

3.2.1. Logging In to Your Privacy Zone

1. After you have created a Privacy Zone, V-Safe 100 automatically prompts you to log in. Alternatively, you can double click the V-Safe 100 icon on your desktop to display the V-Safe 100 Login window (Figure 6).



Figure 6: V-Safe 100 Login Window

2. To log in to your Privacy Zone, type in your password and click OK. If you enter the wrong password, an error message is displayed (Figure 7).



Figure 7: V-Safe 100 Error Message

If you forget your password, click **Hint** to display the Hint field in the V-Safe 100 Login window (Figure 8).



Figure 8: Password Hint

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3. After logging in successfully, V-Safe 100 displays a confirmation message (Figure 9).



Figure 9: Successful Login

V-Safe 100 terminates automatically after five incorrect attempts and ejects your Store 'n' Go in order to protect your secure data. If this happens, remove your Store 'n' Go and re-insert it. This will give you another five chances to enter the correct password before your Store 'n' Go locks up again.

3.2.2. Working with Files in the Privacy Zone

After logging in to the Privacy Zone, you can open and work on any file. Files that are worked on and saved within the Privacy Zone are protected even after you log out of the Privacy Zone.

3.2.3. Logging Out of Your Privacy Zone

If you attempt to log out of, restart, or shut down the system while working on files in the Privacy Zone, file changes may not be saved. It is therefore recommended to close all files prior to logging out of the system or shutting down your computer.

To log out of the Privacy Zone:

1. Save and close all files that you have opened from your Store 'n' Go.
2. When inside the Privacy Zone, log out by double clicking on the Logout Privacy Zone icon. (Figure 10).

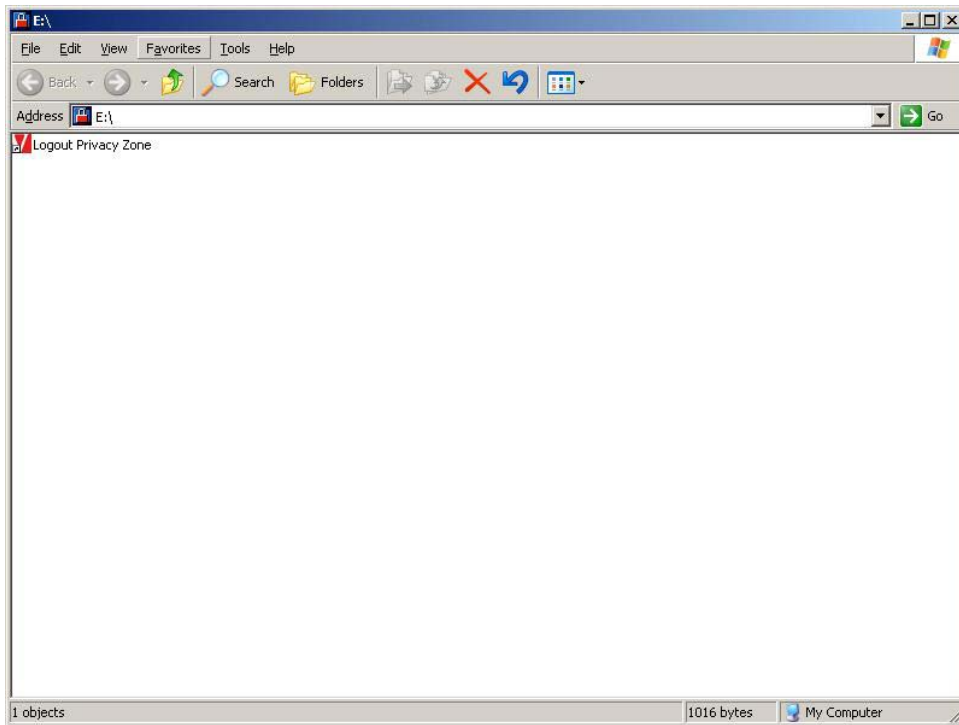


Figure 10: Privacy Zone View

3. The V-Safe 100 Logout window is displayed (Figure 11). Click **OK** to log out of the Privacy Zone.



Figure 11: Logout Confirmation Window

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4. If you attempt to log out of the Privacy Zone while a file is still open, V-Safe 100 notifies you with a Warning message. When the Warning message (Figure 12) is displayed, click **OK**, close any open files from the Privacy Zone and try again to log out of Privacy Zone.

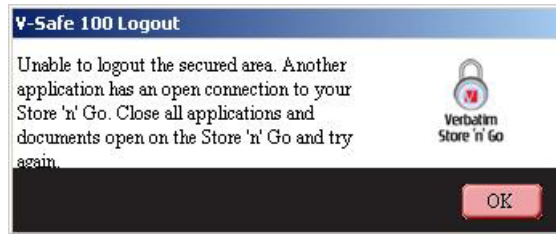


Figure 12: Close Files Warning Message

4. CUSTOMIZING YOUR SETTINGS

4.1. Desktop

1. To customize V-Safe 100 for your desktop, click **Settings** in the V-Safe 100 Login window (see Figure 6).

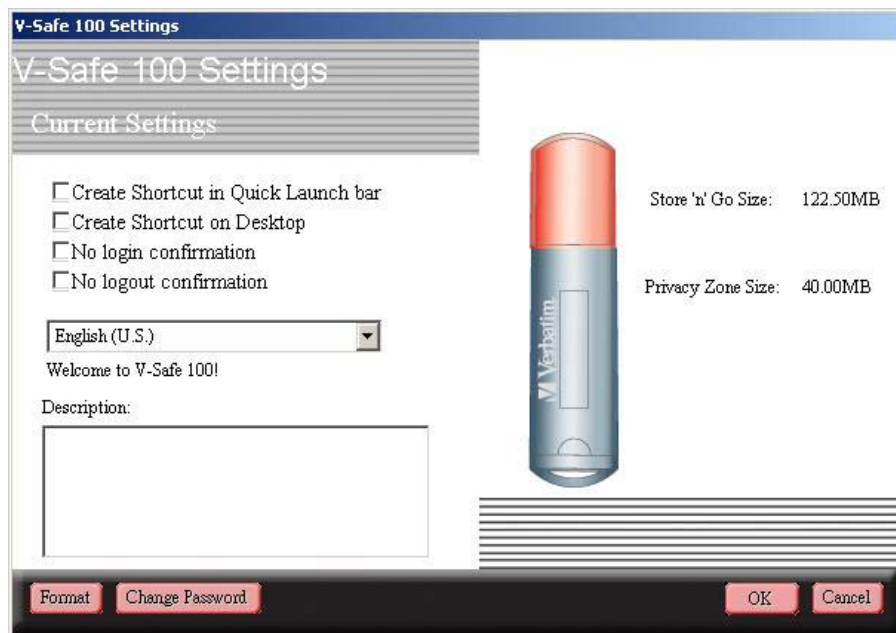


Figure 13: V-Safe 100 Settings Window

2. Select any of the options listed (a tool tip for each option is displayed as your mouse passes over it), including:
 - o Create Shortcut in Quick Launch bar
 - o Create Shortcut on Desktop
 - o No login confirmation
 - o No logout confirmation
 - o Language selection
3. Click **OK** to activate the options selected.

4.2. Changing Your Password

4.2.1. With the Change Password Button

To change your password using the Change Password button:

1. Click **Change Password** in the V-Safe 100 Settings window (Figure 13).
2. When the Change Password window (Figure 14) is displayed, type in the current (old) password, the new password, and the new password once again for confirmation. It is recommended to type in a hint in case you forget or lose your password.



The screenshot shows a dialog box titled "V-Safe 100" with a close button (X) in the top right corner. The text inside reads: "To modify your password, please enter your current password, and then enter your new password in the fields provided. You may also enter a new hint for your new password. Click 'OK' to apply the changes or 'Cancel' to keep the current password." In the top right corner of the dialog, there is a Verbatim Store 'n' Go logo featuring a padlock icon. Below the text are four input fields: "Old Password:", "New Password:", "Confirm New Password:", and "Hint:". At the bottom of the dialog, there are two buttons: "OK" and "Cancel".

Figure 14: Change Password Window

3. Click **OK**. A confirmation message is displayed (Figure 15).



Figure 15: New Password Confirmation Message

4.2.2. Without the Change Password Button

If the Change Password button is not displayed in the V-Safe 100 Settings window, you can change the password by formatting the Privacy Zone, as described in Section 3.1. See step 4 for specific instructions regarding the password.

CAUTION! When you change your password without the Change Password button, your Store 'n' Go is formatted and ALL data is lost.

4.3. Changing the Size of the Privacy Zone

CAUTION! Changing the size of your Privacy Zone requires formatting your Store 'n' Go, causing ALL secured and non-secured data to be lost.

To change the size of the Privacy Zone:

1. Click **Format** in the V-Safe 100 Settings window. The V-Safe 100 Format window is displayed, as shown in Figure 2 on page 5.
2. Enter the new password and confirm it by entering it a second time.
3. Enter a hint in case you forget your password.
4. Set the new size of your Privacy Zone using the slide bar.
5. Click **OK**. The V-Safe 100 Format Warning window is displayed, as shown in Figure 3 on page 6.
6. Click **OK** to reformat your Store 'n' Go and create a new Privacy Zone.

To remove the Privacy Zone:

1. Follow steps 1 to 3 above.
2. Set the size of your Privacy Zone to 0% using the slide bar.
3. Click **OK**. A message is displayed (Figure 16) warning you that your Store 'n' Go will not have a Privacy Zone.

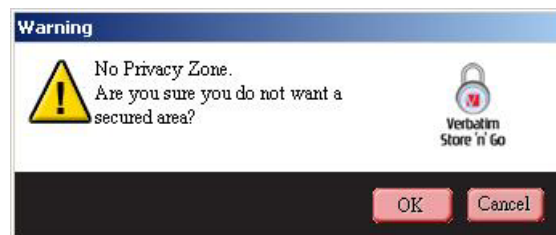


Figure 16: Removing the Privacy Zone

4. Click **OK**. The V-Safe 100 Format Warning window is displayed, as shown in Figure 3 on page 6.

5. FAQs

Q: How do I check which version of V-Safe 100 I'm using?

A: The simplest way is to right click the V-Safe 100 icon on your Store 'n' Go, and then click Properties>Version in the menu that is displayed.

Q: How do I know if I'm working in my Privacy Zone or in the Public Zone?

A: If the root folder of your Store 'n' Go contains a file that says "Logout Privacy Zone" then you're in your Privacy Zone. Otherwise you're in the Public Zone.

Q: How do I switch between the Public Zone and my Privacy Zone?

A: Launch V-Safe 100 from your desktop, Store 'n' Go, or the Quick Launch Bar. If you see a prompt asking for your password, this means that you are currently in the Public Zone. To switch to your Privacy Zone, enter your password and click **OK**. If you see a pop-up window with a prompt asking you for logout confirmation from your Privacy Zone, this means that you're working in your Privacy Zone. To switch, click **OK**. To remain logged in to your Privacy Zone, click **Cancel**.

Q: I accidentally deleted V-Safe 100 from my Store 'n' Go. How can I access data in my Privacy Zone?

A: You can still access data in your Privacy Zone. Simply restore a copy of V-Safe 100 on your Store 'n' Go by downloading the application from the Verbatim website www.verbatim.com or www.verbatim-europe.com to your desktop and copy the .EXE file to your Store 'n' Go. Launch the .EXE file from your Store 'n' Go by double-clicking the V-Safe 100 logo, and you can log in to your Privacy Zone using your old password.

Q: Can I use more than one Store 'n' Go with V-Safe 100 simultaneously?

A: No.

Q: Why can I use V-Safe 100 only on certain computers?

A: You can only use V-Safe 100 if you have administrator privileges on that computer.

Q: Is there an alternate way to format both the Public and Private Zones on my Store 'n' Go if V-Safe 100 formatting fails?

A: Yes, using the OS format utility. Then copy V-Safe 100 and use it to access your Privacy Zone.

HOW TO CONTACT US

Internet

<http://www.verbatim.com>

<http://www.verbatim-europe.com>

Technical Support

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drivesupport@verbatim-europe.com

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