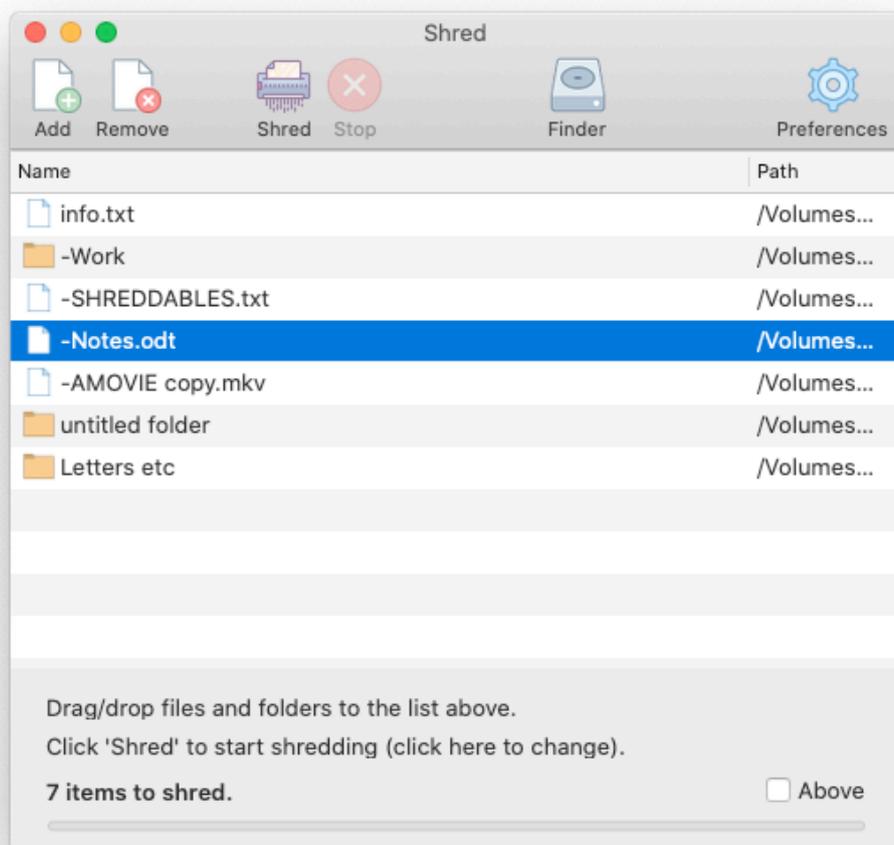


# Shred

## User Manual



## Introduction

Shred will securely erase files, meaning that if they are ever recovered (by specialist software) their content will be useless. For added security, data can be overwritten up to 35 times and the name and date of the file/folder changed to random values. These options are discussed in the Preferences section of this manual.

Both files and folders can be added to the list to be shredded. Files will have their content overwritten and then the file will be deleted.

Any folders will be searched and any files residing in them will be shredded. The folder will then be deleted. However, you can 'ignore' folders (i.e. not have them shredded) – see Preferences.

## **Adding files and folders**

Simply drag and drop files and folders to the list area on the app's main window.

*Due to Apple sandboxing requirements the app needs permission to use files in your folders. When you drop a file, you will be asked to confirm access to it's parent folder. Just click "CONFIRM". You will not be asked to do this again for that folder, but any different folders you select from might trigger another confirmation. To prevent being asked for confirmation a lot of times, simply select the highest level folder you can, close to the root (first) folder of the drive/image you are using. For example, selecting your user account folder will give the app access to all the common folders within your user account (Pictures, Movies, Documents, Music etc).*

The dock icon will display the number of items (files/folders) in the list (excluding the items inside any folders).

## **Removing files and folders from the list**

Select the items you want to remove and click the "Remove" button.

## **Shredding**

To shred all the items in the list select 'Shred' from the toolbar.

Ensure that any files you want to shred are not in use by any other apps, or otherwise locked. Similarly, files you do not have permissions for will not be shredded.

Shredding can be stopped by clicking the "Stop" button, but be warned that the file/folder being shredded will probably corrupt and useless (it may even have a new name if this option was selected in Preferences).

In the event that a file cannot be deleted it may have already been overwritten and renamed/dated by Shred. Regardless, files/folders which could not be deleted during a shredding operation can be added back into the shred list.

On the main app window you can click an option to begin shredding list when items are added/dropped. Use with caution! When enabled this option will be shredding anything in the list whenever you add files or folders for shredding. When this option is not enabled, shredding will only begin when you authorise it.

## **Finder**

This will open the folder where the selected item(s) in the list reside. The item(s) are displayed in Finder windows.

## Preferences - General

Preferences

- Save the file list when application quits
- Confirm shredding operations
- Close app window when shredding has completed

Passes when erasing data (1-35)

If you choose 3 or more passes:

1st pass - data is overwritten with a byte value of 0 (0 hex)  
2nd pass - data is overwritten with a byte value of 255 (FF hex)  
3rd pass+ - data is overwritten with a random byte value between 1 and 254

- Always use random byte values (0-255) regardless of pass
- Rename items prior to deleting
- Re-date items prior to deleting (up to year 2040)
- Do not shred folders, only the files within their structure

Cancel Save

### Save the file list when application quits

This option will save the item list when you quit the application, and load it when you next start the application.

### Confirm shredding operations

When you begin shredding items, you will be asked to confirm your action. Otherwise shredding will begin as soon as you select it from the toolbar.

### Close app window when shredding has completed

Hides the app's window after successful shredding. This neatly puts the app back in the dock out of sight.

### Passes

As shown in the screenshot above, the number of passes can range from 1 to 35. The value used to overwrite the file's data depends on the pass:

1st pass - data is overwritten with a byte value of 0 (0 hex)

2nd pass - data is overwritten with a byte value of 255 (FF hex)

3rd pass (and above) - data is overwritten with a random byte value between 1 and 254

...but this can be overridden, see below.

**Always use random byte values (0-255) regardless of pass**

If you don't want to follow the default pattern for writing byte values (1st pass = 0, 2nd pass = 255, 3rd pass = random 1 to 254) you can check this option to write a random byte value between 0 and 255 for every pass.

**Rename / Re-date items**

These two options are for added security. The files and folders can be renamed with a random name of random length, and have their date altered – all prior to deletion. This ensures that it is impossible to categorise/understand any 'deleted' files/folders which may later be recovered.

Dates are changed to random values between 1980 and 2040.

**Do not shred folders, only the files within their structure**

When you drop folders in the list, only the files (if any) inside their structure will be shredded (the folders will be untouched).

## Contact

If you have any questions about this product please contact us:

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Or visit our website:

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