Deduplication Workflow

Updated 1/24/2018 by Ling Meng

Download

• Duplicate Cleaner 4 Free and Pro can be both downloaded via the link beow. <u>https://www.digitalvolcano.co.uk/dcdownloads.html</u>

Requirements

- Operating System: Microsoft Windows 10, 8, 7 or Vista.
- Processor: 1 GHz or faster
- Disc Space: 20Mb
- Display: 1024 x 768 High Color (or better)
- Microsoft .NET Framework 4.5 (minimum)

Installation

Double click on the downloaded Duplicate Cleaner setup executable file in Windows Explorer. You will be guided through a simple automatic install process to the location of your choice. Duplicate Cleaner requires the Microsoft .NET Framework 4.5 or better to run.

Select Scan location

• Click Scan location tap on main menu.

| 👌 Duplicate Cleaner Free 4.1.0 | | | | | | | | |
|--|--|--|--|--|--|--|--|--|
| File View Options Help | | | | | | | | |
| Scan location What to find | | | | | | | | |
| DuplicateCleaner | | | | | | | | |
| Free Version 4.1.0 Non comparatellute only | | | | | | | | |
| Non-commercial use only | | | | | | | | |
| New search 🄅 More options | | | | | | | | |
| ? Help C+ Exit | | | | | | | | |
| Upgrade to Pro | | | | | | | | |
| ← English Check for updates View log file | | | | | | | | |
| ₽ Click to visit our website | | | | | | | | |
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| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| Ready. 0 File(s) shown .:: | | | | | | | | |

- On Scan location window
 - 1. Select folder form the source location.
 - 2. Add selected folder.
 - 3. Selected folders will be shown in the searching list after added.
 - 4. Duplicate Cleaner 4 allows to select multiple folders from different drives/sources.

| 20 Duplicate Cleaner Free 41.0 | | | _ 0 <mark></mark> |
|---|---|------------------|-------------------|
| File View Ontions Help | | | |
| | | | |
| Search criteria What to find | | | |
| Scan location 🔅 More options ? | P Help Start scan T Upgrade to Pro | | |
| Available folders | Folders to search | | |
| C:\Users\lingmeng\Desktop\forman slide 30 | Folder name | Status Protected | Scan subfo |
| P Desktop | | | Properties A |
| 20170815 agsl request | C:\Users\lingmeng\Desktop\forman slide 30\ | Included No | Yes |
| - 20170816 AGSL request James Millar | | | Densities a |
| 20170918 agsl request | Network NTFS - 17.6 TB (41% Free) | | Properties A |
| Ben Ben | H:\Departments\Digitization Projects\fr_For_pan\Slides\Archival\Volume-030_fr416615-fr416823\ | Included No | Yes |
| deduping process | | | |
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| GML_Data (H:\) | | | |
| 🕀 😓 GML-Image-Masters (I:\) | | | |
| 🖲 🕎 GML_Data (J:\) | | | |
| GMI AGEL (PA) | | | |
| 🕏 Refresh folders 🔚 Show hidden | 📄 Clear list 🛛 🖿 Select Folder 🖉 Enter folder name 🥏 Refresh list 🔽 Group drives | | |
| Ready | | | |
| incardy. | | | |

Scan and result

• Click Start to scan.



• Scan complete Window will pop up after the task finishes and show the scan details.



• After close the Scan Complete window, the duplicated file list will show in the Duplicate files tab of the main window.

| 8 Duplicate Cleaner Free 4.1.0 | arrest a faster land | _ | | | | | | | |
|---|----------------------|-------------------------------------|-------|--------|-------------------------------|------------------------------|-----------|--|--|
| File View Options Help | | | | | | | | | |
| Scan location Duplicate files | | | | | | | | | |
| 📭 Duplicate files 🍈 File removal 値 Image preview Quick columns 🧰 🗇 View 🗮 🖶 🔍 ? 🔐 Upgrade to Pro | | | | | | | | | |
| 🍽 8 files marked for deletion, total size 1.13 GB Quick filters: Show all 🔹 😰 Other filters: No filters: Vo fil | | | | | | | | | |
| Selection assistant | File Name | Folder | Group | Size | Created | Modified | File type | | |
| | 🔲 🔜 fr416615.TIF | I:\fr_Forman-photos\Slides\Volume | 1 | 144 MB | 12/18/2017 10:31:4 | 11/6/2017 1:20:08 | TIF File | | |
| Undo last select operation | V 🔂 fr416615.TIF | C:\Users\lingmeng\Desktop\forman | 1 | 144 MB | 11/15/2017 2:24:16 | 11/6/2017 1:20:08 | TIF File | | |
| Groups with all files marked | 🔲 🗟 fr416616.TIF | 🧮 I:\fr_Forman-photos\Slides\Volume | 2 | 144 MB | 12/18/2017 10:31:4 | 11/6/2017 1:20:50 | TIF File | | |
| Mark by Location | 🔽 📆 fr416616.TIF | 🧮 C:\Users\lingmeng\Desktop\forman | 2 | 144-MB | 11/15/2017 2:24:27 | 11/6/2017 1:20:50 | TIF-File | | |
| Mark by tot pattern | 🔲 🔜 fr416617.TIF | I:\fr_Forman-photos\Slides\Volume | 3 | 144 MB | 12/18/2017 10:31:4 | 11/6/2017 1:21:30 | TIF File | | |
| A mark by text pattern | V 🗟 fr416617.TIF | C:\Users\lingmeng\Desktop\forman | 3 | 144 MB | 11/15/2017 2:24:33 | 11/6/2017 1:21:30 | TIF-File | | |
| as invert marked files | 🔲 🔜 fr416618.TIF | 🧮 I:\fr_Forman-photos\Slides\Volume | 4 | 144 MB | 12/18/2017 10:31:5 | 11/6/2017 1:22:10 | TIF File | | |
| Unmark all | 🔽 🗟 fr416618.TIF | 🚞 C:\Users\lingmeng\Desktop\forman | 4 | 144 MB | 11/15/2017 2:24:37 | 11/6/2017 1:22:10 | TIF-File | | |
| Options | 🔲 🗟 fr416619.TIF | I:\fr_Forman-photos\Slides\Volume | 5 | 144 MB | 12/18/2017 10:31:5 | 11/6/2017 1:22:50 | TIF File | | |
| Work only on currently selected rows | 🔽 🔜 fr416619.TIF | 🦲 C:\Users\lingmeng\Desktop\forman | 5 | 144-MB | 11/15/2017 2:24:41 | 11/6/2017 1:22:50 | TIF-File | | |
| Work on unmarked groups only ≡ | 🔲 🗟 fr416620.TIF | 🧮 I:\fr_Forman-photos\Slides\Volume | 6 | 144 MB | 12/18/2017 10:31:5 | 11/6/2017 1:23:31 | TIF File | | |
| 🔚 Mark by group | 🗹 🗟 fr416620.TIF | 🔁 C:\Users\lingmeng\Desktop\forman | 6 | 144-MB | 11/15/2017 2:24:47 | 11/6/2017 1:23:31 | TIF-File | | |
| All but one file in each group | 🔲 🗟 fr416621.TIF | I:\fr_Forman-photos\Slides\Volume | 7 | 144 MB | 12/18/2017 10:31:5 | 11/6/2017 1:24:12 | TIF File | | |
| Mark all but one in the same group and folder | V 🗟 fr416621.TIF | 📃 C:\Users\lingmeng\Desktop\forman | 7 | 144-MB | 11/15/2017 2:24:53 | 11/6/2017 1:24:12 | TIF-File | | |
| Only one file in each group | 🔲 🗟 fr416622.TIF | 🧮 I:\fr_Forman-photos\Slides\Volume | 8 | 144 MB | 12/18/2017 10:32:0 | 11/6/2017 1:24:52 | TIF File | | |
| 23 Mark by Modified Date/Time | 📝 🗟 fr416622.TIF | 🧮 C:\Users\lingmeng\Desktop\forman | 8 | 144-MB | 11/15/2017 2:24:58 | 11/6/2017 1:24:52 | TIF File | | |
| Newest files in each group | | | | | | | | | |
| Oldest files in each group | | | | | | | | | |
| 23 Mark by created date/time | | | | | | | | | |
| Newest files in each group | | | | | | | | | |
| Oldest files in each group | | | | | | | | | |
| 101 Mark by File Size | 1 | | | | | | | | |
| Largest files in each group | | | | | | | | | |
| Smallest files in each group | | m | | | | | F | | |
| group | | | | | | | | | |
| Ready. 8 File(s) marked 16 File(s) shown | | | | | | | | | |

- 1. Check the files which will be deleted.
- 2. Click File Removal button to delete the unwanted files.
- The deduplication task has been completed.