## Tip of the Week – Sending Large Files

Sometimes you need to send large files over the internet. Sometimes these files are too big to be sent by email because of the 10 MB limit imposed by most ISPs. I well remember two cases where a client wanted to send large files to a friend, in one case, and to a group of clients in another.

#### What Not To Do

The first client wanted to send some songs which she had taken off a music CD. She emailed them to her friend but the emails bounced so her friend complained that they had not reached her inbox. When I arrived at my client's home I pointed out that a CD holds about 700 MB so, if it contains 15 songs, each song will be about 45 MB in size. This is far too big to email so it was no wonder that the email bounced.

The second case involved another client who sent out some brochures, each about 65 MB in size, by email to a number of her clients late on a Friday night and expected that everything would have been completed by the time that she returned to work on Monday. On the Monday I received a call stating that the internet was not working so I had to come in and fix it pronto. The first thing was to install one of my favourite programs, NetWorx, to see if any data was being sent or received. I saw that data was being sent and received as quickly as the internet could send and receive. After removing all the emails being sent and all the emails being received the internet was back to normal.

Both clients needed to be reminded that there are limits to the size of a file which could be sent by email.

#### What To Do

This means that you need to resort to some black magic to send your files so that they get through. The black magic that I am talking about is a website which allows you to send large files to one or more people easily. There are many such websites which will do this for free, and the one which I have used most recently is called *We Transfer*.

*We Transfer* is easy to use. The free version asks for four things:

- The file(s) to be transferred
- The email address of your friend(s)
- Your email address
- A message to be sent to your friend(s)

There is the standard advice for using this website: you will need to know just where on your hard disc each of the files is stored so that you can upload it to *We Transfer*. For those people who do not know where each file is stored you will need a program like those mentioned in last week's talk to help you find your file(s). These programs are:

- UltraSearch
- Search Everything
- Copernic Desktop Search
- ZTreeWin

These are the best programs that I know for finding files on your hard disc. If they cannot find your file for you then you will need to get someone to help you in your search.

Please note that you can send any number of files up to a total of 2 GB for each free message. This means that you can send a number of emails, each up to 2 GB in size, for free. You can also send the files to more than one friend.

Once your friends have clicked on the link in their email and have downloaded the file(s) you will get an email stating that your files have been downloaded. The website states clearly that your friends have a week to download their files: after that time the files will be deleted to make more room on *We Transfer*'s servers.

All in all, this is a recommended site.

# Three Useful Programs

A recent client needed to be able to download the contents of some websites to his hard disc. There are a number of ways to do this, and I showed him two ways to do this. He also wanted to download videos from YouTube so I showed him how to do that.

#### Download Website

Displaying a website on your screen is easy: everybody does it every day. The next step is to capture a website so that you can always refer to it, no matter what happens to the internet or the contents of that page. This can be particularly important if you track the news sites because they can add, change and delete all sorts of items at a moment's notice.

If it is important to keep track of a website as it exists at a particular time there are two recommended programs, one free and one with versions whose prices start at \$50 US. These two programs are:

- **Free**: HTTrack
- **Paid**: Teleport Pro

Both these programs can download a web page or a complete web site. HTTrack is fairly easy to use, but you will need to check what is written on the screen to be able to use it well. You need to know how "deep" to download the website. If you download just one level you will only download the page which you see on the screen. If you download more levels you will download more of the pages on the website and, depending on the size of the website you may download more that you think. If this is a large website (like, for example, Wikipedia) you may find that the program does not seem to be achieving anything while simultaneously maxing out your download limit and filling your enormously-big hard disc.

Please think about what you are asking your computer to achieve before you start such a large task. Computers often do what they think that you wanted, but what you told them to do was not exactly what you did, in fact, want! My mother was fond of repeating this quote:

I know that you think that you understood what you heard me say, but are you aware that what I said was not exactly what I meant?

Tricky things, computers.

### Print Web Page

Another way to keep a copy of a single web page is to print it to a .pdf file. This is a simple matter: just use a .pdf printer. This works just like a normal printer except that it prints a .pdf file to your hard disc rather than printing to a piece of paper.

If you do not have a .pdf printer on your computer you will have to download and install one. There are a number of these, ranging from Adobe's Acrobat (which costs about \$650) to any number of free .pdf creators. The one which I use is Bullzip, and I find that it works just fine to print my cheat-sheets every week. This page that you are reading was created using Bullzip but I have met many people who believe that PDFCreator is a better program.

Both programs will print a single page of a website, and if that is all you need then this may well be the best solution for you.

#### Download YouTube Video

Downloading a video from YouTube is ridiculously easy! Once you have found your target video all you have to do is to change the address in the address bar. Normally, when you are watching a video on YouTube you will see that the address looks like this:

www.youtube.com/watch?v=CFXl27z5sIE

All you do to be able to download this video is insert "ss" just before "youtube" so that the address now looks like:

www.ssyoutube.com/watch?v=CFXl27z5sIE

You will now see a new page: just click on the format for the file you would like to download. These are the various formats which are available

- FLV 240P
- MP4 360p
- MP4 720p
- WebM 360p
- 3GP 144p
- 3GP 240p

Given that all these download formats are available, which one should you use? I did a quick search on "flv 240p" and found an interesting answer. This answer suggested that the WebM and MP4 downloads would give you a better viewing result, and that you would get a larger image if you take the download with the larger number (the larger sized window).

## Further Information

NetWorx	www.softperfect.com
We Transfer	www.wetransfer.com
	<u>www.httrack.com</u> <u>www.tenmax.com</u>
Bullzip PDFCreator	<u>www.bullzip.com</u> <u>www.sourceforge.net/projects/pdfcreator/</u>
YouTube	www.youtube.com