

SETTING UP YOUR FOP USB THUMB DRIVE

Preparing the Drive

1. Open "My Computer"
2. Right click on the removable drive icon and name for your thumb drive.
3. Choose "Format", Check "Quick Format" then click on "Start"
4. Confirm that you want to format the drive
5. Download the latest Portable Apps installer from http://sourceforge.net/project/downloading.php?groupname=portableapps&filename=PortableApps.com_Suite_Setup_1.5.2_en.exe

Installing Portable Apps Suite

1. Open that file named PortableApps.com_Suite_Setup_1.5.2_en.exe
2. Choose the Drive Letter of your thumb drive as the location to install the program to. Finish the wizard to install the program.

Go to <http://www.portableapps.com> to install more portable applications

Placing Key Files on the Drive

1. Go to http://ksfop5.org/pages/flash_drive.asp
2. Click on the link: "FOP Thumb Drives.exe" and save the file.
3. Click on the file from the location you downloaded it to.
4. A window will pop up titled, "7-zip self extracting archive".
5. Click on the button to the right of the "Extract to:" form field.
6. Choose the thumb drive located under "My Computer". Make sure you **are not** extracting into any folders on the thumb drive
7. Click on "Extract"
8. Click "Yes" to overwrite files.

Note

You must not delete or move the "Autorun.inf", "thumbdrive.bat", "fop5.ico" or "SafeHouseExplorer.exe" files. From now on when you connect your thumb drive to a computer that does not have "Autorun" disabled, an "Autorun" window will pop up and the default action will be to execute the "thumbdrive.bat" file (click "OK"), which will launch Portable Apps and Safe House Explorer. The "fop5.ico" will be the default icon for the thumb drive now. (This does not work on City computers, because the "autorun" function as been disabled on them) If you accidentally deleted them, you can download them from http://ksfop5.org/pages/flash_drive.asp .

Setting up SafeHouse Explorer

As stated above, when you connect your thumb drive, SafeHouse Explorer will automatically start. This program will allow you to secure files in an encrypted volume on the thumb drive. When the volume has been unlocked with your password, the computer will recognize the volume as a drive that you can open from and save to

inside other windows programs. If you close out SafeHouse Explorer accidentally, you can re-start it by clicking on, "SafeHouseExplorer.exe" on the root of your thumb drive.

To create a new secure volume

Go to <http://www.safehousesoftware.com/ExplorerHelp/>, click on "User's Guide" in the left hand pane. Click "How to Perform Basic Tasks", then "How to Create a New Volume" for instructions.

You'll be asked to accept the license agreement the first time SafeHouse Explorer is run on a new PC and if you want to install "performance enhancements". Say "Yes" to both. (You must be an administrator on the computer you are using to install the "performance enhancements". The enhancements will not install on City computers. On a City computer, you must open files from the volume, then save them back on your thumb drive somewhere such as the "Documents" folder. Drag and drop the file back into the secure volume then delete it from the "Documents" folder (or wherever else you saved it on the thumb drive)

After creating a volume, if you want to resize it, you will have to install Safe House Explorer to your personal computer by downloading it for free at, <http://www.safehousesoftware.com/Download.aspx>

