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# Laplink SafeErase



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<http://www.laplink.com/contact>

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# About Laplink SafeErase

Welcome to Laplink. We are pleased that you have chosen Laplink SafeErase, our solution to SafeErase your sensitive data.

There are many reasons for SafeErasing data. It becomes very important to remove data completely, for example, if you want to sell your old computer, or give away a hard drive or memory card. You also need to be careful when you want to get rid of your spent company computer or return it to the leasing company. Formatting the volumes is not enough to SafeErase data. Data spies will have a feast while restoring your personal data, e.g. pictures, Emails or your financial data.

Laplink SafeErase is the solution to SafeErase sensitive data and therefore offers valuable data protection. Laplink SafeErase does not simply erase files, but it destroys them using recognized and recommended methods. You can make sure that your private or business data will not be seen by anybody unauthorized.

The deletion processes employed by Laplink SafeErase you can choose from various algorithms to delete files. Methods are offered, which are recommended and used by the US Department of Defense (DoD) and the German Federal Office of Information Security (BSI). In other words, the highest standard in security.

Hackers nor data spies stand a chance to restore your data once it has been deleted with Laplink SafeErase.

After using Laplink SafeErase on your computer it can be easily sold, given away, or recycled and feel safe about the fact that no data will be reconstructed or accessed.

We are happy to assist you with questions about the use of our products.

Yours Laplink

[www.laplink.com](http://www.laplink.com)

**Note:** Please bear in mind that data deleted with Laplink SafeErase **cannot** be restored, even special restoration software cannot revoke the process! Please make sure that before you SafeErase the data, you really want to delete it or have it stored at a different place as a backup.

## More:

[Terminology](#)

[Basics on data deletion](#)

[Important note before program use](#)

[Features at a glance](#)

[Getting started](#)

## Basics on data deletion

Deleting is more complicated than it sounds. Moving a file to the Recycle Bin and then emptying the Bin doesn't really delete the file from the hard disk. The directory entry is removed, but the data itself remains on the hard disk and can therefore be restored. Formatting a partition is also not usually enough. Even a low level-formatting on the BIOS level is no secure solution, since data - even if it requires more effort - can always be reconstructed.

## Important note before program use

If you start Laplink SafeErase without previously installing it, e.g. from the O&O-BlueCon CD, then you **won't** be able to use the following program functions:

- Analysis and subsequent clean up of your computer
- Report management
- SSD support
- Temporary Windows and program files cannot be deleted explicitly
- Temporary Internet files cannot be deleted explicitly
- SafeErase via right-clicking
- Secure moving
- SafeErase (empty) Recycle Bin
- SafeErase entire computer

**Important!** Please bear in mind that data deleted with Laplink SafeErase **cannot** be restored; even special restoration software cannot revoke the process! Please make sure that before you SafeErase anything that you really want to permanently delete the data or that you have saved a back-up copy in another location (security copy).

**Important!** The function **SafeErase entire computer** erases all data from your computer without additional boot disk type media. Once you have confirmed the execution of this function, all data on your computer will be deleted, after which all data and settings will be lost.

Data deleted just once with Laplink SafeErase can never be reconstructed. Even while using specialized software like O&O DiskRecovery. Even the application of special data recovery hardware will not be able to do so.

If there is even a possibility that you might need a specific piece of data, it is strongly advised that you make a back-up copy prior to deletion. Otherwise this data will be lost!

Laplink SafeErase is not a toy to be used "just for fun". This program works and will definitely delete your data.

## Features at a glance

In addition to the on-going perfecting of existing program components, you'll find several additional new and helpful features in Version .

## Terminology

### SafeErase

If data is **SafeErased**, then they will be lost forever. Even special restoration software is not able to bring it back. On the other hand, "normally" deleted data can be easily restored, even if you have emptied the Windows Recycle Bin. Laplink SafeErase offers various methods for deletion, so that you can SafeErase your data using different methods.

### Drive/Partition

A drive is a reserved area of the hard disk. Multiple drives can be found on a hard disk. The term "drive" will be used to depict (single) partitions as well as logical drives in expanded partitions. Drives are used, for example, to separate

## About Laplink SafeErase

documents from programs. This makes it easier to image data using data imaging products such as Laplink Disk-Image. A division into two partitions has become generally accepted:

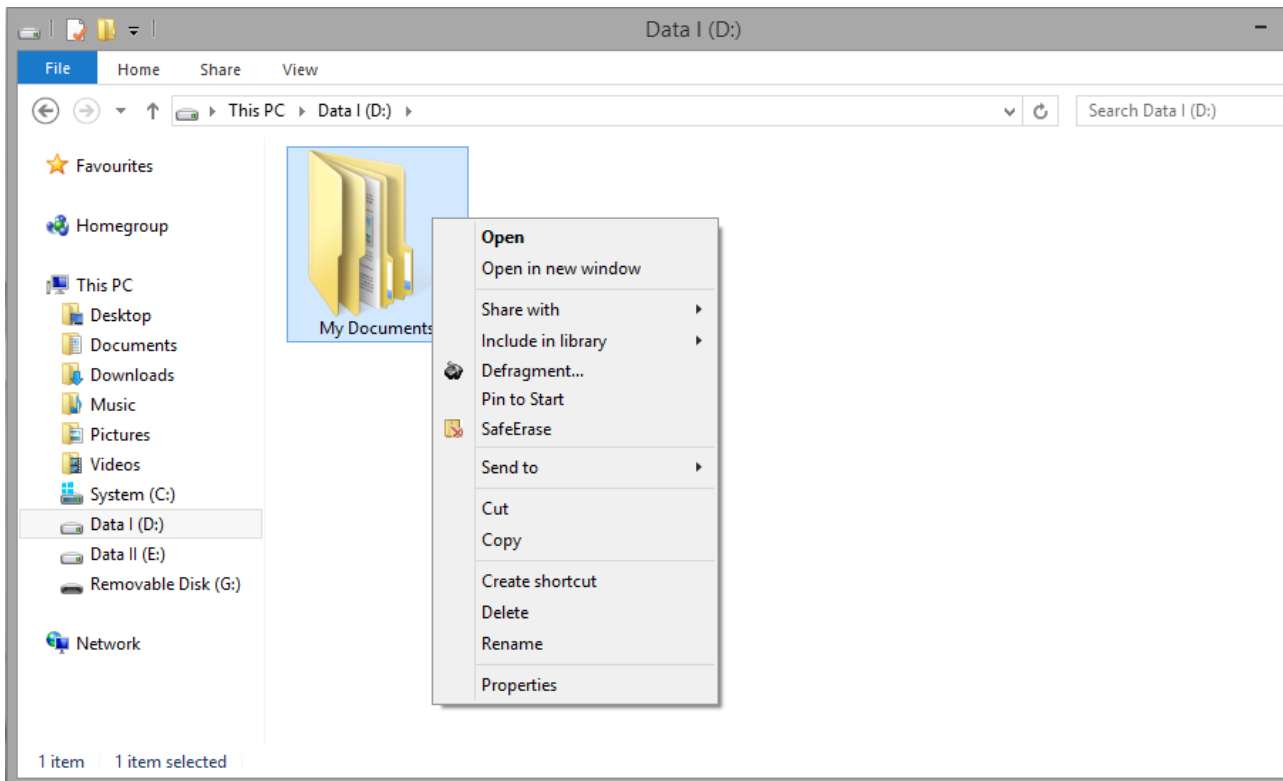
- Drive C: for operating systems and programs
- Drive D: for documents, e.g. photos, Office documents, music, etc.

### Temporary files

The operating system often buffers files temporary to unburden the memory. For example, temporary files are needed and created for the quick access bar of last opened documents or for the picture preview in the miniature view. Even if you SafeErase individual files, some of that information still exists as a temporary file - a restoration cannot be excluded. Normally, these temporary files are automatically deleted after having been used. Yet, even those deleted temporary files can be restored. To make sure that these temporary files do not cause any damage we recommend removing them with Laplink SafeErase.

### Context menu

As a rule, the context menu will open, whenever you right-click on an object (picture, word, interface etc.). Laplink SafeErase is integrated in the context menu as "SafeErase". As a result, you can also execute your deletion from there.



Context menu (via right-clicking) entry of Laplink SafeErase "SafeErase"



## System requirements

Laplink SafeErase does not specify specific requirements for the proper use of the program functions.

- The system requirement of each operating system have to be fulfilled
- 40 MB free hard disk space
- Supports 32 and 64-bit operating systems
- Supports multi core processors
- Windows® XP till Windows® 10 (all editions):

	Professional Edition	Workstation Edition	Server Edition
Windows® 10	yes	yes	yes
Windows® 8/8.1	yes	yes	yes
Windows® 7	yes	yes	yes
Windows® Vista®	yes	yes	yes
Windows® XP	yes	yes	yes
Windows® Server 2003	no	no	yes
Windows® Server 2008*	no	no	yes
Windows® Server 2008 R2*	no	no	yes
Windows® Server 2012*	no	no	yes
Windows® Server 2012 R2*	no	no	yes

\* Core installations are excluded

Supported Browser	Versions
Internet Explorer®	9, 10, 11
Mozilla FireFox®	29, 30, 31
Google Chrome®	34, 35, 36

**Note:** Please bear in mind that you need the Dot Net Framework 2.0 in order for Laplink SafeErase to work properly; from Windows® Vista it is available as default.

### Access permissions

## System requirements

You must be a member of your system's local administrators group or possess comparable permissions in order to install and register Laplink SafeErase. Domain Administrators normally already possess these permissions.

## Installation and licensing

The installation of Laplink SafeErase is very simple. Please follow the steps below:

1. Turn on the computer on which you would like to install Laplink SafeErase.
2. Login as a local Administrator.
3. Insert the data medium with the required software in its respective disk drive, e.g. your CD-ROM drive, or start the installation file provided (SETUP.EXE).
4. Please follow the installation guide and confirm the End-User license Agreement (EULA). Please read it carefully before the installation - it is binding.
5. To complete the installation of the program, please restart your computer, if you have not been prompted to do so already.

## Information about licensing

**Note:** In order to activate the product after installation or to gain access to the Full Version at a later time, you must possess a valid license key. This license key is also called a registration code, serial number, or product ID.

Laplink SafeErase needs to be licensed per computer; in other words, you have to purchase a [license](#) for each computer where you want to employ Laplink SafeErase.

If you do not enter a valid license key, you will only be able to use Laplink SafeErase as a trial version with a limited functionality.

If you would like to implement Laplink SafeErase in your company or as a technician for your customers, then please contact one of our resellers or our Sales Department.

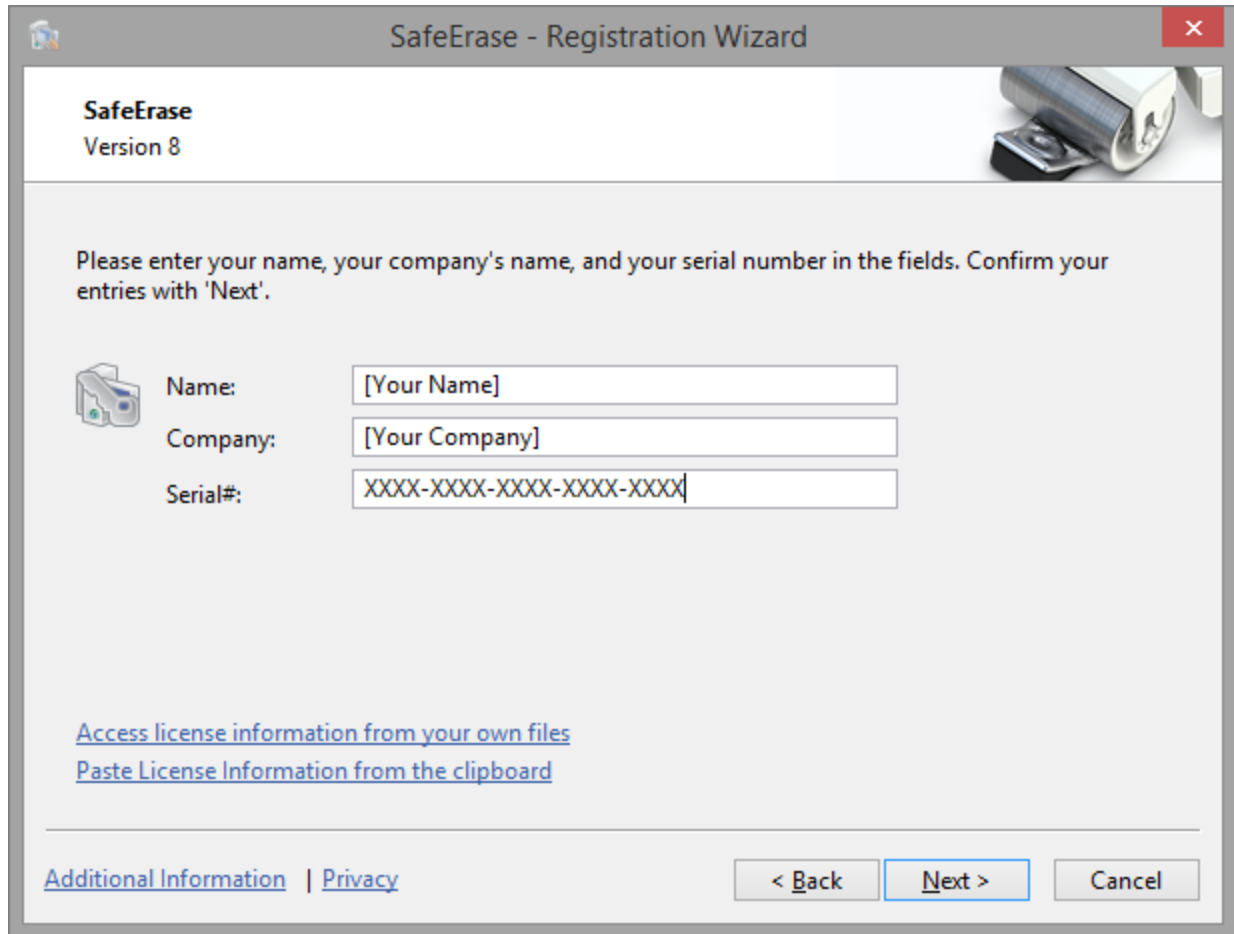
## Enter license

The dialogue for registration always appears automatically at the start to guide you if you are using an unregistered version or have entered the registration code incorrectly.

1. The registration wizard allows for a simple registration process.
2. When you select the option **I want to enter my license**, a dialog box will appear where you can enter the registration code you received when purchasing the software.  
If you have purchased the **download version** of the software, please enter the license information (name, company and license key), just as they are written in the confirmation E-Mail you received.  
If you have purchased the **box version** of the software, please enter the license key as it is written on the license card included. In addition, please enter your name and if needed your company.
3. Please make sure that you do not confuse the digit "1" with "l" or enter any empty spaces where they don't belong.
4. Press **Next** to save the registration data or **Cancel** to leave the dialog window without saving the data.
5. When you have correctly entered the license code you will receive a confirmation in the dialog window.

If you encounter problems while entering your license key, please contact our Support: [customerservice@laplink.com](mailto:customerservice@laplink.com)

**Note:** If you do not enter a valid license key, you will only be able to use Laplink SafeErase as a trial version with a limited functionality.



The image shows a Windows-style registration wizard window titled "SafeErase - Registration Wizard". The window has a standard title bar with a close button (X) in the top right corner. Below the title bar, the text "SafeErase Version 8" is displayed on the left, and a small image of a USB drive is on the right. The main content area contains the instruction: "Please enter your name, your company's name, and your serial number in the fields. Confirm your entries with 'Next'." Below this instruction are three input fields, each preceded by a small icon of a USB drive. The first field is labeled "Name:" and contains the placeholder text "[Your Name]". The second field is labeled "Company:" and contains the placeholder text "[Your Company]". The third field is labeled "Serial#:" and contains the placeholder text "XXXX-XXXX-XXXX-XXXX-XXXX". Below the input fields, there are two blue hyperlinks: "Access license information from your own files" and "Paste License Information from the clipboard". At the bottom of the window, there are three buttons: "< Back", "Next >" (which is highlighted with a blue border), and "Cancel". On the bottom left, there are two more blue hyperlinks: "Additional Information" and "Privacy".

Registration wizard: Enter the license key

## Updates

By clicking **Update**, you can check if you're using the latest version of the program. If a newer program version is available, you can select to find out about it on our website.

So-called "Minor Updates" (Version 5.0 to 5.1, 5.2, etc.), where smaller changes in the program have been made, are free. "Major-Updates", such as from version 5 to 6, must generally be purchased.

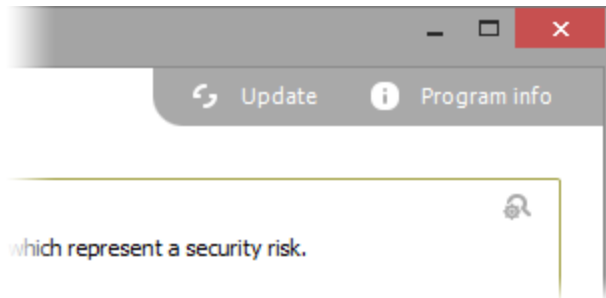
- If you decide to upgrade, download the current program version from our website under ([Downloads](#)) and save the installation file on your computer.
- Your license data will normally be saved during Minor Updates so you won't have to enter them again after a successful installation. To be on the safe side, we do recommend keeping your license key for the current version within easy reach - just in case you run into trouble.
- "Major Updates" will require the new license that you receive upon purchasing the software.

To install an update, please do the following:

1. Double-click the Laplink SafeErase installation file to start the new installation.
2. Follow the installation dialogs.
3. Once finished, the new version is fully installed.
4. Restart the computer when prompted to do so.
5. Before starting Laplink SafeErase for the first time enter your license key when prompted to do so.

**Note:** If you do not have your license key at hand, contact our Support: [customerservice@laplink.com](mailto:customerservice@laplink.com)

**Tip:** Information about your installed program version and the license data (if you have it) can be found under **Program info**.



Updates and Program info

**Note:** You won't be able to use the Update function if you're using Laplink SafeErase as a component of a Boot CD, such as O&O BlueCon.

## Uninstall

To remove Laplink SafeErase from your PC, please follow the instructions below:

1. Open the **Control Panel** in the Windows start menu and then click on **Software**.
2. Select **Laplink SafeErase** from the list and then click on (depending on the OS) **Uninstallation** or **Add/Remove**.
3. Confirm the uninstallation. You'll receive a confirmation notice when uninstallation is completed. When prompted, restart your computer.

## Online registration

To register a Laplink Product online you will need a [serial number](#), which you received when you bought the product.

If you'd like to register online, start the Laplink program. The question of the online registration will appear at the first start of the program.

### More:

[Why is online registration advantageous?](#)

[How do I register online?](#)

### Why is online registration advantageous?

Online registration gives you the benefit of having your customer data kept safely in our files, which means we can provide you with even better service. Additionally you can look up your existing serial numbers in your account (<http://www.laplink.com/mysupport>).

Further advantages will let you:

- Be supplied with the latest information about our products
- Make free updates on new versions of purchased items (minor updates)
- Upgrade to a new version at a special discount price (major update)
- Obtain support from our Customer Service
- And much, much more...

### How do I register online?

If your Laplink program was purchased via our Online Shop, you are automatically registered with us. If it was purchased through a dealer, you'll be asked right after the installation, if you'd like to register. You then have the option of either registering immediately or at another time on our Website. All you'll need is a functioning Internet connection and a valid serial number.

You may also complete the registration form right [here](#):

<http://www.laplink.com/register>

To get to the registration form, you should create an account or login to an existing one. You can then enter your serial number and click "Next". At that point you'll be eligible to take full advantage of our Laplink Customer Service.

## Getting started

Laplink SafeErase offers you a whole new arsenal of features to SafeErase data. Besides deleting partitions and an entire computer you can also move files and folders securely. More regarding this in the paragraphs to follow.

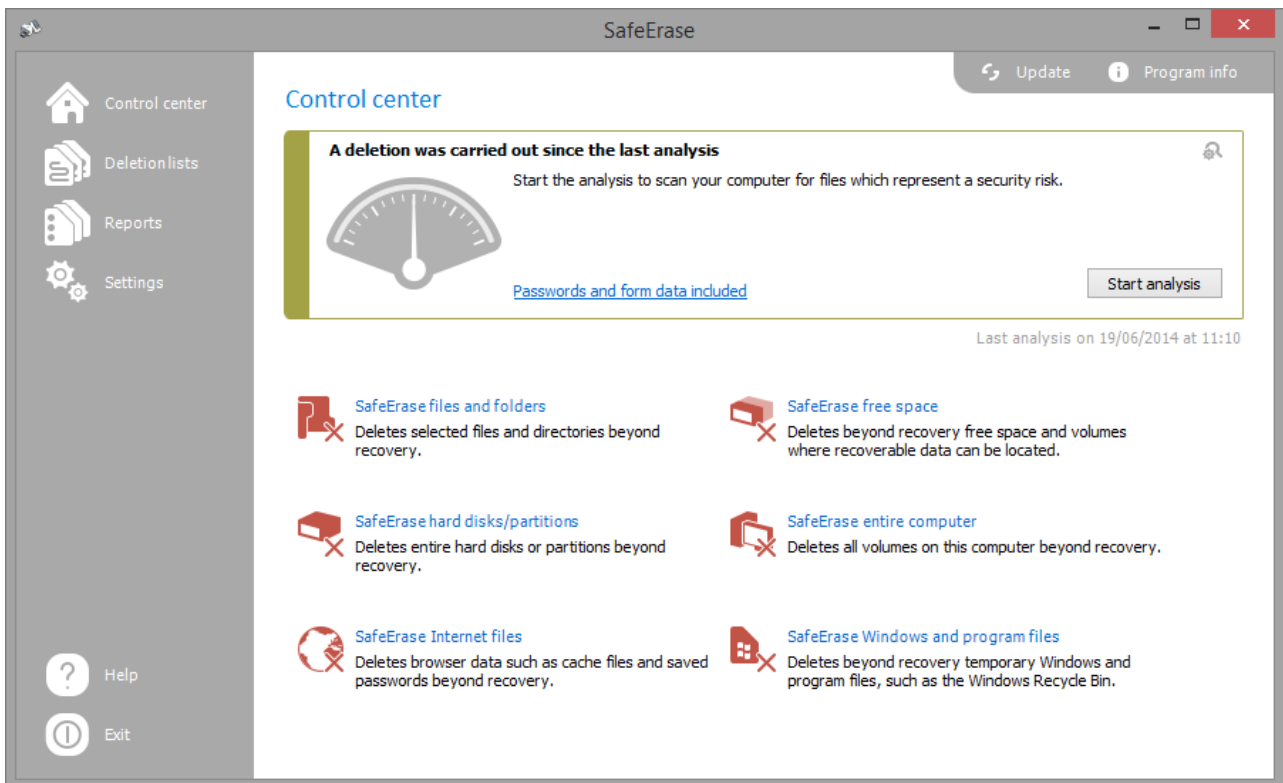
There are two methods for using Laplink SafeErase.

- Start Laplink SafeErase under **Start/All Programs/Laplink/Laplink SafeErase**.
- [Through Windows Explorer](#) (via right-clicking)

**Tip:** To increase your chances to a successful deletion process, close all program before the starting the deletion.

## Start Laplink SafeErase (user interface)

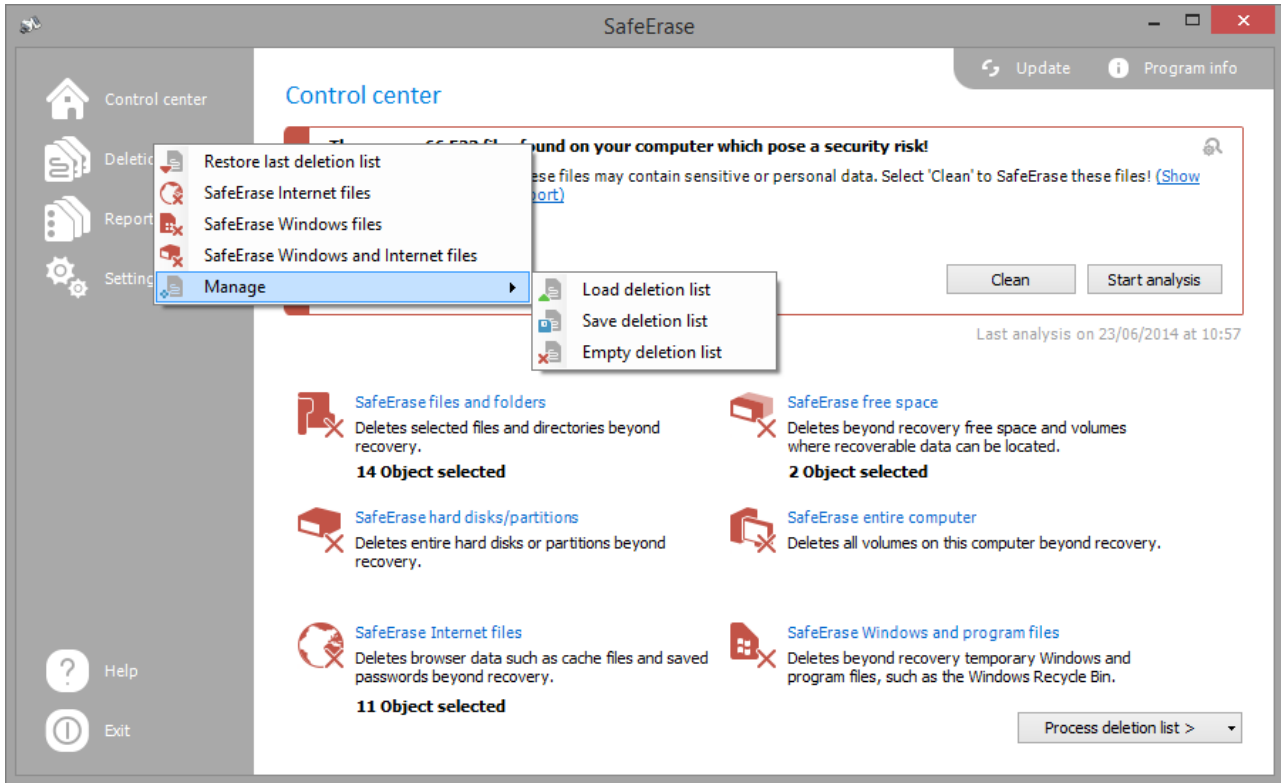
1. Start Laplink SafeErase under **Start/All Programs/Laplink/Laplink SafeErase**.
2. From the start page (control center) you can reach all main functions of Laplink SafeErase.



Laplink SafeErase - Start page

## Manage individual deletion lists

Laplink SafeErase offers various possibilities, to save different program activities as deletion lists. This makes it possible, to repeat selected activities analogous and with the same settings, e.g. with the selected deletion method, without needing to enter activity settings again.



Options for the use of deletion lists

## Save deletion list

During the deletion dialog you have the possibility to save selected activities as deletion list. If you want to repeat the activity you can just load the deletion list and won't have to enter all the settings twice.

1. Select any activity on the start page, e.g. **SafeErase temporary Internet files**.
2. If you want, you can specify your setting in each activity window. You can for example, exclude certain files from the deletion.
3. After selecting the objects to be deleted click on **Add to deletion list** in the **Run now** drop down menu. Alternatively you can also click on the **Deletion lists** in the left menu row and under **Manage** click on **Save deletion list**.
4. In case you haven't entered a storage location for the deletion list, you will be prompted to do so. Then, return to the start page.
5. Via **Run now** you will get to the selection of the deletion method and continue with the deletion.

## Use preset deletion lists

Preset deletion list are available as default. If you select a deletion list from it, the corresponding activity will be enabled on the start page. Then you can continue the deletion by clicking on **Run**.



## Manage individual deletion lists

1. Select the **Deletion list** on the menu bar to the left, e.g. delete Internet files.
2. Then click on **Process deletion list**.
3. Then select a deletion method.
4. Start the deletion process with **SafeErase now**.

### SafeErase Internet files

Permanently deletes all [temporary Internet files](#) created by Windows and programs.

### SafeErase Windows files

Deletes all [temporary files](#) in the temporary folder.

### SafeErase Windows and Internet files

Permanently deletes temporary Internet files as well as Windows and program files.

## Restore last deletion list

If you want to reload your last specified settings, click on **Deletion lists** and then on **Restore last deletion list** on the menu bar. All settings of the last selection will be applied and you can continue with the deletion.

The selection will be erased, when you shut down Laplink SafeErase.

## Empty deletion list

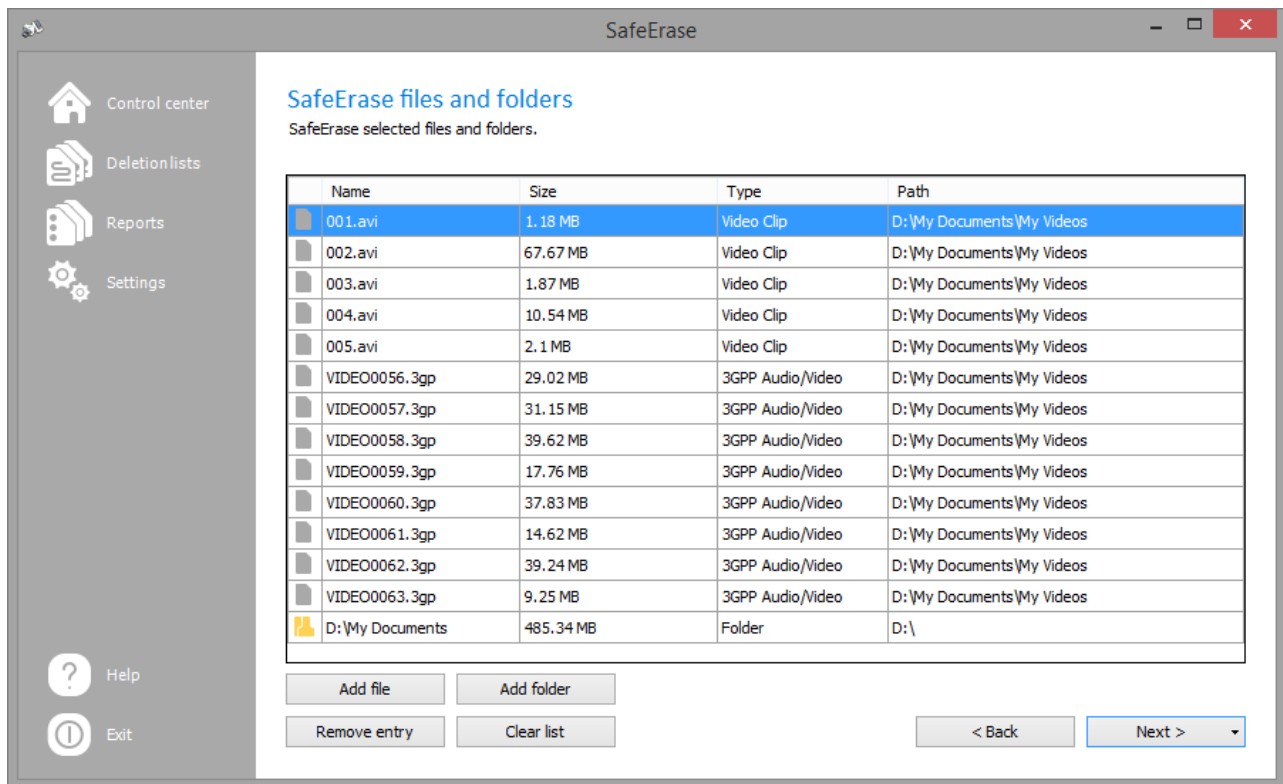
If you want to reverse your last specified settings, click on **Deletion lists** and then on **Manage/Empty deletion list**. All selected deletion settings will be removed.

## SafeErase files and folders

With Laplink SafeErase you can permanently destroy files and folders. It will not be possible to reconstruct them even using special data rescue software.

1. On the start page select **SafeErase files and folders**.
2. With **Add file** or **Add folder** you select the files or folders you want to SafeErase in Windows Explorer.
3. By clicking on **Next** you will get to selection of the [Deletion method](#).
4. After selecting the deletion method you can start the deletion with **SafeErase now**. All listed files will be permanently deleted.

## Manage individual deletion lists



The screenshot shows the SafeErase application window. The title bar reads "SafeErase". On the left is a sidebar with navigation icons for "Control center", "Deletion lists", "Reports", "Settings", "Help", and "Exit". The main area is titled "SafeErase files and folders" and contains the text "SafeErase selected files and folders." Below this is a table with the following data:

Name	Size	Type	Path
001.avi	1.18 MB	Video Clip	D:\My Documents\My Videos
002.avi	67.67 MB	Video Clip	D:\My Documents\My Videos
003.avi	1.87 MB	Video Clip	D:\My Documents\My Videos
004.avi	10.54 MB	Video Clip	D:\My Documents\My Videos
005.avi	2.1 MB	Video Clip	D:\My Documents\My Videos
VIDEO0056.3gp	29.02 MB	3GPP Audio/Video	D:\My Documents\My Videos
VIDEO0057.3gp	31.15 MB	3GPP Audio/Video	D:\My Documents\My Videos
VIDEO0058.3gp	39.62 MB	3GPP Audio/Video	D:\My Documents\My Videos
VIDEO0059.3gp	17.76 MB	3GPP Audio/Video	D:\My Documents\My Videos
VIDEO0060.3gp	37.83 MB	3GPP Audio/Video	D:\My Documents\My Videos
VIDEO0061.3gp	14.62 MB	3GPP Audio/Video	D:\My Documents\My Videos
VIDEO0062.3gp	39.24 MB	3GPP Audio/Video	D:\My Documents\My Videos
VIDEO0063.3gp	9.25 MB	3GPP Audio/Video	D:\My Documents\My Videos
D:\My Documents	485.34 MB	Folder	D:\

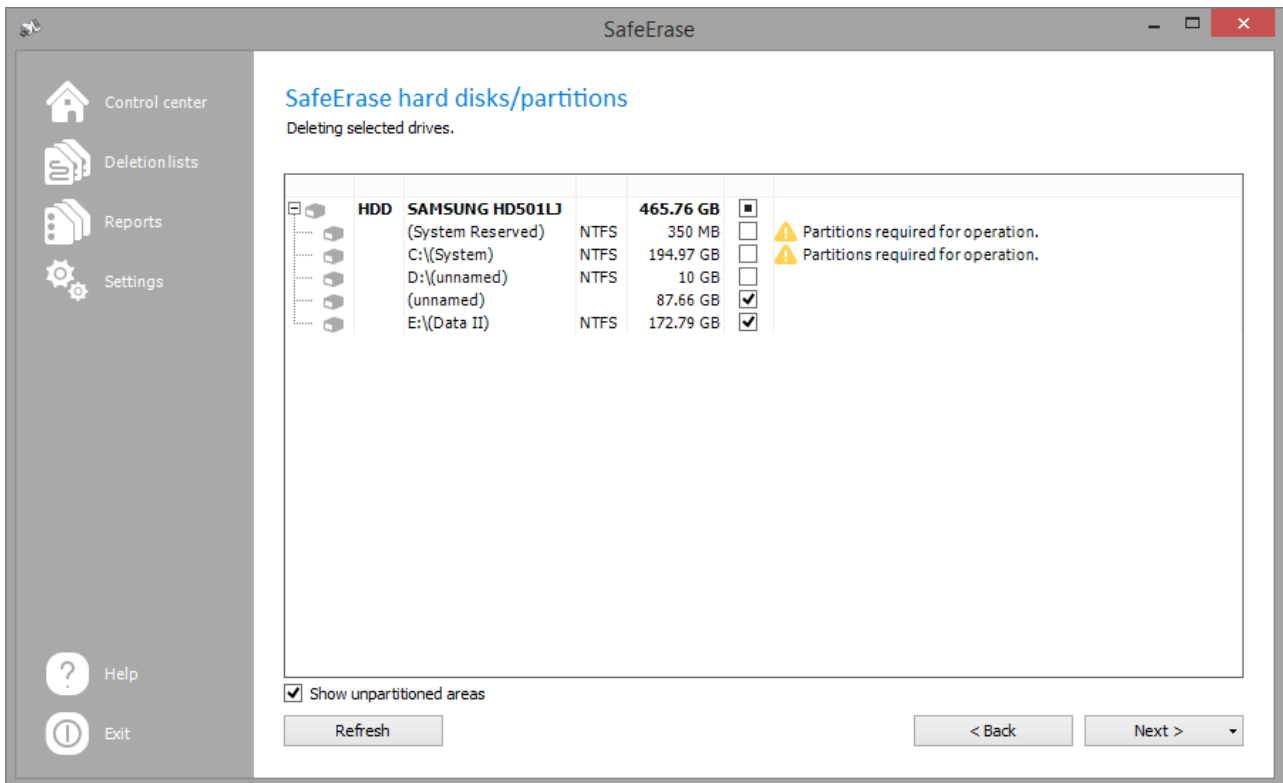
Below the table are several control buttons: "Add file", "Add folder", "Remove entry", "Clear list", "< Back", and "Next >".

Select files and folders for permanent deletion

## SafeErase hard disks and partitions

Laplink SafeErase not only facilitates the permanent deletion of individual files and folders, but also entire partitions and hard disks.

1. In the start page click on **SafeErase hard disks/partitions**.
2. Place a check next to the partition (drive) or the hard disk, which you want to SafeErase.
3. By clicking on **Next** you will get to selection of the [Deletion method](#).
4. After selecting the deletion method you can start the deletion with **SafeErase now**.



SafeErase individual partitions and hard disks

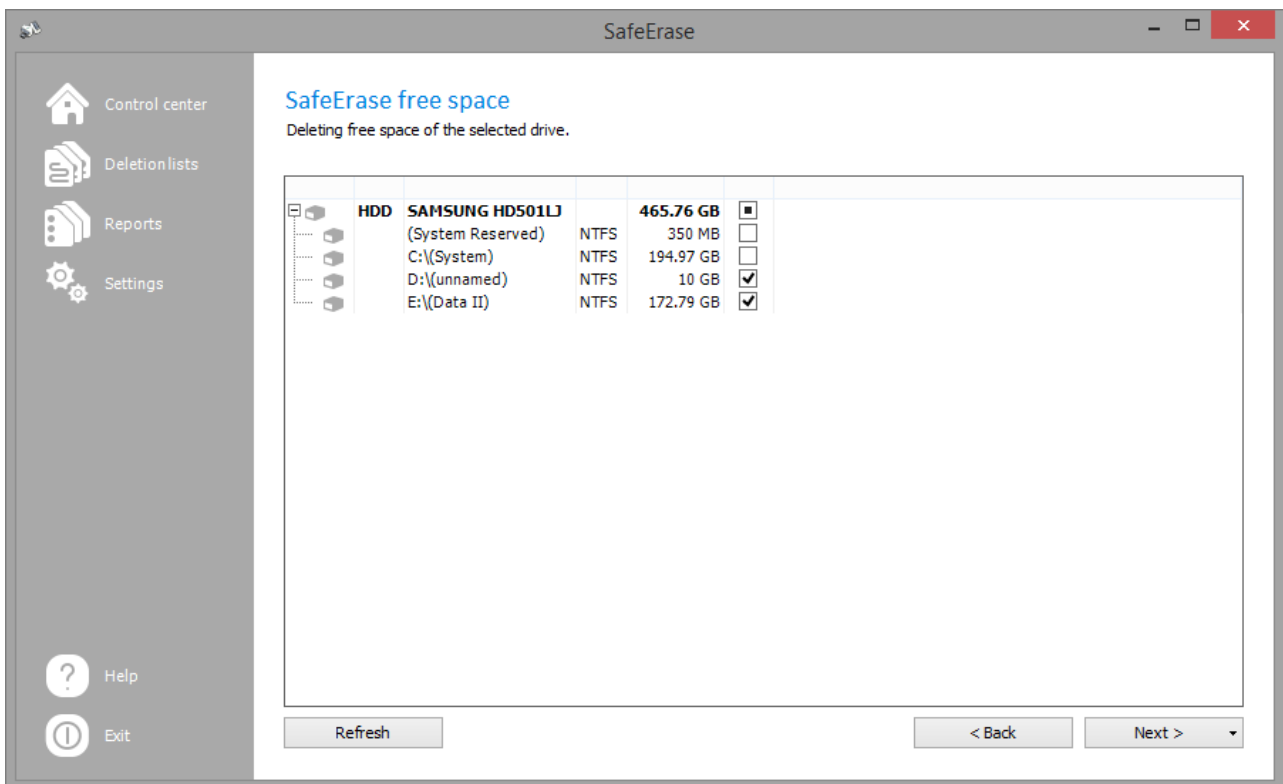
**Only in the Workstation and Server Editions:** A special feature of the Workstation and Server Editions is their ability to simultaneously delete partitions on dissimilar physical disks or entire hard disks. This is different than in the Professional Edition where deletion is performed successively. If, for example, you have an internal hard disk and a USB Stick connected, Laplink SafeErase Workstation and Server Editions can delete both disks at the same time. This can save you a considerable amount of time when working with large data volumes.

## SafeErase free disk space

You have generally already deleted data before installing Laplink SafeErase. In order to be safe, and make sure that this data will never be reconstructed, Laplink SafeErase includes a feature that wipes your free space clean. This enables you to SafeErase data even after a regular deletion.

**Note:** Data, which is located in the Windows Recycle Bin, will not be considered during this function and remain intact. If you want to SafeErase this data, empty the Windows Recycle Bin before or delete your files immediately with the key combination Shift+Del. This will result in data being deleted directly, and not via the Recycle Bin. Otherwise, the files will not be SafeErased with this function.

1. Select the activity **SafeErase free space** on the start page.
2. In the dialog window, select the partition (drive) or the entire hard disk whose free space you want to SafeErase.
3. Click **Next** to continue with the deletion.
4. Select the deletion method.
5. Start the deletion process with **SafeErase now**.



SafeErase free space

**For Server and Workstation Editions only:** A special feature of the Workstation and Server Editions is their ability to simultaneously delete free space from multiple physical disks. This is different from the Professional Edition where deletion is performed successively. If, for example, your computer has an internal hard disk and a USB disk connected, Laplink SafeErase Workstation and Server Editions will be able to delete both disks simultaneously. This will let you save a considerable amount of time when working with large data volumes.

## SafeErase temporary Windows and program files

The operating system often buffers files temporary to unburden the memory. Normally, these temporary files are automatically deleted after having been used. Yet, even those deleted temporary files can be restored. Even if you

## Manage individual deletion lists

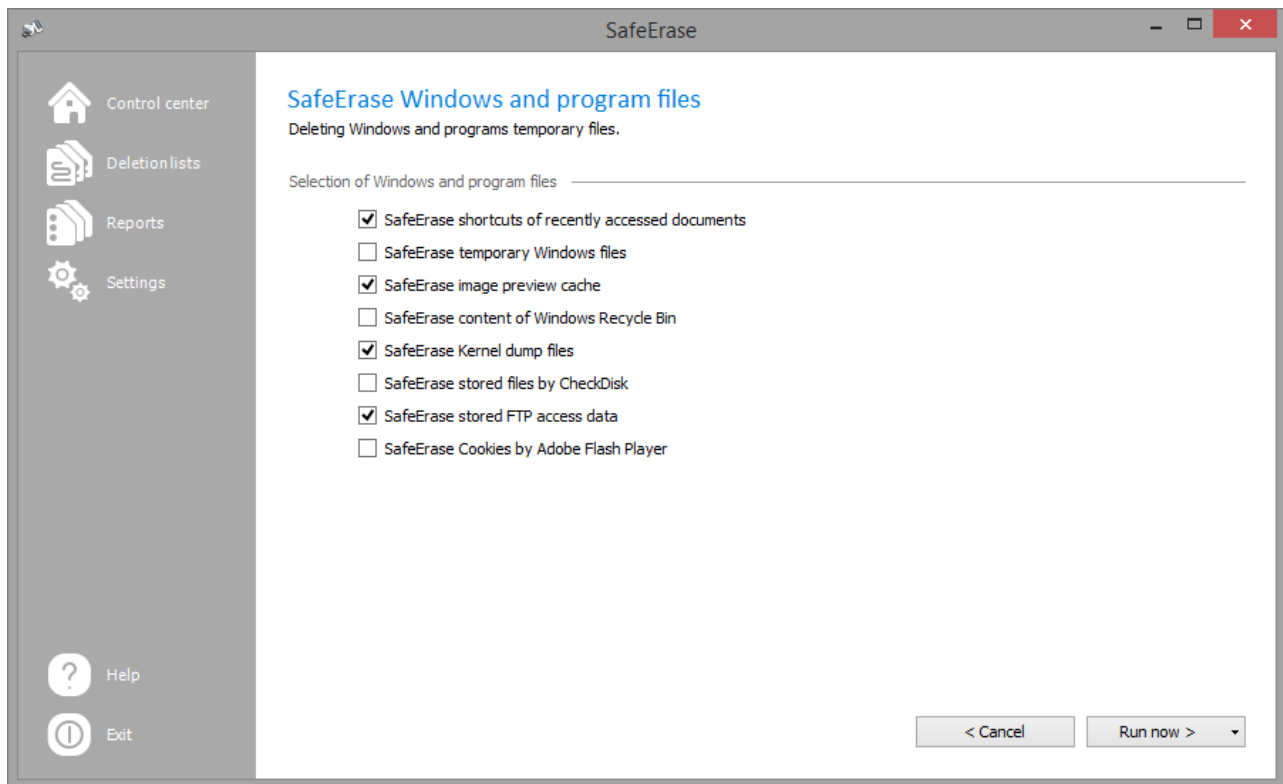
SafeErase individual files, some of that information still exists as a temporary file - a restoration cannot be excluded. To make sure that these [temporary files](#) do not cause any damage we recommend removing them with Laplink SafeErase.

With just a few clicks you can command Laplink SafeErase to SafeErase all temporary Windows and program files. You are also able to select which specific temporary file to delete.

1. On the start page of Laplink SafeErase click on **SafeErase temporary Windows and Program files**.
2. A selection of Windows and program files appears. Activate the check for the desired options.
3. By clicking on **Next** you will get to selection of the [Deletion method](#).
4. After selecting the deletion method you can start the deletion with **SafeErase now**. All listed files will be deleted irrevocably.

<b>Selection of the Windows files</b>	<b>Explanation</b>
Shortcut to last accessed files	Permanently deletes the displayed shortcuts to files, which were just opened, e.g. the shortcuts displayed in the Windows start menu
Temporary Windows files	Windows sometimes stores temporary information in the folder TEMP. Normally, temporary information is deleted when Windows shuts down. You can permanently delete temporary files, which have not been modified for a week, without hesitation.
Image preview cache	Permanently deletes thumbnails - the preview of pictures from the cache. The cache enables the quicker preview of pictures, using the miniature view for example.
Content of the Windows Recycle Bin	Removes files from the Windows Recycle Bin.
Kernel memory dumps	Permanently deletes the copy of the storage content, which is saved in Windows in a file with the filename extension DMP, whenever Windows creates a storage statement for critical errors.
Stored data from Check-Disk	Permanently deletes files stored by CheckDisk due to system errors.
Stored FTP access data from Explorers	Removes the access data from FTP-Server stored in the Registry. (Path and password)
Adobe Flash Player Cookies	Permanently deletes the Cookie files from Adobe Flash Player.

## Manage individual deletion lists



SafeErase temporary Windows and program files

**Tip:** After deciding on your deletion specifications, you can also store them as [Deletion list](#) , which is useful, if you want to repeat the same deletion at the next program start. For this, open the drop-down menu on **Run** and select **To the deletion list**. The deletion list stores the selected activity, so that you can load and run it as often as you want, without needing to specify your settings every time.

## SafeErase Internet files

Temporary Internet files are automatically created by your browser, whenever you use it. It is therefore retroactively traceable, which Internet pages have been visited by you. Sometimes, even login data is saved on your computer. If you want to SafeErase these temporary data, proceed as follows:

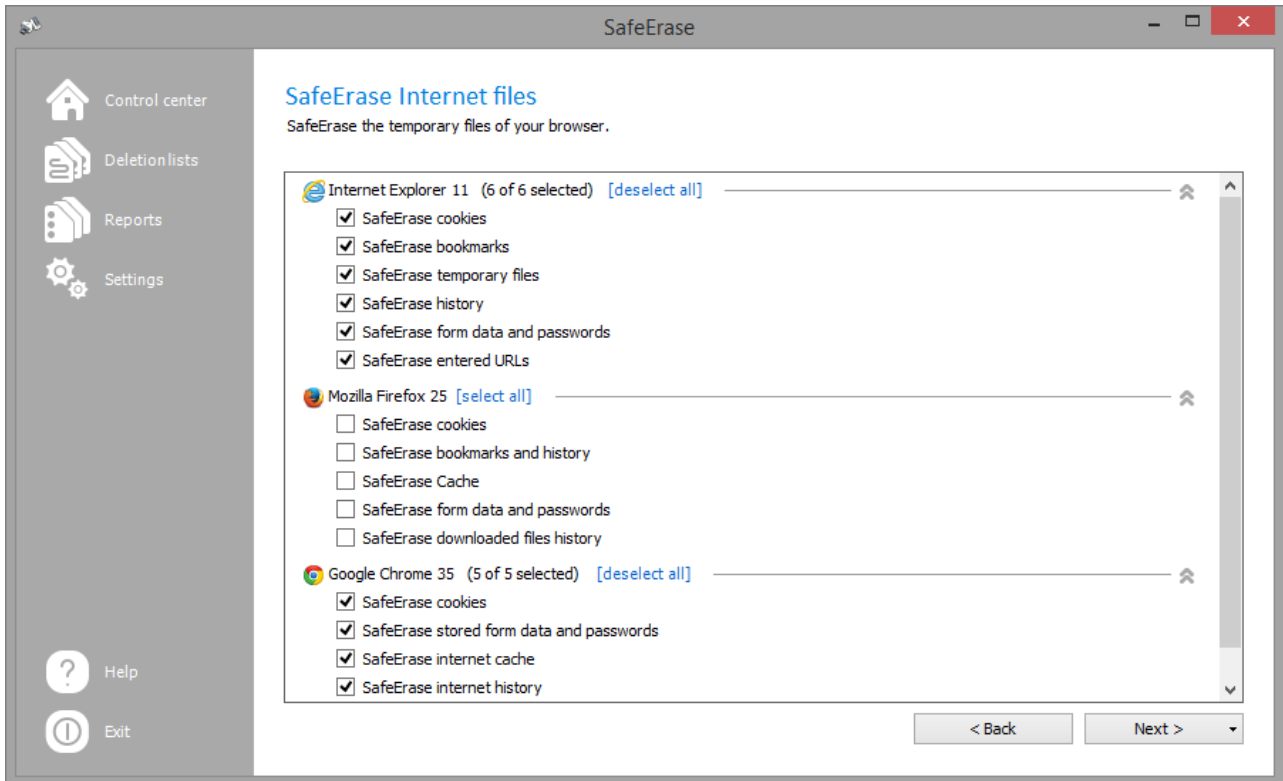
**Note:** You can find the list of the supported Browser types in the [System requirements](#).

1. On the Laplink SafeErase start page, click on **SafeErase Internet files**.
2. All Browser, which are installed on your computer are listed.
3. Activate the checks for the desired options.
4. By clicking on **Next** you will get to selection of the [Deletion method](#).
5. After selecting the deletion method you can start the deletion with **SafeErase now**. All listed files will be deleted irrevocably.

<b>SafeErase cookies</b>	Permanently deletes files, which were stored on the computer by websites.
<b>SafeErase favorites/ SafeErase bookmarks</b>	Permanently deletes your list of favored Websites.
<b>SafeErase temporary files</b>	Permanently deletes copies of web pages, pictures and media files, which were saved to allow faster access.
<b>SafeErase history</b>	Permanently deletes the list of URLs that you visited.
<b>SafeErase form data and passwords</b>	Permanently deletes information, which you have entered in forms.
<b>SafeErase entered URLs</b>	Permanently deletes entered URLs in the address line.
<b>SafeErase history of downloaded files</b>	Deletes the temporary files that were saved in the browser list during downloads.

**Note:** Mozilla FireFox® stores **Bookmarks** and **History** in a common database file. It cannot be guaranteed that individual entries will be permanently deleted. To delete this information, the entire database file needs to be SafeErased. If you use **SafeErase Internet files**, all your Bookmarks will be deleted. The same applies to the Clean function following an analysis when Scan for stored Internet files is enabled. If you use **SafeErase bookmarks and history**, all Bookmarks will be lost.

## Manage individual deletion lists



SafeErase Internet files



## SafeErase data from the Windows Recycle bin

Files you have deleted may still be in the Windows Recycle Bin. Even if you empty the Recycle Bin, the data might still be accessible. Laplink SafeErase allows you to SafeErase the content of the Windows Recycle Bin. This comes in handy, because normally all files, which you usually do not need anymore, are collected there. In other words, the danger of accidentally deleting data which you might still need is quite low.

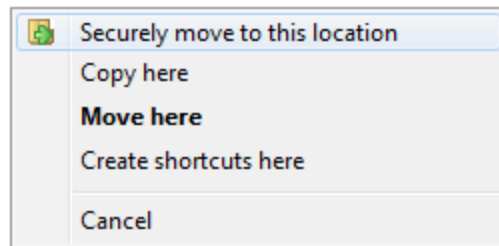
1. Select **SafeErase temporary Windows and program files** on the start page of Laplink SafeErase and then check **SafeErase content of Windows Recycle Bin**.
2. By clicking on **Next** you will get to selection of the [Deletion method](#).
3. After selecting the deletion method you can start the deletion with **SafeErase now**. All listed files will be deleted irrevocably.

**Tip:** Alternatively you can also empty the Recycle Bin by clicking on **SafeErase (empty) Recycle Bin**. For more information read chapter [SafeErase data from the Windows Recycle Bin via right-clicking](#).

## Securely move files and folders

While moving files and folders, the data at the source is deleted and pasted at the target location. Still, some file information remains in the source location and are therefore not SafeErased - it is possible to restore them yet.

You can either manually copy the data and then use Laplink SafeErase to SafeErase them from the source. Or you use the function **Securely move to this location**, which copies the data just like the regular command, but then SafeErases them from the source location. This makes it impossible to reconstruct data from there.



Context menu (right click) to move securely

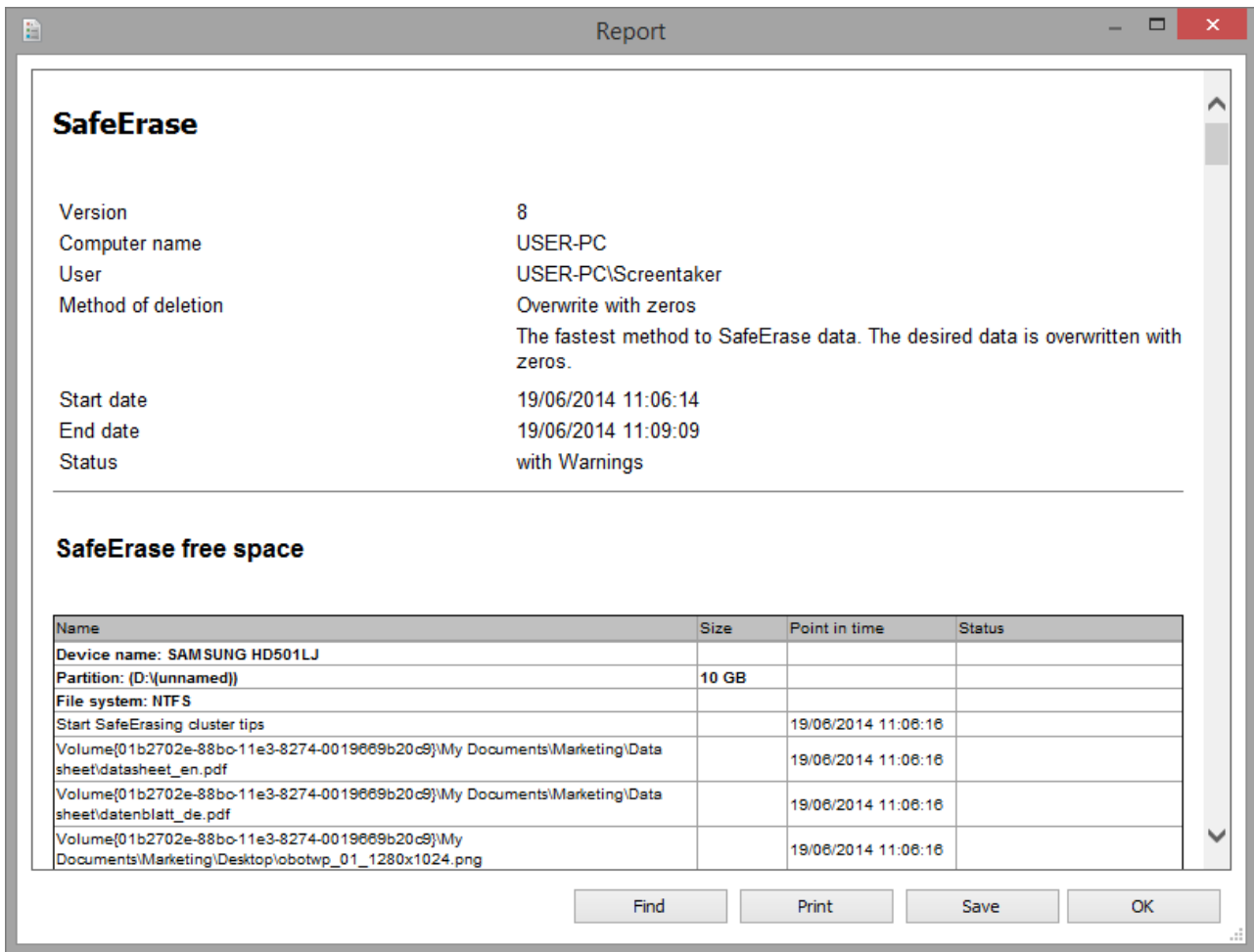
To securely move follow the instructions below:

1. When doing a standard drag and drop move of the file or folder, use the right-hand mouse button instead of the left one to drag and drop it on the desired destination.
2. Whenever you let go of the mouse button, the context menu will appear, then you select the option **Securely move to this location**.
3. Afterwards, you have to select a method of deletion and then confirm the activity.

## Reports

A report is created for each completed task. In it you can read, which program function was run. For this, click on **Reports** in the left menu bar and select the report you want to see in the browser.

## Manage individual deletion lists



**Report**

### SafeErase

Version: 8  
Computer name: USER-PC  
User: USER-PC\Screentaker  
Method of deletion: Overwrite with zeros  
The fastest method to SafeErase data. The desired data is overwritten with zeros.

Start date: 19/06/2014 11:06:14  
End date: 19/06/2014 11:09:09  
Status: with Warnings

---

### SafeErase free space

Name	Size	Point in time	Status
Device name: SAMSUNG HD501LJ			
Partition: (D:\(unnamed))	10 GB		
File system: NTFS			
Start SafeErasing cluster tips		19/06/2014 11:06:16	
Volume{01b2702e-88bc-11e3-8274-0019e69b20c8}\My Documents\Marketing\Data sheet\datasheet_en.pdf		19/06/2014 11:06:16	
Volume{01b2702e-88bc-11e3-8274-0019e69b20c8}\My Documents\Marketing\Data sheet\datenblatt_de.pdf		19/06/2014 11:06:16	
Volume{01b2702e-88bc-11e3-8274-0019e69b20c8}\My Documents\Marketing\Desktop\obotwp_01_1280x1024.png		19/06/2014 11:06:16	

Find Print Save OK

## SafeErase reports

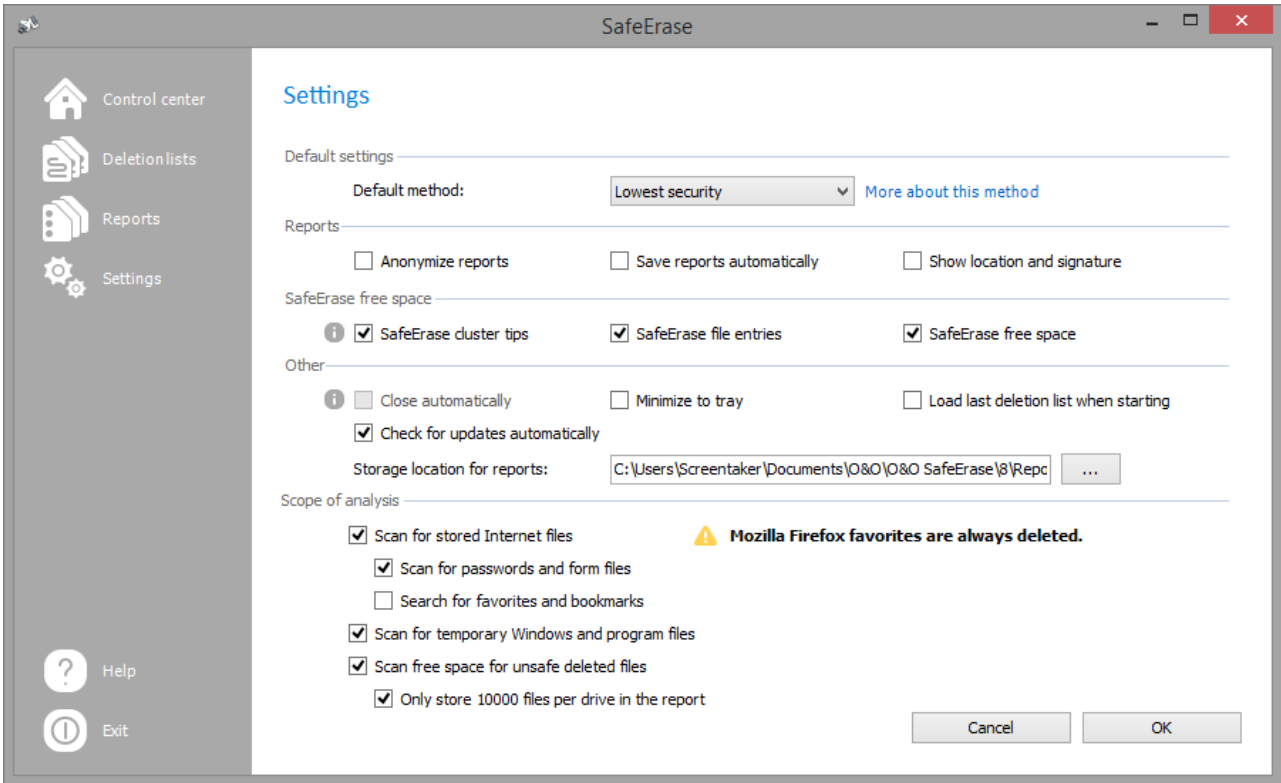
- To SafeErase a report, you need to select it in the report overview and then click on **SafeErase report(s)**.

In addition, you also have the possibility to permanently delete all reports.

- For this select **SafeErase all reports** in the drop down menu from the interface **SafeErase reports**.

# Settings

If you want to change the default settings, click in the left menu row on **Settings**. In the settings dialogue you have the possibility to change the preset deletion method, automatically check for updates, reports settings, the deletion of free space as well as the behavior of Laplink SafeErase.



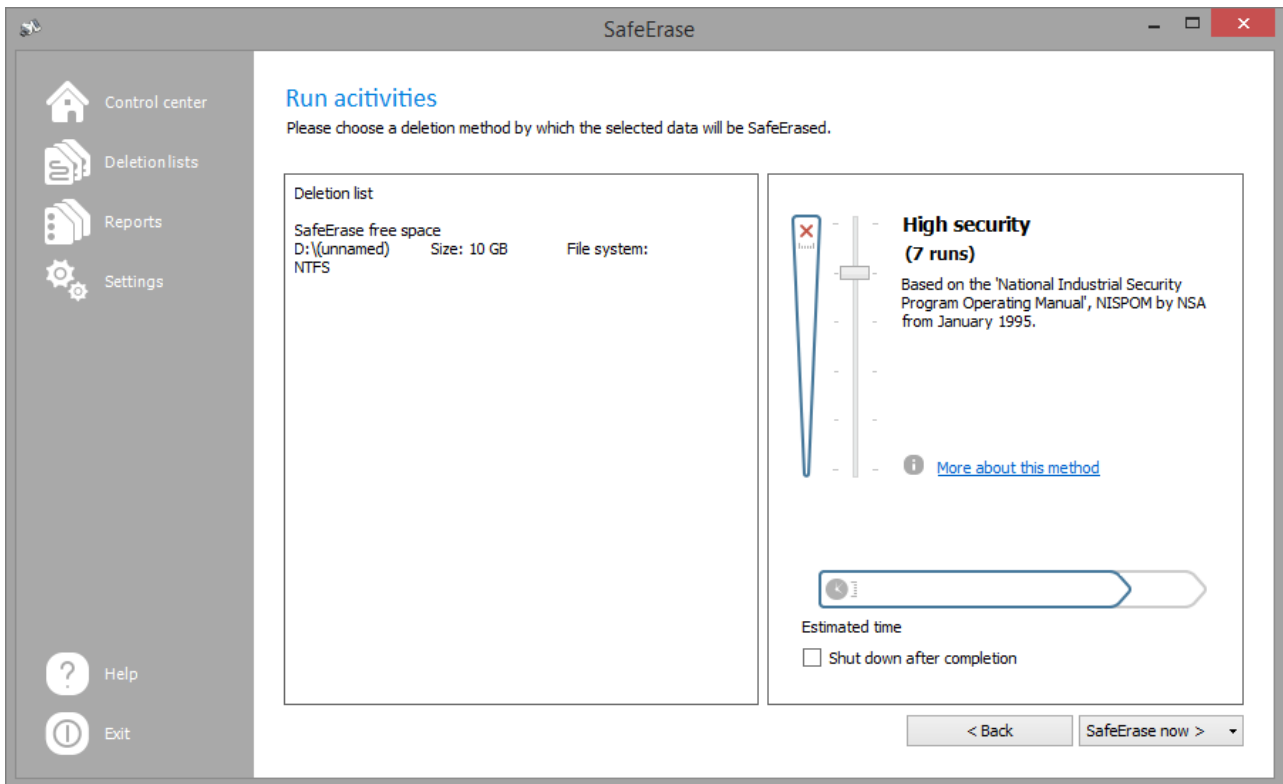
Advanced settings

## Method of deletion

There are six methods of deletion to SafeErase files. Each method offers another security level. The deletion varies in time due to the security level of the method used. The method "Lowest security" is preset.

Even data SafeErased with the lowest security level cannot be restored using commercial data rescue programs. These methods are useful if you want to delete private pictures or videos before selling your computer. Data SafeErased with medium or high security levels cannot be restored even by data rescue labs or from specialized offices. Use this method when deleting sensitive company or financial data for instance.

Please note that the higher levels require a longer amount of deletion time as the lower levels. The higher the level is, the higher number of deletion cycles have to be completed. You can now set the PC to run the deletion process and then shut down automatically.



Selection of deletion method

## Highest Security (35 runs)

The method that offers the highest level of security is based on a process developed by Peter Gutmann and presented in his article "Secure Deletion of Data from Magnetic and Solid-State Memory". In this method, deleted data is overwritten by a series of 35 different deletion cycles that are executed in a random order.

## High Security (7 runs)

The method for high security is based on the January 1995 'National Industrial Security Program Operating Manual' by the DoD. In this seven cycle variation (DoD 5220.22-M ECE), data is first overwritten three times with DoD 5220.22-M (E) Standards, then with a specific random value, and finally once again with DoD 5220.22-M (E).

## Medium security (6 runs)

This method for medium security conforms to the standards of the German BSI as described in the "BSI IT Baseline Protection Manual". Data is overwritten with a random value and then with this values complement. This procedure is completed with new random values three times.

## Low Security (3 Cycles)

The method is based on the "National Industrial Security Program Operating Manual", NISPOM (US DoD 5220.22-M) the DoD from January 1995. It proceeds with 3 runs (DoD 5220.22-M E): data is first overwritten with a fixed value, then with the complement of that value, and finally with a random value. The advantage lies in the speed with which this method proceeds to SafeErase data.

## Lowest Security (1 run)

This method is quick, but offers very little security in the deletion of data. Using this method, data is overwritten with random values in one cycle

## Overwrite data with zeros

This method is the fastest, but offers very little security in the permanent deletion of data. The selected files will be overwritten with zeros.

## Change settings for reports

Click on **Settings/Reports** in the start page to find these options.

### Save reports automatically

When enabling this option, reports will be stored automatically after program execution in and accessed in the report list.

### Anonymize reports

If you select this option, all names of the deleted files will not be listed in the report.

### Show location and signature

If this option is enabled, the signature and the location will be displayed at the end of a report. These fields may be used to certify the data destructing in written form.

**Note:** To apply the settings, confirm the dialog with **OK**.

## Change settings to SafeErase free space

You have the possibility to set advanced settings for the deletion of the free space under **Settings/SafeErase free space**

### SafeErase cluster tips

Clusters are the smallest hard disk units, where data can be saved. An entire unit will be occupied, even if the file is smaller than the smallest cluster. For example, if the smallest unit is 64 Kbytes in size and the file to save only 5 Kbytes small, the remainder of the hard disk unit will stay unused and there can be no access to it. Yet, file fragments of previously deleted files might still be located in this "free" area.

### SafeErase MFT entries

For NTFS-file systems you can SafeErase the MFT entries (Master File Table). Every file is represented in the MFT by an entry. While using MFT entries, it is possible for data rescue programs to find and restore previously deleted data. To avoid this security loophole, Laplink SafeErase offers the possibility to delete these entries. This way, unauthorized persons cannot reconstruct your data even with special software. In FAT file systems this setting deletes all FAT entries.

### SafeErase free space

Deleted files are not really gone forever. When files are deleted, the area on the hard disk where the deleted data is recorded is simply marked by the operating system as free and open for the placement of other data. If this doesn't happen, data can be found and read. Therefore, it is important to SafeErase this free space.

**Note:** To apply the settings, confirm the dialog with **OK**.

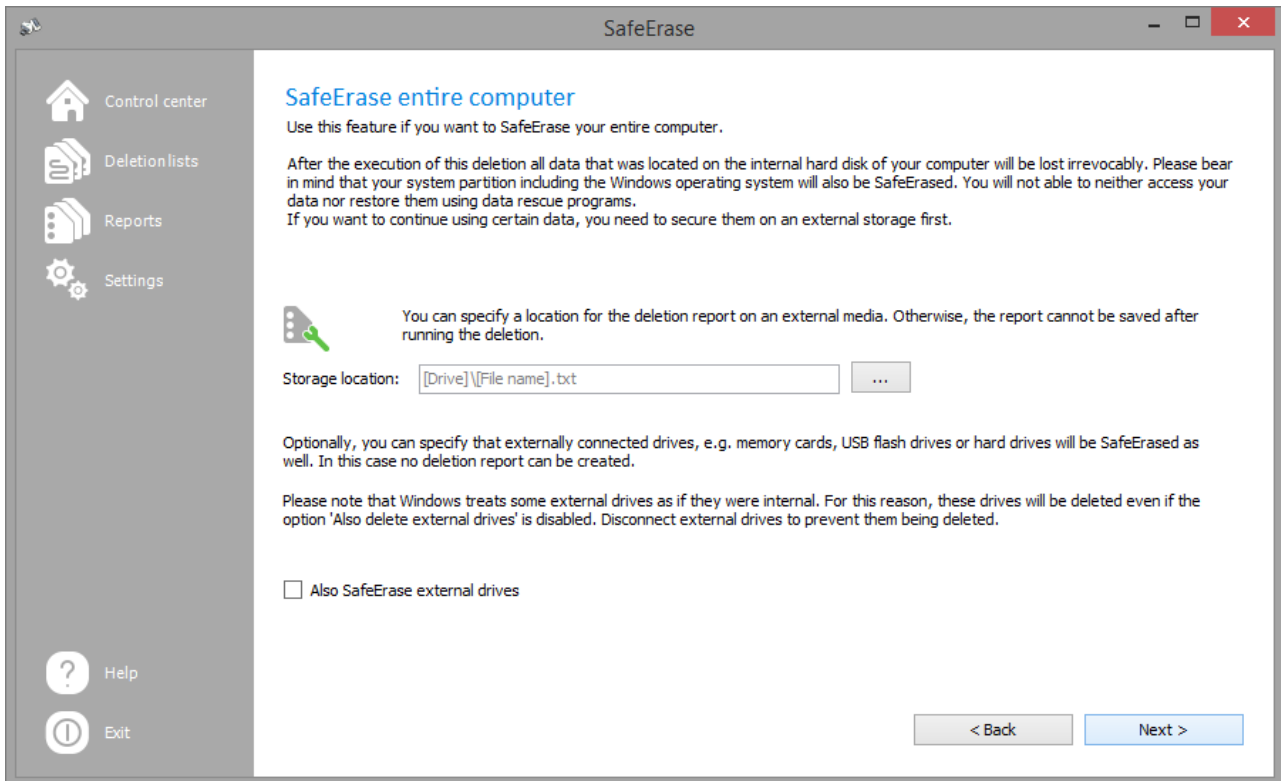
## SafeErasing the entire computer

The function **SafeErase entire computer** enables you to permanently delete an entire computer without needing to create a boot CD first. All data, settings, programs, etc. will be gone forever - a restoration is impossible.

Permanently deleting your entire computer enables you to SafeErase your data when you sell, give away, or throw away your computer. You can rest assured that nobody will be able to restore and abuse your data.

After confirming the deletion, you will be asked to restart your computer. The actual deletion process will be executed during restart.

**Important!** Please bear in mind that data deleted with Laplink SafeErase cannot be restored, not even with the use of special software or hardware. Please bear this in mind to avoid accidental deletion of your data!



SafeErasing the entire computer

## Start SafeErasing the entire computer

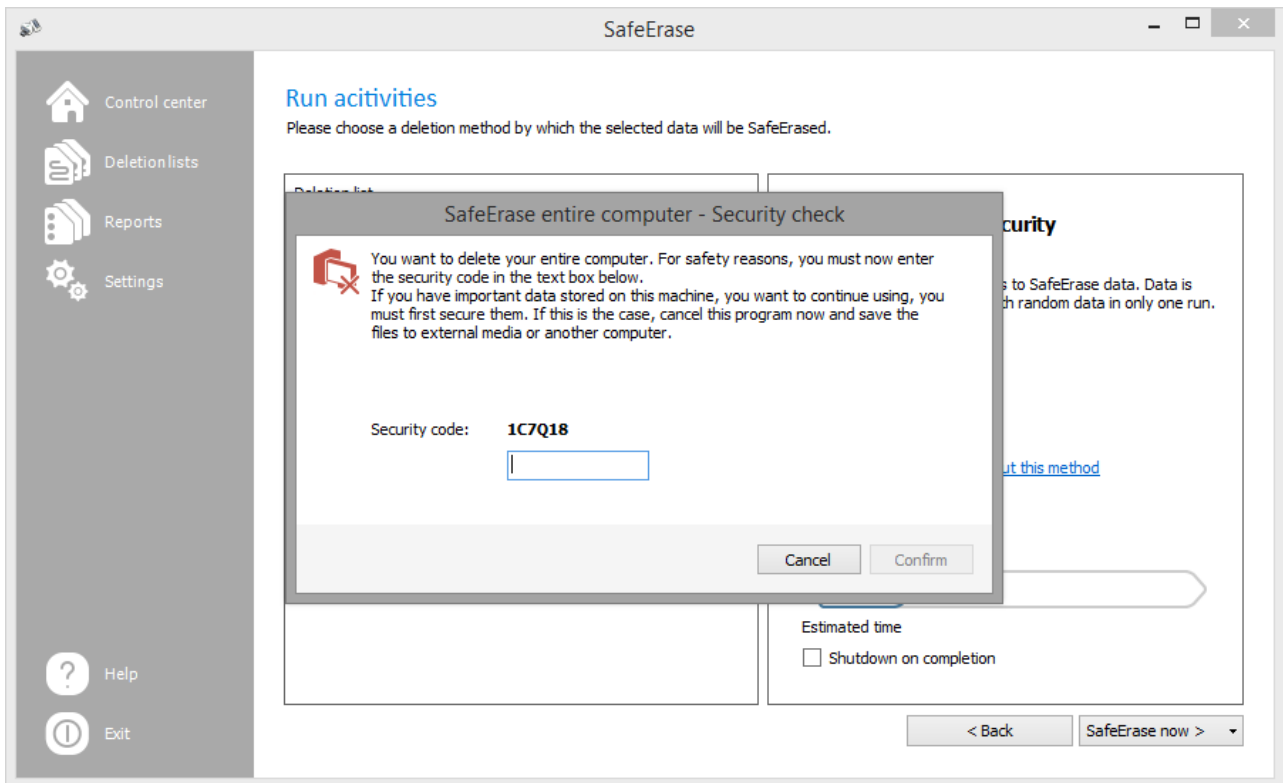
1. Select **SafeErase entire computer** in the start page.
2. Optionally, you can also specify to also include external drives while permanently deleting your entire computer.
3. By clicking on **Next** you will get to selection of the [Deletion method](#).
4. After selecting the deletion method you can start the deletion with **SafeErase now**.
5. After confirming the first [security checks](#), you will have to enter a six digit security code in the second security prompt.
6. If you confirm the dialogue, the deletion process will start and all data will be erased irrevocably from your computer.

**Important!** The function **SafeErase entire computer** erases all data from your computer without additional boot disk type media. Once you have confirmed the execution of this function, all data on your computer will be deleted, after which all data and settings will be lost.

**Note:** If you need a report after a deletion you need to save it on an external storage medium. For this, please enter a storage location. Please make sure that there is **no** check next to SafeErase external drives.

## Security check

Before SafeErasing your entire computer you will need to confirm various security prompts. Follow the instruction in the dialogs. You can cancel at anytime to avoid the unnecessary deletion of your computer.



Last security questions prior to permanently deleting the entire computer.

**Note:** Please bear the Warnings in mind and confirm the security prompts if still sure. When the computer reboots all data will be SafeErased this can take up some time. Please do not turn off the computer during this process, otherwise the deletion process might not be completed correctly.

## Completing the deletion process

After the security prompts, you will be asked to restart the computer. During the restart, all hard disk drives connected to the computer will be deleted permanently. The system partition is always left as last - in case you want to cancel the deletion you will still be able to restart the system and continue at a later time. Please bear in mind that a deletion process once started cannot be cancelled.

After completing the deletion, the computer will restart. On the screen you will see an error message informing you that no operating system could be found. You can now install a new operating system or sell it. All data is SafeErased.



Use Laplink SafeErase via right-clicking

## Use Laplink SafeErase via right-clicking

Laplink SafeErase integrates itself into your Windows Explorer. You can access Laplink SafeErase via right-clicking. Select one or more deletion objects and right-click them.

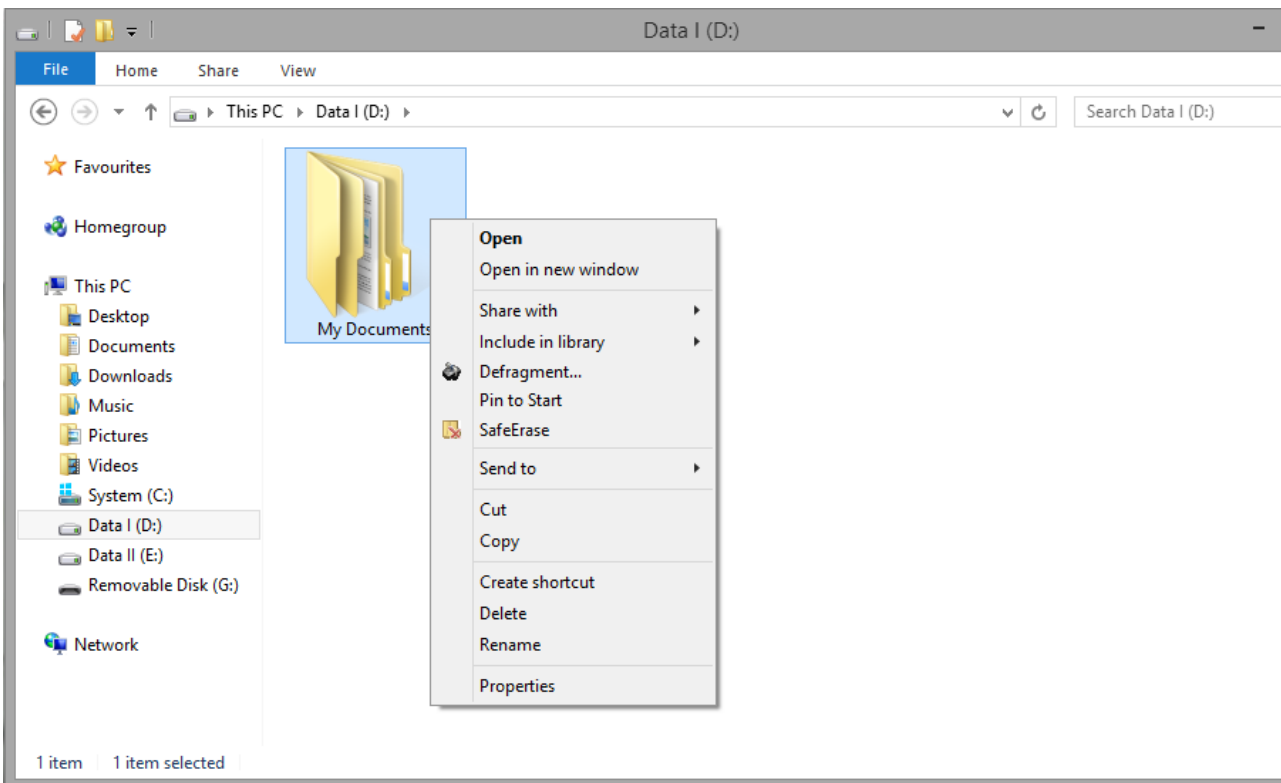
1. The entry **SafeErase** allows you to start Laplink SafeErase.
2. After selecting the deletion method you can start the deletion with **SafeErase now**.

## SafeErase files and folders via right-clicking

To delete files or folders, right-click on them and select **SafeErase** - exactly like the Windows entry "Delete".

1. Laplink SafeErase will then ask you to proceed selecting the deletion method. More about this can be found in the chapter regarding [Deletion methods](#).
2. **SafeErase now** starts the deletion process.

If you would like to delete more than one file, hold down the 'Ctrl' key and highlight the files with the left mouse button.



Context Menu (via right-clicking) to SafeErase files and folders

## SafeErase a hard disks/partitions via right-clicking

Simply find the partition in Windows Explorer you would like to SafeErase and right click on it.

1. Select the menu entry **SafeErase volume**.
2. Laplink SafeErase will then ask you to proceed selecting the deletion method. More about this can be found in the chapter regarding [Deletion methods](#).
3. **SafeErase now** starts the deletion process.

Please bear in mind that this process might take up some time depending on the deletion method and the size of the partition.

## Use Laplink SafeErase via right-clicking

After the partition has been permanently deleted it is necessary that you reformat the partition in order to use it again. More information about the formatting of a hard disk drive can be found in the Window's Help file.

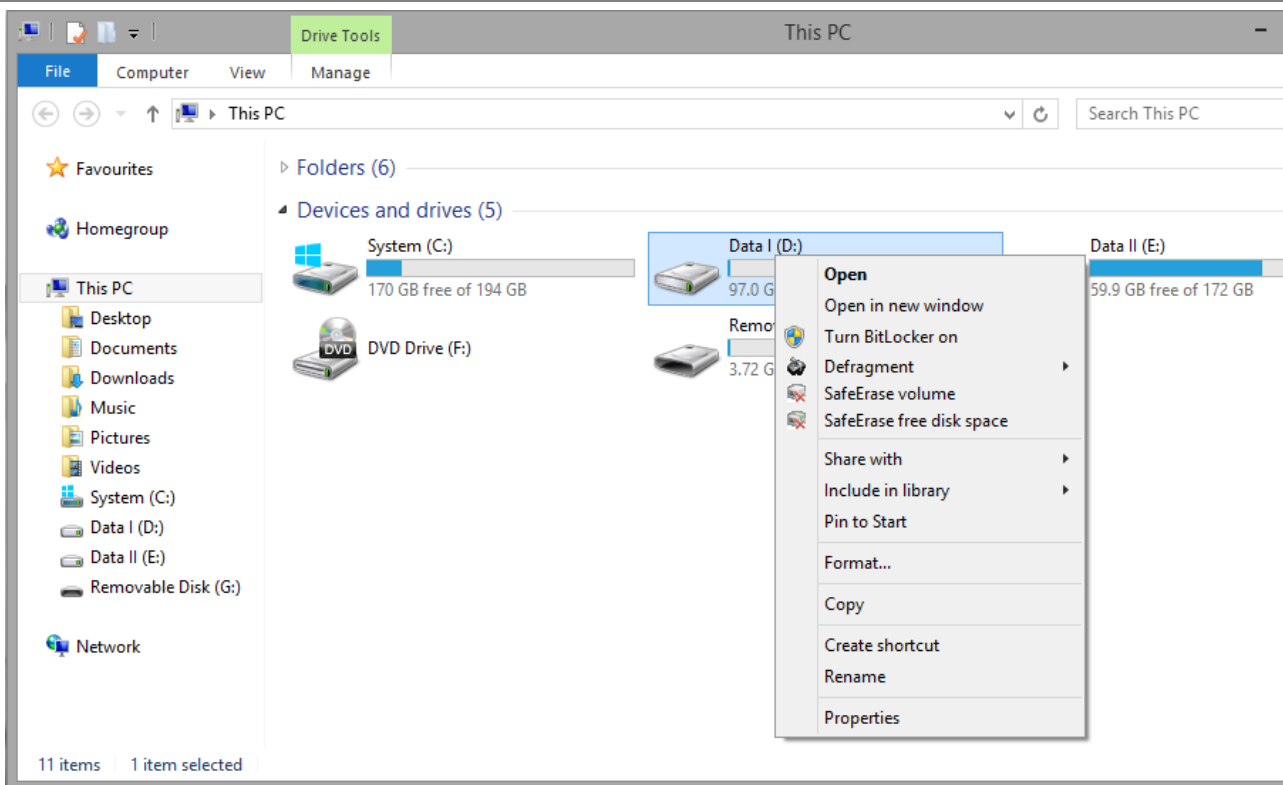
## SafeErase data later by right-clicking

Data deleted with Windows does still exist on your computer. Windows makes these areas available to be rewritten as free space on the hard disks. To make sure that all old deleted data cannot be restored anymore, delete the free space with Laplink SafeErase.

1. To do this, select the function **SafeErase free disk space** by right-clicking on the drive where you would like to wipe the free space.
2. Laplink SafeErase will then ask you to proceed selecting the deletion method. More about this can be found in the chapter regarding [Deletion methods](#).
3. **SafeErase now** starts the deletion process.

The higher the level of security and the more free space for deletion, the longer the deletion process will take.

**Important:** No existing files or data will be deleted, rather specific pieces of data that are marked free on the hard disk. After this process has been completed, you will not longer be able to restore this data ever again.



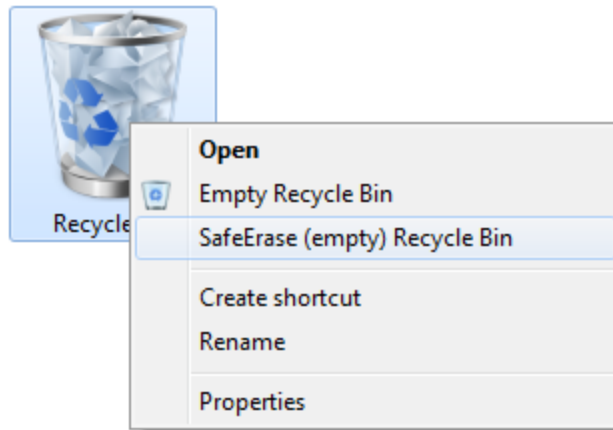
Context Menu (via right-clicking) to SafeErase free space

Use Laplink SafeErase via right-clicking

## SafeErase data from the Windows Recycle Bin via right-clicking

Select the Recycle Bin and right-click on it to view the context menu. There you can click on **SafeErase (empty) Recycle Bin**.

1. Laplink SafeErase will then ask you to proceed selecting the deletion method. More about this can be found in the chapter regarding [Deletion methods](#).
2. **SafeErase now** starts the deletion process.



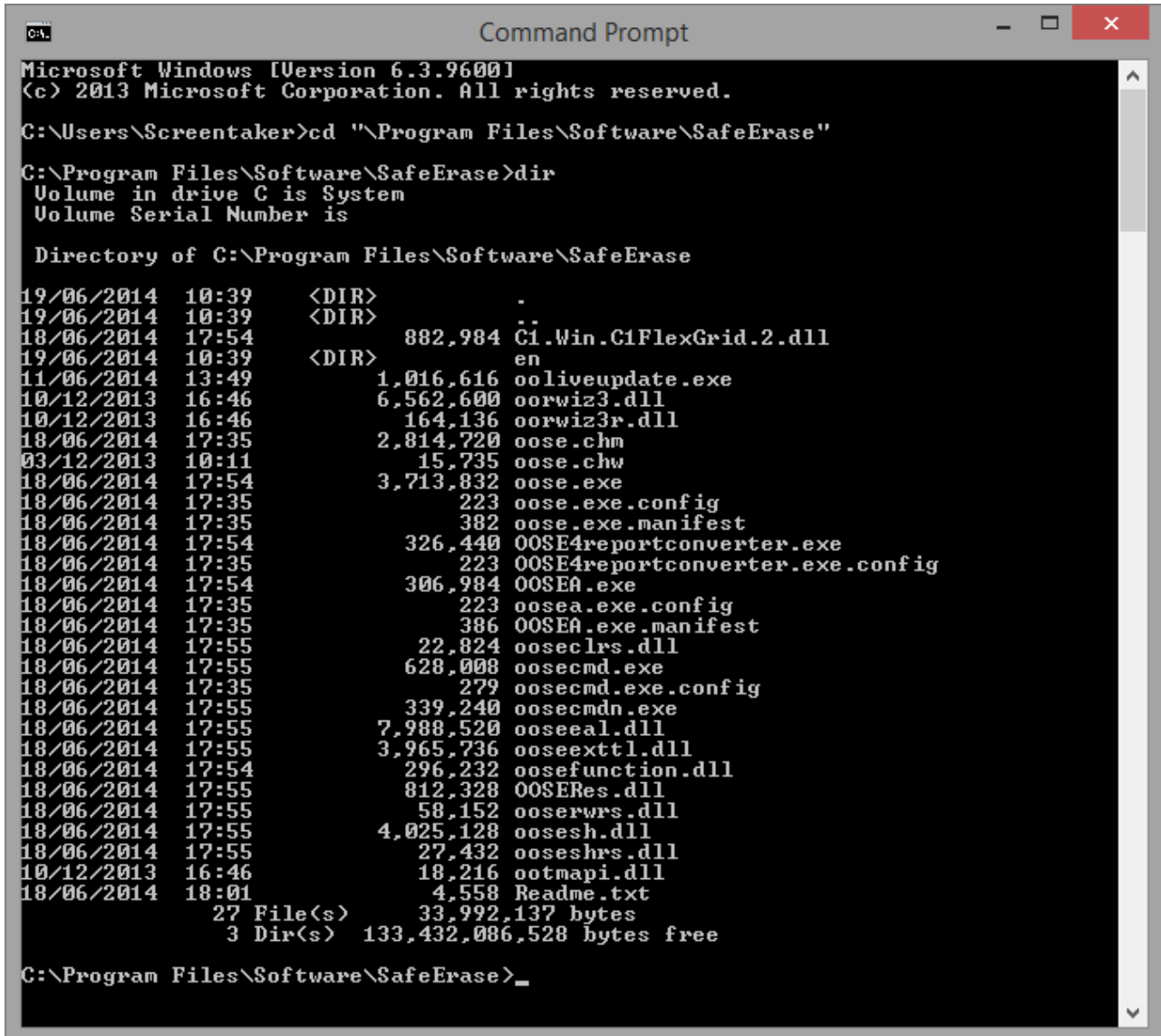
Via right-clicking for Recycling Bin with SafeErase Option

**Important!** Windows diverts only a set amount of disk space to the Recycle Bin. When the total size of its files exceeds this set amount, the oldest data are deleted. This deletion method, however, is still the Windows' standard and therefore not secure. In case files were deleted from the Windows Recycle Bin, this function would be the only possibility to make sure they were securely overwritten.

Start from the command line

## Start from the command line

Laplink SafeErase also has a command line version available. You can use it from the Windows command prompt (cmd). This development lends itself nicely to the integration into scripts that then can then be automatically executed on command.



```
CA. Command Prompt
Microsoft Windows [Version 6.3.9600]
(c) 2013 Microsoft Corporation. All rights reserved.

C:\Users\Screentaker>cd "\Program Files\Software\SafeErase"

C:\Program Files\Software\SafeErase>dir
Volume in drive C is System
Volume Serial Number is

Directory of C:\Program Files\Software\SafeErase

19/06/2014 10:39 <DIR> .
19/06/2014 10:39 <DIR> ..
18/06/2014 17:54 882,984 Ci.Win.C1FlexGrid.2.dll
19/06/2014 10:39 <DIR> en
11/06/2014 13:49 1,016,616 ooliveupdate.exe
10/12/2013 16:46 6,562,600 oorwiz3.dll
10/12/2013 16:46 164,136 oorwiz3r.dll
18/06/2014 17:35 2,814,720 oose.chm
03/12/2013 10:11 15,735 oose.chw
18/06/2014 17:54 3,713,832 oose.exe
18/06/2014 17:35 223 oose.exe.config
18/06/2014 17:35 382 oose.exe.manifest
18/06/2014 17:54 326,440 OOSE4reportconverter.exe
18/06/2014 17:35 223 OOSE4reportconverter.exe.config
18/06/2014 17:54 306,984 OOSEA.exe
18/06/2014 17:35 223 oosea.exe.config
18/06/2014 17:35 386 OOSEA.exe.manifest
18/06/2014 17:55 22,824 ooseclrs.dll
18/06/2014 17:55 628,008 oosecmd.exe
18/06/2014 17:35 279 oosecmd.exe.config
18/06/2014 17:55 339,240 oosecmdn.exe
18/06/2014 17:55 7,988,520 ooseeal.dll
18/06/2014 17:55 3,965,736 ooseexttl.dll
18/06/2014 17:54 296,232 oosefunction.dll
18/06/2014 17:55 812,328 OOSERes.dll
18/06/2014 17:55 58,152 ooserwrs.dll
18/06/2014 17:55 4,025,128 oosesh.dll
18/06/2014 17:55 27,432 ooseshrs.dll
10/12/2013 16:46 18,216 ootmapi.dll
18/06/2014 18:01 4,558 Readme.txt
27 File(s) 33,992,137 bytes
3 Dir(s) 133,432,086,528 bytes free

C:\Program Files\Software\SafeErase>_
```

Using the command line version of Laplink SafeErase

Start from the command line

## OOSECMD.EXE

OOSECMD.EXE will start Laplink SafeErase from the Command Prompt. The following parameters can be used in conjunction with this command.

The parameters in brackets are optional and do not have to be used. Any file or folder name can be entered (<File-name(filter)>), also using place holders ("\*" and "?"). Before deletion is executed, you be asked to confirm this, a step that can be deactivated with the parameter "/y".

<b>ooscmd</b>
[/highestsecurity]   [/highsecurity]   [/mediumsecurity]   [/lowsecurity]   [/lowestsecurity]
[/output <File name>]
[/verbose]
[/silent]
[/y]
[/help] [/?]
[/showdisks]   [/matchfile]   [/matchfolder]   [/matchall]
[/volume <Drive Letter>]
[/freespace <Drive Letter>]
<File name(filter)>
[/register /user <User name> /company <Company name> /serial <Serial number>]

### Example:

```
ooscmd /mediumsecurity /output report.txt /verbose /volume d: /register /user <Your name> /company <Your company> /serial xxxx-xxxx-xxxx-xxxx-xxxx
```

## Parameters

First, navigate in the command line (cmd) to the installation folder of Laplink SafeErase. You will then be able to use the parameters listed in the chart.

The parameters in angle brackets </> are optional and do not have to be entered. A security prompt appears before deletion, which you can confirm automatically with the command /y .

Below you will find a description of the parameters for Laplink SafeErase.

Parameters	Explanation
[--showdisks]	Show disk drive information <b>Example:</b> Ooscmd.exe --showdisks

Parameters	Explanation
<p>[--deletedrive &lt;disk number&gt;]</p>	<p>SafeErase disk The Laplink SafeErase Server and Workstation Editions allow you to delete multiple disks using one command.</p> <p><b>Example:</b> Oosecmd.exe --deletedrive 1  <b>Only in Workstation and Server Editions:</b> Oosecmd.exe --deletedrive 1 deletedrive 2</p>
<p>[--deletevolume &lt;drive letter&gt;]</p>	<p>SafeErase drive The Laplink SafeErase Server and Workstation Editions allow you to delete multiple drives using one command.</p> <p><b>Example:</b> Oosecmd.exe --deletevolume d:  <b>Only in Workstation and Server Editions:</b> Oosecmd.exe --deletevolume d: deletevolume e:</p>
<p>[--freespace &lt;Drive letter&gt;]</p>	<p>SafeErase free space of a drive. The Laplink SafeErase Server and Workstation Editions allow you to delete free space on multiple drives using one command.</p> <p><b>Example:</b> Oosecmd.exe --freespace g:  <b>Only in Workstation and Server Editions:</b> Oosecmd.exe --freespace g: freespace f:</p>
<p>[--analyse &lt; internetfiles  windowsfiles  deletedfiles  all&gt;]</p>	<p>Scan computer for potentially security relevant or unsafe deleted files. (Default: All file types are scanned and counted)</p> <p>internetfiles: Only temporary Internet files are scanned and counted.  windowsfiles: Only temporary Windows files are scanned and counted.  deletedfiles: Only unsafe deleted files will be scanned and counted.  all: All three file types are scanned and counted.</p> <p><b>Example:</b> Oosecmd.exe --analyze deletedfiles</p>
<p>[--autoclean &lt;internetfiles  windowsfiles  deletedfiles  all&gt;]</p>	<p>SafeErase files found by analysis. (Default: All found file types will be permanently deleted)</p> <p><b>Example:</b> Oosecmd.exe --autoclean windowsfiles</p>

Parameters	Explanation
<p>[--internetfiles &lt;cookies  favorites  temporary   history  formdata  typedurls  all&gt;]</p>	<p>SafeErase temporary Internet files. (Default: All Internet files that are found will be deleted)</p> <p>cookies: deletes only cookies.</p> <p>favorites: deletes only set favorites.</p> <p>temporary: Deletes only temporary Internet files.</p> <p>history: Deletes only browsing history.</p> <p>formdata: Deletes only form data saved in the browser such as user-name/password.</p> <p>typedurls: Deletes only entered Internet addresses.</p> <p>all: Deletes all Internet files that are found</p> <p><b>Example:</b> Oosecmd.exe --internetfiles cookies --internetfiles history</p>
<p>[--tempfiles &lt;recent   temporary   thumbnails   recyclebin  memorydumps   checkdisk   ftp   all&gt;]</p>	<p>Delete temporary Windows and program files (Default: All file types that are found will be SafeErased)</p> <p>recent: Permanently deletes temporary files from programs.</p> <p>temporary files: Deletes files in the Windows TEMP folder.</p> <p>thumbnails: Permanently deletes the picture preview from the cache.</p> <p>recyclebin: Deletes content from the Windows Recycle Bin.</p> <p>memorydumps: Deletes DMP files.</p> <p>checkdisk: Deletes files that were saved by CheckDisk (CHK).</p> <p>ftp: Deletes saved login data from an FTP server.</p> <p>all: Deletes all temporary file types that are found.</p> <p><b>Example:</b> Oosecmd.exe --tempfiles recyclebin</p>
<p>[--totalerase &lt;internal   all&gt;]</p>	<p>Deletes the entire computer. (Default: All internal drives will be deleted)</p> <p>internal: Only internal drives will be deleted.</p> <p>all: All connected drives, including external ones, will be deleted.</p> <p><b>Example:</b> Oosecmd.exe --totalerase internal</p>

Parameters	Explanation
[--security <highest  high  medium  low  lowest  zero>]	<p>Optional: Set the used security level:</p> <p>highest: Highest security level  high: High security level  medium: Medium security level  low: low security level  lowest: Lowest security level  zero: Overwrite with zeros</p> <p><b>Example:</b> Oosecmd.exe --deletevolume d:\ --security zero</p>
[--register <user:user name company:company Serial: Serial number>]	<p>Register product</p> <p><b>Example:</b> oosecmd.exe --register „user:max company:any company serial:xxx...”</p> <p><b>Important:</b> Please use quotation marks with the registration data, otherwise the registration will fail!</p>
[--report name <file name>]	<p>Specify path and name of the report.</p> <p><b>Example:</b> Oosecmd.exe --reportname d:\test.html</p>
[--createreport] or [-r]	<p>A report is created for every activity performed by Laplink SafeErase.</p> <p><b>Example:</b> Oosecmd.exe --create report /  Oosecmd.exe -r --report name d:\test.html</p>
[--match <files  folders  all>]	<p>Delete files and folders that match the file filter</p> <p><b>Example:</b> oosecmd.exe --match files c:\test\*.*</p> <p>Deletes only files in folder c:\test</p>
[-y] or [--yes]	<p>Optional parameter: Answer all security prompts automatically with "Yes".</p> <p><b>Example:</b> Oosecmd.exe --tempfiles all -y</p>
[-s] or [--silent]	<p>No display</p>
[-v] or [--version]	<p>Information on the program version</p> <p><b>Example:</b> Oosecmd.exe --version</p>
[-h]	<p>Shows all available commands and their explanation.</p> <p><b>Example:</b> Oosecmd.exe -h</p>
<Files and/or folders>	<p>List of files and folders to be permanently deleted.</p>



Start from the command line

Parameters	Explanation
	<b>Example:</b> oosecmd.exe c:\test\*. * c:\test2\pic.jpg d:\word\w-orddocument.doc

**Note:** Please note that when entering the parameter in the command line, **no** manual line break may be included in the command sequence. Otherwise, the command will not be executed as intended. The line breaks in the examples are caused by the document's formatting.

## Frequently asked questions

In the following chapters you will find answers to some frequently asked questions. More information can also be found in the support section on our website ([FAQ](#)).

### How you can check on the deletion process

As soon as data is erased, they cannot be displayed anymore. Unless data is securely erased, the data is visible. However, to test the success of this product, it is possible to find products that can help you with this. For this, you can use the free trial version of O&O DiskRecovery, which display what data can be restored again. The program can be downloaded on [www.oo-software.com](http://www.oo-software.com) for free.

More information about their use can be found in their respective user handbooks. Should you have questions you are more than welcome to contact our Support Department.

### How you can SafeErase data, which already has been deleted

If you already have deleted data before installing Laplink SafeErase, which you would like to SafeErase retroactively, you can delete the free space to do so. Through this process all free disk space is overwritten and already deleted files annihilated, making it possible to remove any trace of sensitive data you thought had already been erased. SafeErasing free space prevents the restoration of already deleted data by employing a special restoration product.

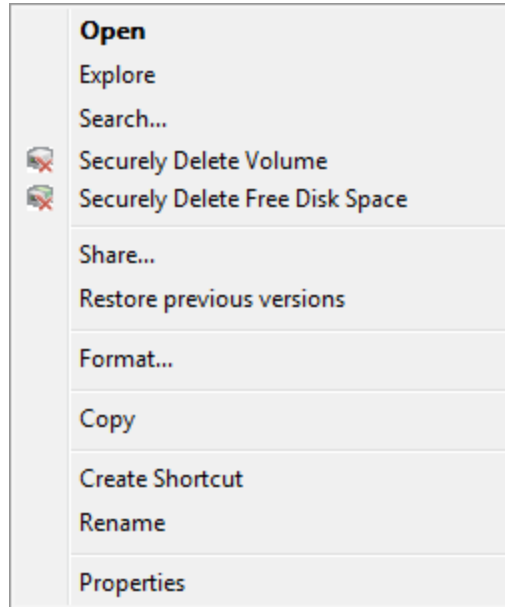
#### Delete free disk space over the user interface

1. Select the activity **Delete free space** on the start page.
2. In the pop-up Window, you can select the drive from which free disk space should be deleted.
3. **Apply** saves all your settings as [Profile](#) and you will be brought to the start page.
4. Over **Run now** you will get to the selection of the [Deletion method](#). Afterwards, you can initiate the deletion process.

#### Delete free disk space over the context menu

At the same time, you can also use Laplink SafeErase over the context menu of the corresponding drive. To do this, select the function **Secure Deletion of Free Disk Space** from the context menu and follow the dialogues.

## Frequently asked questions



Context menu for the secure deletion of free disk space

## Support and Contact

To receive more information about Laplink SafeErase, please visit our website, <http://www.laplink.com/en/>, and get the latest information about product developments and support. Also included on our website are regularly updated FAQs and Knowledge Bases that address the most common problems and questions regarding our products.

All registered customers receive free chat support. Contact us at <http://www.laplink.com/help>. When contacting our Support Team, please do not forget to have your registration code available.

In addition, it may be helpful to read the Frequently Asked Questions (FAQ) section of our website before contacting our Support Team. It is always possible that your specific question or problem may have already been addressed.

### Laplink Software Inc.

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U.S.A.

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Web: <http://www.laplink.com>  
E-Mail: [sales@laplink.com](mailto:sales@laplink.com)  
[CustomerService@laplink.com](mailto:CustomerService@laplink.com)

# End User License Agreement for Laplink Defrag, Laplink DiskImage, and Laplink SafeErase

## IMPORTANT - PLEASE READ CAREFULLY

This End User License Agreement (EULA) is organized into two sections: a General Section, applicable to all three Laplink products, and a Specialized Section, which includes the particular terms for each of these corresponding products.

Once accepted, these license terms will become part of your contract with O&O Software GmbH, Am Borsigturm 48, 13507 Berlin, publisher of Laplink Defrag, Laplink DiskImage, and Laplink SafeErase. If you have any questions regarding this contract and the license terms, our Service Team is available to help you. Send an e-mail to

[info@oo-software.com](mailto:info@oo-software.com).

The software product is protected by copyright laws and international copyright contracts as well as other laws and agreements concerning intellectual property.

## General Section

### 1. Object and form of delivery

(1) You receive the software covered by the contract in executable form (Binary code) together with the relevant documentation released according to Section (5).

(2) The software provides the range of functions described in the given documentation. The documentation regarding functionality may be consulted prior to concluding the contract in the internet presentation on the following site: <http://www.oo-software.com/>.

(3) Delivery will be made according to the way in which you have purchased the software, either by having a disk directly handed over or sent by mail to an address you have supplied or through the forwarding of a license as well as any required download information to a given e-mail address.

(4) If you are currently receiving updates as part of a maintenance agreement, these will continue to be supplied in the same way as the initial software delivery, i.e., for a disk sent by mail, a disk containing the update will be sent to the given address: for electronically delivered keys, a key for downloading updates will be sent to the given e-mail address.

(5) A printed copy of the documentation will not be included in delivery. The documentation consists primarily of electronic aids.

### 2. Requirements for application (system requirements)

(1) Installation of the software is not part of the agreement.

(2) Depending on the software, there are certain system requirements that must be met in order to use the software according to the terms of this contract. These will be defined according to each product in the Specialized Section of this contract.

### 3. Rights of use, including test versions, unauthorized transfer, and application

(1) You are granted, upon payment of the agreed one-time fee, a permanent, spatially unlimited and non-exclusive right to use the software.

(2) Test versions - if you have installed a test version, the right of use will be, according to the program, for a limited time only and/or technically restricted.

(3) One copy of the software is entitled to be used on a maximum of one (1) output device /workstation simultaneously.

(4) If you want to use the software on more than one output device/workstation, the rights of use must be extended accordingly. To find out which products are also available as volume licenses, please consult Sales@laplink.com. The separate price list concerning Volume Licenses will apply to extending the rights of use without redelivery. A subsequent extension of the rights of use without redelivery does not result in further warranty.

(5) Any use beyond that agreed upon in the contract is one in violation of the contract. In such a case, you are required to report this use that exceeds the rights of use to the supplier without any delay. The parties will then try to bring about an agreement for extending the rights of use. For the duration of the excessive usage, i.e., until the conclusion of such an agreement or the cessation of the excessive usage, you are required to pay compensation for this excessive usage according to the amount indicated in our price lists. The amount of compensation will be calculated on the basis of a four year, straight-line depreciation. If we are not informed of the excessive usage, a contract penalty in the amount three times the price of the usage indicated in the price list will be due.

(6) You are entitled to create a backup copy of the software and to conduct ordinary data backups. The creation of more copies than the amount needed for the backing up of any future usage (including the backup copies and data backups) is not allowed.

(7) Copyrights and other trademarks within the software may not be altered or removed. They must be transferred onto every copy of the software.

(8) Unauthorized transfer - only when you have purchased the software with an accompanying disk are you permitted to transfer it and then, only under the following conditions: a resale of the software is only permitted when it involves an entire software copy, i.e., by surrendering your own usage of the purchased copy, you are entitled to transfer these rights of use of the disk to a third party according to the terms of the agreement. When making such a transfer, you are required to hand over to the third party all materials related to the software that are covered in the contract and to delete the software from any storage volumes (e.g., hard disks) remaining in your possession.

(9) Unauthorized rental and service - The purchase of this contract does not entitle you to any public transfer or rental of the software. You are also not entitled to include the software as part of your providing services for and in the presence of any third parties. You may purchase an appropriate license for doing this.

#### **4. Payment**

(1) The prices are given with the corresponding sales taxes included, unless otherwise indicated.

(2) Test versions - Downloads of test versions are provided free of charge, unless otherwise indicated.

(3) If you receive updates of your programs as part of a Maintenance Agreement, the terms of payment in these contracts will apply to these Maintenance Agreements.

(4) Data received may be forwarded on to third parties for purposes of collection.

(5) Until payment is made in full, a contract may be cancelled, for example, when your payment is delayed, it prohibits the further using of the software and demands the surrendering of all copies or this being impossible, to demand their deletion.

#### **5. Material defect and defect of title**

(1) The software package or download you receive is free of any material defect or defect of title.

(2) A material defect exists when the software is unable to be used as described in the documentation appearing on the Web site and included in delivery or available for downloading. O&O is constantly checking to make sure that other sources are not misrepresenting the functions and properties of the software as described in the documentation. You can therefore assume that any descriptions beyond those found in the software documentation have not originated with O&O and are also unknown to it. Please inform O&O if you learn of any software descriptions that include functions and properties not mentioned in the documentation.

(3) A defect of title exists when, after delivery of the software, the rights needed for using it as stipulated in the contract have not been effectively granted.

(4) Any claims concerning defects of material and/or title related to the software have a limitation period of two years subsequent to delivery of the program or transmission of the serial number needed for downloading. If you are not a private individual, the warranty period is shortened to one year.

If O&O has fraudulently concealed a material defect, a three year limitation period will cover claims related to this defect.

Payment for compensation that you might have been entitled to as a result of cancelation or an abatement can be refused upon expiration of the limitation period.

(5) You are required to inform O&O, in writing if possible, of any defects that arise immediately upon their discovery. While doing so you should also describe, as well as possible, how the defect is communicated, the effect it has on the program, and under which circumstances it occurs.

(6) Should defects be reported to O&O within the limitation period, it will undertake a resolution free of charge.

(7) As part of the resolution, the corrected software will be redelivered as agreed. An on-site analysis and correction of the error on your system will not take place.

If you have already entered your own data into the software, the software gives you the option of saving this data separately and then, after re-installing the software, restoring it with little effort. Correcting the software containing your own information would cost O&O undue time and expense. Such a correction can only be demanded in exceptional cases when a defect in the software has prevented the applied information from being saved separately and it is unable to be restored, and when such a correction is still acceptable for O&O.

O&O assumes the ensuing expenses for the resolution, in particular the costs for transport, labor, and material. You are personally responsible for installation. O&O specifically does not assume on-site installation as part of its obligation with regard to defects of material or title.

Should a change of the program be required as part of the resolution, O&O will make the necessary changes in the documentation without any charges.

(8) After the deadline you set for resolution has passed without a successful resolution, you can cancel the contract or reduce the purchase price and demand compensation instead of service or the replacement of any futile expenditures.

(9) A deadline is not required when:

- a. O&O refuses both kinds of resolution, even if it is entitled to do so as a result of the arising expenses or
- b. the resolution is impossible or
- c. the resolution is unacceptable to you or
- d. the resolution is unsuccessful.

A subsequent improvement is considered a failure after the second unsuccessful attempt unless there is something particular about the type of software or the defect itself or the surrounding circumstances that would indicate otherwise.

(10) You are not entitled to cancel the contract if the defect is negligible, nor may you, in this event, demand compensation instead of full service.

(11) In the event of cancellation, compensation is due for any uses made. The compensation for use will be based on a four year, straight-line depreciation of the purchase price.

(12) As a result of the abatement, the purchase price will be reduced by the amount which is calculated for deducting the defect from the value of the software. The standard used will be its value at the time the contract was concluded. The amount, when necessary, is to be calculated by estimation. As a result of this reduction, any amount larger than that paid for the reduced purchase price will be refunded.

(13) If it turns out that a reported problem did not arise as a result of a defect in the software, O&O is entitled to invoice you, according to the amount charged in its price lists for such services, the expenses for analysis and correction of the problem if you can be accused of malice or gross negligence.

(14) The seller's warranty is canceled when changes are made to the software without expressed written consent or when the software is not used as intended or used in an improper software environment, unless you can prove that these facts had nothing to do with the problems that occurred.

## **6. limitation of compensation**

(1) O&O is liable for compensation for every legal ground to the extent described in the following provisions.

(2) The extent of liability of O&O for damages caused by malice or gross negligence arising from O&O itself or one of its vicarious or legal agents is unlimited.

(3) There is no limit to the extent of liability of O&O or any of its legal or vicarious agents for damages involving injury to life, physical well-being or health, or for simple breach of duty.

(4) There is unlimited liability for damages caused by serious organizational fault on the part of O&O as well as for damages arising from a missing guaranteed characteristic.

(5) For the breach of an essential contractual duty, O&O is liable for damages normally foreseen in a contract when none of the instances in provisions (2) - (4) applies.

(6) Any further liability for compensation is excluded, specifically excluded is liability without fault.

(7) Liability as defined by the product liability law remains untouched.

(8) If damage can be traced to have arisen through a fault on the part of O&O as well as on the part of yourself, you must have your share of the fault evaluated.

You are responsible for making a standard backup of your data at least once a day. For data loss caused by O&O, O&O is only liable for the expense of duplicating the data on your backup copies that need to be created and for the restoration of data which would have also been lost during a standard backup procedure.

## **7. Final provisions**

(1) You may only balance claims from O&O with indisputable or legally valid claims.

(2) Changes and amendments to this contract must be made in writing. This also applies to changes to this provision.

(3) The contract is subject to German law. The uniform UN purchasing law (CISG) as well as the UNIDROIT Factoring Agreement of Ottawa do not apply.

(4) Any general terms and conditions on your part will not be applied.

## **8. Competency**

This license agreement is subject to the laws of the Federal Republic of Germany. In the event you are not a private individual or a resident of the Federal Republic of Germany, we agree that the district court in Berlin will be the competent court for litigation arising from this contract.

If you have any questions concerning the O&O Software License Agreement, please contact:

O&O Software GmbH, Am Borsigturm 48, 13507 Berlin, Germany



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E-mail info@oo-software.com

## **9. Product resold by Laplink**

Laplink Defrag, Laplink DiskImage, and Laplink SafeErase are a rebranded products of

O&O Defrag, O&O DiskImage, and Laplink SafeErase, respectively, for resale by Laplink Software, Inc. For Laplink Sales and Support, please see contact information located at the end of this document.

## **Specialized section**

### **- Laplink Defrag**

#### **Amendment to: 2. Requirements for application (system requirements)**

##### **Laplink Defrag Professional Edition**

The software requires Windows Vista (all Editions), Windows 7 (all Editions), Windows 8 (all Editions) or Windows 10 (all Editions) operating systems. Usage within the terms of this contract is not achieved without the application of these operating systems. Control of the program through a network management is not possible.

##### **Laplink Defrag Workstation Edition**

The software requires Windows Vista (all Editions), Windows 7 (all Editions), Windows 8 (all Editions) or Windows 10 (all Editions) operating systems. Application within the terms of this contract is not achieved without the use of one of these operating systems. The Laplink Defrag Workstation Edition may be used on computers with or without the user interface. You are entitled to control this program over the separately obtainable network manager.

##### **Laplink Defrag Server Edition**

The software requires Windows Server 2003 (all Editions), Windows Vista (all Editions), Windows Server 2008 (all Editions), Windows 7 (all Editions), Windows Server 2008 R2 (all Editions), Windows 8 (all Editions), Windows 10 (all Editions) or Windows Server 2012 operating systems. Application within the terms of this contract is not achieved without the use of one of these operating systems. The Laplink Defrag Server Edition may be used on computers with or without the user interface. You are entitled to control this program over the separately obtainable network manager.

### **- LAPLINK DISKIMAGE**

#### **Important note on the Windows PE Start CD**

This note is only valid for the Laplink DiskImage Professional and the Server Edition Start CD. The Microsoft® Windows® Preinstallation Environment (Windows PE) is not a part of Laplink DiskImage Express and the Workstation Edition.

The Microsoft® Windows® Preinstallation Environment software included with this device or software may be used for boot, diagnostic, setup, restoration, installation, configuration, test or disaster recovery purposes only.

NOTE: THIS SOFTWARE CONTAINS A SECURITY FEATURE THAT WILL CAUSE END USER'S SYSTEM TO REBOOT WITHOUT PRIOR NOTIFICATION TO THE END USER AFTER 72 HOURS OF CONTINUOUS USE.

#### **AMENDMENT TO SECTION 2: REQUIREMENTS FOR APPLICATION (SYSTEM REQUIREMENTS)**

##### **Laplink DiskImage Express Edition**

The software requires Windows Vista (all Editions), Windows 7 (all Editions), Windows 8 (all Editions) or Windows 10 (all Editions) operating systems. Usage within the terms of this contract is not achieved without the application of these operating systems. Control of the program through a network management is not possible.

#### **Laplink DiskImage Professional and Special Edition**

The software requires Windows Vista (all Editions), Windows 7 (all Editions), Windows 8 (all Editions) or Windows 10 (all Editions) operating systems. Usage within the terms of this contract is not achieved without the application of these operating systems. Control of the program through a network management is not possible.

#### **Laplink DiskImage Workstation Edition**

The software requires Windows Vista (all Editions), Windows 7 (all Editions), Windows 8 (all Editions) or Windows 10 (all Editions) operating systems. Usage within the terms of this contract is not achieved without the application of these operating systems. Application within the terms of this contract is not achieved without the use of one of these operating systems. The Laplink DiskImage Workstation Edition may be used on computers with or without the user interface. You are entitled to control this program over the separately obtainable network manager.

#### **Laplink DiskImage Server Edition**

The software requires Windows Server 2003 (all Editions), Windows Vista (all Editions), Windows Server 2008 (all Editions), Windows 7 (all Editions), Windows Server 2008 R2 (all Editions), Windows 8 (all Editions), Windows 10 (all Editions) or Windows Server 2012 operating systems. Application within the terms of this contract is not achieved without the use of one of these operating systems. The Laplink DiskImage Server Edition may be used on computers with or without the user interface. You are entitled to control this program over the separately obtainable network manager.

### **AMENDMENT TO SECTION 3: RIGHTS OF USE, INCLUDING TEST VERSIONS, UNAUTHORIZED TRANSFER, AND APPLICATION**

#### **Creation and restoration of images**

The source computer and each target computer are required to hold licenses, to create and restore images using Laplink DiskImage. One license is sufficient under the previously mentioned terms, if the source and the target computer is one non-virtual workstation. Each virtual machine is seen as an independent computer; in other words, each virtual machine needs its own license.

#### **- O&O Enterprise Management Console**

##### **Important note on the Microsoft SQL Server**

This product uses the Microsoft SQL Server or Microsoft SQL Server Express Edition. To the extent that these programs are part of the installation of this product, the terms of their licensing related to the use of this software will also apply to the terms of this agreement.

The use of Microsoft SQL Server Express Edition is free of charge in conjunction with this product. The purchase of licenses for O&O Enterprise Management Console and related products is separate from any possible purchase of SQL Server products.

### **AMENDMENT TO SECTION 2: REQUIREMENTS FOR APPLICATION (SYSTEM REQUIREMENTS)**

The software requires Windows Server 2003 (all Editions), Windows Vista (all Editions), Windows Server 2008 (all Editions), Windows 7 or Windows Server 2008 RS (all Editions) operating systems. Application within the terms of this contract is not achieved without the use of one of these operating systems.

**- LAPLINK SAFEERASE**

**AMENDMENT TO SECTION 2: REQUIREMENTS FOR APPLICATION (SYSTEM REQUIREMENTS)**

The software requires Windows Server 2003 (all Editions), Windows Vista (all Editions), Windows Server 2008 (all Editions), Windows 7 (all Editions), Windows Server 2008 R2 (all Editions), Windows 8 (all Editions), Windows 10 (all Editions) or Windows Server 2012 operating systems. Application within the terms of this contract is not achieved without the use of one of these operating systems.

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