

# HOW TO OPEN A MYSTERY FILE IN “WINDOWS..”

## HIGH-LEVEL EXECUTIVE SUMMARY:

Here are some ways for you to open a mystery file—one that someone gives you that does not automatically open when you double-click on it.

## TECHNICAL FUNDAMENTALS FOR ANALYZING MYSTERY FILES:

There are two good software programs for opening up mysterious files: “TUGzip” and “Winzip”.

“TUGzip” is free.

You can get it at <http://www.tugzip.com>.

“Winzip” is not free but they offer a 45-day evaluation of their fully-functional program. You can download “Winzip” at <http://www.winzip.com>

When making program shortcuts (for “TUGzip”, “Winzip”, “Acrobat Reader”, “Microsoft Word”, etc.) for the Desktop of your computer, always use the RIGHT mouse button to drag from the source file or shortcut to the “Desktop”. If you use the left mouse button, you will move the source file or shortcut to the “Desktop” which is usually an undesired result.

When dragging and dropping a mystery file onto a shortcut (that represents a software program that you will attempt to open the mystery file with), you can use either mouse button.

If you use your RIGHT mouse button to drag and drop “Wordpad” from its shortcut in the “Accessories” folder of the Windows “Start menu”, you can then use it as an icon for dropping mystery files onto.

If you use your RIGHT mouse button to drag and drop “Notepad” from it’s shortcut in the “Accessories” folder of Windows “Start menu”, you can then use it as an icon for dropping mystery files onto.

If you use your right mouse button to drag and drop “Microsoft Word” and/or “Excel” and/or “PowerPoint” from their shortcuts in the Windows “Start menu”, you cannot use them as a icons for dropping mystery files onto. So do not make shortcuts this way!

If you use your right mouse button to drag and drop “Microsoft Word” and/or “Excel” and/or “PowerPoint” from their executable files in the “Microsoft Office” folder in the “Program Files” folder or the “Program Files (x86)” folder

If you drag and drop a copy of a mystery file onto a shortcut and the file opens up in the shortcut’s associated software program but you get “garbage”, do not use this copy again. It is probably corrupted. Discard this copy. Then go the original mystery file and make a new copy of it.

## STEP-BY-STEP EXAMPLE:

Step 1:

Copy the mystery file.

(Do not use the original mystery file for anything other to make copies of it.)

Step 2:

Try opening the copy of the mystery file in “Notepad”.

(Drag the copy of the mystery file and drop it on top of a shortcut to “Notepad”.)

Step 3:

Try opening the mystery file in “Wordpad”.

(Drag the copy of the mystery file and drop it on top of a shortcut to Wordpad.)

Step 4:

Rename the copy of the mystery file so that it has a file extension of .doc

Try opening the mystery file in “Microsoft Word”.

(Drag the copy of the mystery file and drop it on top of a shortcut to the Winword.exe executable of Microsoft Word. Do not make an shortcut by dragging from the “Start Menu” shortcut of “Microsoft Word”.)

Step 5:

Rename the copy of the mystery file so that it has a file extension of .docx

Try opening the mystery file in Microsoft Word.

Step 6:

Rename the copy of the mystery file so that it has a file extension of .docx

Try opening the mystery file in Microsoft Word.

Step 7:

Try opening the copy of the mystery file in Microsoft Excel.

Step 8:

Rename the copy of the mystery file so that it has a file extension of .xls

Try opening the copy of the mystery file in Microsoft Excel.

Step 9:

Rename the copy of the mystery file so that it has a file extension of .xlsx

Try opening the copy of the mystery file in Microsoft Excel.

Step 10:

Try opening the mystery file in Microsoft Powerpoint.

Step 11:

Rename the copy of the mystery file so that it has a file extension of .ppt

Try opening the mystery file in Microsoft Powerpoint.

Step 12:

Rename the copy of the mystery file so that it has a file extension of .pptx

Try opening the mystery file in Microsoft Powerpoint.

Step 13:

Open up the free "TUGzip" program.

Drag and drop a copy of the mystery program into Tugzip's main window.

Step 14:

If the "TUGzip" program does not find any files inside the mystery file,

Rename the mystery file by adding a .zip file extension to it.

Then drag and drop it into "TUGzip" again.

Step 15:

Open up the “Winzip” program.

Drag and drop a copy of the mystery program into Winzip’s main window.

Step 16:

If the “Winzip” program does not find any files inside the mystery file,

Rename the mystery file by adding a .zip file extension to it.

Then drag and drop it into “Winzip” again.

Step 17:

If the “Winzip” program does not find any files inside the mystery file,

Rename the mystery file by adding a .txt file extension to it.

Then drag and drop it into “Winzip” again.

Step 18:

If the “Winzip” program does not find any files inside the mystery file,

Rename the mystery file by adding a .rtf file extension to it.

Then drag and drop it into “Winzip” again.