



FolderTrak

User Guide

Version 1.0

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Software by Daughtry

Complexity Made Simple

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Version History

Version	Description
1.0	Initial release

Introduction

FolderTrak is a lightweight Windows utility designed to intelligently rename folders by inserting a user-defined delimiter at a logical location within each folder name.

Unlike traditional file renaming utilities that simply perform global search-and-replace operations or append text to the beginning or end of a filename, FolderTrak uses a user-maintained keyword database (via a comma-separated value file) to locate the correct insertion point before modifying the folder name. This makes it particularly useful when working with large directory trees that follow a consistent naming convention.

FolderTrak intentionally performs only a single, well-defined operation: it inserts a user-defined delimiter immediately following the longest matching keyword found within a folder name. It does not attempt to automatically interpret dates, remove text, reorder folder names, or perform other potentially destructive modifications. This design philosophy minimizes the possibility of unintended folder renames while providing consistent, repeatable results.

FolderTrak was originally developed to organize a large archive of live music recordings where thousands of folders contained artist names immediately followed by recording dates. For example:

Before: Joe Bonamassa20071118 London, England

After: Joe Bonamassa - 20071118 London, England

The application searches each folder name for the longest matching keyword contained within a user-supplied lookup file (genre.csv). Once a match is found, FolderTrak inserts the configured delimiter immediately following the matched text. An optional alias table allows abbreviations and alternate spellings to be automatically expanded before the folder is renamed.

Although FolderTrak was created to organize music collections, it can be adapted to many other applications where large numbers of folders share common naming conventions. By replacing the supplied lookup file with your own list of keywords, FolderTrak can assist in organizing project folders, customer directories, engineering archives, photography collections, legal case files, and many other types of data.

FolderTrak is designed around three primary goals:

- **Accuracy** – Folder names are modified only when a valid dictionary match is found.
- **Consistency** – Similar folders are renamed using the same standardized convention.
- **Simplicity** – Configuration is performed using two easy-to-edit text files (genre.csv and FolderTrak.ini), requiring no complicated setup or database installation.

Whether you are organizing several hundred folders or many thousands, FolderTrak provides a fast, repeatable, and reliable method of enforcing a consistent folder naming convention while preserving the remainder of each folder name.

System Requirements

- Windows 8 (or higher)
- All Windows applications “like” computer memory – a starting point for any Windows machine should really be 16GB of memory. If this application starts running slower, check your Windows Task Manager for applications that are leeching memory (and then start closing them)
- This application runs comfortably within 5MB of disc space
- A decent color monitor capable of displaying 1024x768 (or higher resolution)

U.S. Government Use

U.S. government agencies, to include the Department of Defense, are NOT permitted to use this application without written consent from the author. A per-seat usage fee will be assessed prior to that written authorization being granted to the requester.

Quick Start

FolderTrak is designed to require very little setup. The installation program places the application and its supporting files into a dedicated folder.

The supplied genre.csv and FolderTrak.ini files contain working examples that allow FolderTrak to be tested immediately. These files may later be edited or replaced to support your own folder-naming requirements.

Before using FolderTrak against important data, it is strongly recommended that you first create a backup copy of the folders to be processed.

To begin:

1. Start FolderTrak.exe.
2. When prompted, select the parent folder containing the subfolders you want FolderTrak to examine.
3. FolderTrak loads the keyword entries contained in genre.csv and the optional alias entries contained in FolderTrak.ini.
4. Each immediate subfolder is examined for the longest valid keyword or alias match.
5. When a match is found, FolderTrak inserts a space-hyphen-space delimiter immediately after the matched text.
6. When processing is complete, FolderTrak displays a summary showing the number of folders examined, renamed by keyword, renamed by alias, already correctly formatted, or not matched.
7. When logging is enabled, review FolderTrak.log for a detailed record of the processing results.

For example:

Before: Joe Bonamassa20071118 London, England

After: Joe Bonamassa - 20071118 London, England

FolderTrak does not modify the files contained inside the selected folders. It renames only the immediate subfolders located beneath the parent folder selected by the user.

How It Works

FolderTrak is designed to require very little setup. The installation program places the application and its supporting files into a dedicated folder.

The supplied `genre.csv` and `FolderTrak.ini` files contain working examples that allow FolderTrak to be tested immediately. These files may later be edited or replaced to support your own folder-naming requirements.

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To begin:

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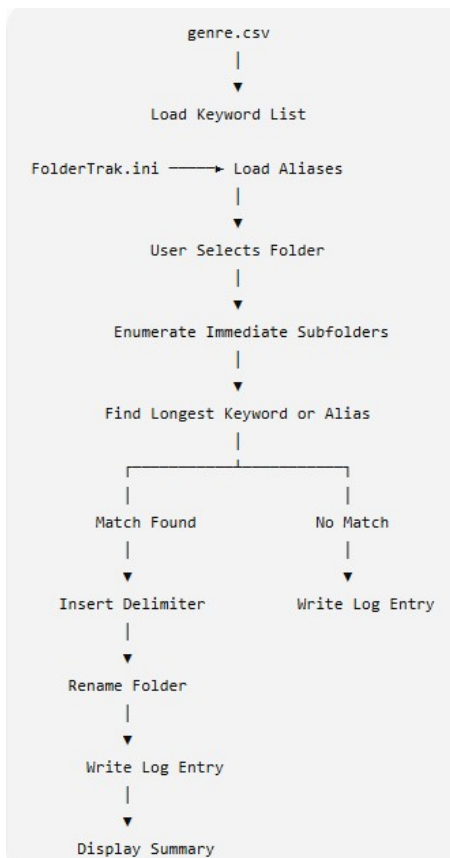
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Here is a flowchart of FolderTrak's thinking process:



Design Philosophy: FolderTrak intentionally performs only one intelligent operation: inserting a delimiter immediately following a verified keyword or alias match. By limiting itself to this single operation, FolderTrak avoids making assumptions about dates, locations, recording information, or other text contained within the folder name. This conservative design minimizes the possibility of unintended folder renames while producing consistent and repeatable results.

Configuration

FolderTrak stores its configuration information in two external files located in the same directory as the application:

- FolderTrak.ini
- Genre.csv (or your preferred .CSV file)

Keeping the configuration separate from the executable allows FolderTrak to be customized without recompiling the application.

FolderTrak.ini

FolderTrak.ini stores the application's operating preferences.

The file is a standard Windows INI file and may be edited using any text editor, such as Notepad.

The current version of FolderTrak supports the following sections:

[Settings]

This section contains the application's operating parameters.

Setting	Description
Delimiter	The text inserted immediately following the matched keyword or alias. The default value is – (space-hyphen-space).
Logging	Enables or disables creation of the FolderTrak.log processing log.
PreviewMode	When enabled, FolderTrak reports the proposed folder names without actually renaming the folders.

(Adjust these to match the exact setting names in your INI file.)

[Aliases]

The optional **Aliases** section allows abbreviated names or alternate spellings to be replaced with a preferred name before the delimiter is inserted.

For example:

[Aliases]

SRV=Stevie Ray Vaughan

BOC=Blue Oyster Cult

ELO=Electric Light Orchestra

CSNY=Crosby, Stills, Nash & Young

When FolderTrak encounters a folder beginning with one of these aliases, it substitutes the full name before performing the rename operation.

Example:

Original: SRV19850514 Austin, TX

Renamed: Stevie Ray Vaughan - 19850514 Austin, TX

Alias matching is not required. If no alias exists, FolderTrak searches the keyword database normally.

Comma Separated Values File (Genre.csv)

The included genre.csv file contains the keyword database used to identify where the delimiter should be inserted. Each line within the .csv file contains a single keyword or phrase. Note that FolderTrak will use any .csv file - simply modify the FolderTrak.ini file to replace the existing genre.csv file with your .csv file:

GenreCSV=DirTree.csv

Example:

Joe Bonamassa

Pink Floyd

Deep Purple

Stevie Ray Vaughan

Robin Trower

FolderTrak automatically searches for the **longest matching keyword** contained within each folder name.

This allows multiple related entries to coexist without ambiguity.

For example:

Joe

Joe Bonamassa

will correctly identify **Joe Bonamassa** whenever possible.

Customizing the Keyword Database

Although the supplied `genre.csv` file contains music artists, the file may contain **any collection of keywords** appropriate for your own filing system.

Possible applications include:

- Customer names
- Project names
- Department names
- Product lines
- Photograph subjects
- Legal case names
- Engineering projects
- Medical records
- Inventory categories

FolderTrak simply searches for keywords It has no knowledge of the type of information being processed.

Technical Information

This application requires less than 5MB of disc space for its files:

- FolderTrak.exe – application file
- FolderTrak.ini – configuration file (editable with Notepad or a text editor)
- WBDZC64I.Dll – runtime file

However, whenever processing large volumes of data, three factors come into play:

1. CPU processor speed
2. Hard drive type/speed (5400RPM / 7200RPM / SSD)

3. Available memory (ideally 16GB or more RAM installed)

It is recommended to close all Windows applications (especially web browsers) before processing large amounts of data to free up memory. A faster hard drive can shave minutes (or even hours) of time required to process data.

Data Backup

Before making extensive changes to `genre.csv` or `FolderTrak.ini`, consider creating a backup copy of the original files.

Likewise, before processing a large folder hierarchy for the first time, it is recommended that a backup of the folder structure be created until you are satisfied with the configuration settings.

Support and Registration/Donation

1. Send us an email (scott@sdaughtry.com) that fully describes the problem(s) you're experiencing and we will get back to you as soon as possible. It is prudent for you to fully back up this application's folder (in full) as a precautionary pre-troubleshooting step.
2. This application is distributed as DONORWARE – no features have been removed or crippled from this application. This application's dedicated web page located on our company web site (<http://www.sdaughtry.com>) has a link to donate to continued updates of this application and/or fund the creation of other utility applications.