

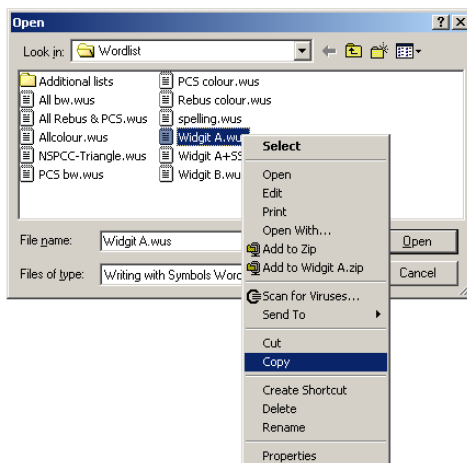
Making a copy of a file during a WWS2000 session Help Sheet 5

There are times when you want to make a copy of a file so that you can practice or make alterations without changing the original. In many of the practice activities in the Training pack, we recommend that you make a copy of a list the first time you try something, and then repeat it with your preferred alterations when you are confident about doing it. This is especially the case when working on wordlists. The instructions below tell you how to make a copy of a wordlist, but the process is the same for any other file.

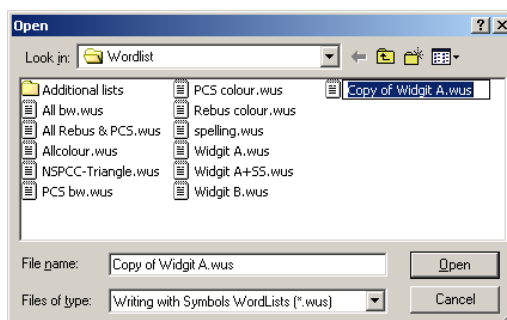
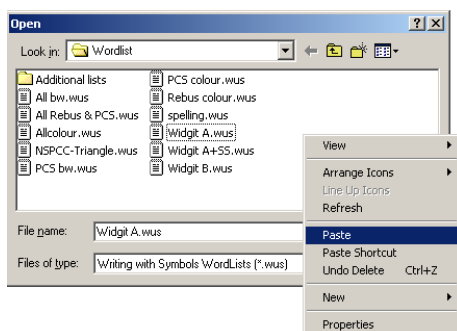
To make a copy of a wordlist

In WWS2000, from the **Wordlist** menu select **Open Word List**.

This will put the dialog box up with all of your wordlists in. Find the wordlist you want to copy, and **RT** mouse click on it. And then select **Copy**. Nothing will appear to happen yet.



Now **RT** mouse click on a white bit of that same box and from the drop down menu select **Paste**:



The new file will be labelled **Copy of** You can rename it now, by clicking **ONCE** into the name while it is already highlighted blue. This will give you a text cursor so that you can delete the name and enter a new one.

You can also delete any old wordlists in the same way by selecting Delete from the menu shown in the top diagram. You can use this method for copying or deleting files from explorer windows – in many cases you may, in fact, prefer to do it from the explorer windows.