

Directory Report home page: <http://www.file-utilities.com>

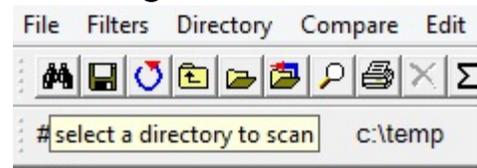
Directory Report Help

Getting started

Scan your disks by clicking on the binoculars button



Hovering over a toolbar button will show a tip on what the button does



Hovering over a toolbar button will also show a description on the bottom of the program



The website has a summary of all features:

<http://www.file-utilities.com>

The website has videos on how to use the program

<http://www.file-utilities.com/videos.htm>

Many functions are executed by selecting one or more files/directories, and then right clicking

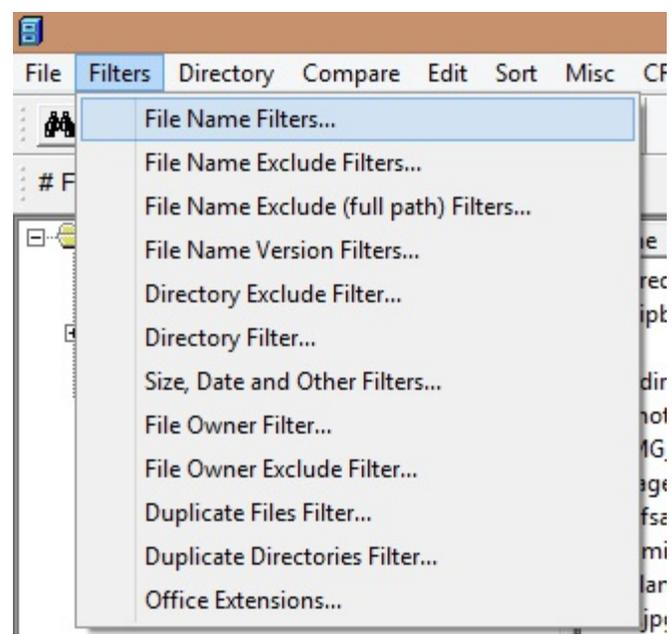
Many functions are executed by selecting from the pulldown menu

Double clicking on a file will open it

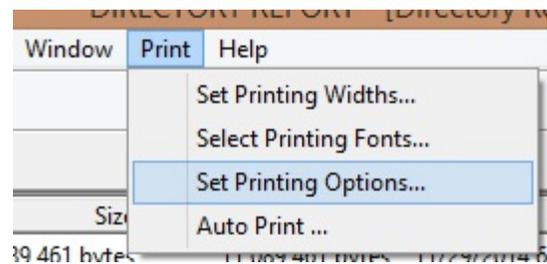
Example: Double clicking on a file picture.jpg will open it in mspaint.exe

By default, Directory Report scans all files.

You can filter the scan by selecting menu:



By default, Directory Report prints a large set of attributes.
You should select which attributes you want/don't-want by selecting menu:



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Directory Report Help

Auto Print

You can direct Directory Report to automatically print any screen to a file after scanning directories is done

To set this option select menu : Print / autoprint

This feature is very useful when starting Directory Report as a batch job (From the command line)

Directory Report is started from the command line as
"Full path to wDirReport.exe" "full path to settings file"

Example:

```
"C:\Program Files\AMB Software\Directory Report\wDirReport.exe" "c:\temp\wdir.txt"
```

Saving program settings

You can save all program options by selecting menu: File / Save Settings

You can load all saved program options by selecting menu: File / Load Settings

Auto Print | Auto Print 2 | Auto Print 3

AutoPrint will automatically print all files after each directory scan.

It is designed to be used in conjunction with running the program at the command line.

Main Screen

Enable Auto Printing

Print to a text file

Print to an Excel file

Print to a HTML file

Print to an XML file

File name

Browse

Sort files by:

Size des

Sort directories by:

size wsubdir des

Append date _YYYY_MM_DD to file name

Print full path

Duplicate files

Enable Auto Printing

Print to a text file

Print to an Excel file

Print to a HTML file

Print to an XML file

File name

Browse

Sort files (within groups) by:

Size des

Append date _YYYY_MM_DD to file name

Duplicate directories

Enable Auto Printing

Print to a text file

Print to an Excel file

Print to a HTML file

Print to an XML file

File name

Browse

Sort directories (within groups) by:

size wsubdir des

Append date _YYYY_MM_DD to file name

For full paths, print the file name in a separate column

Exit program after printing

Cancel OK

Auto Print | Auto Print 2 | Auto Print 3

AutoPrint will automatically print all files after each directory scan.

It is designed to be used in conjunction with running the program at the command line.

Largest Files

- Enable Auto Printing
- Print to a text file
- Print to an Excel file
- Print to a HTML file
- Print to an XML file

File name

Browse

Set the # of largest files to compute

- No Limit

New Limit

Sort files by:

▾

- Append date _YYYY_MM_DD to file name

Largest Directories

- Enable Auto Printing
- Print to a text file
- Print to an Excel file
- Print to a HTML file
- Print to an XML file

File name

Browse

Set the # of largest directories to compute

- No Limit

New Limit

Sort directories by:

▾

- Append date _YYYY_MM_DD to file name

Largest Owner

- Enable Auto Printing
- Print to a text file
- Print to an Excel file
- Print to a HTML file
- Print to an XML file

File name

Browse

- Append date _YYYY_MM_DD to file name

Cancel

OK

Auto Print | Auto Print 2 | Auto Print 3

AutoPrint will automatically print all files after each directory scan.

It is designed to be used in conjunction with running the program at the command line.

Largest Types

Enable Auto Printing

Print to a text file

Print to an Excel file

Print to a HTML file

Print to an XML file

File name

Browse

Append date _YYYY_MM_DD to file name

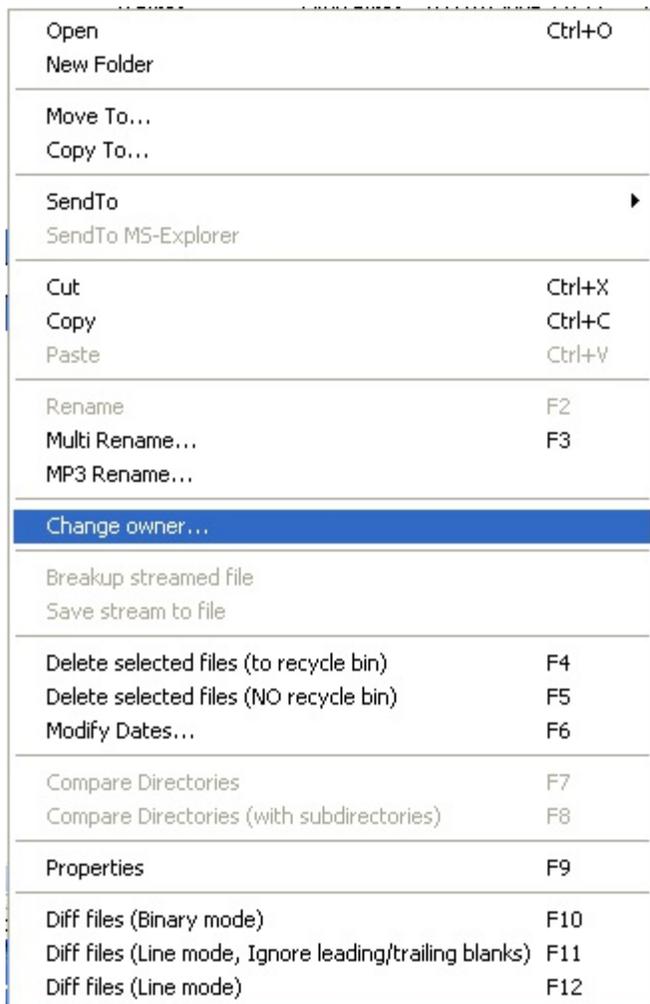
Cancel OK

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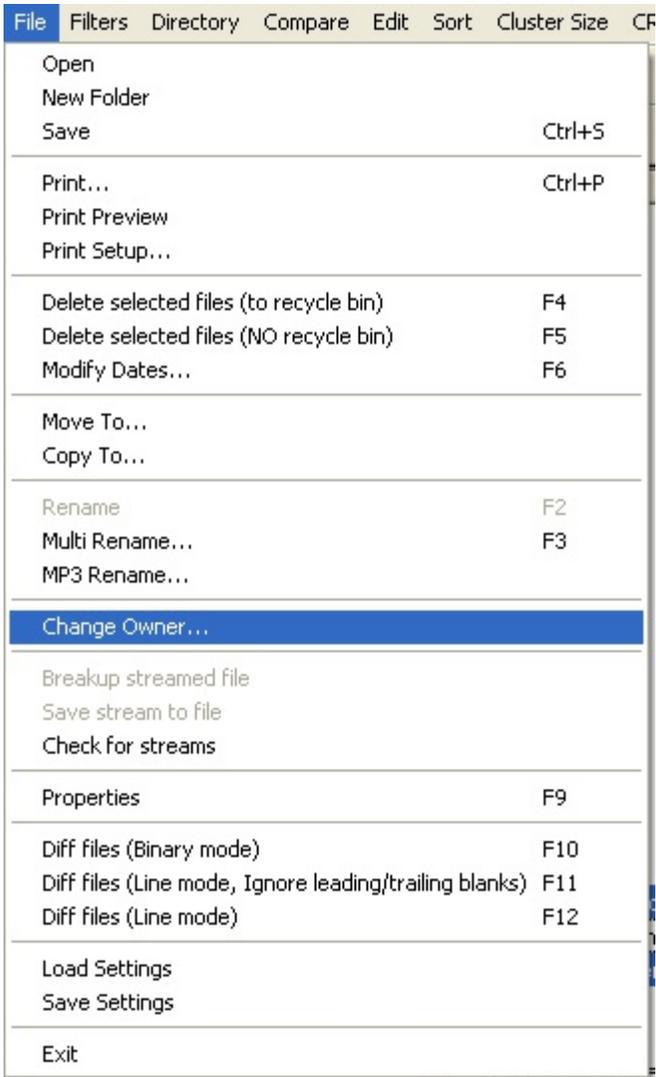
Directory Report Help

Multiple File Change Owner

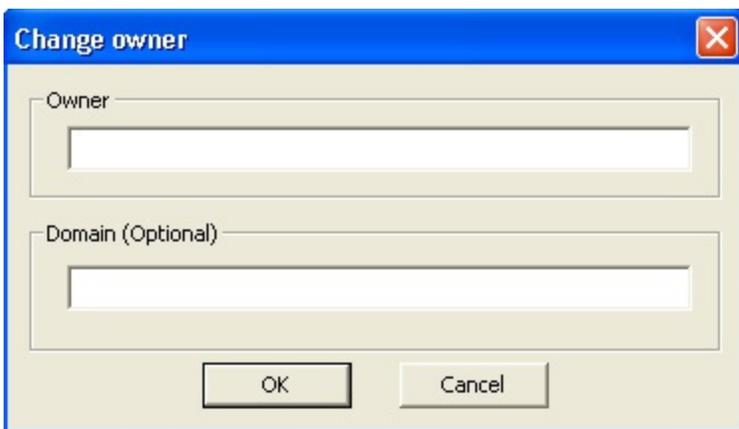
1. Select 1 or many files and directories
2. Right click and select from the popup menu: Change Owner



3. or Select pull down menu item: File / Change Owner



4. Enter the new owner name
The domain name is optional



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Directory Report Help

CRC

Directory Report can calculate a file's Cyclic Redundancy Checksum (CRC).

Each byte of the file is passed through the CRC formula (CRC-32).

The result is a unique 32 bit number.

Any change to the file will result in a different CRC.

If two files have the same CRC then they are identical.

Since the CRC is a 32 bit number there are 4294967296 possible values

Thus the odds that two different files have the same CRC are 1 out of 4294967296

Thus the CRC-32 is $4294967295 / 4294967296 = 0.99999999976716935634613037109375\%$ accurate

You can check if two files on two computers are identical by running Directory Report on both machines and calculating their CRC.

This is very useful if you want to check if files on a customer's computer has been corrupted.

You don't have to run a binary compare on the two files especially if the two computers are not on a common network

You can check if a file has been corrupted by checking its CRC and comparing it to previous values

For files that you don't have permission to open

Their CRC is displayed as: UNKNOWN

The CRC feature is turned on / off by selecting the "Summation" button on the toolbar or by selecting menu: CRC / Compute CRC



There are two CRCs calculated for directories

- CRC

This is a CRC of each file's CRC in the directory.

Files in subdirectories are not processed.

- CRC wSub

This is a CRC of each file's and of each subdirectory in the directory

This includes all files and all subdirectories

If two directories have the same CRC then they are identical.
That is they have the identical number of file / subdirectories
And all files in both directories are identical

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Directory Report Help

Loading a list of CRCs from a file

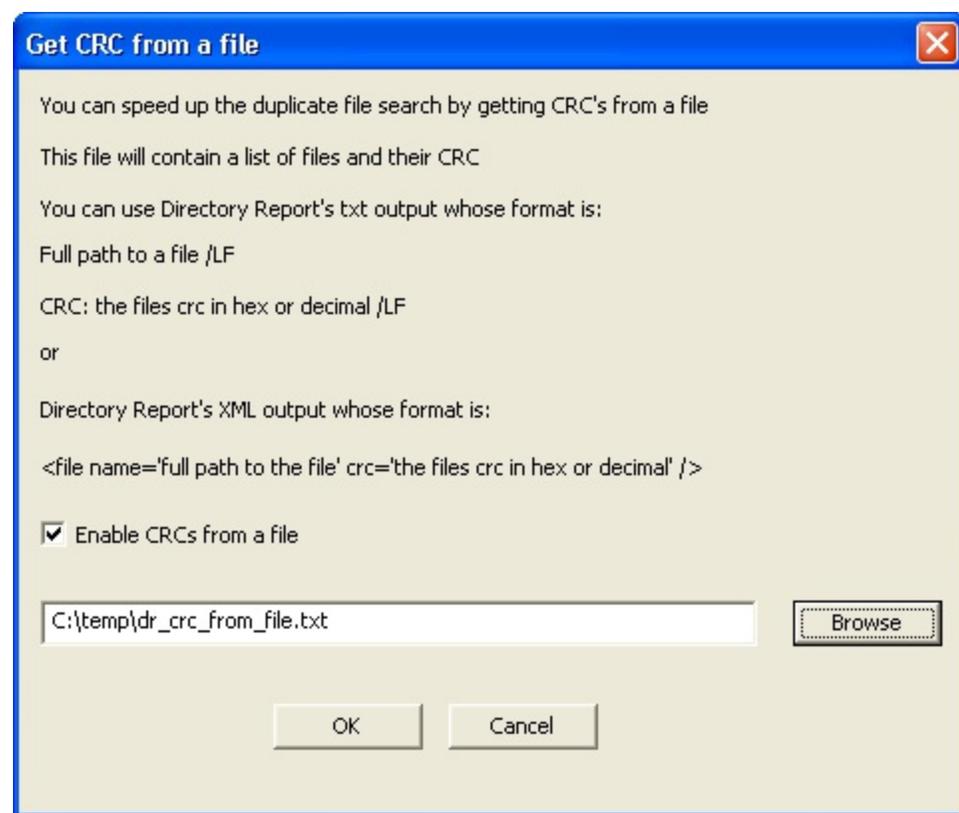
If you have files whose CRC never changes, you can load their CRC from a file

This saves you the time by not computing their CRC

This will speed up finding duplicate files by CRC

This is very useful for files residing on read-only media (CD, DVD)

The file is loaded by selecting menu: CRC / Get CRCs from a file



There are two file formats: text and XML

Just enter a file name whose extension is .txt or .xml

Both formats can be used unchanged from a Directory Report output

Sample Text format:

Other attributes are allowed

You don't have to have just the CRC attribute

You MUST save your output with FULL file names

```
c:\temp\dr_crc.txt
```

```
CRC: 2235611783
```

```
c:\temp\dr_byte.txt
```

```
CRC: 368897331
```

c:\temp\dr_dup.txt
CRC: 489131756

Sample XML format:

Other attributes are allowed

You don't have to have just the CRC attribute

```
<file name='c:\temp\dr_crc.txt'  
  crc='2235611783'
```

```
/>
```

```
<file name='c:\temp\dr_byte.txt'  
  crc='368897331'
```

```
/>
```

```
<file name='c:\temp\dr_dup.txt'  
  crc='489131756'
```

```
/>
```

How to know if a CRC is computed or read from a file

Select a file, right click and select: properties

The following text is shown if the CRC is read from a file

CRC is not computed, it is read from a file

dr_crc_from_file.txt Properties



General

dr_crc_from_file.txt

Type: Text file
Location: c:\temp
Opens with: C:\WINDOWS\system32\notepad.exe
Size: 12,613 bytes
Link count: 1
CRC: 2120488712

CRC is not computed, it is read from a file

Attributes
 Is a stream Compressed
 Contains streams Read Only
 Hidden Encrypted Archive

MS-DOS name: DR_CRC~1.TXT
Created: Thursday, May 01, 2008 01:23:48 PM
Modified: Thursday, May 01, 2008 02:51:52 PM
Accessed: Thursday, May 01, 2008 02:51:52 PM
Owner:

OK

Cancel

Apply

Directory Report home page: <http://www.file-utilities.com>

Directory Report Help

Comparing Directories

1. Scan your directories
2. Select menu: Compare
3. Select menu item: Compare Directories or
Select menu item: Compare Directories (with subdirectories)
4. Select two directories to compare

or

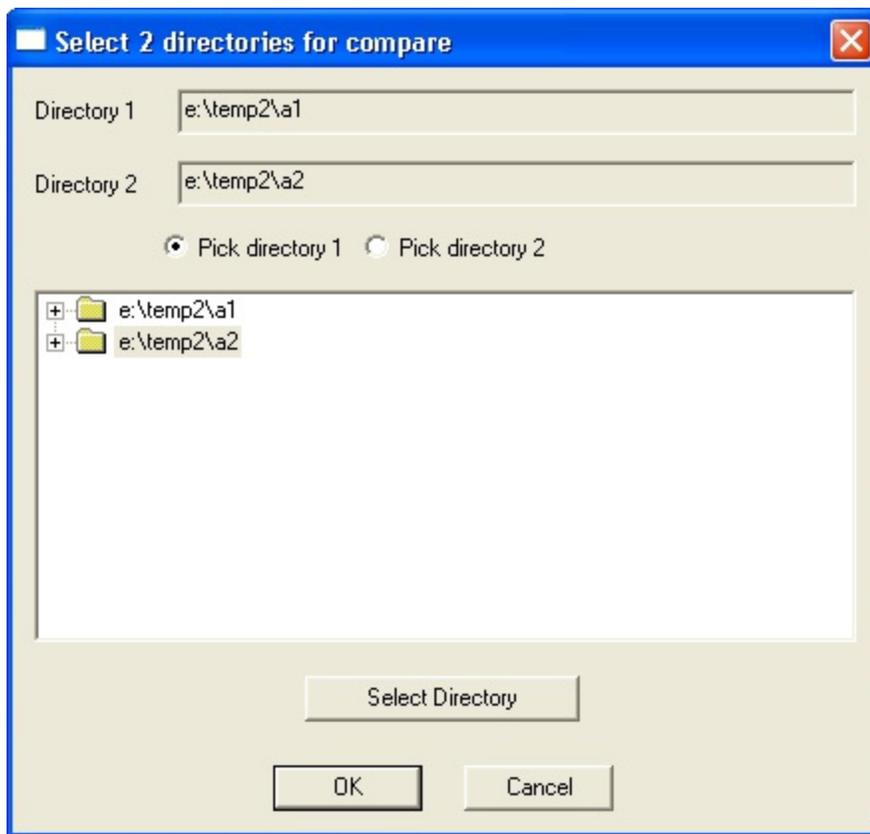
Select two directories in any window

Right click and select from the popup menu:

Select "Compare Directories" or

Select "Compare Directories (with subdirectories)"

5. If you entered two root directories,
then they are preselected

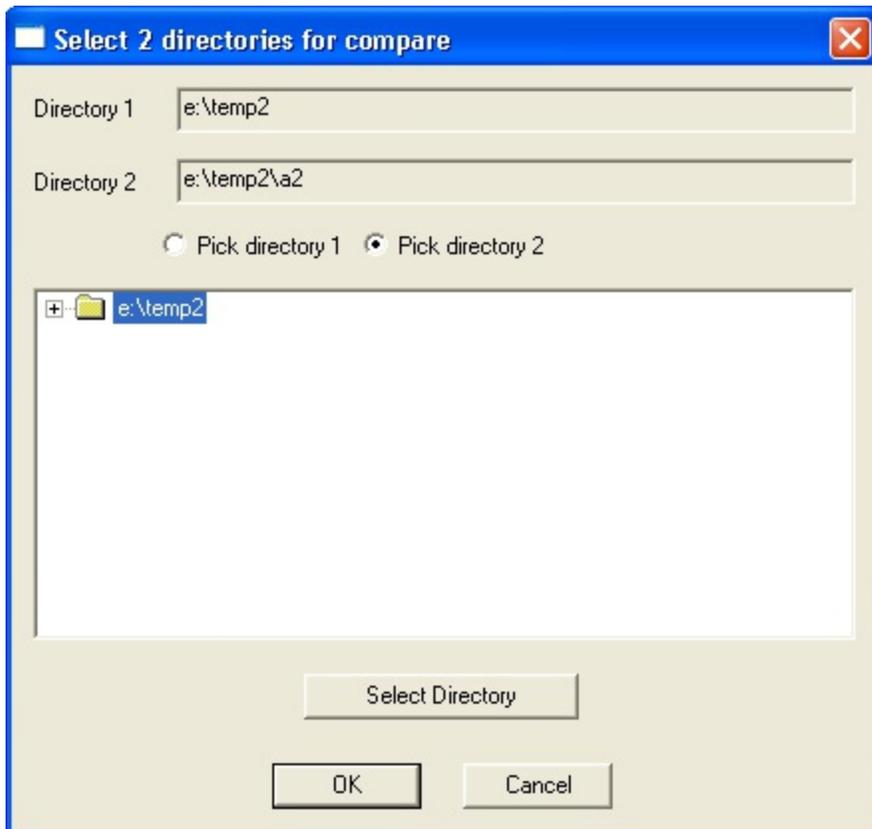


6. If you only selected 1 or more than two root directories,

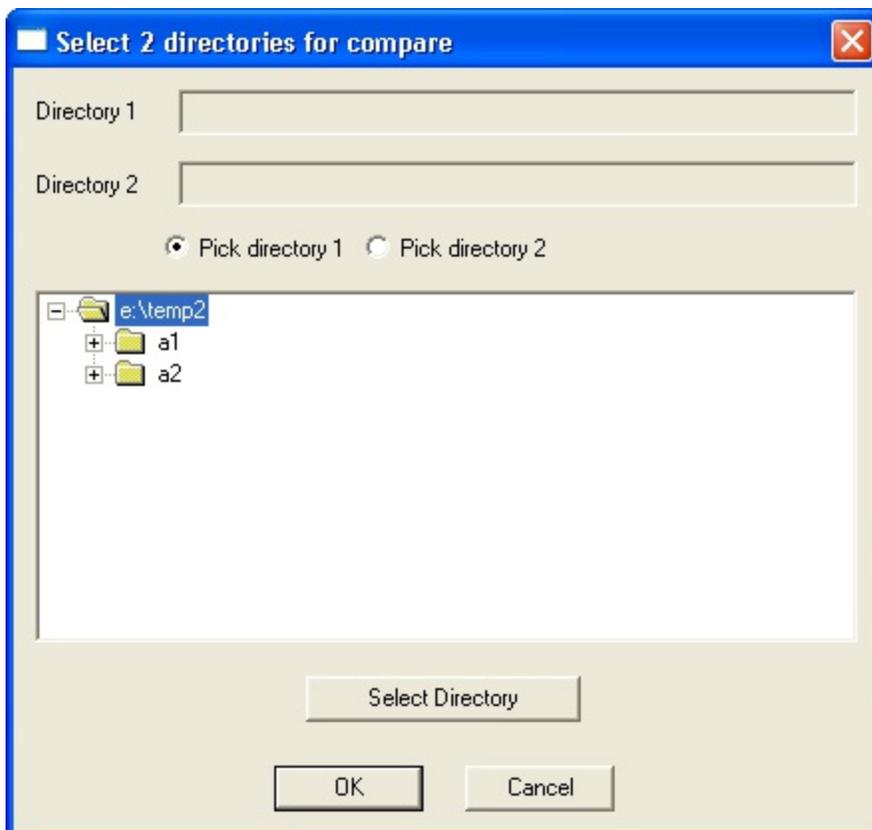
then you have to select which directories to compare

For example: you selected only 1 root directory to scan (c:\temp2)

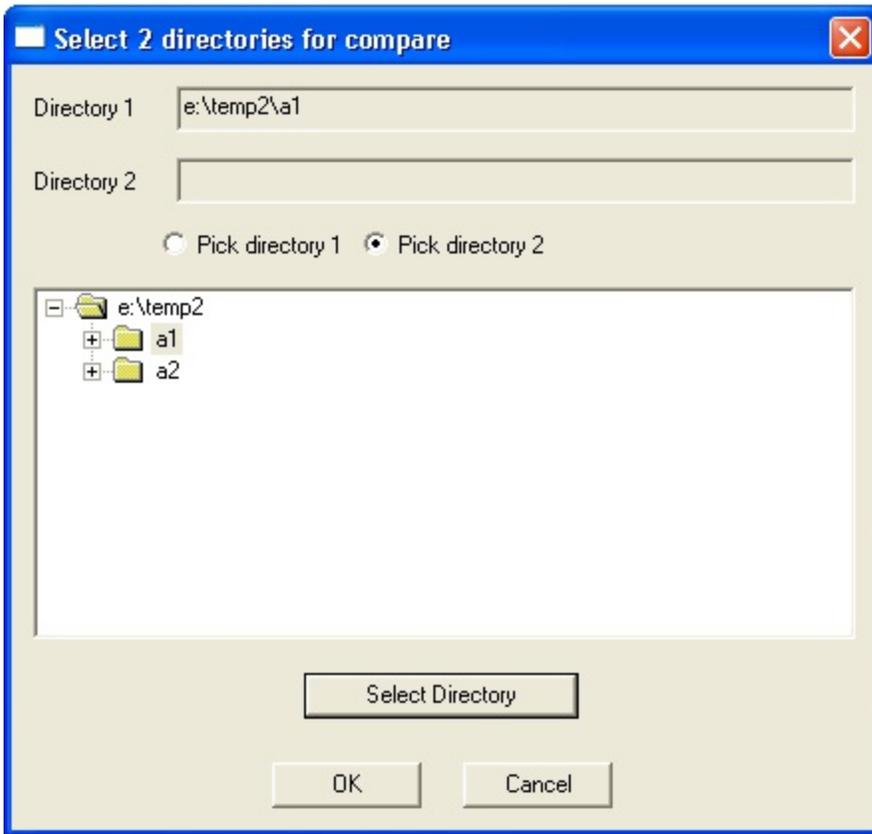
The following dialog is presented



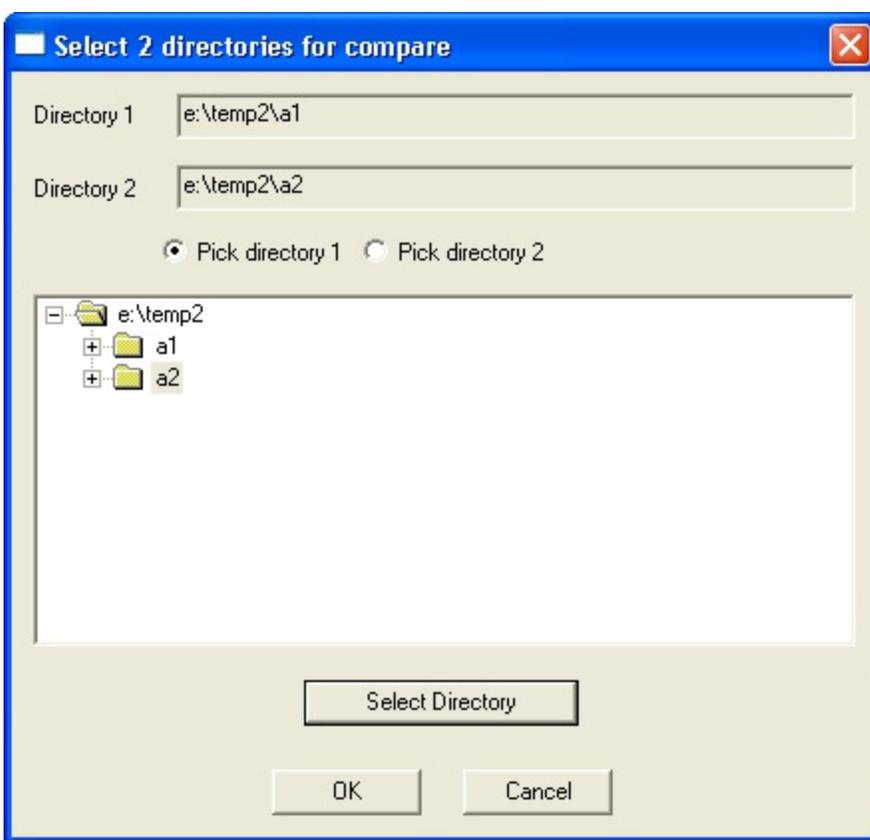
7. Open the [c:\temp2](#) folder



8. Select the folder: a1
9. Click on the button: Select Directory
10. This will enter the folder [c:\temp2\a1](#) in the first Directory editbox and the radio button for "Pick directory 2" will be set



11. Select folder: a2
12. Click on the button: Select Directory
13. This will enter the folder [c:\temp2\a2](#) in the second Directory editbox



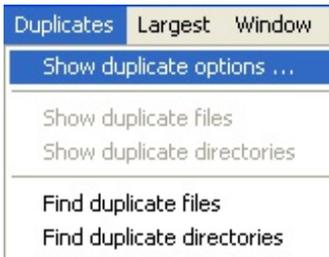
14. Click on the button: OK
This will start the compare of the two directories
15. The default comparison mode is to do an ASCII compare of files with the same name
The line number will be shown at which a difference is found
16. To change the default comparison mode
Before you scan the directories
Select menu: Compare / Set Default Compare Mode
17. You can choose from:
ASCII-Line by Line (Ignore leading and trailing blanks)
ASCII-Line by Line
Binary
18. If the comparison mode is binary then
The byte number will be shown at which a difference is found
else
If the comparison mode is ASCII then
The line number will be shown at which a difference is found
19. To visually see what the difference are
Double click on a line

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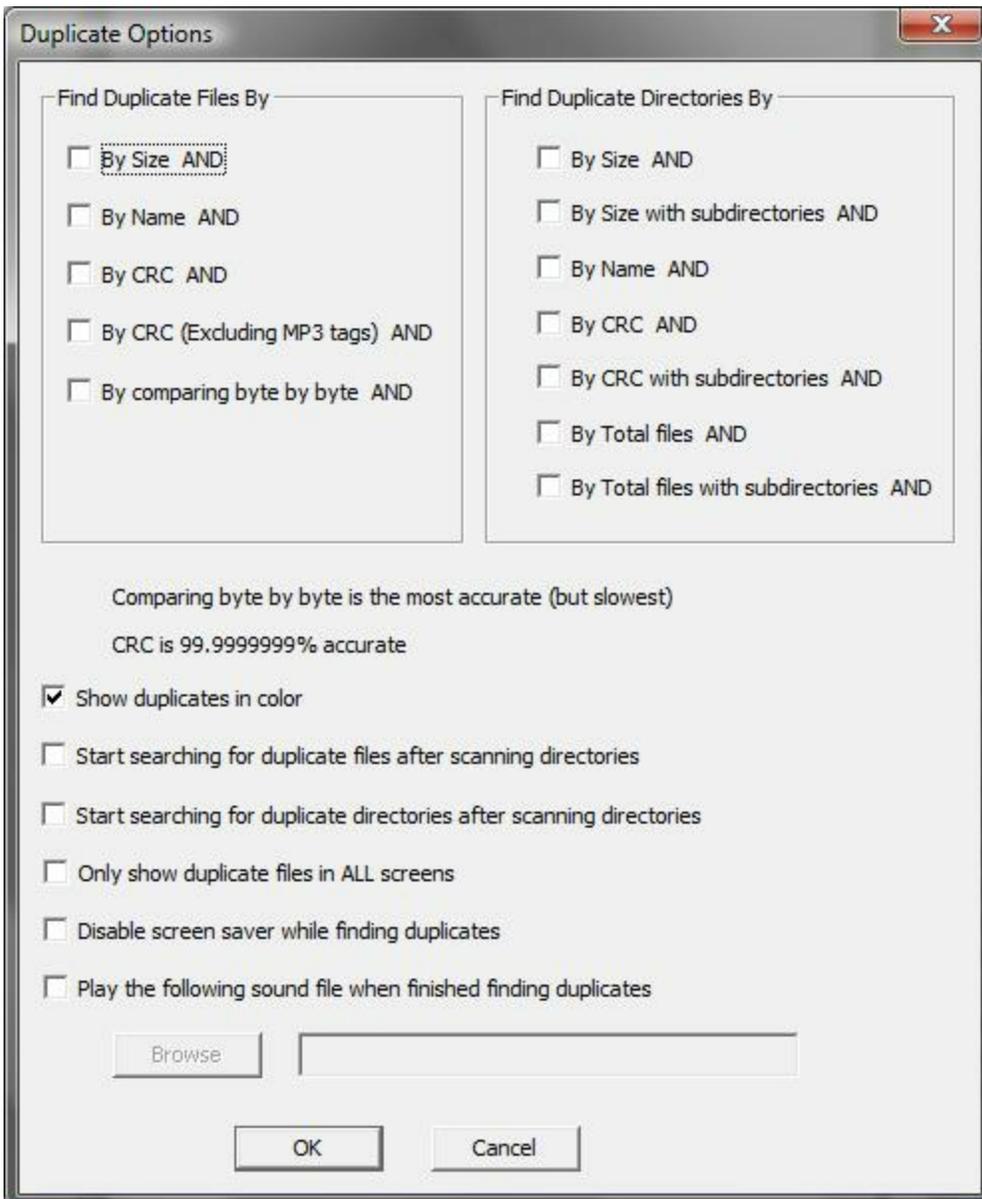
Directory Report Help

Showing duplicate files

1. Scan your directories
2. Select menu: Duplicates / Show duplicate options ...



3. This will display the following dialog



4. Select any combination of methods in the "Find Duplicate Files By" box

The CRC (Excluding MP3 tags) will calculate the file's CRC

It will skip over old MP3 tags (last 128 bytes starting with "TAG")

It will skip over new MP3 tags (first 3 bytes starting with "ID3")

CRC = Cyclic Redundancy Checksum.

This formula passes each byte of the file through the CRC-32 formula and generates a 32 bit checksum.

Any change in any byte of the file will result in a different checksum.

The CRC-32 formula is the same one used by the WinZip program

The CRC method is slow since it requires reading each byte of the file

Directory Report uses multiple passes to quickly eliminate non-duplicates

Directory Report uses multiple threads to calculate CRC as fast as possible

Since the CRC generated is 32 bits, there are 4,294,967,296 possible values.

Thus the odds of two different files having the same CRC is: $1 / 4,294,967,296$

Thus the CRC method is: $(1 - (1 / 4,294,967,296)) * 100 =$

99.999999976716935634613037109375% accurate

Therefore to be absolutely sure that two files are identical,

Directory Report has an option to compare them byte by byte

5. Select menu: Duplicates / Find duplicate files



6. The Duplicate Files screen is shown

The files are grouped by methods chosen in step 3

Each group is sorted by decreasing size order

DIRECTORY REPORT - [Duplicate Files (time = 4 minutes 38 seconds)]

File Edit Sort Print Window View Duplicates Help

Files: 92,947 c:\program files

Directory	File	Group	Size	Created	Accessed	Modified	CRC
c:\program files\Google\Google Earth\plugin	googleearth_free.dll	0	25,844,736 bytes	09/01/2010 ...	09/26/2010 ...	09/01/2010...	1830203186
c:\program files\Google\Google Earth\client	googleearth_free.dll	0	25,844,736 bytes	09/01/2010 ...	09/26/2010 ...	09/01/2010...	1830203186
c:\program files\Reference Assemblies\Microsoft\Framework\...	microsoftlib.xml	1	9,037,494 bytes	01/10/2010 ...	07/06/2010 ...	01/10/2010...	4260699163
c:\program files\Reference Assemblies\Microsoft\Framework\...	microsoftlib.xml	1	9,037,494 bytes	01/10/2010 ...	07/06/2010 ...	01/10/2010...	4260699163
c:\program files\Fighter Ace Anniversary Edition	FA41b.exe	2	8,761,344 bytes	12/02/2008 ...	12/02/2008 ...	10/25/2008...	3270689689
c:\program files\Fighter Ace Anniversary Edition	FA.exe	2	8,761,344 bytes	12/02/2008 ...	12/02/2008 ...	10/25/2008...	3270689689

7. If you close the Duplicate files screen and want to redisplay the duplicate files found earlier

Select menu: Duplicate / Show duplicate files



8. You can turn on/off coloring by selecting menu: Duplicates / Show Duplicates in Color



9. How to easily select multiples files for deletion

You can select multiple duplicate files for deletion by selecting menu Duplicates / Select files in each duplicate group...



Select duplicate files



Select the newest created file

After selecting, you can invert the selection

Select the newest modified file

Menu: Edit / Invert Selection

Select the oldest created file

Select the oldest modified file

Select the largest file

Select the smallest file

Select the files whose directory contain this string

Select files that match this string

Select the files in these directories

Available

Select

c:\temp
c:\temp\t\2

Selected

Un-Select

OK

Cancel

Directory Report home page: <http://www.file-utilities.com>

Directory Report Help

Duplicate Files Filter

You can select a list of files or a list of directories as a duplicate files filter

Then when you scan your root directories - only files which are duplicates will be shown

This saves you scanning for duplicates of an entire disk

Here are the steps:

- Select menu: Filters / Duplicate Files Filter

Select one or many files

or

- Select menu: Filters / Duplicate Directories Filter

Select one or many directories

Each file in these directories will be a filter

- CRC will be used to determine if files are duplicates

Directory Report home page: <http://www.file-utilities.com>

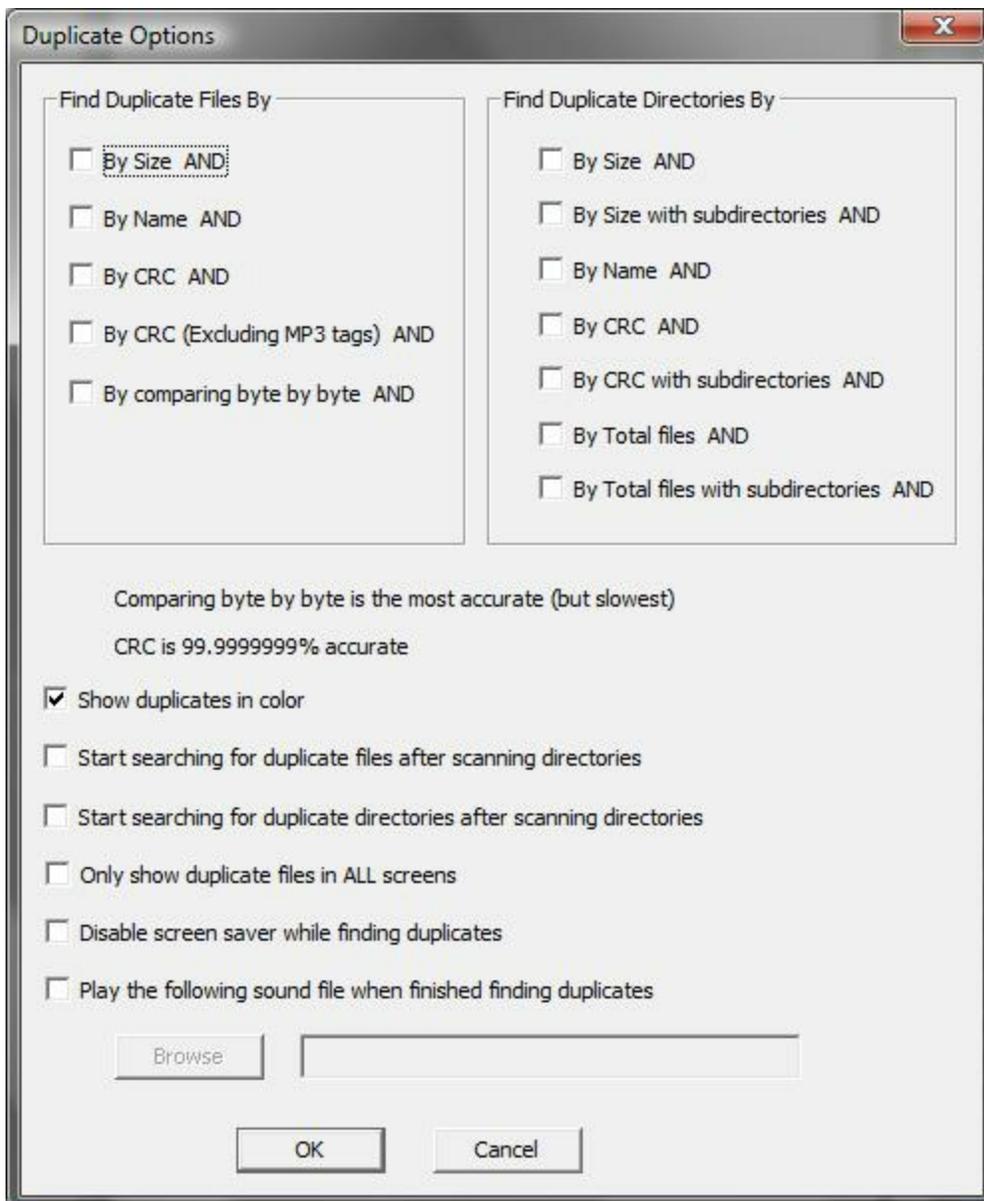
Directory Report Help

Showing duplicate directories

1. Scan your directories
2. Select menu: Duplicates / Show duplicate options...



3. This will display the following dialog



4. Select any combination of methods in the "Find Duplicate Directories By" box

CRC = Cyclic Redundancy Checksum.

This formula passes each byte of the file through the CRC-32 formula and generates a 32 bit checksum.

Any change in any byte of the file will result in a different checksum.

The CRC-32 formula is the same one used by the WinZip program

The CRC method is slow since it requires reading each byte of the file

Directory Report uses multiple passes to quickly eliminate non-duplicates

Directory Report uses multiple threads to calculate CRC as fast as possible

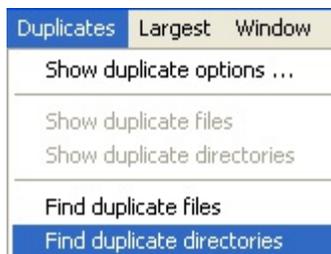
Since the CRC generated is 32 bits, there are 4,294,967,295 possible values.

Thus the odds of two different files having the same CRC is: $1 / 4,294,967,295$

Thus the CRC method is: $(1 - (1 / 4,294,967,295)) * 100 =$

99.999999976716935629192026245685% accurate

5. Select menu: Duplicate / Find duplicate directories



6. The duplicate Directories screen is shown

The directories are grouped by methods chosen in step 3

Each group is sorted by decreasing size order

DIRECTORY REPORT - [Duplicate Directories (time = 27 seconds)]

File Edit Compare Mode Sort Print Window View Duplicates Help

Files: 92,947 c:\program files

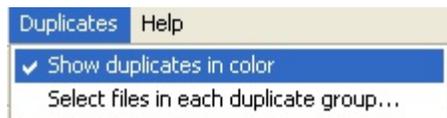
Directory	Group	Size	Size wSub	# Files	# Files wSub	Created	Accessed	Modified	CRC
c:\program files\Maxis\The Sims\UserData6\Houses	0	31,730,959 bytes	31,730,959 bytes	86	86	08/31/2008 0...	08/31/2008 07:...	08/31/2008 ...	2960825539
c:\program files\Maxis\The Sims\UserData3\Houses	0	31,730,959 bytes	31,730,959 bytes	86	86	08/31/2008 0...	08/31/2008 07:...	08/31/2008 ...	2960825539
c:\program files\Maxis\The Sims\UserData5\Houses	0	31,730,959 bytes	31,730,959 bytes	86	86	08/31/2008 0...	08/31/2008 07:...	08/31/2008 ...	2960825539
c:\program files\Maxis\The Sims\UserData8\Houses	0	31,730,959 bytes	31,730,959 bytes	86	86	08/31/2008 0...	08/31/2008 07:...	08/31/2008 ...	2960825539
c:\program files\Maxis\The Sims\UserData7\Houses	0	31,730,959 bytes	31,730,959 bytes	86	86	08/31/2008 0...	08/31/2008 07:...	08/31/2008 ...	2960825539
c:\program files\Maxis\The Sims\UserData4\Houses	0	31,730,959 bytes	31,730,959 bytes	86	86	08/31/2008 0...	08/31/2008 07:...	08/31/2008 ...	2960825539
c:\program files\Maxis\The Sims\TemplateUserData\H...	0	31,730,959 bytes	31,730,959 bytes	86	86	08/31/2008 0...	08/31/2008 07:...	08/31/2008 ...	2960825539
c:\program files\Maxis\The Sims\UserData5\BackupHo...	1	27,870,009 bytes	27,870,009 bytes	75	75	08/31/2008 0...	08/31/2008 07:...	08/31/2008 ...	2680539183
c:\program files\Maxis\The Sims\UserData7\BackupHo...	1	27,870,009 bytes	27,870,009 bytes	75	75	08/31/2008 0...	08/31/2008 07:...	08/31/2008 ...	2680539183
c:\program files\Maxis\The Sims\UserData4\BackupHo...	1	27,870,009 bytes	27,870,009 bytes	75	75	08/31/2008 0...	08/31/2008 07:...	08/31/2008 ...	2680539183
c:\program files\Maxis\The Sims\UserData8\BackupHo...	1	27,870,009 bytes	27,870,009 bytes	75	75	08/31/2008 0...	08/31/2008 07:...	08/31/2008 ...	2680539183
c:\program files\Maxis\The Sims\UserData3\BackupHo...	1	27,870,009 bytes	27,870,009 bytes	75	75	08/31/2008 0...	08/31/2008 07:...	08/31/2008 ...	2680539183
c:\program files\Maxis\The Sims\UserData6\BackupHo...	1	27,870,009 bytes	27,870,009 bytes	75	75	08/31/2008 0...	08/31/2008 07:...	08/31/2008 ...	2680539183
c:\program files\Microsoft SQL Server\100\Setup Boots...	2	4,587,520 bytes	4,702,208 bytes	17	18	11/30/2010 0...	11/30/2010 09:...	11/30/2010 ...	2129943243
c:\program files\Microsoft SQL Server\100\Setup Boots...	2	4,587,520 bytes	4,702,208 bytes	17	18	07/06/2010 0...	07/06/2010 08:...	07/06/2010 ...	2129943243

7. If you close the Duplicate Directories screen and want to redisplay the duplicate directories found earlier

Select menu: Duplicate / Show duplicate directories

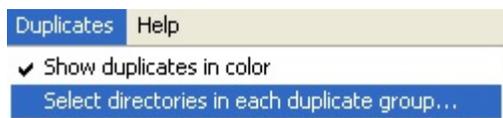


8. You can turn on/off coloring by selecting menu: Duplicates / Show Duplicates in Color



9. How to easily select multiple directories for deletion

You can select multiple directories for deletion by selecting menu Duplicates / Select directories in each duplicate group...



Select duplicate directories



Select the newest created directory

After selecting, you can invert the selection

Select the newest modified directory

Menu: Edit Invert Selection

Select the oldest created directory

Select the oldest modified directory

Select the largest directory

Select the largest directory (size with subdirectories)

Select the smallest directory

Select the smallest directory (size with subdirectories)

Select the directory with the least files

Select the directory with the least files (with subdir)

Select the directory with the most files

Select the directory with the most files (with subdir)

Select the directories whose path contains this string

Select the directories from this list

Available

Select

- c:\program files
- c:\program files\Activision Value\Civil War - Secret Missions
- c:\program files\Adobe
- c:\program files\Adobe\Adobe Help Viewer\1.0
- c:\program files\Adobe\Reader 8.0
- c:\program files\Adobe\Reader 8.0\Reader

Selected

Un-Select

OK

Cancel

Directory Report home page: <http://www.file-utilities.com>

Directory Report Help

Frequently asked questions

Commands

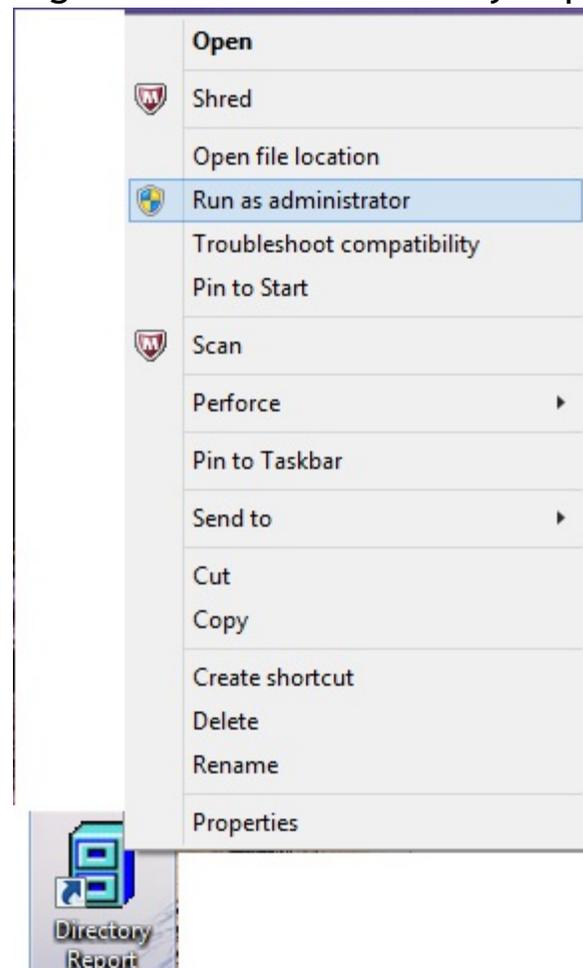
Many commands are found by right clicking the mouse

How to run Directory report as an administrator

Running as an administrator will enable you to find hidden files.

Many backup programs create huge files which can only be found when running as an administrator

Right click on the Directory Report desktop shortcut, and select: Run as administrator



Starting Directory Report from the command line

To start the program from the command line and use a settings file enter the full path to the program exe in double quotes and enter the full path to the settings file in double quotes:

Example

"C:\Program Files (x86)\AMB Software\Directory Report\wDirReport.exe"

"c:\temp\settings.txt"

Saving program settings

You can save all program options by selecting menu: File / Save Settings

You can load all saved program options by selecting menu: File / Load Settings

What happens to purchased software when I re-install my computer?

Reinstall Directory Report

If the install asks for a serial number, then email me and I will send you one

webmaster@file-utilities.com

Can I transfer the license from one machine to another?

Uninstall Directory Report

Install Directory Report on another machine

Email me for a new serial number

webmaster@file-utilities.com

Directory Report home page: <http://www.file-utilities.com>

Directory Report Help

Filters

By default, Directory Report scans all files.

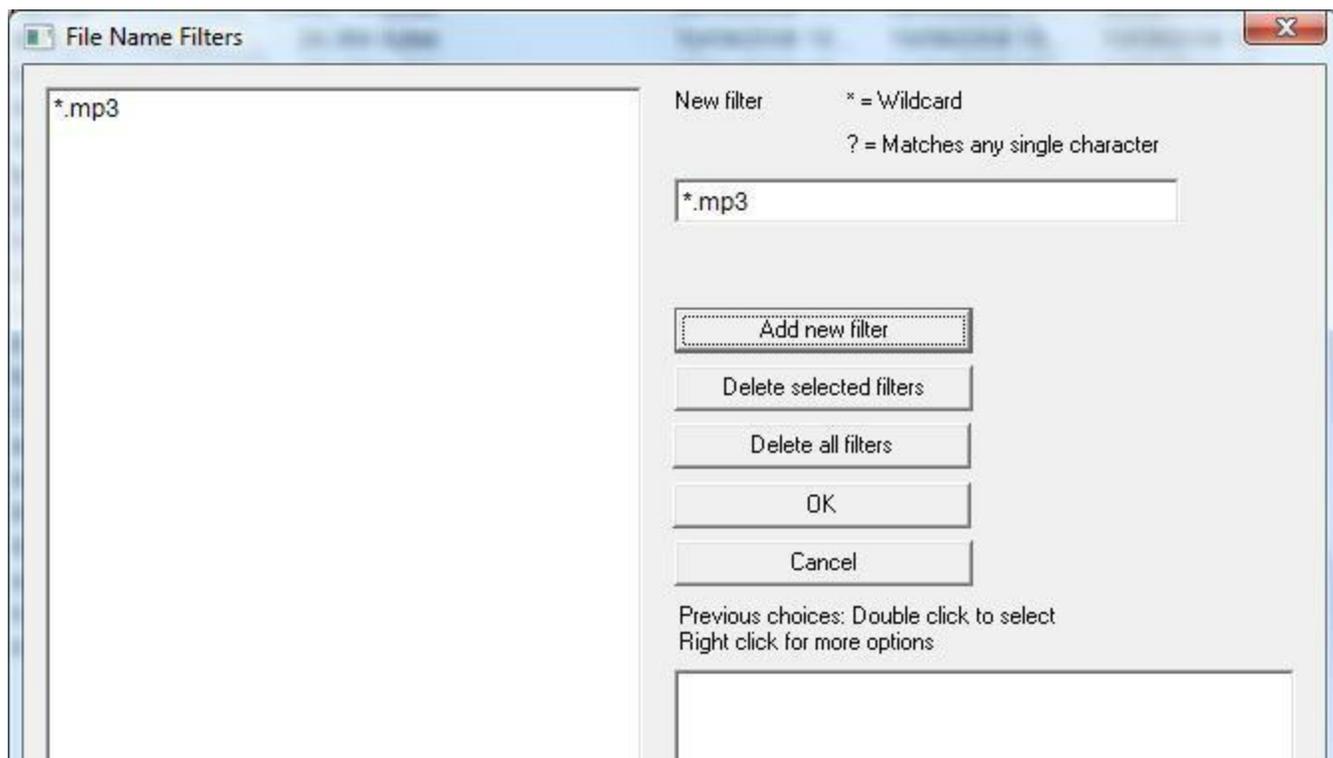
You can narrow down the files scanned by filtering in or filtering out files

Select menu: Filters

Example:

Only scan files that have an mp3 extension

Select menu: Filters / File Name Filters



Directory Report will then only show directories with mp3 files

But you must remember that you have applied a filter,

and that the directory may have many other files of other types

So before deleting directories, please remember if you have applied a filter.

When in doubt, you can send the directory to the MS Explorer (Right click / Sendto MS-Explorer)

The MS Explorer will show all files

Directory Report home page: <http://www.file-utilities.com>

Directory Report Help

Icons

Directory Report does not show the icon associated with a file's extension since this would slow down the program when displaying a large list of files

The following icons are shown



This is the icon for a system file



This is the icon for a compressed file



This is the icon for a system directory



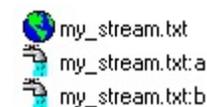
This is the icon for a compressed directory



This is the icon for an encrypted directory



This is the icon for a protected directory
This directory exists, but its contents cannot be retrieved



The globe is the icon for a file that contains streams
The water faucet is the icon for a stream

The NTFS file system has a feature called streams
All files have a an unnamed stream
This unnamed stream's attributes are what you see with the MS Explorer
The MS Explorer is incapable of displaying any of the file's streams

Thus a file can have a 100 megabyte stream and you would not know it

Checking for streams is off by default since this slows down the scanning of directories
To enable the checking of streams select menu: File / Check for Streams

To filter for files containing streams select menu:

Filters / Size, Date and other Filters

Set the checkbox: File has NTFS streams

To create a stream:

Create a file my_stream.txt (2 bytes in size)

Enter: dir > my_stream.txt:a

Enter: dir > my_stream.txt:b

Directory Report home page: <http://www.file-utilities.com>

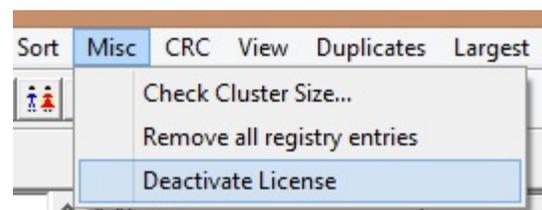
Directory Report Help

Installation help

For installation help or if you forgot your Product Key, then email me at: webmaster@file-utilities.com

Moving the license to another machine

Select menu:



Uninstalling and Re-installing on the same machine

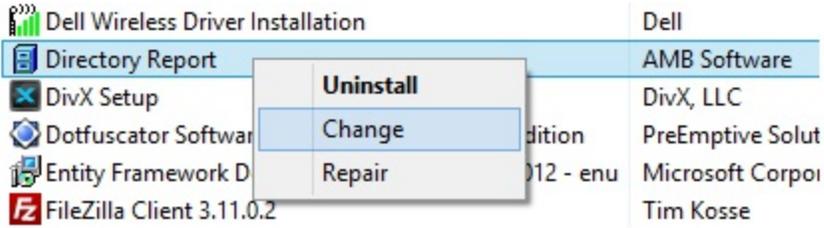
Your license will stay activated

Re-Installing the program

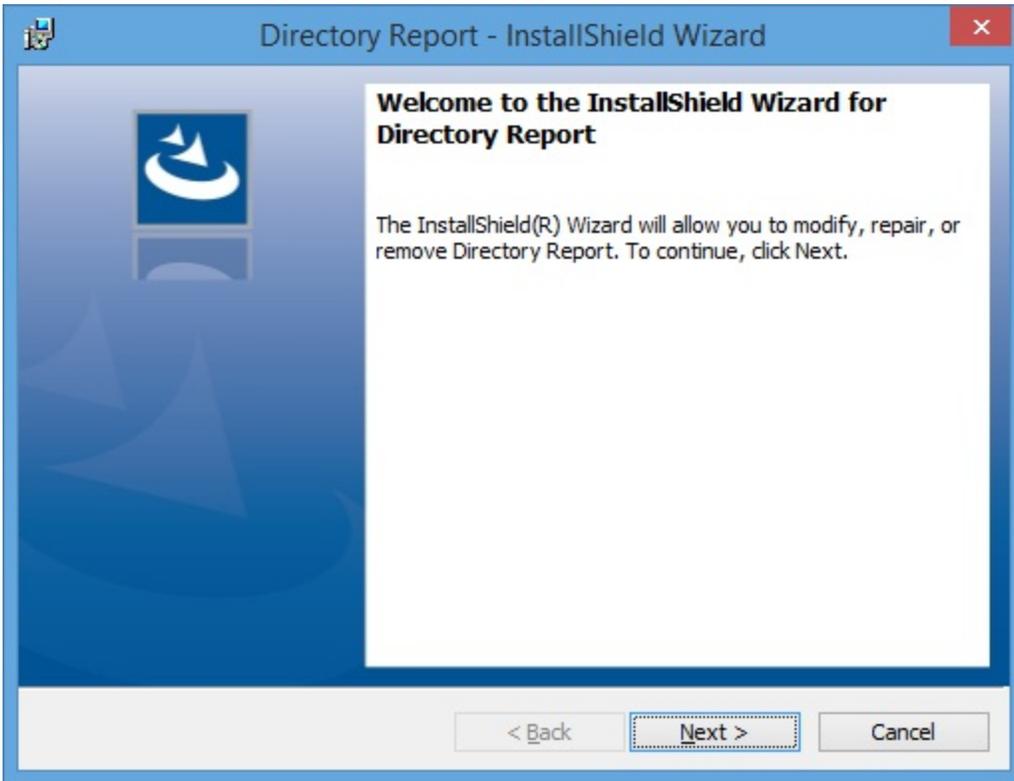
To repair the Directory Report installation: DO NOT RERUN THE SETUP.EXE

1. Start Control Panel

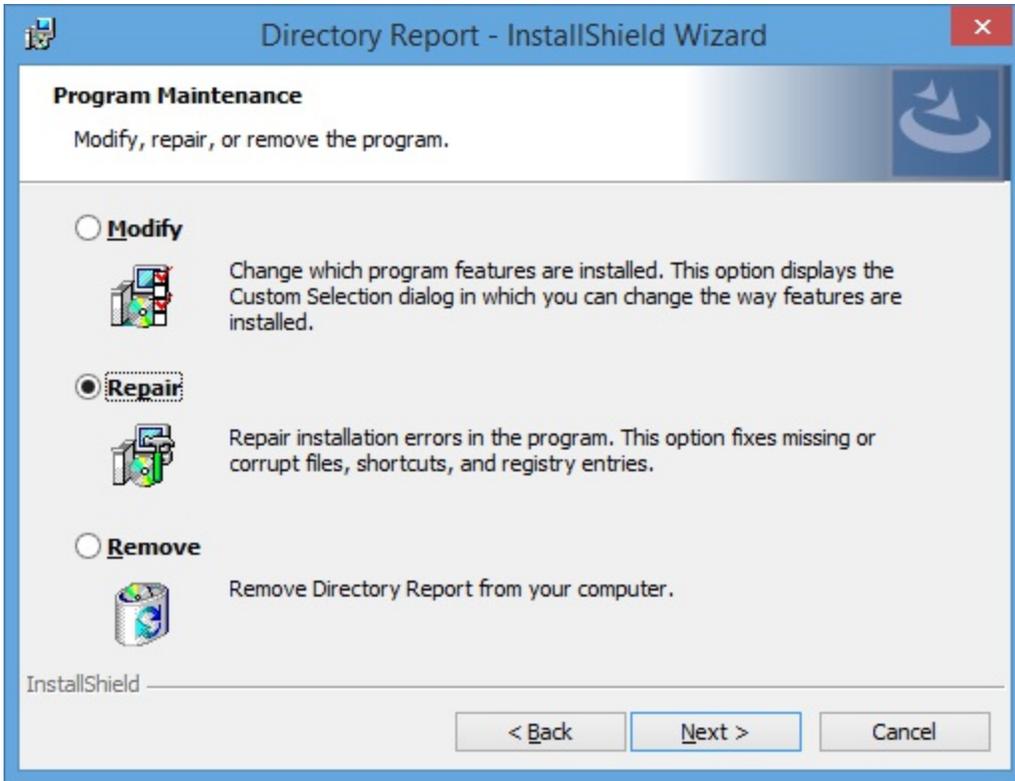
2. Select: Programs and Features
3. Select: Directory Report
4. Right click and select: Change



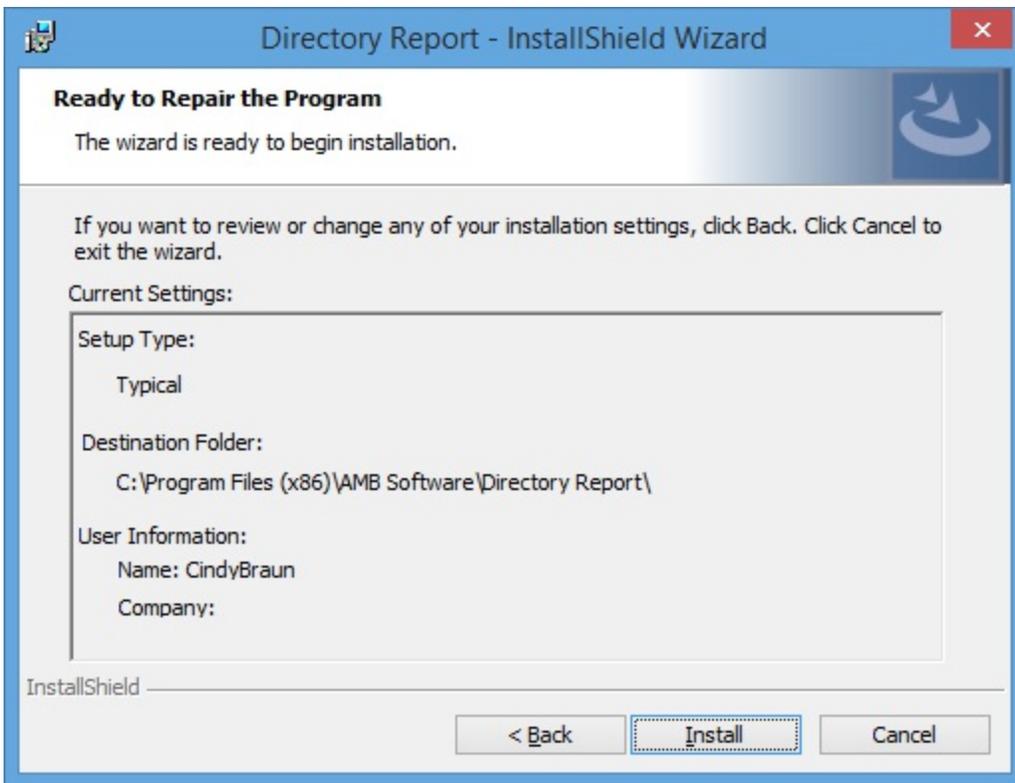
5. The first screen shows the InstallShield Wizard



6. Select button: Next
7. Select radio button: Repair



8. Select button: Next



9. Select button: Install



InstallShield Wizard Completed

The InstallShield Wizard has successfully installed Directory Report. Click Finish to exit the wizard.

Show the Windows Installer log

< Back

Finish

Cancel

Directory Report home page: <http://www.file-utilities.com>

Directory Report Help

Showing the largest files

1. Scan your directories
2. Select menu: Largest / Display Largest Files



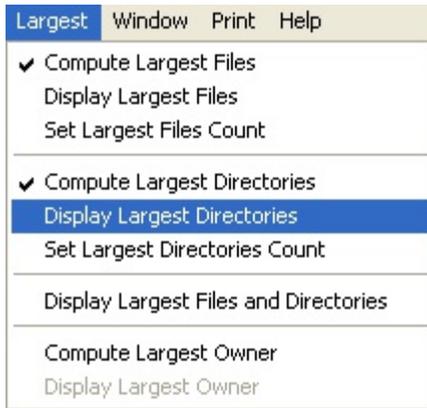
The menu item "Set Largest Files Count" will allow you to compute only the N largest files. The default is to compute all of the largest files scanned.

Directory Report home page: <http://www.file-utilities.com>

Directory Report Help

Showing the largest directories

1. Scan your directories
2. Select menu: Largest / Display Largest Directories



The menu item "Set Largest Directories Count" will allow you to compute only the N largest directories. The default is to compute all of the largest files scanned.

Directory Report home page: <http://www.file-utilities.com>

Directory Report Help

Largest Owner

To determine which user has the most files and the most bytes used:

1. Select menu: Largest / Compute Largest Owner

This will get the owner of each file scanned

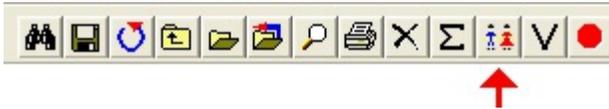
Getting the owner is off by default since getting the owner takes extra time



2. Scan your directories
3. Select menu: Largest
4. Select menu item: Display Largest Owner

To display all files sorted by file owner

1. Select menu: Largest / Compute Largest Owner
2. Scan your directories
3. Click on the toolbar's "Show Owner" button
This button is off by default
This looks like a boy and girl



4. Select menu: Largest
5. Select menu item: Display Largest Files
6. Click on the List-Control's "Owner" column header
This will sort the list by file owner

Directory Report home page: <http://www.file-utilities.com>

Directory Report Help

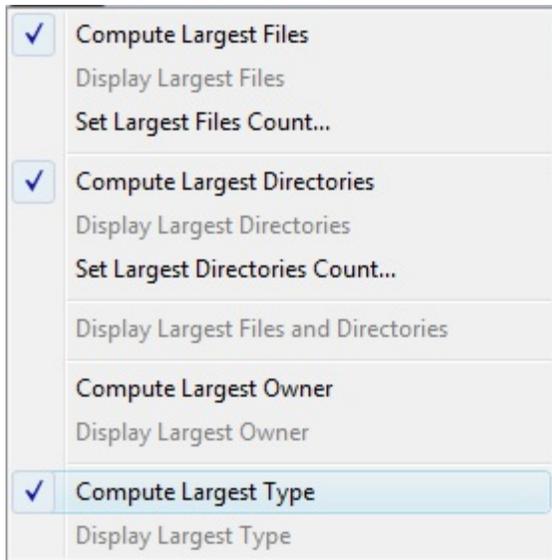
Largest Type

To determine which user has the most files and the most bytes used:

1. Select menu: Largest / Compute Largest Type

This will sum up bytes used per file extension (type)

This is off by default since summing by type takes extra time



2. Scan your directories

3. Select menu: Largest / Display Largest Type

To display all files sorted by file type

1. On any screen, select menu:
Sort / Sort by Extension Ascending
or
Sort / Sort by Extension Descending

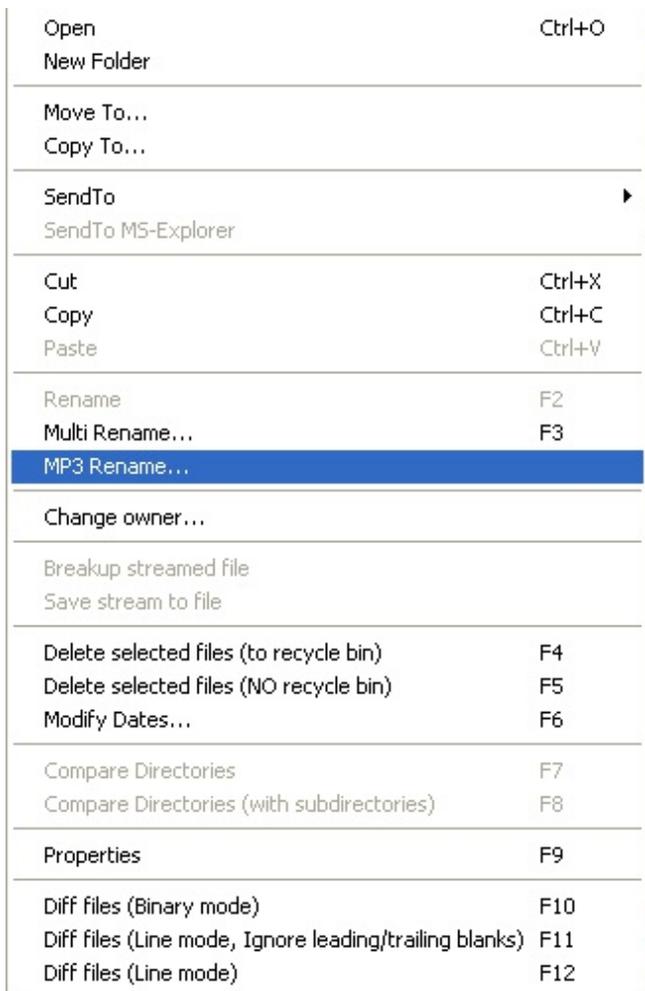
Directory Report home page: <http://www.file-utilities.com>

Directory Report Help

MP3 Rename

This feature will rename a file based on its MP3 ID3 tags
It can process the old and new MP3 tags

1. Select 1 or more MP3 files
2. Right click and select popup menu: MP3 Rename



3. This will display the MP3 Rename Dialog

MP3 Tag Rename



Preview

OK

This is for the front part of the file. Do not enter .mp3 in the string

Rename won't be done unless the file has all attributes in replace string

Example: <Album>_<Artist>_<Title>_some_text_<Genre>

Double click list to put at end of replace string

- <Album>
- <Artist>
- <Bitrate>
- <Comment>
- <Frames>
- <Frequency>
- <Genre>
- <Length>
- <Mode>
- <Title>
- <Track>
- <Version>
- <Year>

Directory Report home page: <http://www.file-utilities.com>

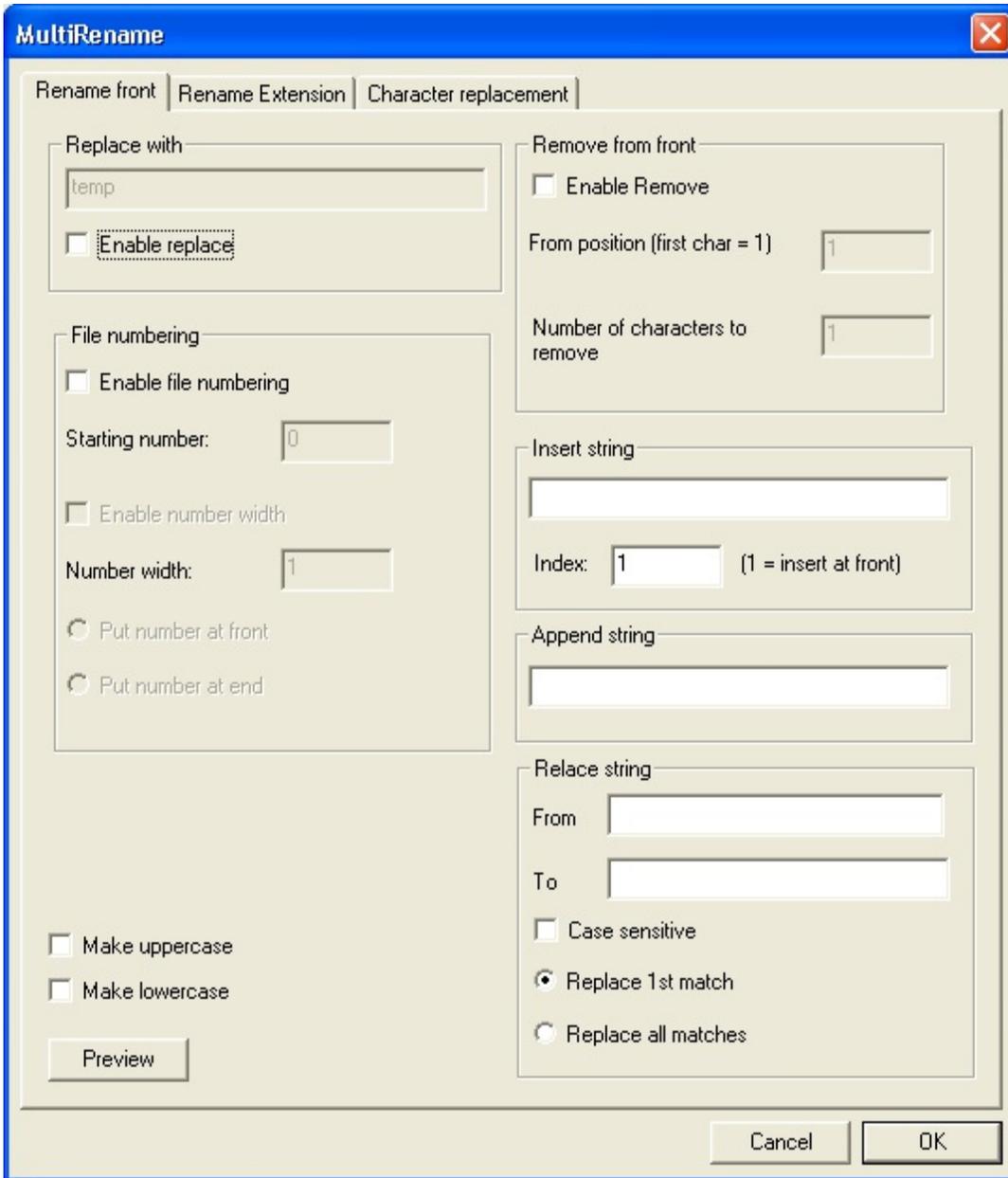
Directory Report Help

Multiple File Rename

1. Select 2 or more files or 2 or more directories
2. Right click and select popup menu: Multi Rename

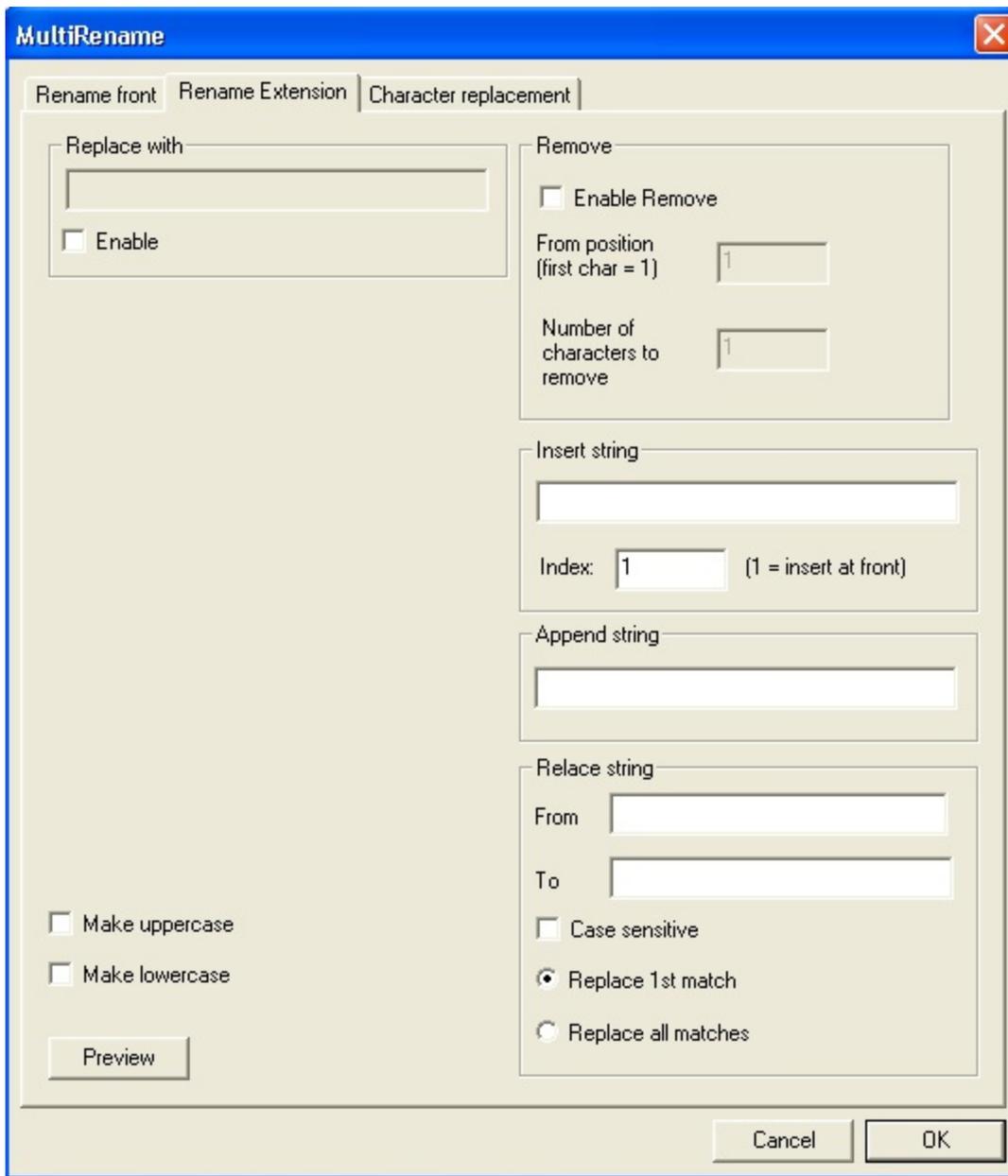
Open	Ctrl+O
New Folder	
Move To...	
Copy To...	
SendTo	▶
SendTo MS-Explorer	
Cut	Ctrl+X
Copy	Ctrl+C
Paste	Ctrl+V
Rename	F2
Multi Rename...	F3
MP3 Rename...	
Change owner...	
Breakup streamed file	
Save stream to file	
Delete selected files (to recycle bin)	F4
Delete selected files (NO recycle bin)	F5
Modify Dates...	F6
Compare Directories	F7
Compare Directories (with subdirectories)	F8
Properties	F9
Diff files (Binary mode)	F10
Diff files (Line mode, Ignore leading/trailing blanks)	F11
Diff files (Line mode)	F12

3. This will display the Multi Rename Dialog



4. It highly recommended that you preview the file renaming before it is done
5. The "Replace with" edit-box is preset to the file's directory name
Example, setting the Replace with text to xxx will rename files as: xxx01.txt, xxx02.txt, xxx03.txt
6. "File numbering" will rename files as: xxx00.txt, xxx01.txt, xxx02.txt
7. The "Starting number" can be changed
Example, setting the Starting Number to 10 will rename files as: xxx10.txt, xxx11.txt, xxx12.txt
8. To keep all file names the same length you should set the "Number width"
Example, setting the Number Width to 2 will rename files as: xxx08.txt, xxx09.txt, xxx10.txt
9. The "Insert string" will insert text at the start of the file name
You can set the Insert string index to insert text at any position

10. The "Append string" will add text to the end of the file name
The file name is the text before the ".extension"



11. The file extension is the text from the trailing "." to the last character

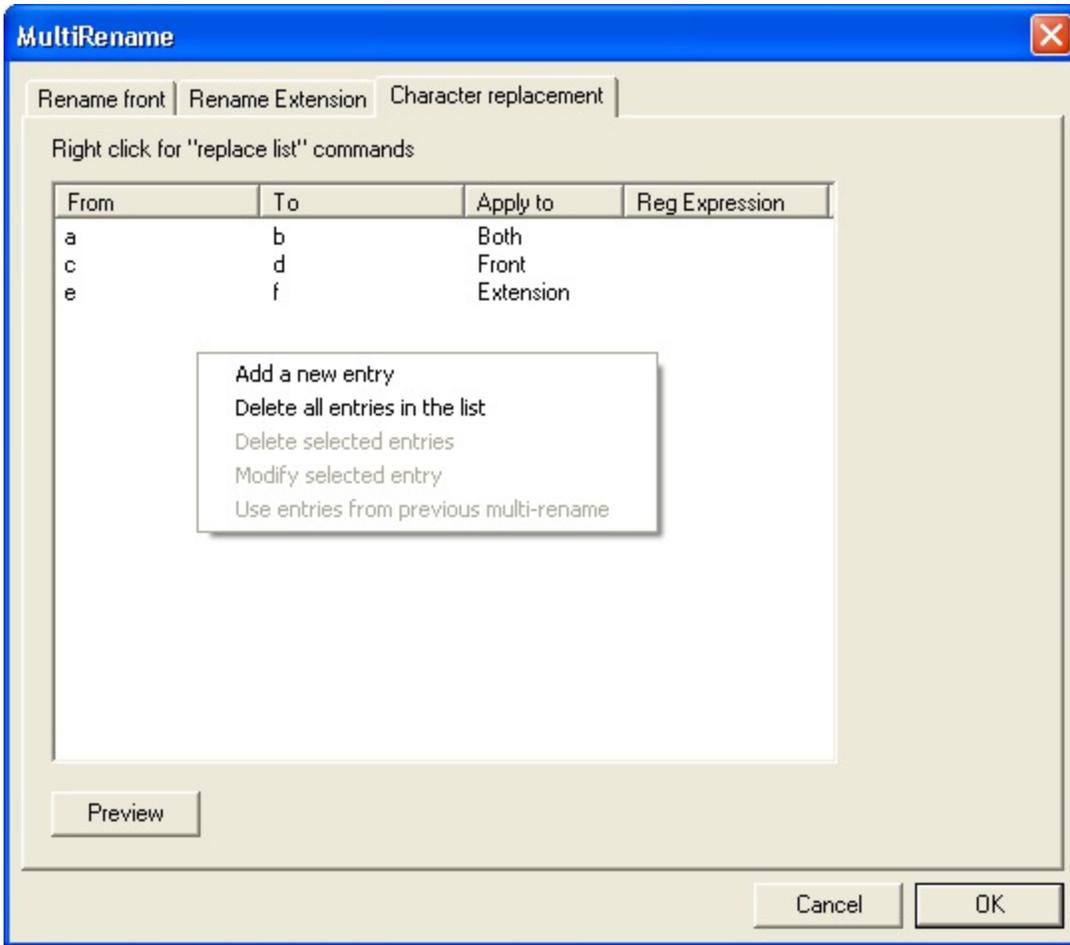
12. The "Replace with" will rename files

from

x1.jpeg, x2.jpeg, x3.jpeg

to

x1.jpg, x2.jpg, x3.jpg



13. The character replacement tab allows you to replace individual characters
You can do simple replacement or use powerful regular expression
14. To add a new entry, right click and select popup menu: Add a new entry
15. For help on regular expressions go to the help page for: Multi Rename Regular Expression

Directory Report home page: <http://www.file-utilities.com>

Directory Report Help

Regular Expression

Characters	Definition
.	This matches any single character Example: b.d matches bad, bed, bbd
*	Zero or more of the preceding character or expression Example: ba*c matches bc, bac, baac
+	One or more of the preceding character or expression Example: ba+c matches bac, baac, but not bc
^	Start of line
\$	End of line
[]	Single character group Example: b[ae]d matches bad, bed, but not baed Example: b[ae]+d matches bad, bed, baad, beed and baed
[^]	Exclude single character group Example: b[^ae]d matches bit, bud, but not bad
[a-z]	Single character range a through z Example: b[a-c]d matches bad, bbd, bcd
{}	Multiple character group Example: b{ae}d matches baed, but not bad Example: b{ae}+d matches baed, baeaed
\t	tab
\f	formfeed
\	Any character following a slash is actually that character Example: \. is a . not "Any single character" Example: \^ is a ^ not "Start of line" Example: \\$ is a \$ not "End of line"

Directory Report home page: <http://www.file-utilities.com>

Directory Report Help

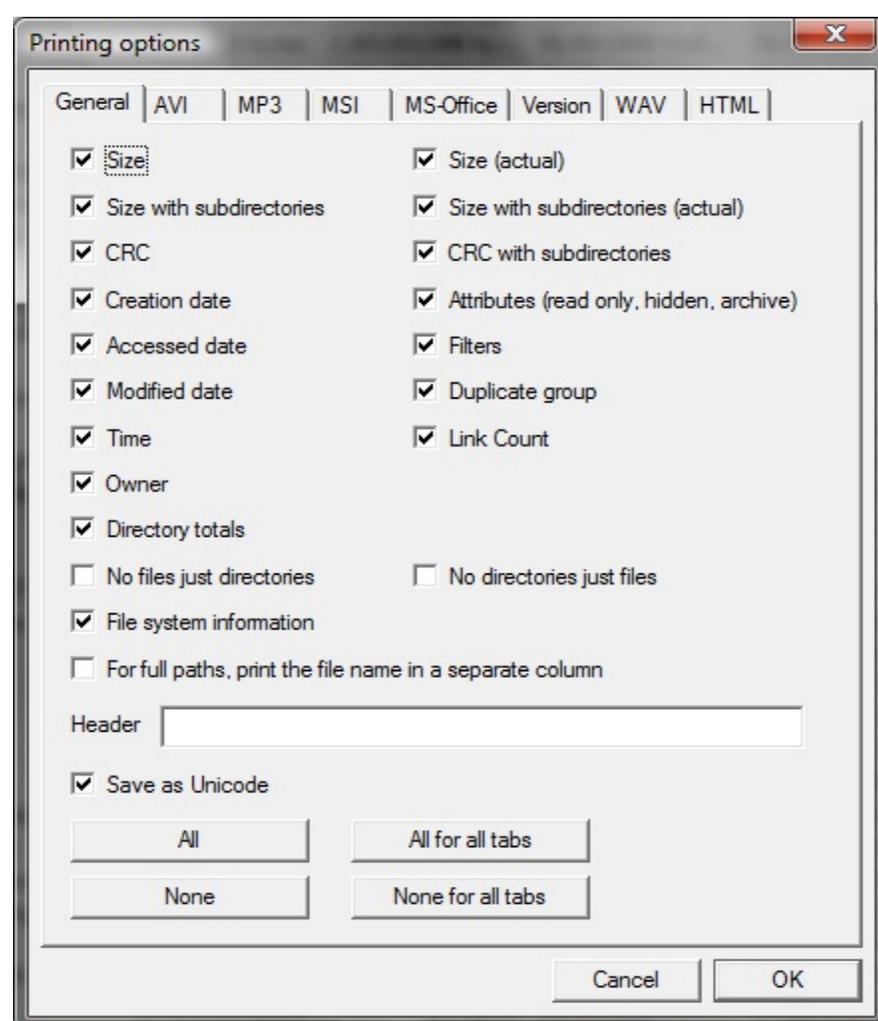
Printing

All screens can be printed or saved to a:

- Printer
- Text file
- Clipboard
- Excel file (.csv)
- Excel program
- HTML file
- XML file

Choosing which attributes to print / not to print

You can choose which properties to print / not-to-print by selecting menu: Print / Set Printing Flags.
By default all attributes are printed



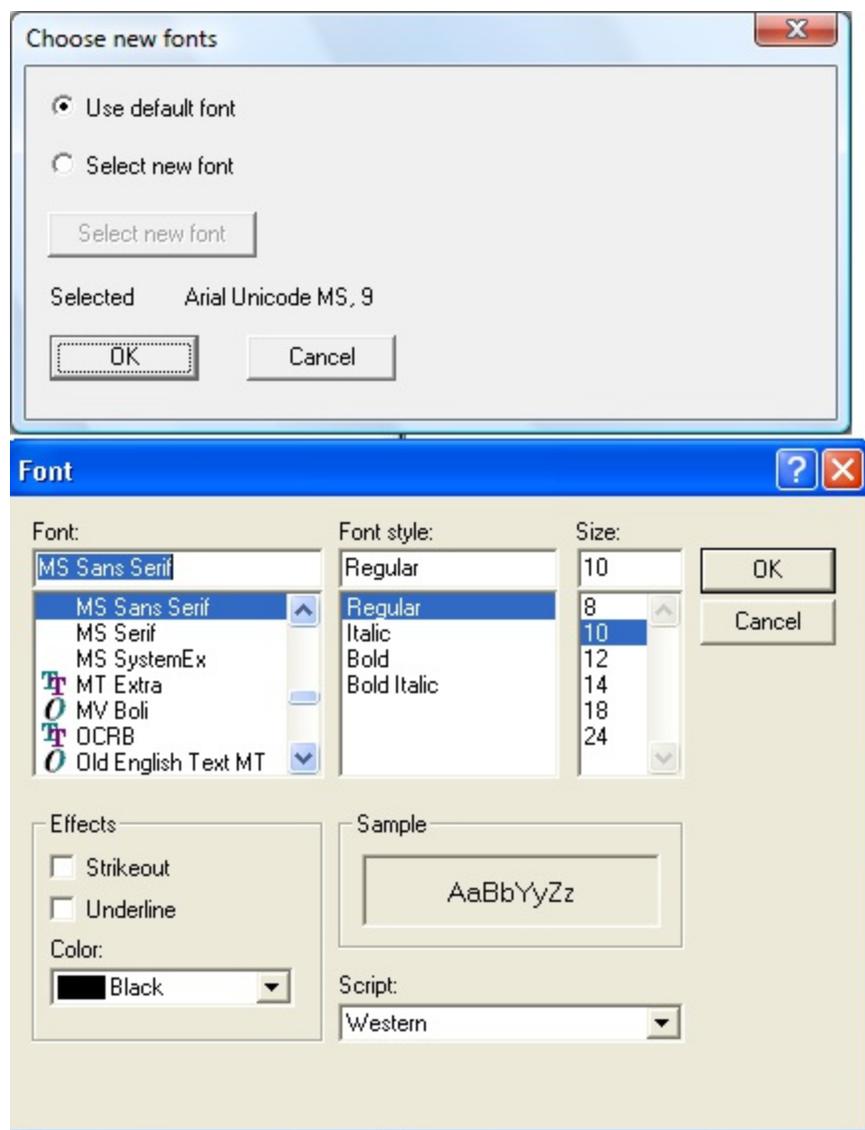
"Save As Unicode"

This is necessary if you are printing files/directories with international characters
Each character is printed as 2 bytes

If you are NOT printing files/directories with international characters
then turn this off and your output file will be half the size

Printing Font

You can choose the printing font by selecting menu: Print / Select Printing Fonts
This will also change the font of every screen of Directory Report



Printing widths

You can choose the printed widths of each attribute by selecting menu: Print / Select Printing Widths

Printing Widths



General | Margins | Largest Owner | Largest Type

The width of columns printed is based on a percentage of the width of the page

	New %	Default %	
File name	0.4	0.4	
Size	0.09	0.09	For Size and Size w Subdirectories
Date	0.09	0.09	For Created, Access and Modified
CRC	0.09	0.09	For CRC and CRC w Subdirectories
Owner	0.09	0.09	
Attributes	0	0	
Total	1.12	1.12	

Spread unused space to used columns

Use Defaults

Cancel

OK

Directory Report home page: <http://www.file-utilities.com>

Directory Report Help

Saving and loading your settings

You can save all your settings to a text file by selecting the menu: File / Save Settings

You can load your settings by selecting the menu: File / Load Settings

Automatically running with a settings file

You can create a shortcut as:

"Full path to Directory Report Exe" "Full path to settings file"

Example: "C:\Program Files\AMB Software\Directory Report\wDirReport.exe" "C:\temp\wdir.txt"

or you can run Directory Report from a command window as:

"Full path to Directory Report Exe" "Full path to settings file"

then the settings file will be read in upon program startup

Directory Report home page: <http://www.file-utilities.com>

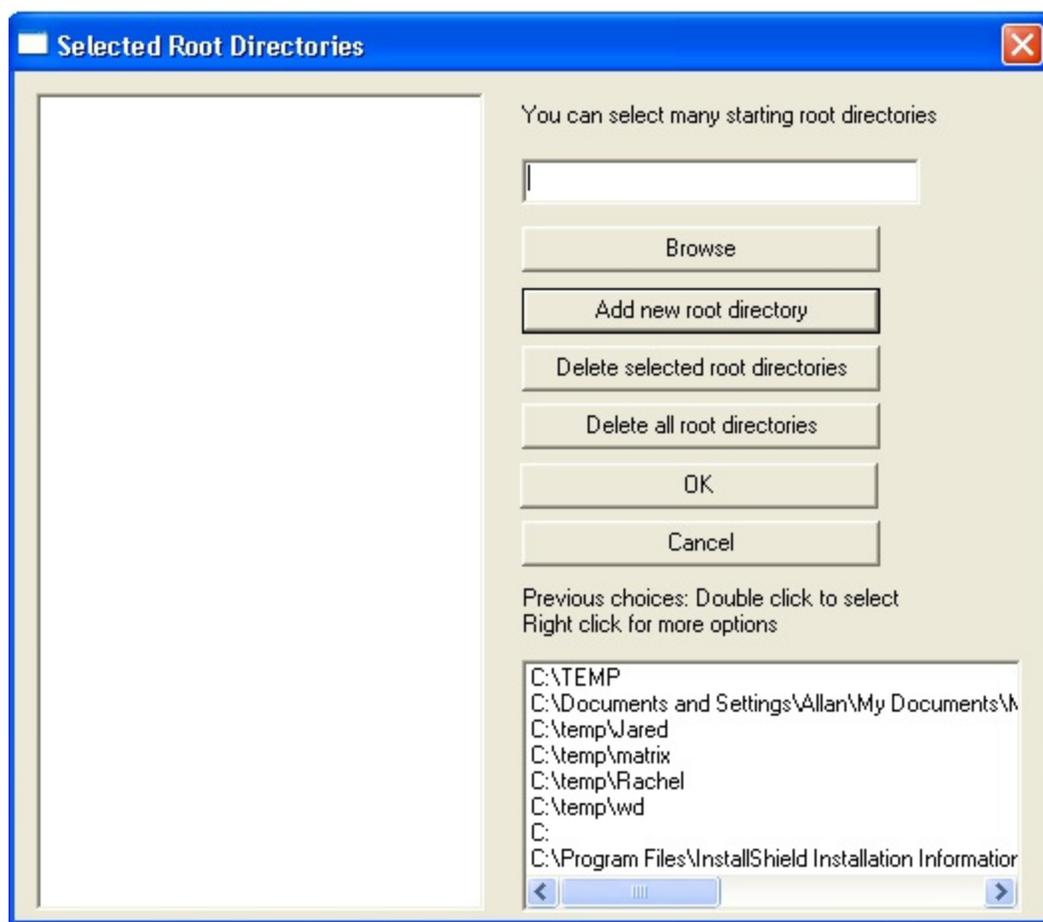
Directory Report Help

Scanning a directory

1. Click on the binoculars button



2. Select 1 or more directories



3. Clicking on "OK" button will scan the directories

4. There might be directories that are protected against scanning.

These directories might be scanable if you run Directory Report as an administrator

The default method is to scan all subdirectories

If you do not want to scan all subdirectories

Select menu: Directory

Click on the menu item: Scan subdirectories

This will uncheck the menu item

Directory Compare Edit Sort

- Select starting directory...
- Rescan starting directory
- Open all directory folders
- Close all directory folders
- Display parent directory
- Scan subdirectories

Directory Report home page: <http://www.file-utilities.com>

Directory Report Help

Streams

The NTFS file system has a new feature called streams

All files have an unnamed stream

This unnamed stream's attributes are what you see with the MS Explorer

The MS Explorer is incapable of displaying any of the file's streams

Thus a file can have a 100 megabyte stream and you won't even know it

To create a stream:

Create a file my_stream.txt (2 bytes in size)

Enter: dir > my_stream.txt:a

Enter: dir > my_stream.txt:b

To view a stream:

Enter: more < my_stream.txt:a

The MS Explorer:

Is incapable of displaying any of the file's streams

Only shows the file's size as 2 bytes

With the Directory Report program you can:

- Set a filter to only show files that have streams
Select menu: Filters / Size, Date and Other Filters



By default when a file is scanned, it is not checked if it contains a stream.

To turn on this feature:

Select menu: File / Check for Streams

The sample my_stream.txt (shown above) would be shown as:

Name	Size
my_stream.txt	2 bytes
my_stream.txt:a	1,191 bytes
my_stream.txt:b	1,191 bytes

If you select the stream (file with the globe),
then you can save each stream element as a separate file:
Right click / Breakup streamed file

You can select a stream component (file with the water faucet),
then you can save the component as a separate file:
Right click / Save stream to file

Directory Report home page: <http://www.file-utilities.com>

Directory Report Help

Toolbar



This button will present a dialog in which you can select the directories to scan



This button will save the contents of the current screen to a file. You will be prompted to save to a Text, Excel (.csv), or HTML

You can choose which attributes to print/not-to-print by selecting menu: print / set printing flags



This button will rescan all directories



This button will open the parent folder of the current folder



This button will open all the folders in the TreeControl of the main screen



This button will close all the folders in the TreeControl of the main screen



This button will display a dialog in which you can search the current display for a file or a directory



This button will print the contents of the current screen.

You can choose which attributes to print/not-to-print by selecting menu: print / set printing flags



This button will delete the currently selected files or folders
They will go to the recycle bin

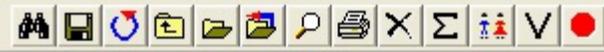
To permanently delete files (without going to the recycle bin)
right click and select popup menu: Delete Selected Files (No recycle bin)



This button will enable the the CRC (Cyclic Redundancy Checksum) column.
Each byte is passed through the CRC formula generating a unique 32bit number.
Any change to the file, no matter how small, will generate a different CRC.
The CRC is used to determine if two file/directories are equal - Even if they are on two computers

There are two CRCs generated for folders
CRC - The CRC of all files excluding files in subfolders
CRC wSub - The CRC of all files including all files in all subfolders

The CRC feature is initially off by default
It may take a long time depending on the total size of the files needed to be scanned



This button will determine the owner of all files/folders displayed
If you want to determine the owner of all files (Even files not displayed)
then select menu: Largest / Compute Largest Owner

This feature is initially off by default
It can take a long time to determine file ownership on files on a network drive



This button will display the file version



This button will stop the program while it is scanning your directories

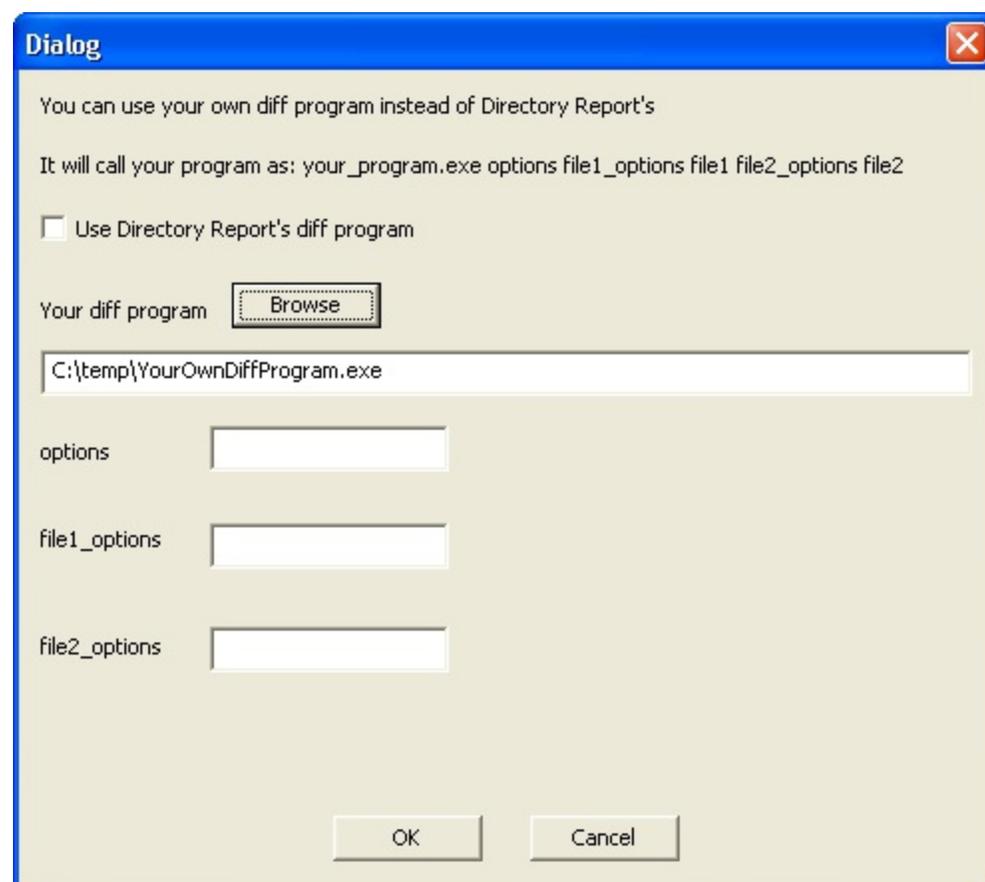
Directory Report home page: <http://www.file-utilities.com>

Directory Report Help

Setting your own Diff program

Directory Report comes with a diff program (wDiff.exe)
This is used to compare ASCII files

You can use your own diff program by selecting menu:
Compare / Use your own diff program



The image shows a Windows-style dialog box titled "Dialog" with a close button in the top right corner. The dialog contains the following text and controls:

- Text: "You can use your own diff program instead of Directory Report's"
- Text: "It will call your program as: your_program.exe options file1_options file1 file2_options file2"
- Checkbox: "Use Directory Report's diff program" (unchecked)
- Text: "Your diff program" followed by a "Browse" button.
- Text input field: "C:\temp\YourOwnDiffProgram.exe"
- Text: "options" followed by an empty text input field.
- Text: "file1_options" followed by an empty text input field.
- Text: "file2_options" followed by an empty text input field.
- Buttons: "OK" and "Cancel" at the bottom.