

# XBoft Folder Lock User Manual v1.0

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# **Overview**

#### Introduction

XBoft Folder Lock is a secure and easy-to-use file/folder encryption software. The software is simple and easy to use, powerful and convenient. The encrypted data file is protected from viewing, modifying, moving, copying, and deleting. The software is extremely fast and is especially suitable for encrypting large files or large folders.

#### System Requirements

#### Hardware Requirements

- 586 or Pentium-class processor
- IDE/SCSI hard drive
- At least with x86 CPU
- 64MB RAM (128 MB recommended)
- 100 MB free disk space minimally

#### Supported Operating System

PCs:

Windows 10/8.1/8/7/Vista/XP

• Servers:

Windows Server 2019/2016/2012/2012 R2/2008/2008 R2/2003 Windows Small Business Server 2003/2008/2011

#### **Main Features**

#### Perfect windows shell integration

The software is tightly integrated with the Windows system, whether it is locked or unlocked, it can be done directly through the right mouse button menu. The locked data file keeps the original icon of the system, and the lock symbol is added in the lower left corner of the icon, which is clear and clear.

#### Multiple encryption methods

Lock File/Folder

The data files after Lock are protected from viewing, modifying, moving, copying, and deleting.

Hide File/Folder

Hide has higher security, the hidden data files will disappear completely, and can only be unlocked in the main interface of the software.

#### **Lightning Speed**

Even large files and folders can be encrypted and decrypted in an instant. It is especially suitable for encryption and decryption of large size file and folders, such as video, music, photos, etc.

#### **Lossless Encryption**



The software uses the features provided by Windows. When encrypting or hiding files, the contents of the files will not be modified. Therefore, no matter what the operation, the contents of the files will not be damaged, which is absolutely reliable.

#### **Only One Password**

You only need to remember one password to encrypt and decrypt all files or folders.

#### Support for USB devices

After encrypting the data on the USB flash drive and the removable hard drive, you can access it by entering the correct password on another computer.

# **Getting Started**

#### **Install & Uninstall**

#### How to Install

Step 1: After downloading XBoft Folder Lock from the official website, users can double-click the installation

package to get the following welcome interface. Click Next to go on.

<b>a</b>	Setup - XBoft Folder Lock 🛛 🗕 🗖 🗙					
	Welcome to the XBoft Folder Lock Setup Wizard					
Boft	This will install XBoft Folder Lock 1.0 on your computer.					
Folder Lock	It is recommended that you close all other applications before continuing.					
TOIGET LOCK	Click Next to continue, or Cancel to exit Setup.					
Easy						
Fast						
powerful						
Safe						
Privacy protection expert						
	Next > Cancel					

Step 2: Please read the important information about license agreement of this software carefully. Then check I accept the agreement and click Next to continue.

Step 3: Users can click Browse button to manually choose an installation location or just install the software to the default location. Then, click Next button.

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ST.	Setup - XBoft Folder Lock – 🗖 🗙
	Select Destination Location Where should XBoft Folder Lock be installed?
	Setup will install XBoft Folder Lock into the following folder.
	To continue, dick Next. If you would like to select a different folder, dick Browse.       C:\Program Files\XBoft Folder Lock     Browse
	At least 17.6 MB of free disk space is required.
	< <u>B</u> ack <u>N</u> ext > Cancel

Step 4: Complete the installation of the software according to the instructions of the installation wizard.

#### Note

During the installation process, the Windows Explorer extension will be registered, so your Explorer will be restarted. Please note that this is safe, it does not close other programs you are running, nor does it restart your computer, it only takes some time.

#### How to Uninstall

To uninstall XBoft Folder Lock:

1. Go to Start Menu -> All Programs -> XBoft Data Recovery -> Uninstall

- 2. Go to Windows Control Panel -> Programs and Features -> XBoft Data Recovery -> Uninstall
- 3. Go to Windows Control Panel -> Uninstall a program -> XBoft Data Recovery -> Uninstall

For security reasons, the uninstaller will verify your password.



#### Set Password

After launching XBoft Folder Lock, The software will ask you to set a user password.

	is a free edition, keep in mind that you set a password, if	
forge	otten, reset password only after upgrading to full edition.	
New Password:		
Confirm Password:		

# How to Register

#### Note

The Free Edition of XBoft Folder Lock can **encrypt up to 3 folders**. However, the number of encrypted files is unlimited. To break limitations, users need to register this software.

Step 1: After launching XBoft Folder Lock, click the **About** button. In the About dialog that pops up, click the **Register** button.

👩 XBoft	Folder Lock Free						_ 🗆 X
Lock	Unlock	Refresh	Password	Support	About	←	
			Path	1			
			About			×	
				XBoft Folde 1. 2018, (Unregi Boft tos://www.xboft, 1018 XBoft, All Rigi Register	0 /8/23 stered ) <u>com/</u>		
A total of	0 locked items, 0 hid	den items.					

Step 2: In the registration dialog that pops up, paste the **license code** and click the **Register** button to complete the registration.

You can lock up to 3 folders. You can lock unlimited files. Upgrade Now ense Code:		Free Edition Limitations:	
Upgrade Now	-8-	You can lock up to 3 folders.	
and the second se	6	You can lock <b>unlimited</b> files.	
inse Code:	-	Designed a Maria	
		<u>Upgrade Now</u>	
	ense Coo	and the second	
A	ense Coo	and the second	

#### How to Activate

Note
After registering the software, the software will be activated automatically. Manual activation of the software is only required if the computer is not connected to the Internet.

Step 1: After launching XBoft Folder Lock, click the **About** button. In the About dialog that pops up, click the **Activate** button.

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Lock	Unlock	Refresh	Password	Support	About	←	
			Path		,		
		1	About			×	
			6	XBoft Folder I	0	al	
				2018 (Unact			
			http	Boft	com/		
			Copyright © 2018	XBoft, All Rights	Reserved.		
				Activate			

Step 2: In the Activation dialog that pops up, copy the License Code and Machine Code, Send an email to support@xboft.com.

Step 3: We will respond to you after generating an activation code based on the information you provided. Copy the **Activation Code**, paste it into the Activation Code text box, and click the **Activate** button to complete the software activation.

	XBoft Folder Lock is not activated.
Pale	It might take some time to automatically activate software after you connect to the internet. If your computer can't connect to the internet. you can try <b>manually activating</b> now. Activate Guide
License Code	
Machine Code	

# Main Interface

# Main Window

#### Login

When entering the main interface of the software, you need to enter the user password.



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XBoft Folder Loo	ck					_ 🗆 ×
Lock	Unlock Refresh	Password	Support	() About		
		Path	i			
			c our password:	Login	×	

#### Interface introduction

XBoft Fol	der Lock					_ 🗆 X
Lock	Unlock	Refresh	Password	Support	() About	
			Pat	h		
C:\U	sers\john\Videos	MyVideo				Hidden
E:\so	me					Locked
E:\jpg	gjiff\IMG_5425.JP	PG				Hidden
🛃 E:\jpg	gjiff\xdr2trial.exe					Locked
-						
A total of 2 lo	ocked items, 2 hidd	den items.				

- Lock
  - Encrypt file or folder.
- Unlock

Decrypt a file or folder.

• Refresh

Refresh Path List control window.

Passowrd

Modify user password.

Support

Visit the support web page.

About

View the release information of the software.

# Lock / Unlock

# 🗙 Boft

# Lock (Encrypt)

First, we need to choose the file or folder to encrypt. There are two ways to do this:

# Method one

In the main window, click the Lock button.

Lock Unlock Refresh	Password Support About	
	Path	
CALL VIE AND ANALY	Browse for Files or Folders	Hidden
C:\Users\john\Videos\MyVideo	Choice a file or folder to be lock:	Locked
E:\jpgjiff\IMG_5425.JPG	egpp_7_documentation  HTML5Application	Hidden
€·\jpgjiffxdr2trial.exe		Locked
	OK Cancel	

#### Method two

In windows explorer, right click on the file or folder to be encrypted, select the XBoft Folder Lock menu in the pop-up context menu, and select the Lock submenu.



Next, in the pop-up dialog box, after entering the user password, click the "Lock" button.

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XBoft F	older Lock		×
		Lock Folde	er
Target: 🔋	MyVideos		
Password:	•		
? How to ch	loose	Lock	Hide

#### Unlock ( Decrypt )

#### Method one

In the main window, Select the file or folder to be unlocked and click the "Unlock" button.

#### Method two

In windows explorer, Double-click the locked file or folder. In the unlock dialog box that pops up, enter the user password and click the "Unlock" button.

XBoft Folder Lock		×
	Unlock Fold	ler
Target: 🌙 some Password: 📔		
? How to choose	Open	Unlock

# Hide / Unhide

#### Hide

Just like Lock, in the pop-up dialog box, click the "Hide" button.

#### Unhide

Just like Unlock, in the pop-up dialog box, click the "Unlock" button.

#### Note

Hidden files or folders are not visible in Windows Explorer and can only be unlocked in the main window of the software.

## **Password Management**

#### **Change Password**

In the main window of the software, click the "Password" button, in the pop-up dialog box, enter a new password.



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XBoft Folder Lock		<u> </u>
Lock Unlock	Refresh Password Support About	
	Path	
C:\Users\john\Videos\N	ЛуVideo	Hidden
E:\some	XBoft Folder Lock X	Locked
E:\jpgjiff\IMG_5425.JPG		Hidden
E:\jpgjiff\xdr2trial.exe	Please keep in mind that you set a password, if forgotten, you can reset the password by using the license code.     New Password:     Confirm Password:     OK	Locked
A total of 2 locked items, 2 hidder	i ítems.	

#### Note

Because the user password has been verified when logging in to the software, the user password is not verified here.

#### **Reset Password**

When you forget your password, you can reset your password. After running the software, in the login dialog, click "Forgot Password".

XBoft Folder Lock	×
Enter your password:	
3 Forgot Password	Login

In the pop-up dialog box, enter the registration code of the software and click the "Reset" button.

0	
Please enter	the license code to reset the password.
cense Code:	
cense Code:	

#### Note

In order to ensure the security of your data, the software uses the registration code as a remedy for

forgetting the password. If you don't have the software registered, you will need to register before you can reset your password.



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# **Tips and Tricks**

#### Quickly open the software window

In windows explorer, right click on the file or folder, select the "XBoft Folder Lock" menu in the pop-up context menu, and select the "Open XBoft Folder Lock" submenu.

#### Use Open to unlock

If you want to unlock a file or folder, automatically lock after use, you only need to click the "Open" button in the unlock dialog box.

#### Note

Due to the different features of each version of Windows, using the "Open" function may not automatically lock after opening the image file. So when you use this feature to open such files, you need to manually lock them after you use them.

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