

GILL INFORMATION TECHNOLOGY

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User Guide

# Auto ShutDown XP Professional

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# Auto shutdown XP Professional Guide

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# Table of Contents

<b>History</b>	<b>1</b>
<b>About Auto Shutdown XP</b>	<b>2</b>
<b>Acknowledgements</b>	<b>3</b>
<b>License agreement</b>	<b>4</b>
<b>Getting Started</b>	<b>6</b>
Fast User Switching	6
Lock PC	6
Performance Counters	7
ASD XP Front End	7
Supported ASD XP Platforms	9
<b>Setup and Installation</b>	<b>10</b>
Installation from CD	10
Installation from website	10
<b>.NET Framework</b>	<b>11</b>
<b>Installation</b>	<b>12</b>
Select Installation Folder	13
Confirm Installation	14
Installation Complete	16
<b>Running ASD XP for the first time</b>	<b>17</b>
<b>Configuring Auto ShutDown XP Professional</b>	<b>18</b>
<b>Schedule a shutdown</b>	<b>20</b>
Daily schedule	21
Weekly schedule	22
Specific day and time	23
System Performance (Conditional shutdown)	23
Useful Performance Counters	27
Performance Counter Console	28
<b>Shutdown Action</b>	<b>29</b>
Force	30
Shutdown Remote system	30
Advanced options	31
<b>Warning Messages</b>	<b>33</b>
<b>Script</b>	<b>36</b>
Scripts	36
Log files	36
Net Script Synchronisation	37
Security	38
<b>Auto Save</b>	<b>40</b>
Configuring Auto Save	41
Auto Save Mode	41
Auto Save Manager	43

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Create a default Black list	46
Auto Save tips	48
Auto Save Notes	49
<b>Service</b>	<b>52</b>
<b><i>Network Synchronisation</i></b>	<b>53</b>
How to setup Network Synchronisation	53
How to modify the privileges	54
Net Synchronisation example	57
<b><i>Un-installation</i></b>	<b>59</b>
<b><i>Registering ASD XP</i></b>	<b>60</b>
<b><i>Purchase Order</i></b>	<b>62</b>

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## History

Auto Shutdown first appeared on the Windows platform as a utility called Time Down in the late 1990s developed by Gill. The utility was developed to fulfil the sole requirements of Gill at that time.

Soon the utility was placed on the internet. Hundreds of people began to download and use the utility.

Within months of Time Downs development Gill saw other functionality that could be integrated. Researching further into shutdown applications it was clear there was a huge gap in the market for such a tool.

Over the following months new functionality was added such as security, warning messages and the ability to run discretely in the background. So many new features were added the application was re-branded as Gill's Auto Shutdown.

Gill's Auto Shutdown (ASD) continued to grow in popularity reaching version 4.22.

The license agreement was changed to further increase ASD's reach. ASD was made available free to students, individuals, charities and non-profit making organisations provided a feedback form was completed.

ASD's success soared, becoming the most widely used Auto Shutdown application. It was also the most functional with some of the most advanced features at the time.

For the next few years ASD continued to grow in popularity. At the same time Gill looked into other functionality that could be integrated to further increase its functionality.

With Windows XP becoming ever more popular in 2003, Gill started to seriously think about completely re-developing ASD. What was to be developed would ensure ASD would remain the dominate auto shutdown application for years to come.

With the release of Auto Shutdown 2003 ASD XP became the most Advanced Autos Shutdown software on the market. Later this version was updated further and additional features were incorporated making Auto Shutdown 2005.

## About Auto Shutdown XP

ASD XP is the most advanced Auto ShutDown application on the market to date. The previous version of ASD was the first application of its kind to integrate unique functionality to give users complete control of shutdown management of PCs.

ASD XP exploits all the functionality Windows XP has to offer along with the .NET framework. ASD XP has been completely rewritten using C#. This means ASD XP is more efficient, faster and even easier to use.

The latest version brings new functionality some key functions include:

- Auto Save which supports White and Black lists which are customisable.
- Network Synchronisation allows scripts to be updated over a LAN automatically.
- Pre-determined shutdown can now be based on daily, weekly or a specific date schedule.
- Performance Counters can now be used as conditional shutdown of the PC, for instance when the data download rate drops to zero bytes for five minutes.

There can be over seven thousand different counters on a standard PC covering aspect such as Processor usage through to network bandwidth.

***“ASD XP is the first application on the market to exploit performance counters in this way.”***

- Prevent users from restarting the PC once it has been shutdown for a period up to 24 hours.
- Warning messages can be customised; a snooze button has also been added to let the user continue to use the PC for a few minutes more before it is shutdown.
- An optional alarm can sound when the warning message is displayed.
- Remote systems can now be set to shutdown at specified times. They can also be shutdown from the ASD XP interface.
- ASD XP can carry out routine tasks such clearing the recent documents history or run an application before the PC is shutdown.

- The user interface of ASD XP is easy to use, you will appreciate how intuitive it from the first time you use it.

## **Acknowledgements**

I would like to thank all those bought a registered copy of ASD XP and supported its development.

Further I would to thank everyone who took the time to send feedback and suggestions on ASD XP. By using ASD XP you will see I have tried to integrate as many of the suggestions as possible.

# License agreement

You should carefully read the following terms and conditions before using this software. Unless you have a different license agreement signed by Gill Information Technology your use of this software indicates your acceptance of this license agreement and warranty.

## **Registered Version**

One registered copy of Auto Shutdown may either be used by a single person who uses the software personally on one computer, or installed on a single workstation used non-simultaneously by multiple people, but not both.

## **Access via a network**

You may access the registered version of Auto Shutdown through a network, provided that you have obtained individual licenses for the software covering all workstations that will access the software through the network.

For instance, if 5 different workstations will access Auto Shutdown on the network, each workstation must have its own Auto Shutdown license, regardless of whether they use Auto Shutdown at different times or concurrently.

## **Governing Law**

This agreement shall be governed by the laws of the United Kingdom

## **Disclaimer of Warranty**

THIS SOFTWARE AND THE ACCOMPANYING FILES ARE SOLD "AS IS" AND WITHOUT WARRANTIES AS TO PERFORMANCE OR MERCHANTABILITY OR ANY OTHER WARRANTIES WHETHER EXPRESSED OR IMPLIED. Because of the various hardware and software environments into which Auto Shutdown may be put, NO WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE IS OFFERED.

Good data processing procedure dictates that any program be thoroughly tested with non-critical data before relying on it. The user must assume the entire risk of using the program. ANY LIABILITY OF THE SELLER WILL BE LIMITED EXCLUSIVELY TO PRODUCT REPLACEMENT OR REFUND OF PURCHASE PRICE.

## **Evaluation and Registration**

This is not free software. Subject to the terms below, you are hereby licensed to use this software for evaluation purposes without charge for a period of 14 days. If you use this software after the 14 day evaluation period a registration fee is required. The latest fees are available from [www.gillit.com](http://www.gillit.com).

Quantity discounts are available

Payments must be in UK pounds drawn on a UK bank, and should be sent to

Mr R Gill  
PO Box 147,  
Hounslow,  
TW5 9YW.  
United Kingdom

When payment is received you will be sent a registered copy of the latest version of Auto Shutdown.

Unregistered use of Auto Shutdown after the 14-day evaluation period is in violation of U.K. and international copyright laws.

## **Distribution**

## **A U T O S H U T D O W N X P P R O F E S S I O N A L**

Provided that you verify that you are distributing the evaluation version you are hereby licensed to make as many copies of the evaluation version of this software and documentation as you wish; give exact copies of the original evaluation version to anyone; and distribute the evaluation version of the software and documentation in its unmodified form via electronic means.

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## Getting Started

### *Information about ASD XP Professional*

This section details important information which needs to be considered when setting up ASD XP on your PC and network. This includes how Windows behaves with various modes and details which changes should be made to ensure you make the most of this application.

#### **Fast User Switching**

It is strongly advised Fast User Switching is disabled on each PC ASD XP is installed on. This will ensure there can only be one person logged on to any given PC at any one time.

This becomes crucially important when using the Auto Save functionality. Auto Save can only save documents in the active user session. If Fast User Switching is enabled, only the documents in the active session will be saved, documents in the other user sessions will be lost.

Fast User Switching is not available on computers which are a member of a network domain and require no modification.

To disable Fast User Switching:

1. Open Control Panels
2. Open User Accounts
3. Select “Change the way users log on or off”
4. Clear the “Use Fast User Switching” checkbox.

#### **Lock PC**

If Fast User Switching has been disabled as described above the user can still lock the PC.

When a computer has been locked by a user it then becomes impossible to shutdown unless the Force option is used. Only the person who locked the computer or a network administrator can log into a locked computer. It is strongly advised this feature is also disabled:

1. Select "Run" from the Start menu
2. Type "gpedit.msc" (without quotes)
3. Select "User Configuration"
4. Select "Administrative Templates"
5. Select "System"
6. Select "Ctrl+Alt+Del Options"
7. Enable "Remove Lock Computer"

Note: Once the computer has been locked and the Force option is used to override this, Auto Save can not function.

#### **Performance Counters**

Performance Counters are only valid from the moment a user logs into a computer. They do not exist while the computer is waiting for a user log in. Further not all performance counters exist on all computers.

ASD XP offers a number of schedule settings; please experiment with these to determine which one is most suitable for your company.

Further with ASD XP Net Sync installed on client computers there is no reason why you could not deploy multiple scripts on the network.

One script could be based on Performance Counters which is valid during the day and in the evening the script could be changed/switched to one based on a weekly schedule.

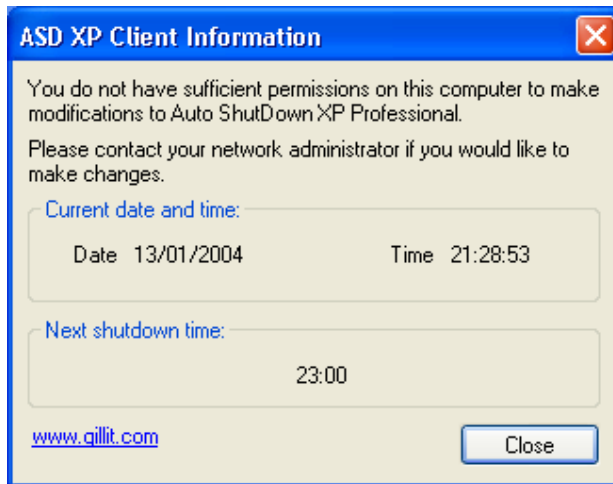
When using Performance counters and the system is started, it may take slightly longer for ASD XP to initialise; during this time it is not possible to double click the ASD XP icon.

#### **ASD XP Front End**

The ASD XP Front End requires the user has administrator privileges on the computer it is running on.

If ASD XP is made available to all users during installation; users with insufficient privileges will not be able to make any modifications to the ASD XP settings. When the ASD XP Front End is launched the user will be informed with the following screen:

**AUTO SHUTDOWN XP PROFESSIONAL**



## **A U T O S H U T D O W N X P P R O F E S S I O N A L**

### **Supported ASD XP Platforms**

ASD XP Professional 2003 and ASD XP with Auto Login's primary platform was Windows XP however the latest version will operate under Windows NT SP6a and Windows 2000 subject to the restrictions listed below.

### **Windows NT restrictions**

Only the following Actions are supported by Windows NT:

- Shutdown
- Restart
- Log off.

The other actions - Suspend, Hibernate, Switch User and Power Down are not supported under this platform.

Auto Save will work but there are a couple of applications which are not compatible. Notepad on Windows NT is not compatible with Auto Save.

Network Synchronisation is not supported under this platform.

Clean Up - Recent Internet History – does not clear current day.

Performance Counters

If Performance Counters are used to log a user off, ASD XP is not restarted for the following user. This issue will not arise if the Action is set to restart the computer.

### **Windows 2000 restrictions**

Action – Switch user is not supported under this platform.

Network Synchronisation is not supported under this platform.

When deploying ASD XP on a network in may be advantages to create a separate script for each of the operating systems. For instance all computers running Windows NT could use ASDNTScript.asd and computers running Windows XP could use ASDXPScript.asd. Please see Network Synchronisation on page 53 for more information.

## Setup and Installation

*Learn how to quickly install ASD XP and about system requirements.*

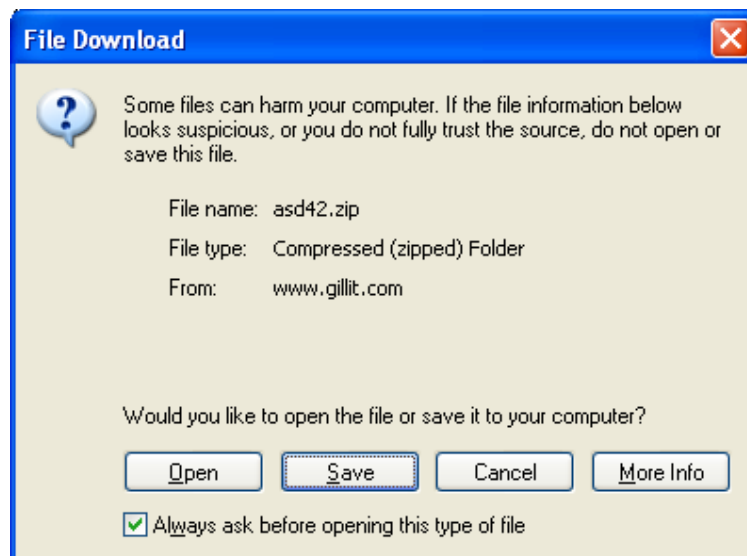
Installation of ASD XP is a simple process. You may have ASD XP on a CD or you could have downloaded the required files from the [www.gillit.com](http://www.gillit.com) website.

### Installation from CD

- Make sure you are logged into Windows XP
- Insert the CD into the CD-ROM drive
- The installation application will start automatically

### Installation from website

- Using your web browser; go to [www.gillit.com/asd xp](http://www.gillit.com/asd xp)
- Select download
- Choose ASD XP

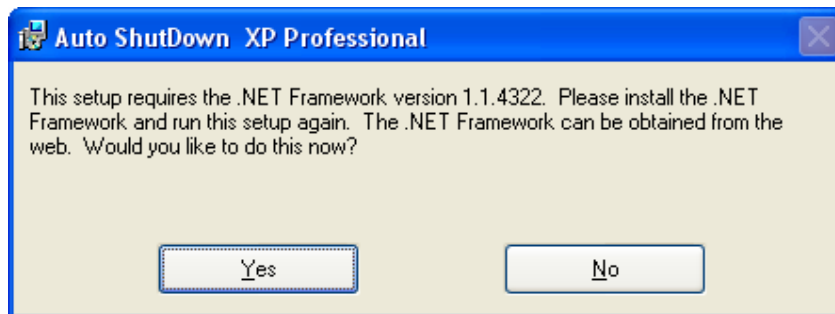


## AUTO SHUTDOWN XP PROFESSIONAL

- The window on the previous page will be displayed. Select save to download the file to your PC.
- Once the download has completed select “open” from window that is displayed.

### .NET Framework

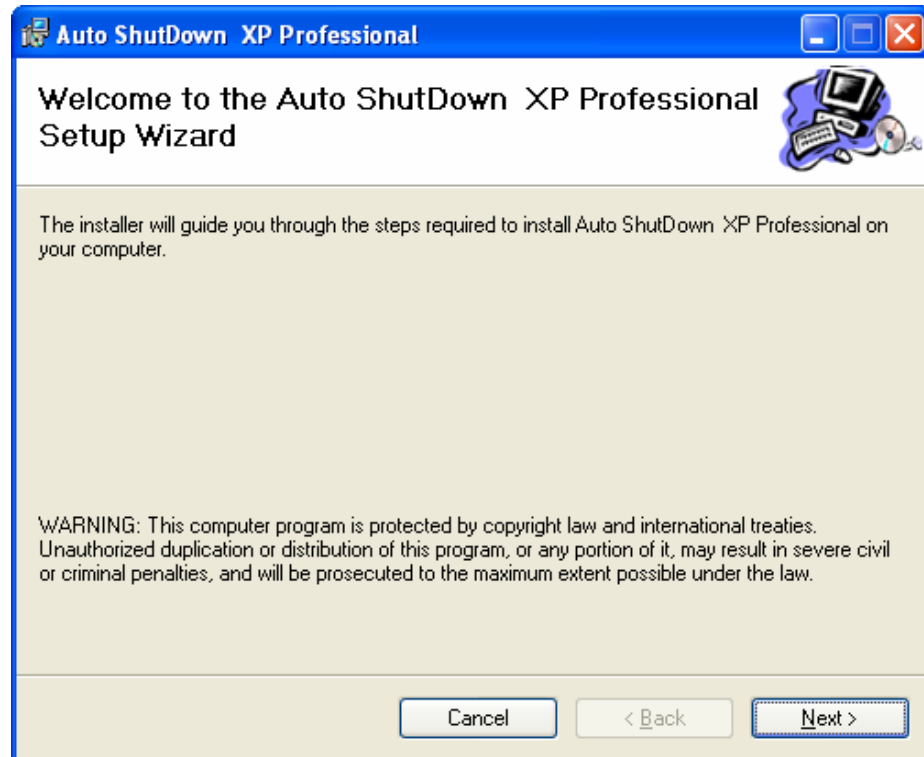
If the following screen is displayed, your PC needs the .NET framework to be installed before the ASD XP installation can continue. Selecting yes will re-direct you to Microsoft’s website for the appropriate download and installation.



If you have a CD for ASD XP a copy of this file has been placed on it. Open the CD and select dotnetfx.exe to install the redistributable package.

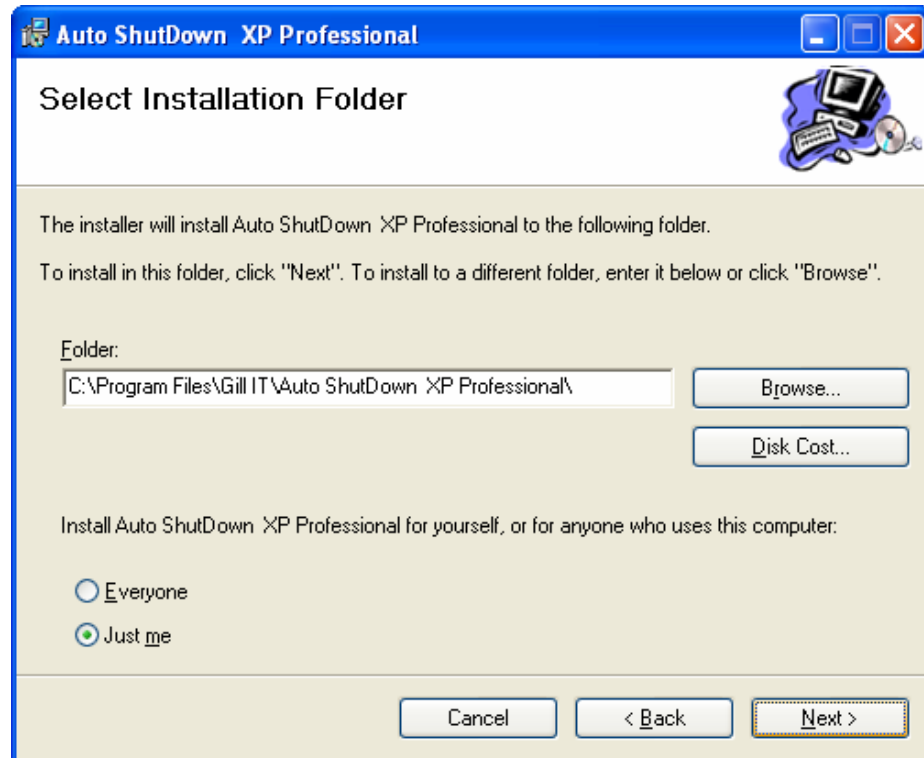
## Installation

The following welcome screen will be displayed, select “next” to continue.



**Select Installation Folder**

In the following window select where ASD XP will be installed too. For most people the default path is acceptable.



The next option is very important and determines who can configure ASD XP.

If “Just me” is selected, ASD XP can only be configured by you – the one who installed it. However ASD XP will be running in the background when other people log on to this PC.

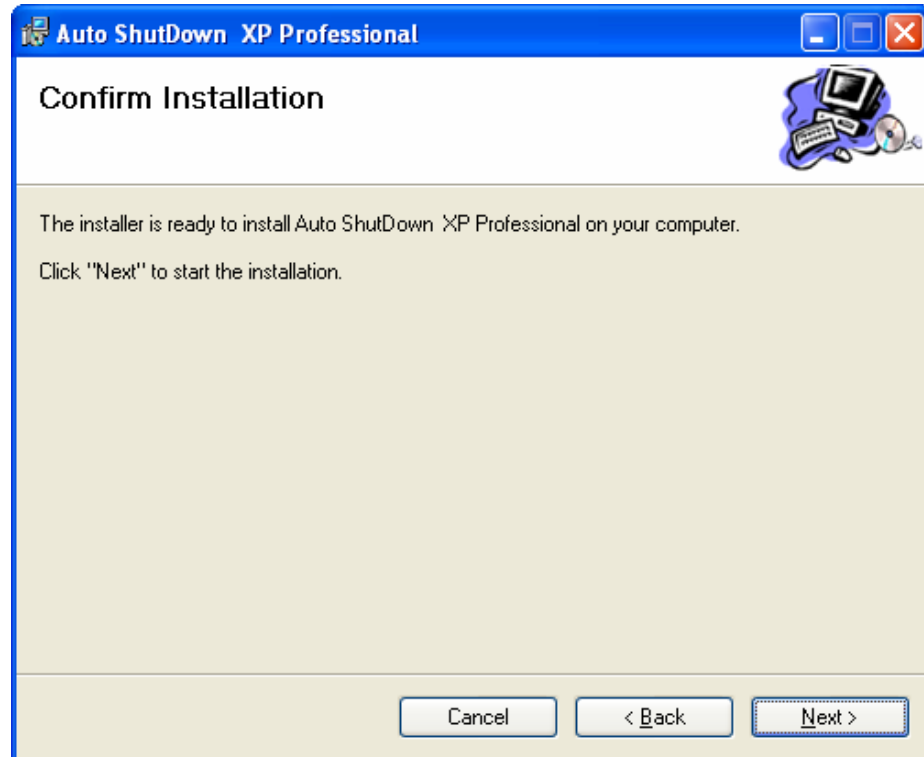
If “Everyone” is selected, ASD XP can be configured by everyone who logs on to this PC. You can restrict access later by choosing to Password protect ASD XP. Discussed in section Security – page 38.

Once you are happy with the options press “Next” to continue.

## AUTO SHUTDOWN XP PROFESSIONAL

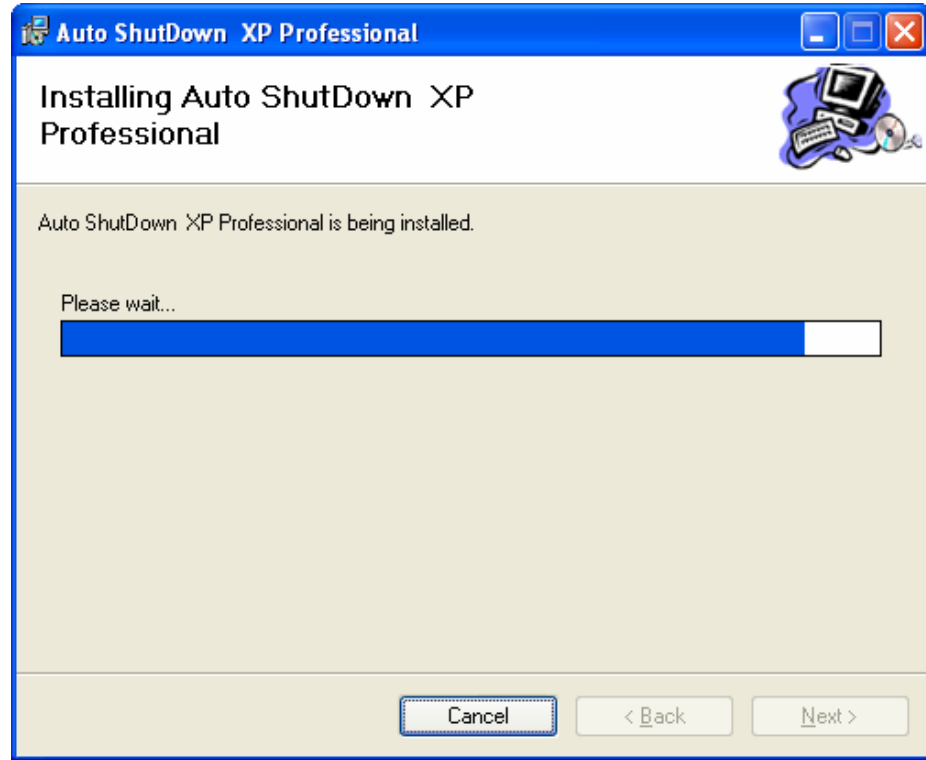
### Confirm Installation

If you happy with the previous options and would like the installation to commence select "Next" otherwise select "Back" to make changes.



**AUTO SHUTDOWN XP PROFESSIONAL**

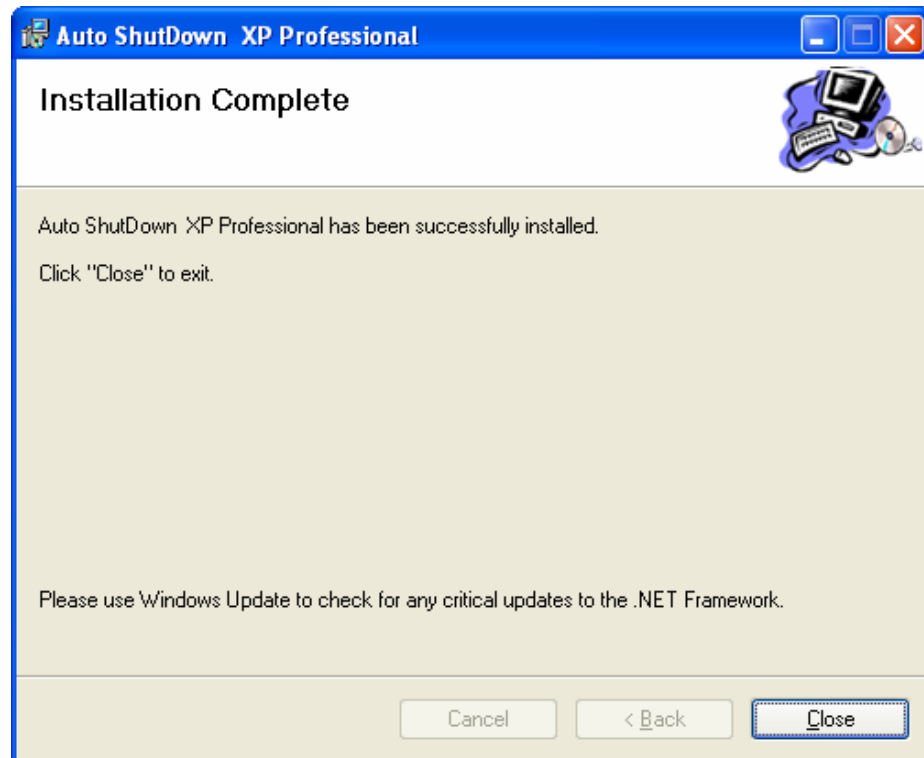
Installation will begin; the following window will be displayed while installation is in progress...

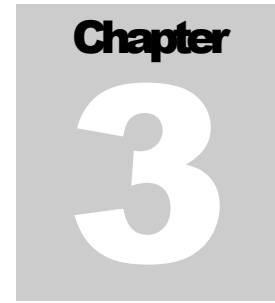


## AUTO SHUTDOWN XP PROFESSIONAL

### Installation Complete

Once the installation has completed the following window will be displayed





## Running ASD XP for the first time

*How to configure ASD XP and start utilising its functionality.*

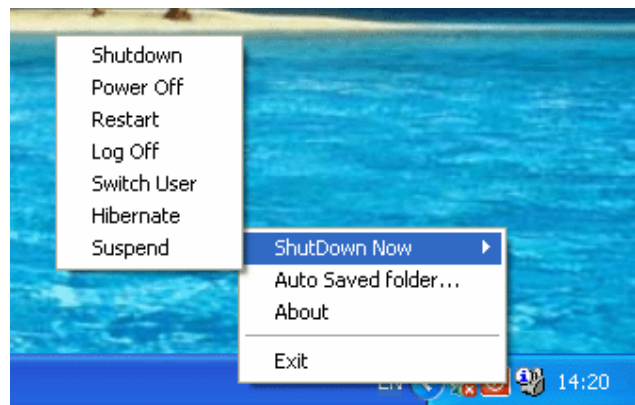
**A**uto ShutDown XP is configured to start each time Windows launches. The front end tool will launch for all users each time a user logs into Windows if “Everyone” was selected. Otherwise it will only launch for the person who installed ASD XP, usually the PC Administrator.

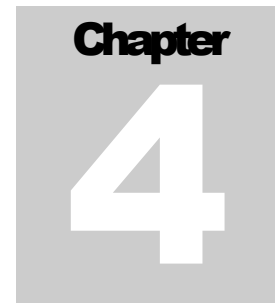
Since ASD XP has just been installed, to launch the front-end Press the “Start” button in Windows, then select “All Programs”. A new program group called “Auto ShutDown XP” would have been added. Select this and then Select “Auto ShutDown XP Pro” to launch the application. Alternatively double click the ASD XP icon placed on the desktop.

A welcome screen will be displayed and a new icon will be displayed in the task tray. To configure ASD XP double click this icon. The front-end for configuring ASD XP Pro will become visible. From here you can edit and customise the application to suite your requirements.



If you right click the task try icon a menu will be displayed. Using this menu you can quickly shutdown/restart etc. the PC and even exit the application. Exiting the application does not stop ASD XP from shutting down the PC at the set time. To prevent ASD XP from shutting the PC down see the section “Service” – page 52. A further option will open the folder where Auto Saved documents have been stored.





# Configuring Auto Shutdown XP Professional

*This chapter teaches you how to configure ASD XP effectively.*

Once the ASD XP icon in the task tray has been double clicked the following interface will be displayed.



There are ten tab pages:

1. Welcome
2. Schedule
3. Action
4. Warning
5. Script
6. Security
7. Auto Save
8. Auto Login
9. Clean up
10. Service

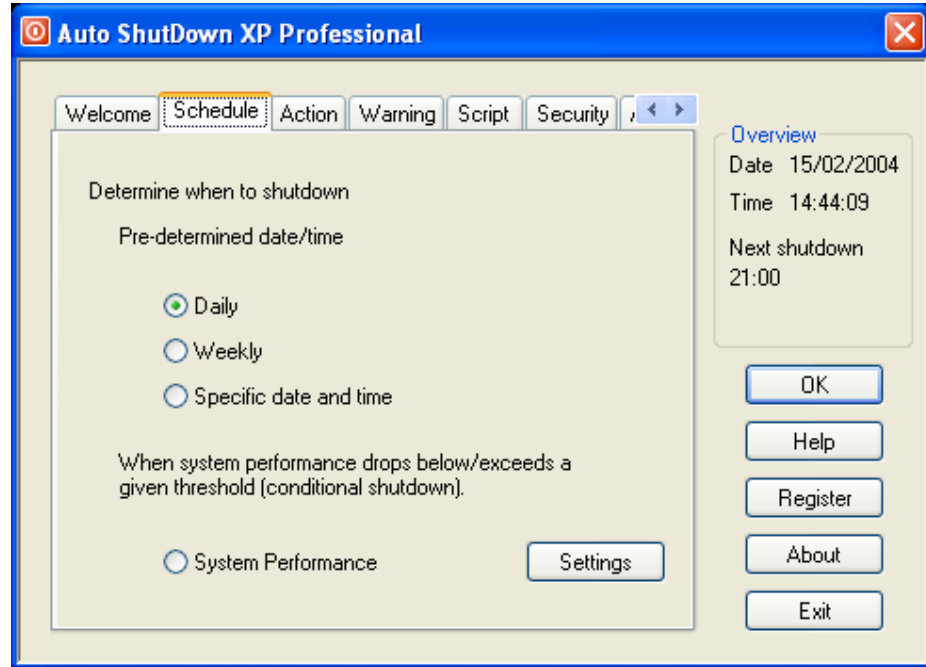
The Main window displays the current date and time. Along with the next scheduled shutdown time.

There are additional buttons to see “Help” and the “About” window and exit the application.

In the following sections we will look at each of the above tab pages in detail.

## Schedule a shutdown

If you're not already in the Schedule tab page, press schedule tab, the following will be displayed:



ASD XP gives you four different ways to schedule a shutdown:

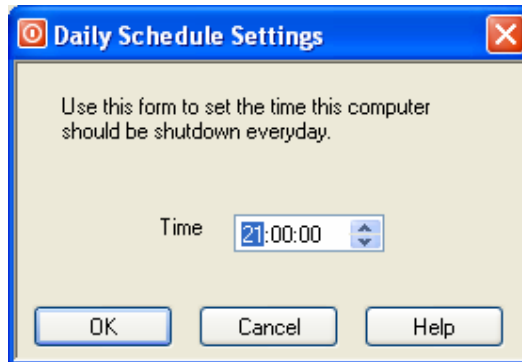
1. Daily schedule  
The PC will be shutdown at the specified time each day.
2. Weekly schedule  
The PC will be shutdown at the specified time determined by the day, using a 7 day schedule.
3. Specific day and time  
The PC will be shutdown when the specified day and time are reached.
4. System Performance (Conditional shutdown)  
The PC will be shutdown when a performance counter drops or exceeds the specified threshold for a pre-determined period of time.

To configure or view a schedule select it first then press the settings button.

**Daily schedule**

Selecting this option will shutdown the PC everyday at specified time. This is the simplest schedule type and probably the most commonly used.

To change the time, enter the new time in the control or alternatively use the arrow buttons.

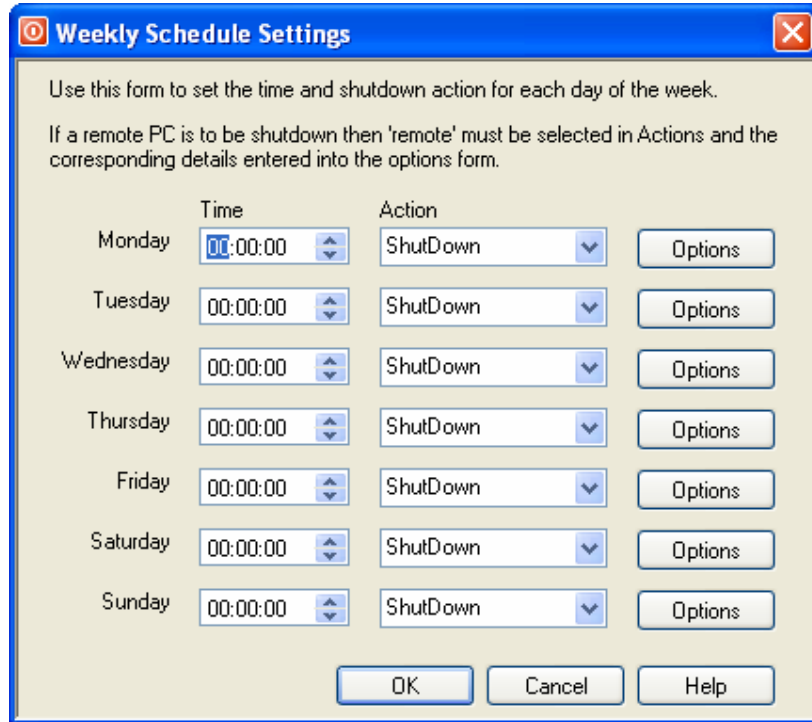


Press "OK" if you are satisfied with the changes you have made to continue.

**Weekly schedule**

Weekly schedules allow you to have a seven day cycle comprising of different shutdown times and actions.

A seven day cycle is particularly useful for educational/training institutes when sessions finish at different times each day.

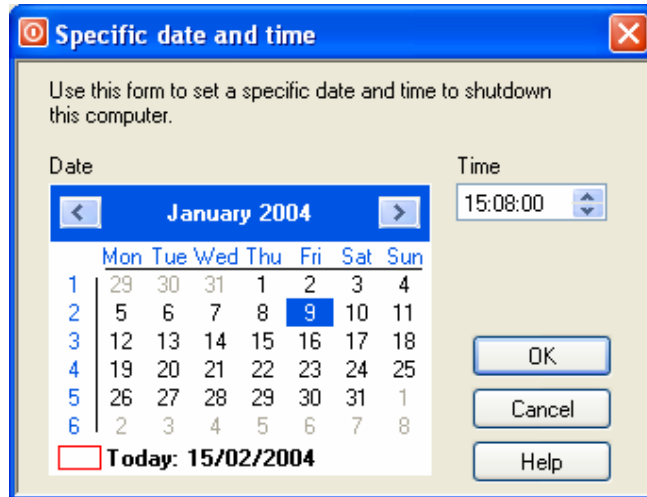


Change the shutdown times accordingly along with the shutdown action for each day. If “Remote” is selected then the “Options” button must be pressed afterwards to enter the appropriate settings, see Remote Shutdown page 30 for further details.

Once you are satisfied with the settings press “OK” to continue.

**Specific day and time**

This option will allow you to shutdown the PC when the specified day and time is reached rather than just time. This option is ideal if you would like to leave your PC running until a given date.



Select the date using the calendar control and enter the time as with the previous time controls.

Once you are satisfied with the settings press “OK” to continue.

**System Performance (Conditional shutdown)**

Performance counters is the mechanism Windows uses to collect data on numerous system resources. Windows has a pre-defined set of Performance Counters; some are specific and will only exist if certain applications have been installed.

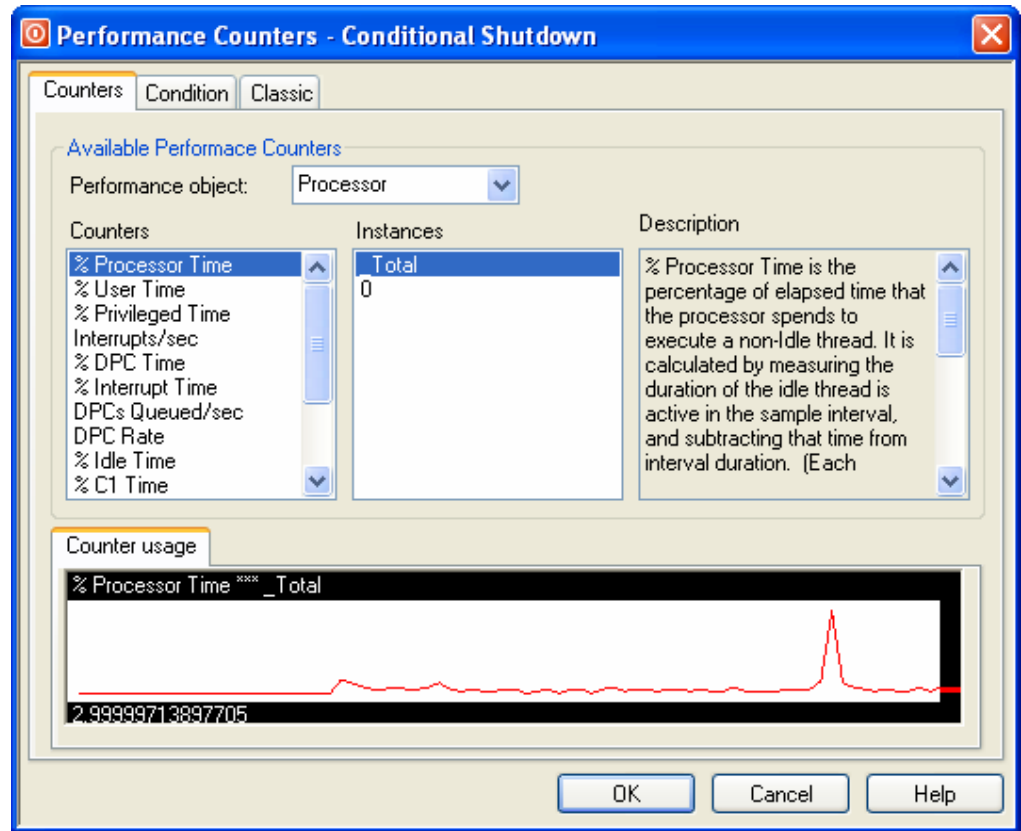
Performance Counters are associated with specific system functionality; these include those that monitor the number of bytes sent/received over a network to a processors idle time.

These allow you to shutdown your PC based on a condition rather than a time. This condition can range from when Processor usage drops to 2% for a period of 5 minutes to when the number of bytes/sec drops below or even exceeds 5% for a period of 5 minutes.

**Caution**

Please be advised it is possible to put the PC in a state where it will keep shutting down if the Performance Counter settings are not configured properly. To prevent this it is recommended the duration period it kept high as possible.

When the settings are displayed, the currently selected counter will be shown. There are three tab pages which are used to configure conditional shutdowns.



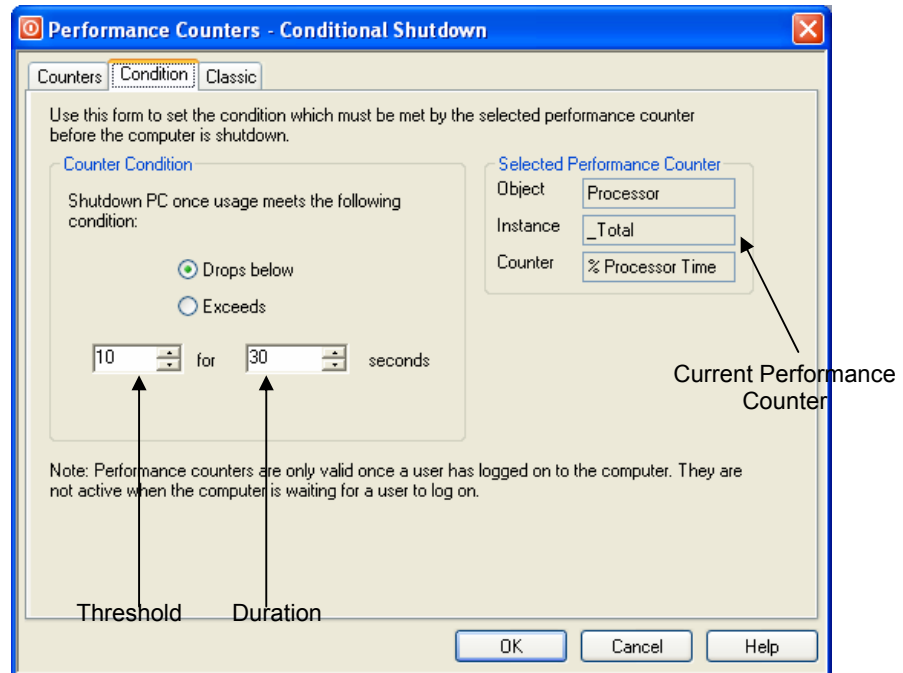
**Counters**

The first tab page “Counters” allows you to browse through all the available performance counters on the current computer. A description is also displayed for the current counter allowing you to determine its exact purpose. A graph at the bottom of the tab page illustrates the counter’s usage.

### Condition

Once you have chosen the counter you are interested in, determine the threshold you would like to set and if the counter needs to exceed or drop below this level for the PC to be shutdown.

Finally you need to enter the number of seconds this threshold needs to be exceeded by or dropped below for the PC to be shutdown.



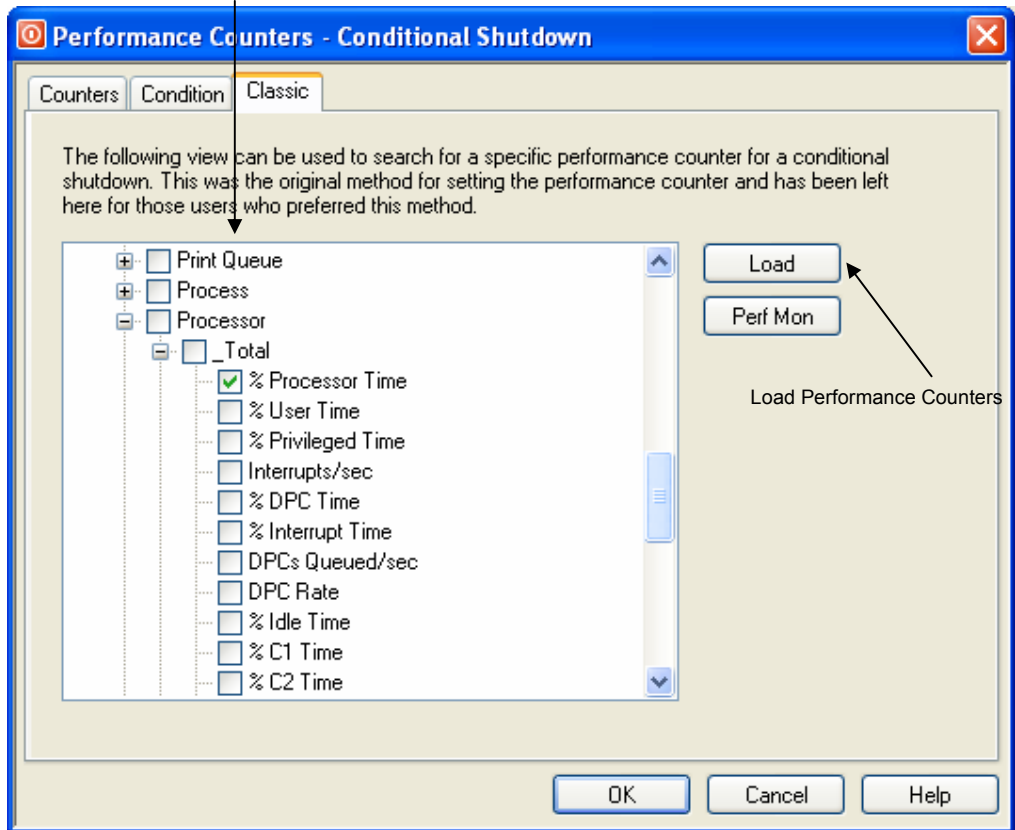
### Classic

This tab page has been left in this version for user's who prefer to be presented with a complete list of all the counters. It is advised that the previous two tab pages be used to configure conditional shutdown.

A complete list of all counters will only be shown once the "Load" button is pressed there can be over seven thousand counters on any given PC. Since there can be so many, it can take a minute or so to load them all.

Once all the counters have been loaded, you can start to browse through the categories.

List of all Performance Counters



**Useful Performance Counters**

The table below details performance counters which you should find very useful.

<b>Object</b>	<b>Instance</b>	<b>Counter</b>	<b>Comment</b>
Processor	_Total	% Processor Time	Shutdown once processor usage drops below threshold.
Processor	_Total	% Idle Time	Shutdown once idle time exceeds threshold.
Network Interface	MS TCP Loopback interface	Bytes Total/sec	Shutdown once download is complete.
Print Queue	_Total	Jobs	Shutdown once all documents have been printed.
System		System Up Time	Restart the computer every n hours of usage.

The first counter can be used to determine when the PC has finished a task which was processor intensive. The second counter produces the same result as the first except we use the idle time to determine if a processor intensive task has been completed.

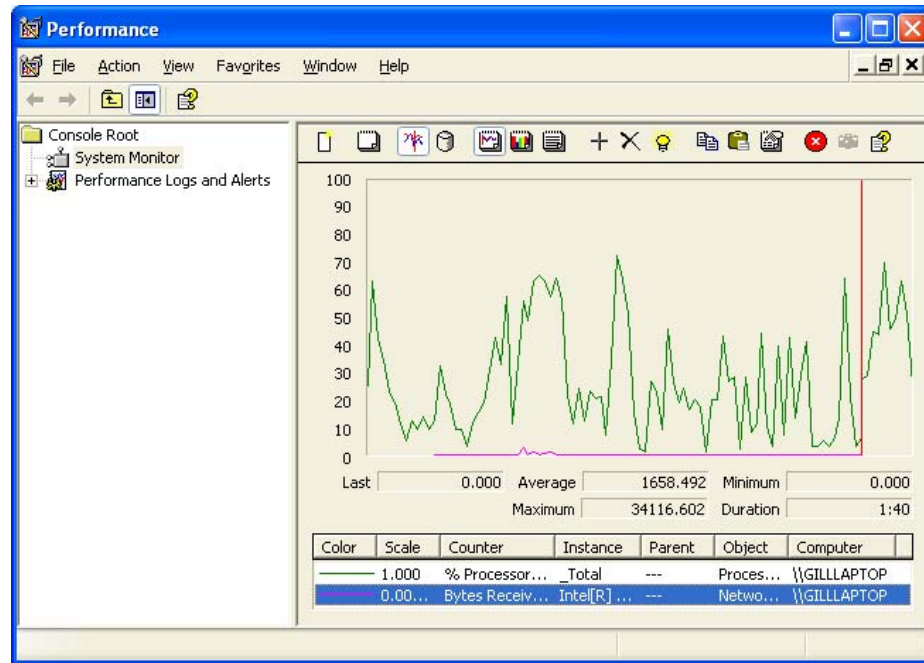
The third counter can be used to shut down the PC when all downloads have been completed. With this counter it is important to carefully set the duration. A duration which is too short could prematurely shutdown the PC.

The fourth counter will shutdown the PC once all documents have been printed.

The fifth counter will reboot/shutdown the computer once it has been running for the defined period of time. This is very useful if you want to schedule regular restarts.

**Performance Counter Console**

To see a graphical representation of performance press the “Perf Mon” button from the “Classic” tab page. From here you can browse the Performance Counters and see visual representations of one or more counters.



This console does not reflect the selected counter. This is another tool to help you find the required counter. You will have to enter the counter details as described on the previous page for it to take effect.

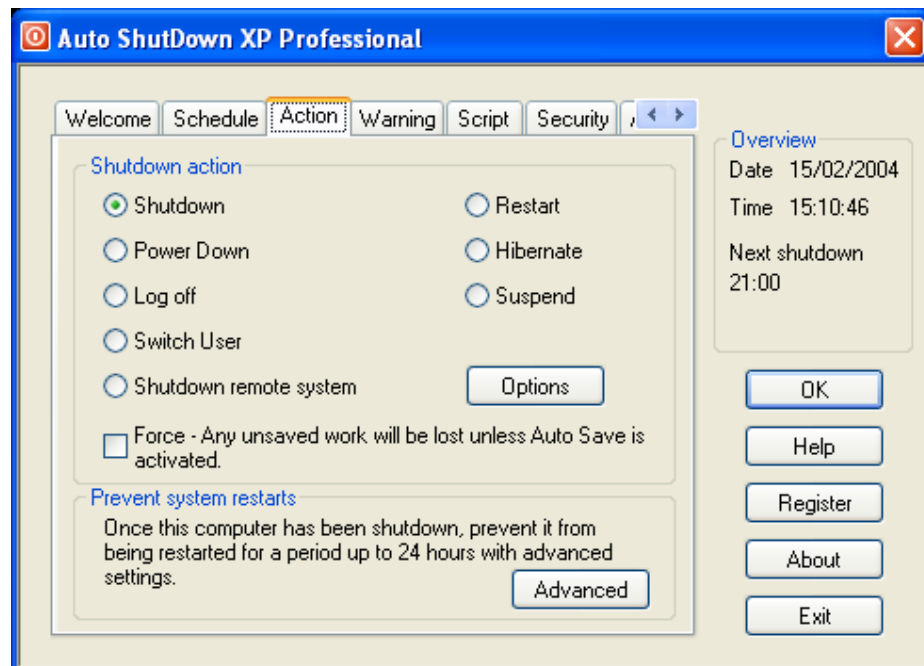
Once you are satisfied with the settings press “OK” to continue.

## Shutdown Action

The actions tab page doesn't apply to "Weekly schedules" since the shutdown action is specified along with each day.

To determine the type of shutdown that should take place once the correct time or condition has been met simply select one of the eight available options:

- Shutdown
- Power down
- Log Off
- Switch User  
The current users desktop will remain active however another user will be able to log in. The previous user's applications will continue to run in the background.
- Restart
- Hibernate
- Suspend
- Shutdown remote PC  
See the page 30 below for further details.



**Force**

If force is checked at the bottom of this tab page, the shutdown action above will be forced to take place. Any unsaved work will be lost unless Auto Save has been configured. See the page 40 below for further details.

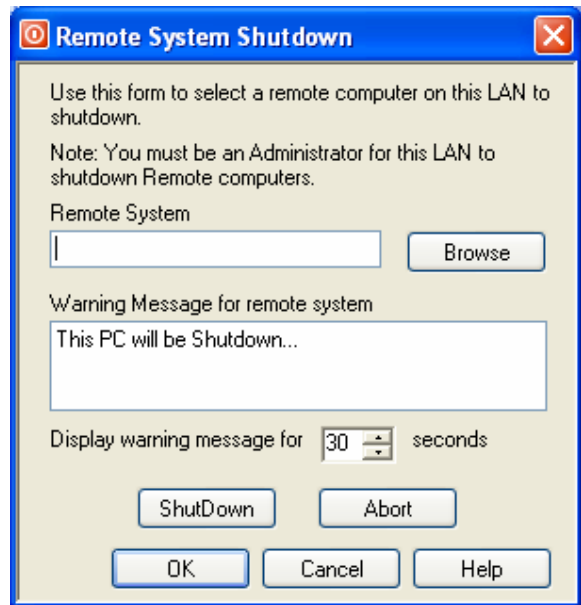
If this option is not checked and the user has unsaved work, the PC will not shutdown until the user confirms if they would like to save their work before continuing.

**Shutdown Remote system**

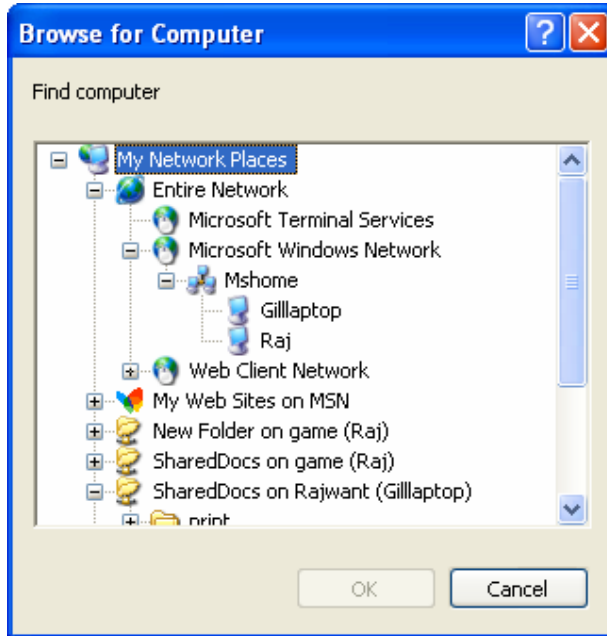
To be able to shutdown remote systems, you must be an Administrator on the LAN the PC is connected to. Further when ASD XP attempts to shutdown a Remote system the currently logged in user must also have Administrator privileges.

To determine which remote PC is shutdown press the "Options" button next to "Shutdown remote system". The following window will be displayed:

From this window you can browse for Remote PCs enter a warning message and specify how long the message should be displayed for before the system is shutdown.



To search for a Remote PC press the “Browse” button the following window will be displayed. Navigate through the network until you find the desired PC, select it and press “OK”.



Once you have entered the warning message to be displayed and specified for how long you can attempt to shutdown the remote PC by pressing the “Shutdown” button, later you can press “Abort” button to cancel the shutdown if you wish.

Once you are satisfied with the settings press “OK” to continue.

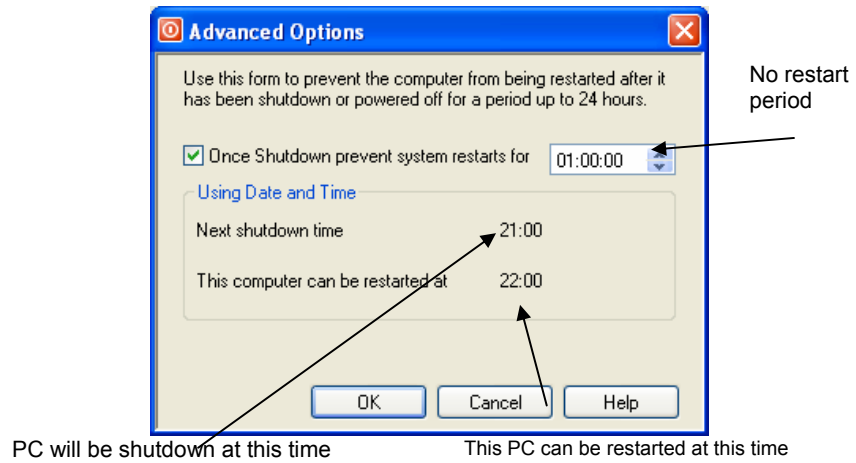
**Advanced options**

The advanced options on this tab page allow you to prevent the PC from being restarted once it has been shutdown or powered down.

These settings should be used with caution since it can prevent a PC from being used for a 24 hour period.

The next shutdown time is displayed along with the no restart period and when the PC can be restarted after being shutdown. As you change the no restart period the time the PC can be restarted is updated automatically.

**AUTO SHUTDOWN XP PROFESSIONAL**

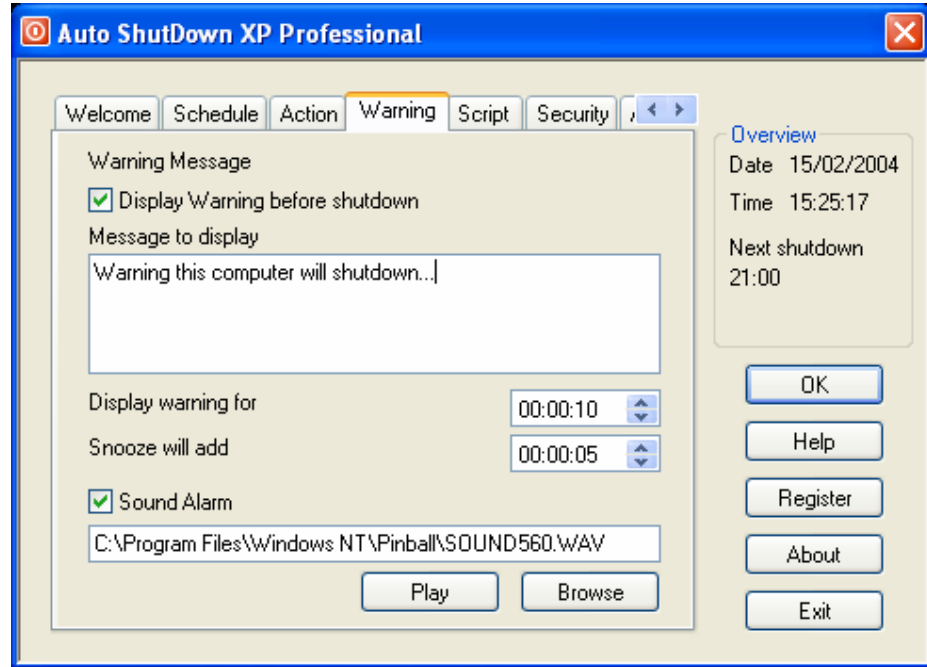


If you would like to prevent the system from being restarted for the specified period of time, tick the “Once Shutdown prevent system restarts” check box else ensure it is clear.

Once you are satisfied with the settings press “OK” to continue.

## Warning Messages

The Warning tab page allows for a warning message to be displayed before the PC is shutdown. Additionally an alarm can also be played.



How to set a warning message:

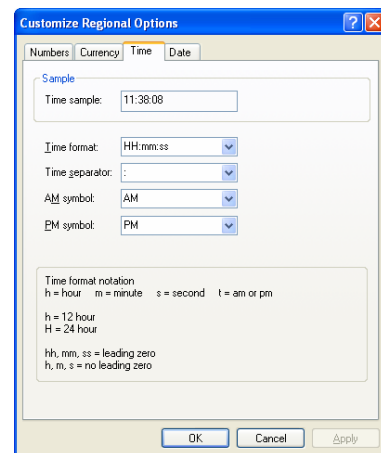
1. Tick the “Display Warning before shutdown” check box
2. Enter the Warning message in the space provided.
3. Enter the time you would like the message to be displayed for.
4. Enter a snooze time, this is the amount of time that will be added to the warning time when the user presses snooze. This allows them to have a bit more time to finish off what they were doing before the PC is shutdown.
5. If an alarm is to be played, tick the “Sound Alarm” check box and enter the path for the wav file or press the “Browse” button to search for it.

## AUTO SHUTDOWN XP PROFESSIONAL

**Note:** If the time settings can not be configured correctly since there is an AM or PM in the field then you are not using a 24 hour clock.

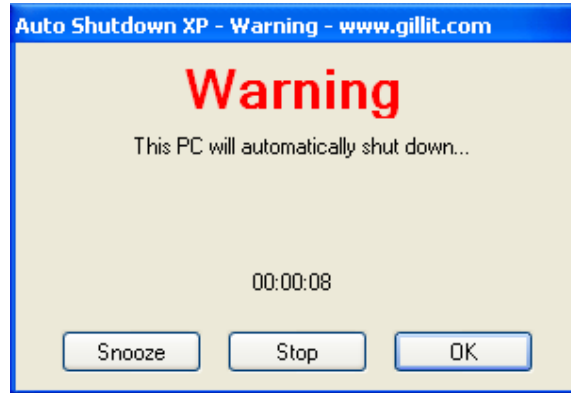
To change to a 24 hour clock please do the following:

1. Launch the “Control Panels”
2. Select “Regional and Language Options”
3. Ensure the “Regional Options” tab page is selected
4. Press the “Customise” button
5. Select the “Time” tab page
6. Change the “Time format” field to “HH:mm:ss”



### **Warning Message**

The following Warning window will be displayed when it is time to shutdown the PC.

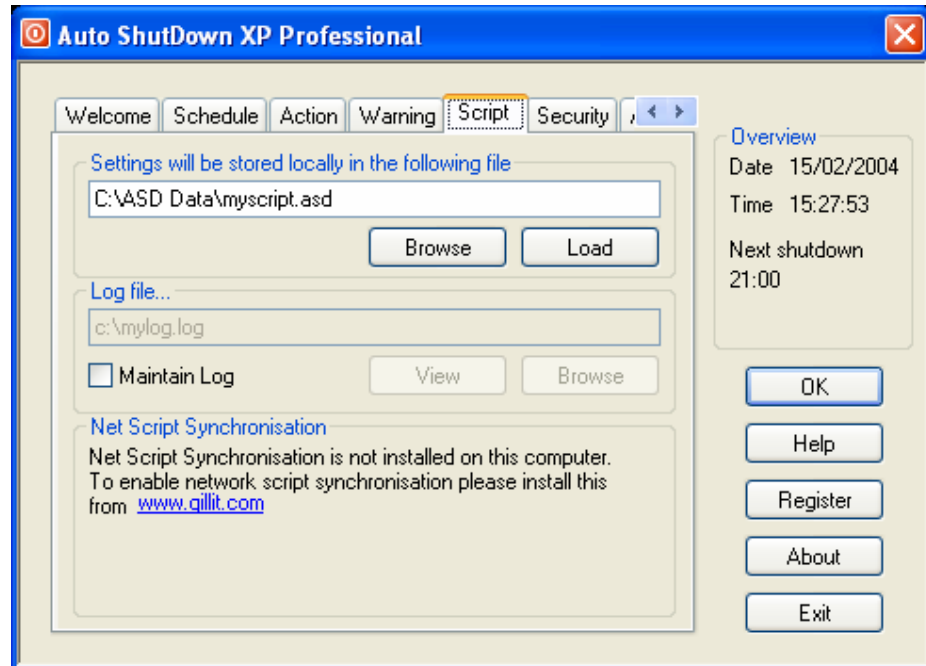


There are three buttons:

- Snooze – Will add the pre-set time to the count down timer
- Stop – Will prevent the system from shutting down
- OK – Will remove the window, the counter will continue in the background until the time to shutdown the PC is reached.

## Script

This tab page allows you to change the location of the script file and to set ASD XP to keep a log file.



### Scripts

Scripts can be stored anywhere on the local PC and can take the following form:

Drive:\path\filename.asd

#### Examples:

C:\myscripts\script.asd

ASD XP script files are binary files and can not be edited in text editors unlike the previous version.

If you would like to share script files over a network please read the section Network Synchronisation below.

### Log files

Log files will keep a record of events such as when the PC was shutdown by ASD XP.

To keep a log ensure the path is valid and “Maintain log” is ticked.

To view the log file press the “View” button.

**Net Script Synchronisation**

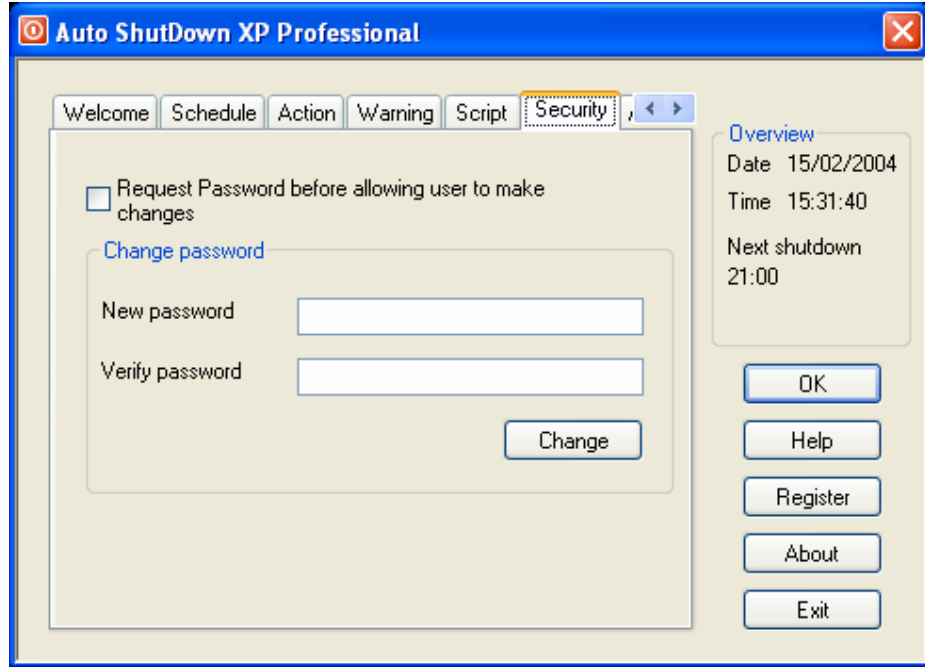
Net Script Synchronisation allows ASD XP to read and update its script file which is stored on a server on the current LAN.

For information regarding Net Script Synchronisation please go to page 37 where this is discussed in detail.

## Security

To prevent users from making unauthorised changes to ASD XP you can request a password to be entered first.

Tick “Request password” for a password to be requested when the ASD XP icon is double clicked. The default password is an empty string.



To change the password, in the security tab page enter the new password, enter the password again in the verify field below this. Press the “Change” button if the password is successful you will be able to continue to use ASD XP. Otherwise a warning message will be displayed stating why the password could not be changed.

Once ASD XP has been set to request a password the following window will be displayed each time the ASD XP icon in the task tray is double clicked. This window will also appear if a warning window has been requested before the PC shuts down and the user press’s the stop button.



## **AUTO SHUTDOWN XP PROFESSIONAL**

The window will disappear automatically after 10 seconds even if a password has been partially entered.

## Auto Save

Auto Save enables Auto Shutdown XP Professional to save applications before shutting the PC down even if the document has not been saved previously.

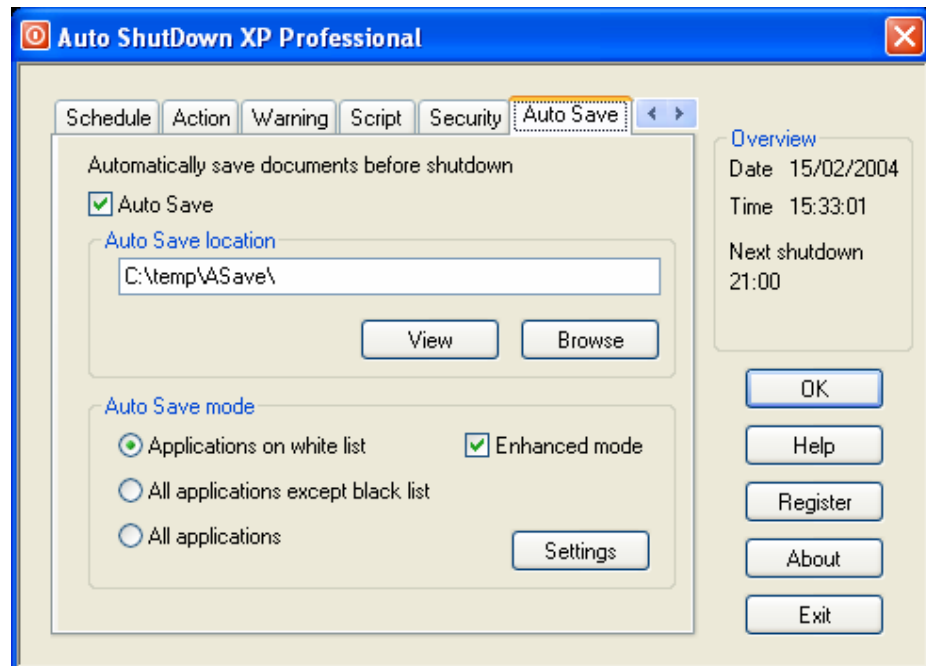
Traditionally if there were unsaved documents on a PC, Auto Shutdown XP would not close the application down unless the “Force” option in the “Action” tab page had been selected. Forcing a shutdown would result in the unsaved documents being lost.

Auto Save allows documents to be safely stored and if used in conjunction with the “Force” option guarantees the PC is shutdown.

Certain applications allow the user to open numerous documents with in the same instance. These include MS Office and Adobe Photoshop. Auto Save will save each of these documents then close the application.

Auto Save is fully configurable and has four modes of operation:

1. White list
2. White list Enhanced mode
3. Black list
4. All applications

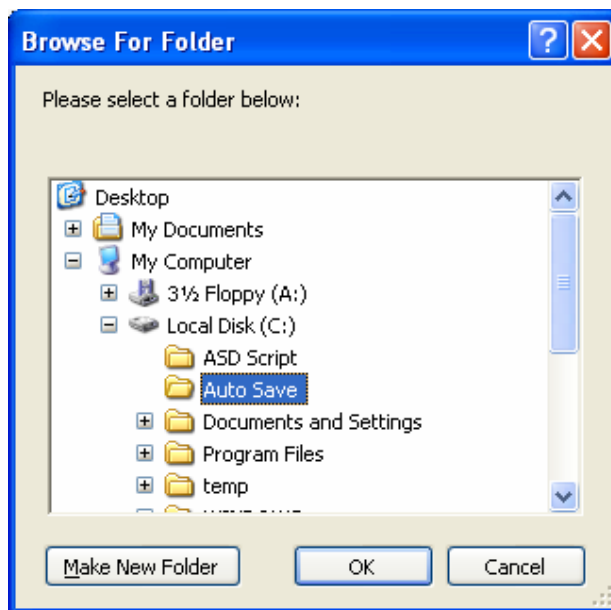


### **Configuring Auto Save**

To configure the Auto Save settings tick the Auto Save check box, you will then be able to make changes to the settings.

#### **Auto Save location**

Specify the Auto Save location either by typing the path in the “Auto Save location” text box or press the browse button to locate the destination folder. If “Browse” is pressed the following form will be displayed, new folders can be created as necessary by pressing the “Make New Folder” button.



Auto Saved documents are stored in subfolders according the date to enable easy document tracking.

Documents can only be stored on the local PC not on a Network drive.

#### **Auto Save Mode**

Auto Save in Auto ShutDown XP Professional 2005 is completely configurable. Auto Save works by allowing the user to configure lists which define which applications should be auto saved and which should be ignored.

#### **White list**

When using a White list of applications, only the applications which are listed will be automatically saved all other applications are ignored. This list is useful when

you are only interested in a certain set of applications. All other applications are not of importance and will not be saved.

As an example, assume a user has several applications and utilities running when the computer is scheduled to shutdown. These include Word, PowerPoint and a couple of notepad instances. The White list has the following applications listed - Word, PowerPoint and Excel only.

Auto Save will iterate through all the applications running comparing each one with the White list. If a match is found ASD XP will save the data then proceed to the next application.

In this example the Word and PowerPoint documents will be saved however the Notepad data will not.

It is important to note the “Force” option should be ticked otherwise ASD XP will not be able to shutdown since the Notepad instances will still be open.

### **White list Enhanced Mode**

As the name suggests this is an enhanced mode of the above. The enhanced mode works slightly differently in that when an application is found which a member of the White list, all instances of this application will be auto saved before proceeding to the next application.

This mode is more reliable than the previous version.

### **Black list**

ASD XP will attempt to save all application data unless the application is a member of the Black list.

Black lists allow you to define all the applications which should not be auto saved.

### **All applications**

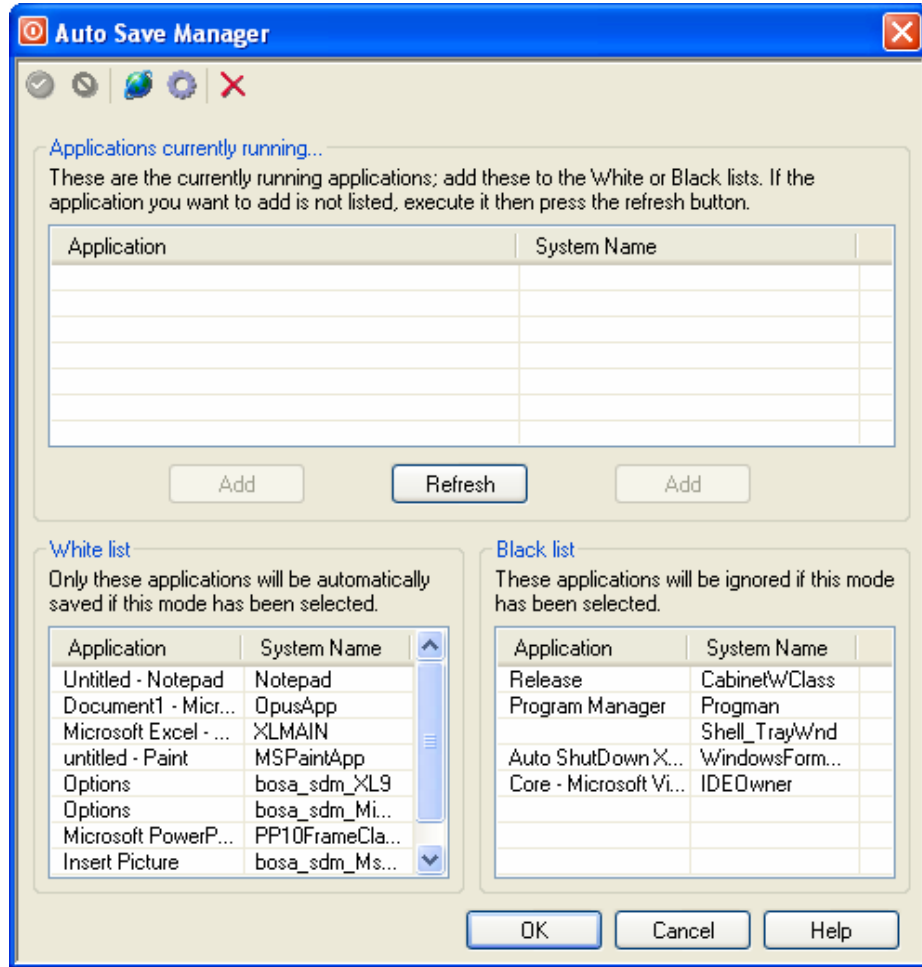
ASD XP will attempt to auto save all applications. The White and Black lists are ignored with this option.

This option is not recommended since Auto Save is not applicable to all applications which may be running. It has been included for completeness and for use in rare cases. The White and Black list modes should be used since they give you control over the applications.

**Auto Save Manager**

The Auto Save Manager is where the White and Black are defined.

To launch the Auto Save Manager press the “Settings” button from the “Auto Save” tab page. The following form will be displayed:



The Auto Save Manager is divided into three key sections:

1. Applications currently running
2. White list
3. Black list

When the Auto Save Manager is executed for the first time, the White and Black lists will be empty. All the running applications will be listed in the top half of the form.

The applications which are running will not all have familiar names, for instance MS Word 2003 has a System name called OpusApp however the document title is listed under the application to make it easier to differentiate.

To add an application to a White or Black list, select the application then press the “Add” button above the list. Alternatively the buttons on the tool bar can also be used or the context menu. As applications are added to the lists, they are removed from the main list.

### **Tool bar**

There are five buttons available from the toolbar.



From left to right:

1. Add to White list  
Adds the selected item to the White list
2. Add to Black list  
Adds the selected item to the Black list
3. Refresh
4. Create default Black list  
Creates a default Black list containing details of applications to ignore.
5. Remove all  
Clears the White and Black list.

### **Context Menu**

The following options are available from the context menu:

1. Add to White List
2. Add to Black List
3. Bring to foreground
4. Refresh

Selecting the “Bring to foreground” option is useful for identifying the application you are interested in amongst all the others listed. Double clicking an application name will also bring it to the foreground.

## **AUTO SHUTDOWN XP PROFESSIONAL**

Only applications which are currently running will be listed. If you want to add an application which is not listed, execute it then press the “Refresh” button.

### **Create a default Black list**

There are a few applications which you may want to add to the Black list for which Auto Save makes no sense these are:

Application	System Name	Description
Auto Shutdown XP Professional	WindowsForms10.Window.8.app3	ASD XP should not be Auto Saved
	Shell_TrayWnd	Window's toolbar
My Documents	CabinetWClass	Explorer window
Google	IEFrame	Internet Explorer
Program Manager	Program	Program Manager

You can either select these applications from the “Applications currently running” section or you can press the “Create default Black list” button in the toolbar.

### **Refining Auto Save**

It is strongly advised you test the White and Black list on a couple of PCs before you deploy ASD XP over the network. Auto Save should be tested with each application in various states.

In the first test open the application and create some data, for example if the application being tested was Notepad open it and type a couple of sentences. Configure ASD XP to shutdown in 5 min's with Auto Save enabled and carefully observe what happens. You should see Notepad automatically saving the data.

In the next test, carry out the above except open an additional form - select the “Format” menu and select “Font...”. When ASD XP Auto Saves the Notepad document there should be no problem.

Each application is different; we have tried to ensure Auto Save will work with the majority of them by making ASD XP as flexible as possible. If you find Auto Save hangs on various Options screens please do the following:

1. Launch the application
2. Open the forms/dialog boxes which Auto Save hangs on
3. Open ASD XP then select the Auto Save tab page
4. Select Settings to launch the Auto Save Manager
5. Check to see if the additional Options forms are listed under the “Applications currently running” section
6. If there are, then add the form to the White list.

Whilst Auto Save is very effective tool Gill Information Technology can not be held liable for any work that may be lost as a result of using it. We strongly advise that you test Auto Save with the applications you intend to use it with carefully.

## **AUTO SHUTDOWN XP PROFESSIONAL**

Please experiment with the settings to determine which settings are the most effective for you and the applications installed on your network.

**Auto Save tips**

Most applications allow users to open additional windows; these windows sometimes have a different system name to the application. In these instances it is important to add the additional system name to the appropriate list.

Using the example above; MS Word 2003 has a System name called OpusApp, however the sub windows are called bosa\_sdm\_Microsoft Office Word 11.0. You can try this by choosing “Insert Picture” from the insert menu then viewing Auto Save Manager. You will find all the sub windows in Word 2003 use the same name so you only need to add it once to the list.

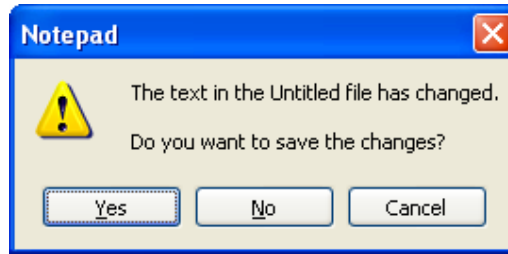
The sub window name should be added to the same list as the application.

MS Excel 2003 has a system name XLMAIN, sub windows are called bosa\_sdm\_XL9. However when an additional workbook is opened in Excel each workbook is called MS-SDla. All three of these system names should be added to the appropriate list.

The following table shows the system names which should be added to the White list for the most popular MS Office applications:

Application	System Name	Description
MS Word 2003	OpusApp	Application
	bosa_sdm_Microsoft Office Word 11.0	Sub window
MS Excel 2003	XLMAIN	Application
	bosa_sdm_XL9	Sub window
	MS-SDla	Workbook
MS PowerPoint 2003	PP11FrameClass	Application
	bosa_sdm_Mso96	Sub window
	MS-SDlb	Presentation
MS Access 2003	OMain	Application
	bosa_sdm_Mso96	Sub window
	MS-SDlb	Presentation
MS Visio	VISIOA	Application
	bosa_sdm_Mso96	Sub window
	#32770	Message Boxes

The system name #32770 is used for numerous windows by Microsoft. Some open and save dialogs use this name; message boxes use this and various other common dialogs. The easiest method to see this in Auto Save Manager is to open Notepad then type a couple of letters then press ALT+F4, the following dialog will be displayed:



Add this system name to the White list, this will ensure Auto Save will handle the numerous message boxes which it may encounter.

This must be added to the White list if all documents in Visio are to be saved properly.

### **Auto Save Notes**

Despite Auto Save being a very effective tool it is important to note not all applications are 100% compatible with Auto Save. From the test which we have conducted the vast majority of the mainstream applications work exceptionally well with Auto Save.

In situations where Auto Save is not functioning as desired; the Auto Save Manager can be tweaked.

If an application displays additional options after the "Save As" form, Auto Save will not be able to interpret these and will fail. It is rare application behave in this fashion. However if the application has been saved previously then the additional options are unlikely to be displayed and Auto Save will succeed.

## Auto Login

You can now let ASD XP login to Windows for you automatically.

Tick “Auto Login” then enter the correct “Domain” followed by the account “User name” and “Password”.

Tick “Auto Login after log off” to automatically log back into this account after the user logs out.

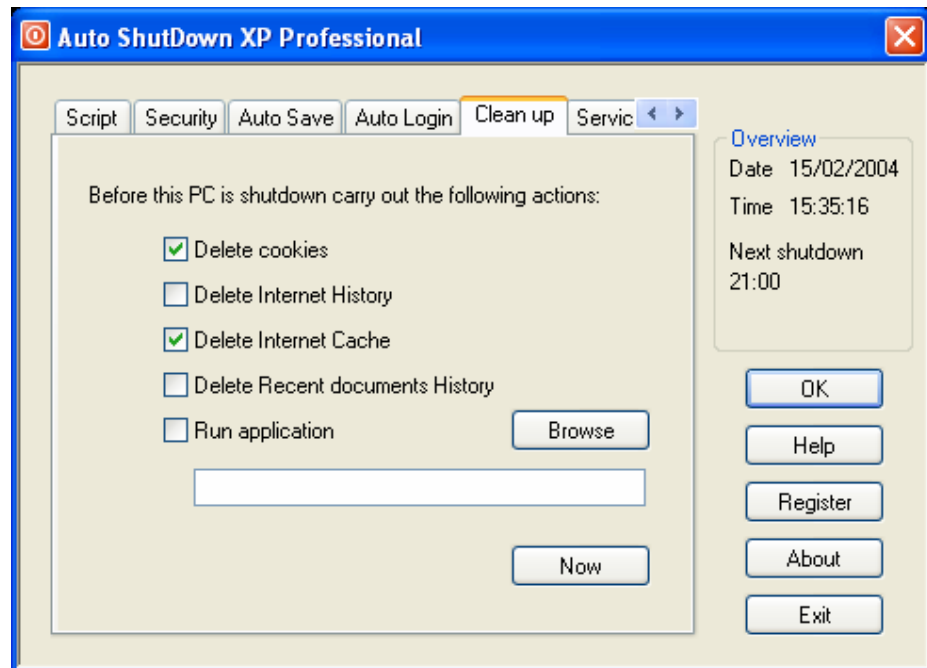


For Auto Login to function a password must be set and entered into the password field.

## Clean up

The following actions can take place before ASD XP shuts down the PC:

- Delete cookies
- Delete Internet History
- Delete Internet Cache
- Delete Recent Document History
- Run an application



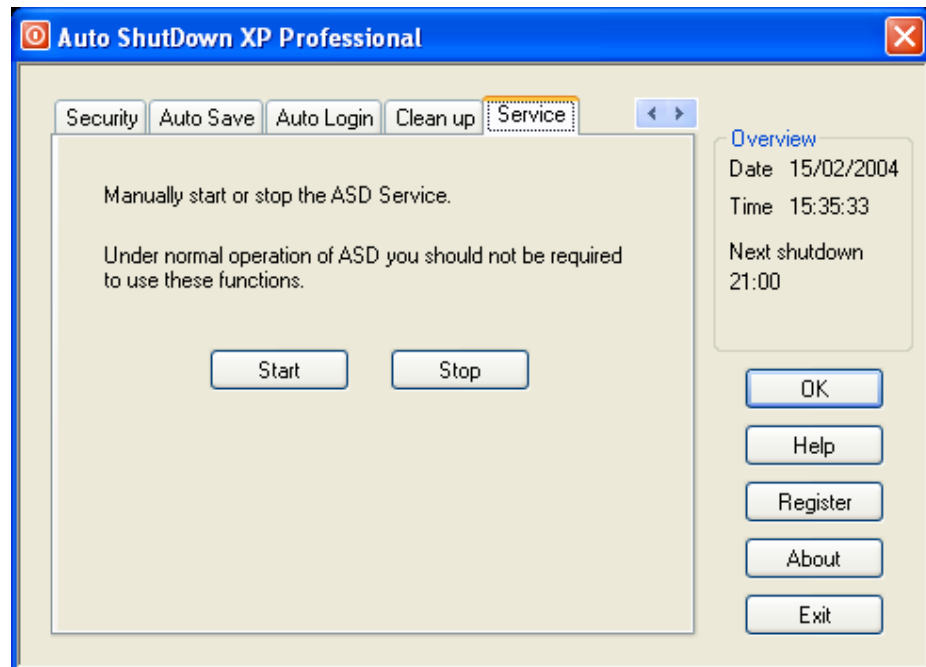
Simply tick the required tasks from the Clean up tab page.

Pressing “Now” will carry out all the selected tasks straight away.

## Service

In rare occasions it can be useful to be able to manually start and stop the ASD XP service.

It is very unlikely that you will be required to do this, however when setting up ASD XP on a PC for the first time these functions can aid perfecting the settings and experimenting with ASD XP.



### Disabling ASD XP

If you want to temporarily prevent ASD XP from shutting down your PC you can stop it from doing so by stopping the ASD XP service from here. However you must not press the “OK” button after, since this will re-start the ASD XP service.

Another way to temporarily disable ASD XP is to set the schedule type to “Specific day and time” then set the date to yesterday. This will prevent ASD XP from shutting down until another date is entered.

## Network Synchronisation

*Synchronise scripts over the network to enable changes to be made easily.*

ASD XP Net Sync is a plug-in for ASD XP which allows scripts to be synchronised over a network. This means when changes are made to the master script file the changes will be automatically propagated to all the computers.

This clearly has obvious advantages when ASD XP is installed on networks which have more than 100 computers. You would not want to make daily or even weekly changes to each computer and it can be difficult to have a single script which will be applicable all the time.

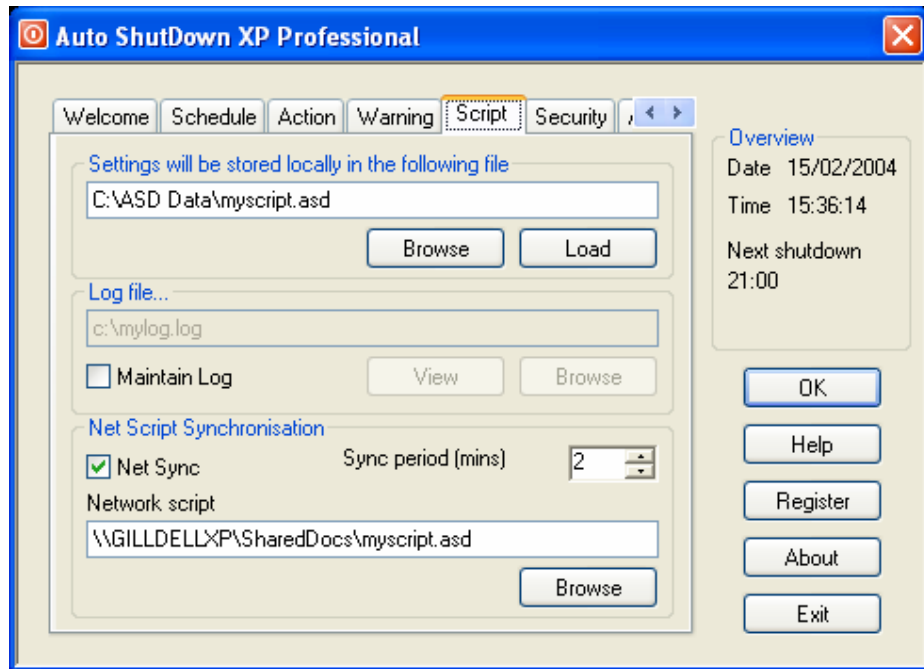
### **How to setup Network Synchronisation**

To install ASD XP Network Synchronisation download the plug-in from:  
<http://www.gillit.com/asd xp/NetSync/>

Once downloaded, launch the Setup and follow the on screen instructions. The computer must be re-booted once installation has completed.

This plug-in must be installed on every computer which you want to synchronise with a server.

When ASD XP is launched next you will find the script tab page has additional options:



**Net Sync check box**

Enable/Disable Network Synchronisation.

**Sync Period (min)**

The period in minutes when the scripts should be synchronised

**Network script**

The full network path (UNC) to an ASD XP script on the server.

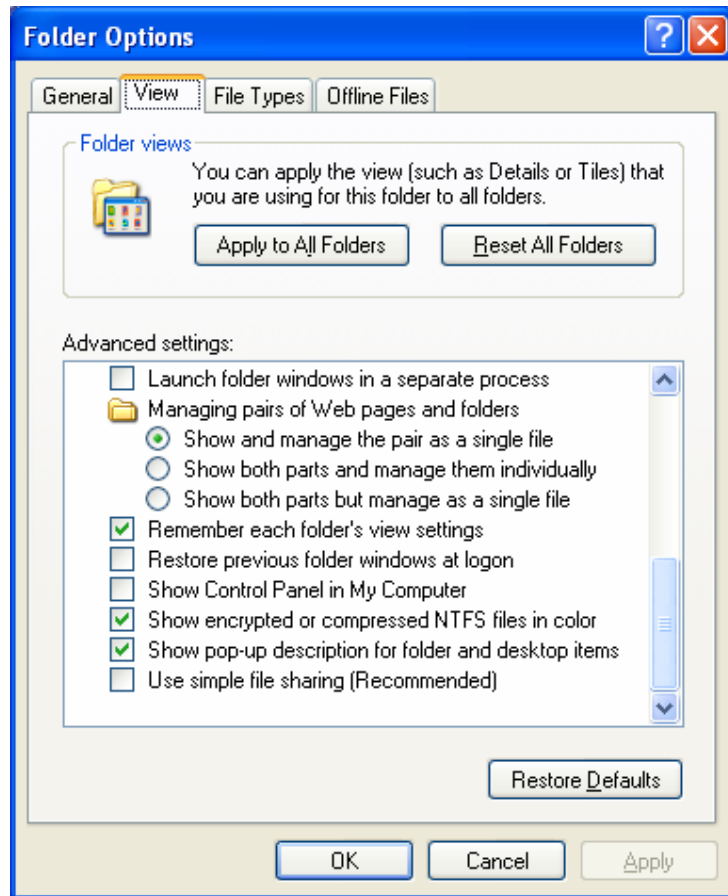
It is important to note both the local script path and network script paths are required. Even if Net Sync is enabled, the script must be stored locally. If for some reason the local script is erased. The next time Net Sync takes place it will be restored/updated.

**Privileges**

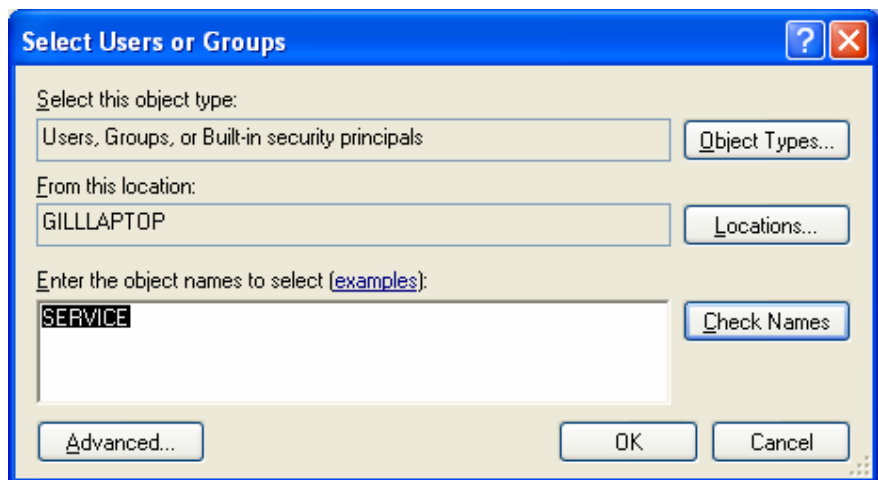
In order for the script to update on each computer using the ASD XP Net Sync plug-in certain privileges must be set. If these privileges are not set, Net Sync will fail. ASD XP Net Sync will create a temporary file whilst performing synchronisation. Therefore it is recommended the script is stored in a subfolder on the computer such as C:\ASD Data\ rather than the root of the drive. This makes it far easier to set the privileges.

**How to modify the privileges**

1. From "My Computer", select "Folder Options" from the "Tools" menu. Then select the "View" tab page
2. Scroll down to the bottom of "Advanced settings" and ensure "Use simple file sharing" is unchecked.



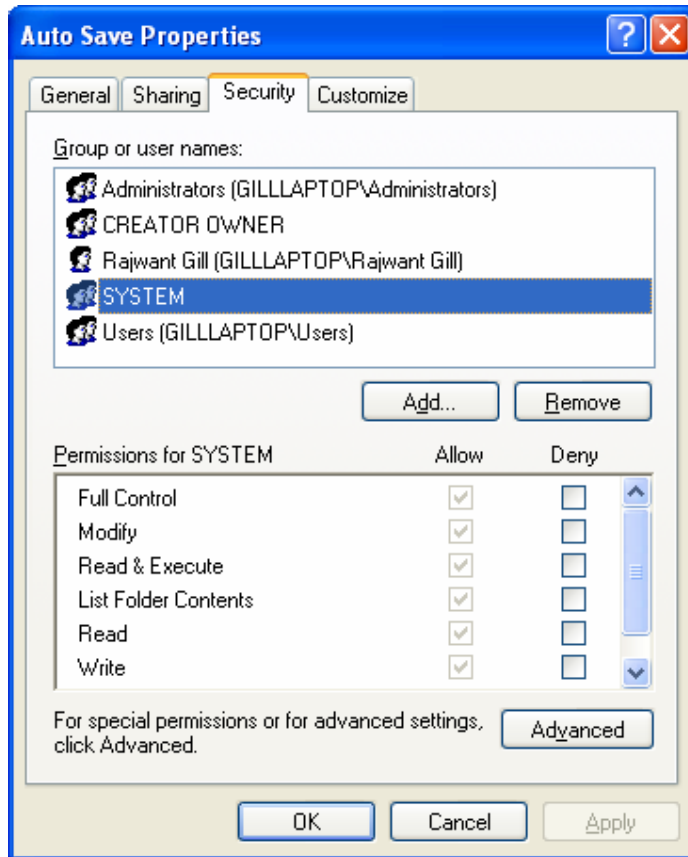
3. Right click the folder where your ASD XP script is stored (C:\ASD Data) and select "Properties". Then select the "Security" tab page.
4. Press the Add button and type SERVICE then press the "Check Names" button



SERVICE should now be underlined.

## AUTO SHUTDOWN XP PROFESSIONAL

5. Press the "OK" button
6. Enable all the permissions for the SERVICE and press OK



### **Net Synchronisation example**

In this section I will illustrate how ASD XP Net Sync can be used in organisations to enhance productivity.

When deploying ASD XP it is important to remember you are not restricted to the use of a single script file. Depending on the size of the organisation it can be beneficial to create numerous scripts which reflect the network.

The network diagram on the following page illustrates how scripts can be used with Net Sync. In this organisation there are five rooms A, B, C, D and E. There is also a server.

All the computers have ASD XP with Net Sync installed. The first four rooms are all connected to the same network. Room E is on a separate network.

The computers in Room A are configured to use the “Room A.asd” script located on the server.

The four Win2K computers in Room B are configured to use “Room B Win2K.asd” script and the remaining computers are configured to use “Room B.asd” script located on the server.

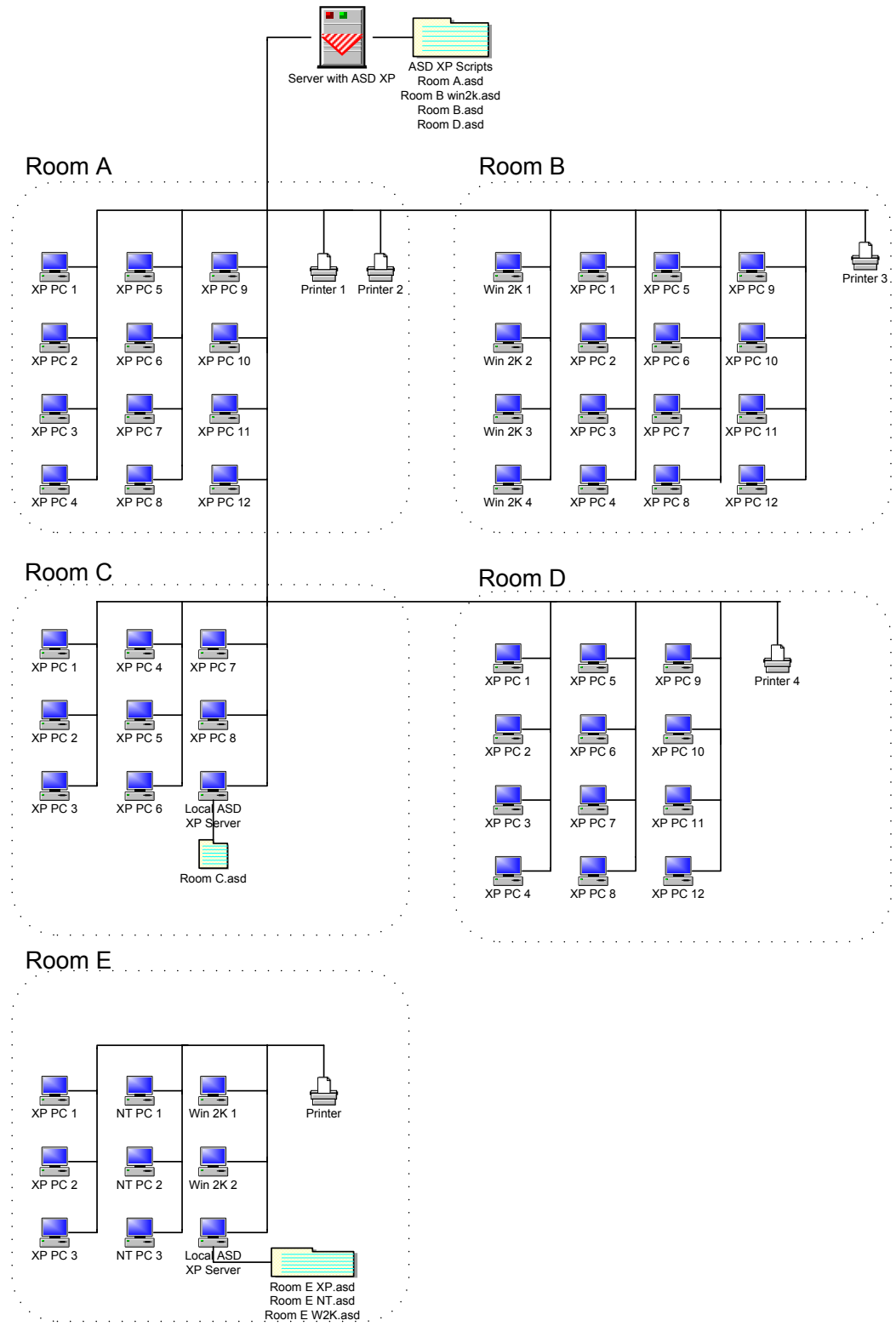
All the computers in “Room C” are configured to use the “Room C.asd” script which is located on a computer in the same room – Local ASD Server. This allows changes to the script to be made far more easily and quickly. The Net Sync period is also set to 20mins; this means after an update to the “Room C.asd” script the changes would be propagated 20mins later to all the other computers in this room.

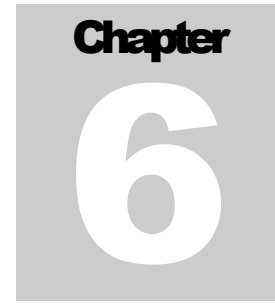
The computers in “Room D” are configured to use the “Room D.asd” script located on the server. The Net Sync period is set to 30mins.

The three Win XP computers in “Room E” are configured to use the “Room E XP.asd” script which is located on a computer in the same room – Local ASD Server. The next three computers are configured to use “Room E NT.asd” script and the remaining three computers are configured to use “Room E W2K.asd”.

These scripts enable each room to be controlled independently of the others. Having a Local ASD server increases control, this computer does not require any other additional software other than ASD XP installed and can be the lecturer’s computer. They can then make changes as deemed necessary without going to the server.

**AUTO SHUTDOWN XP PROFESSIONAL**





## Un-installation

*How to remove ASD XP from your PC*

To un-install ASD XP first ensure the application is not running. You can check to see if it is running by looking at the task tray for the ASD icon.

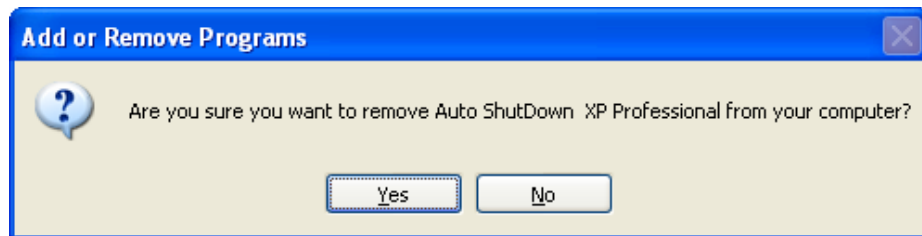


If the icon is present, right click it and select Exit from the menu.

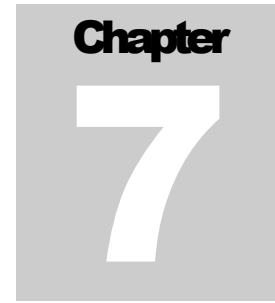
Now launch the control panels from the Start menu. Then select Add remove programs. A new window will open listing all the installed applications on your PC. Scroll through the list until you find Auto ShutDown XP Professional.



Select Auto ShutDown XP Professional once; two new buttons will appear – Change and Remove. Click the Remove button, the following screen will be displayed.



Selecting “Yes” will completely remove ASD XP from your PC.



## Registering ASD XP

If you haven't already registered, you can register in the following ways:

### On-line at

<http://www.gillit.com/asd xp/purchase.html>

The following credit cards are accepted:

American Express

Discover

MasterCard

Visa



If you would like to fax, wire transfer or a purchase order please go to the above site and read "other ordering methods" section.

### Educational Institutions and charities

These institutes qualify for a discount. Please use the following form for on-line payment:

<http://www.gillit.com/asd xp/purchase.html>

### Cheque

If you would like to pay by cheque you can send the cheque directly to us. Please fill out the form on the following page and send it to:

PO Box 147,  
Hounslow,  
TW5 9YW.  
United Kingdom

Make sure the cheque is Payable to R Gill.

### Optional CD

## **AUTO SHUTDOWN XP PROFESSIONAL**

If you would like ASD XP to also be supplied on CD please visit:

<http://www.gillit.com/asd xp/purchase.html>

Alternatively add the appropriate amount to the cheque and send it to the above address.

### **Reregistered version**

Registered versions of ASD XP are usually dispatched within 3 days of receipt of the order. At most the order can take up to 14 days to process if demand is high.

# Purchase Order

### Your Details

Name: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Post Code \_\_\_\_\_

Country \_\_\_\_\_

Tel: \_\_\_\_\_

Email: \_\_\_\_\_

Comments \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Quantity	Description	Unit Price	Total
	Auto ShutDown XP Professional		
	Auto ShutDown XP Professional CD		
		Total	

For the latest prices please see [www.gillit.com](http://www.gillit.com)

Authorising Signature

\_\_\_\_\_ (Please print name and position)

Once complete please send this form  
along with a cheque to:

R Gill  
PO Box 147,  
Hounslow, TW5 9YW.  
United Kingdom

# Index

.NET Framework..... 11

## A

About Auto Shutdown ..... 2  
 Access 2003..... 48  
 Acknowledgements..... 3  
 Advanced options..... 31  
 alarm..... 33  
 Auto Login ..... 50  
 Auto Save ..... 40  
 Auto Save Manager..... 43  
 Auto Save tips ..... 48

## B

**Black list**..... 42

## C

Clean up..... 51  
 Conditional shutdown ..... 20, 23  
 Configuring Auto Save ..... 41  
 Configuring Auto ShutDown..... 18  
 Control Panels ..... 34  
 cookies..... 51

## D

Daily schedule ..... 20, 21  
 Default Black list..... 46  
 Disabling ASD XP Pro..... 52  
 Domain ..... 50  
 dotnetfx.exe ..... 11

## E

Everyone..... 13, 17  
 Excel 2003 ..... 48  
 Exiting ..... 17

## F

Fast User Switching ..... 6  
 Force ..... 30

## H

Hibernate ..... 29  
 History ..... 1

## I

Installation Folder..... 13  
 interface ..... 18  
 Internet Cache..... 51  
 Internet History..... 51

## J

Just me ..... 13

## L

License agreement..... 4  
 Lock PC ..... 6  
 Log files ..... 36  
 Log Off ..... 29

## M

MS Office ..... 48

## N

network ..... 31  
 Network Interface ..... 27  
**Network script**..... 54  
 Network Synchronisation ..... 53

## P

password ..... 38  
 Performance Counter Console..... 28  
 Performance Counters ..... 7  
 permissions ..... 56  
 Platforms ..... 9  
 Power down ..... 29  
 PowerPoint 2003..... 48  
 Print Queue ..... 27  
**Privileges**..... 54  
 Processor ..... 27

## R

Recent Document History ..... 51  
 Regional Options ..... 34  
 Registering ASD XP..... 60  
 remote PC ..... 29  
 Restart ..... 29  
 Run an application ..... 51

## S

Schedule a shutdown ..... 20  
 Schedule tab..... 20  
 Script..... 36

Security.....	38
Service.....	52
SERVICE.....	55
Setup and Installation.....	10
Shutdown.....	29
Shutdown Action.....	29
Shutdown Remote system.....	30
Snooze.....	35
snooze time.....	33
Sound Alarm.....	33
Specific day and time.....	20, 23
Stop.....	35
Suspend.....	29
Switch User.....	29
<b>Sync Period</b> .....	54
System Performance.....	20, 23

## T

task tray.....	17
threshold.....	25

Time format.....	34
------------------	----

## U

unauthorised changes.....	38
Un-installation.....	59

## V

Visio.....	48
------------	----

## W

Warning Messages.....	33
Weekly schedule.....	20, 22
<b>White list</b> .....	41
<b>White list Enhanced Mode</b> .....	42
Windows 2000.....	9
Windows NT.....	9
Word 2003.....	48

# User Notes