IBM

IBM ThinkPad Zip250 Ultrabay 2000 Drive

User's Guide

> **Note:** Before using this information and the product it supports, be sure to read the information under Appendix C, "Product warranties and notices" on page 2-4.

Contents

Safety information

Before installing this product, read the Safety Information.

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Antes de instalar este produto, leia as Informações de Segurança.

在安装本产品之前，请仔细阅读 Safety Information
（安全信息)。

Prije instalacije ovog produkta obavezno pročitajte Sigurnosne Upute.

Před instalací tohoto produktu si přečtěte příručku bezpečnostních instrukcí.

Læs sikkerhedsforskrifterne, før du installerer dette produkt.

Ennen kuin asennat tämän tuotteen, lue turvaohjeet kohdasta Safety Information.

Avant d'installer ce produit, lisez les consignes de sécurité.

Vor der Installation dieses Produkts die Sicherheitshinweise lesen.

Πριν εγκαταστήσετε το προϊόν αυτό, διαβάστε τις πληροφορίες ασφάλειας (safety information).

לפני שתתקינו מוצר זה, קראו את הוראות הבטיחות.

A termék telepítése előtt olvassa el a Biztonsági előírásokat!

Prima di installare questo prodotto, leggere le Informazioni sulla Sicurezza

製品の設置の前に、安全情報をお読みください。

본 제품을 설치하기 전에 안전 정보를 읽으십시오.

Пред да се инсталира овој продукт, прочитајте информацијата за безбедност.

Lees voordat u dit product installeert eerst de veiligheidsvoorschriften.

Les sikkerhetsinformasjonen (Safety Information) før du installerer dette produktet.

Przed zainstalowaniem tego produktu, należy zapoznać się z książką "Informacje dotyczące bezpieczeństwa" (Safety Information).

Antes de instalar este produto, leia as Informações sobre Segurança.

Перед установкой продукта прочтите инструкции по технике безопасности.

Pred inštaláciou tohto zariadenia si pečítaje Bezpečnostné predpisy.

Pred namestitvijo tega proizvoda preberite Varnostne informacije.

Antes de instalar este producto lea la información de seguridad.

Läs säkerhetsinformationen innan du installerar den här produkten.

安裝本產品之前，請先閱讀「安全資訊」。

Product registration

Thank you for purchasing OPTIONS by IBM®. Please take a few moments to register your product and provide us with information that will help IBM to better serve you in the future. Your feedback is valuable to us in developing products and services that are important to you, as well as in developing better ways to communicate with you. Register your option on the IBM Web site at:

http://www.ibm.com/pc/register

IBM will send you information and updates on your registered product unless you indicate on the Web site questionnaire that you do not want to receive further information.

About this book

This manual contains information on the IBM ThinkPad® Zip250 Ultrabay 2000 Drive. It is divided into the following parts:

Part 1:   Installation and user's guide

        This section contains product and software descriptions, installation requirements, installation instructions, handling and operating information, and problem solving in the following languages:

- English
- German
- French
- Spanish
- Italian
- Brazilian Portuguese
- Japanese

Part 2:   Appendixes

        This section contains the product specifications, help and service information, the product warranties, and notices.

Note: The illustrations in this manual might be slightly different from your hardware.

Part 1 : Installation and user's guide

Product description

With the ThinkPad® Zip250 Ultrabay 2000 Drive, you can save or copy files to a Zip cartridge in the same way you would save or copy files to other storage media, such as diskettes. You can use 100 MB or 250 MB Zip disks, which are useful for storing large graphics or application files, and backing up important files from your hard drive.

In addition to this manual, this option package contains:

- ThinkPad Zip250 Ultrabay 2000 Drive
- Carrying case
- Program License Agreement
- *IomegaWare* CD

Contact your place of purchase if any item is missing or damaged.

Important: Be sure to retain the proof of purchase because it might be required to receive warranty service.

Before you begin

To install this drive, you must have the following:

- A ThinkPad computer with an Ultrabay 2000 drive bay.

- A CD-ROM drive to install the IomegaWare software.

- Microsoft® Windows® 2000, Windows 98, Windows 95, or Windows NT® 4.0 operating system.

You can find information on how to get help, technical support, and warranty service in Appendix B, "Help and service" on page 2-3.

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[1] The formatted capacity of 1 MB is approximately 1 000 000 bytes of data.

Installing the Zip250 Drive

The ThinkPad Zip250 Ultrabay 2000 Drive works with any ThinkPad computer that has an Ultrabay 2000 bay.

Your ThinkPad computer includes a user's guide that provides drive installation instructions specific to the computer. To correctly install the ThinkPad Zip250 drive in your ThinkPad computer, be sure to use the instructions provided in the user's guide.

Installing the IomegaWare Zip Drive software

To install the Zip250 drive software, follow these instructions:

1. Turn off the ThinkPad computer and insert the CD- or DVD-ROM drive into the Ultrabay 2000 bay.
2. Turn on the computer and start the operating system.
3. Insert the *IomegaWare* CD into the CD- or DVD-ROM drive.
4. The installation program might start automatically. If it does not, click the **Start** button, click **Run**, and type:

   ```
   x:\setup
   ```

   where *x* is the drive letter assigned to the CD- or DVD-ROM drive.
5. Follow the on-screen instructions.

Note: If you receive an error message stating *No Iomega drives found*, click **OK**. The installation process will continue.

Using the ThinkPad Zip250 Ultrabay 2000 Drive

This section provides information on using the Zip250 drive, including how to handle Zip disks and tips on getting the most from your drive.

Inserting and removing Zip disks

To insert a Zip disk, hold the Zip disk with the label side up, and gently insert it into the drive. The end of the disk will not protrude from the opening when it is fully inserted. The LED flashes momentarily during insertion of a Zip disk. If the LED continues to flash slowly, eject the disk and reinsert it.

To remove a Zip disk, press the disk eject button and remove the disk when it is partially ejected from the drive opening.

Note: The LED flashes momentarily during removal. If you have a Zip disk in the drive when you shut down the computer, the computer will automatically eject the disk from the drive. *Be sure to store the Zip disk in its protective case after you remove it from the drive.*

Attention

Push the disk eject button gently. *Do not use force*. The LED flashes as the Zip drive is shutting down. The drive takes a few seconds to eject the Zip disk. *Never force a Zip disk into or out of a Zip drive.*

Special disk ejection notes for Windows NT

If a Zip disk is not ejected from the Zip drive, close any windows listing the contents of the Zip disk. The way Windows NT handles disk caching might cause a delay, but after a few seconds Windows NT will allow the Zip disk to be ejected normally.

NTFS formatted Zip disks

The NT file system (NTFS) format is a fixed-disk file system, that locks the Zip disk in the drive. After you access an NTFS-formatted Zip disk, you can no longer eject the disk using the eject button on the front of the drive. To eject the Zip disk, you must first close any windows listing the Zip disk contents, and then click **Disk Eject**.

Emergency ejection of the Zip disk

The ThinkPad computer must be turned on to remove a Zip disk using the disk eject button. If you lose power to the computer and must remove a disk from the drive, follow these instructions:

1. Locate the emergency eject hole, which is located in the disk eject button.

2. Fully straighten a paper clip, and then gently push the straightened clip into the emergency eject hole.

   > **Attention**
   >
   > Use extreme caution when using the emergency eject hole. *Excessive force or a bent paper clip may damage the Zip drive.*

Use the emergency ejection procedure only when the computer loses power. Do not try to forcibly remove a Zip disk from the drive. If the drive does not eject the disk immediately, repeat the emergency ejection procedure.

Zip drive tips

This section contains tips for using the ThinkPad Zip250 Ultrabay 2000 Drive. Following these tips will help you avoid problems with the drive.

- Never force a Zip disk into or out of the drive.

- Return the disk to its protective case after use.

- Avoid exposing Zip disks or the Zip250 drive to direct sunlight, high temperatures, moisture, or magnetic fields.

   > **Attention**
   >
   > *Never* use ordinary 3.5-inch head-cleaning diskettes or 3.5 inch data diskettes in the ThinkPad Zip250 Ultrabay 2000 Drive. *Doing so will damage the drive.*

For more information about the use and care of the ThinkPad Zip250 Ultrabay 2000 Drive, please refer to Appendix B, "Help and service" on page 2-3.

Using the IomegaWare Zip drive software

You must install the Zip drive device driver from the *IomegaWare* CD so that you can use the utility programs that enable the Zip drive to work with the computer.

This section provides information on the basic features of the IomegaWare utilities. For additional help, click on **Get Help** tab in IomegaWare.

Formatting Zip disks

Use the format utility in Zip Tools to format a Zip disk.

To format a Zip disk, do the following:

 1. Insert a Zip disk into the Zip250 drive. The LED will flash momentarily.

 2. In **My Computer** or **Windows Explorer**, right-click the Zip drive icon.

 3. Click **Format**.

 4. Follow the on-screen instructions.

Copying files to a Zip disk

To transfer files from the computer to a Zip disk, do the following:

 1. Insert a Zip disk into the Zip250 drive. The LED will flash momentarily.

 2. In **My Computer** or **Windows Explorer**, click the Zip cartridge icon or the Zip drive letter.

 3. Use the file-transfer procedure for the operating system to copy files from your hard disk to the Zip disk.

Note: Do not use the Windows CopyDisk utility, the DOS DiskCopy utility, or Microsoft Backup to copy files to a Zip disk. These utilities work only with diskette drives.

Backing up data to a Zip cartridge

To back up data from the hard disk to a Zip disk, do the following:

 1. Double-click the **IomegaWare** icon on the desktop.

 2. Click the **Applications** tab.

 3. Double-click the **1-Step Backup** or the **1-Step Restore** icon.

Installing software applications on a Zip disk

Software applications that do not come with the Zip drive option package might not work with the Zip drive.

Some applications and games can be installed only on nonremovable media such as a hard disk. To install these applications and games on a Zip disk, you must enable the computer to recognize the Zip drive as a hard disk drive by doing the following:

 1. In **My Computer** or **Windows Explorer**, right-click the Zip drive icon

 2. Click **Properties**.

3. Click the **Iomega** tab.

4. Select the check box next to **Make disk nonremovable**.

5. Your computer now recognizes the Zip drive as a hard disk drive, and you can install your application.

   Note: When you install some software applications, a

   ```
   System Error
   ```

   message might be displayed if there is no Zip cartridge in the Zip drive. Insert a Zip cartridge (not included) in the Zip drive to continue the software installation.

6. After the software installation is complete, right-click the **Zip drive** icon and clear the box next to **Make disk nonremovable** to restore disk removability.

Read-protecting and write-protecting Zip cartridges

IomegaWare contains a read-protect and write-protect utility program for Windows that you can use to do the following:

- Write-protect a Zip cartridge without using a mechanical write-protect switch.

- Assign a password that will be needed to disable write-protection on the Zip cartridge.

- Read-protect a Zip cartridge so that it cannot be read from, or written to, if the user types the wrong password.

To read-protect or write-protect, do the following:

1. In **My Computer** or **Windows Explorer**, right-click the Zip drive icon.

2. Click **Protect**.

   Note: If a Zip cartridge is not inserted in the drive, the Protect option will not be available.

3. Follow the on-screen instructions.

Repeat the steps to remove read-protection or write-protection.

Automatic sleep mode

The ThinkPad Zip250 Ultrabay 2000 Drive has an automatic sleep mode to reduce power consumption and prolong the life of the ThinkPad battery. Sleep mode automatically turns off the Zip drive after a set period of inactivity. The drive starts again when it is accessed.

To change the sleep mode timer settings, do the following:

1. In **My Computer** or **Windows Explorer**, right-click the Zip drive icon.

2. Click **Properties**.

3. Click the **Iomega** tab to set the sleep timer.

Special information for Windows 95, Windows 98, and Windows 2000 users

Note: This section describes how to use MSDOS mode, which is a startup option for Windows 95, Windows 98, and Windows 2000. It does not apply to the MSDOS window that opens when you double-click the MSDOS prompt icon within Windows 95, Windows 98, and Windows 2000. Use of the MSDOS window with the Zip drive is fully supported.

Operation of the Zip drive under Windows 95, Windows 98, and Windows 2000 MSDOS mode is *not* fully supported. Until full support is available, you must shut down and restart the computer completely when switching to or from DOS for the Zip drive to operate correctly. Do not use the **Restart in MS-DOS mode** option in the Windows 95, Windows 98, or Windows 2000 shutdown window.

To switch to DOS mode, do the following:

1. Shut down and restart the computer.
2. As soon as the text

   `Starting Windows`

   displays, press F8 in Windows 95, or Ctrl in Windows 98. This message is displayed just before the full-color Windows logo screen is displayed.
3. When the menu appears, use your arrow keys to scroll through the selections until **Command Prompt Only** is highlighted.
4. Press Enter.
5. After the computer starts in DOS mode, run GUEST.EXE from the Program Files\Iomega\Iomega Backup folder on drive C.

This procedure provides access to any Iomega drives connected to the computer. To return to Windows 95, Windows 98, or Windows 2000, restart the computer.

Note: *Do not* type the command WIN at the DOS prompt after running GUEST.EXE. This will cause drive letter duplication.