User Guide: File Organizer Script

Overview

The **File Organizer** is a Python script that helps users automatically organize files in a selected directory into categorized subfolders:

- **Documents** (.pdf, .docx, .txt, etc.)

- **Images** (.jpg, .png, .gif, etc.)

- **Videos** (.mp4, .avi, .mkv, etc.)

- **Others** (Unrecognized file types)

It enhances productivity by decluttering folders and logging all actions for traceability.

Prerequisites

Make sure you have:

- **Python 3.6+** installed

- Basic familiarity with running Python scripts

- The required permissions to read/write in the target directory

Folder Structure (Before and After)

Before Organization
/Downloads

    - selfie.jpg

    - movie.mp4

    - notes.txt

After Organization

/Downloads
  /Documents
    - resume.pdf
    - notes.txt
  /Images
    - selfie.jpg
  /Videos
    - movie.mp4

How to Use

Step 1: Clone or Download the Script

Save the `File_organizer.py` script on your local machine.

Step 2: Run the Script

1. Open **Command Prompt** or **Terminal**
2. Navigate to the directory where the script is saved
3. Run the script using:
   python File_organizer.py

4. Input the full path of the folder you want to organize, for example:

Enter the full path of the folder to organize: C:\Users\YourName\Downloads

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What the Script Does

✅ Scans all files in the target directory
✅ Determines the file type based on its extension
✅ Creates subfolders (`Documents`, `Images`, `Videos`, `Others`) if they don't exist
✅ Moves files to their respective subfolders
✅ Skips files already in the correct location
✅ Logs actions and errors in `file_organizer.log`

Log File

All activities are recorded in `File_organizer.log` in the script's directory. This includes:

- Files moved

- Skipped files

- Any errors encountered

Sample log entry:

2025-05-24 14:35:10 - INFO - Moved 'resume.pdf' to 'Documents'

Error Handling

The script is equipped with `try-except` blocks to handle common issues:

- Invalid directory path

- Permission errors

- File in use

- Unexpected file system errors

Testing
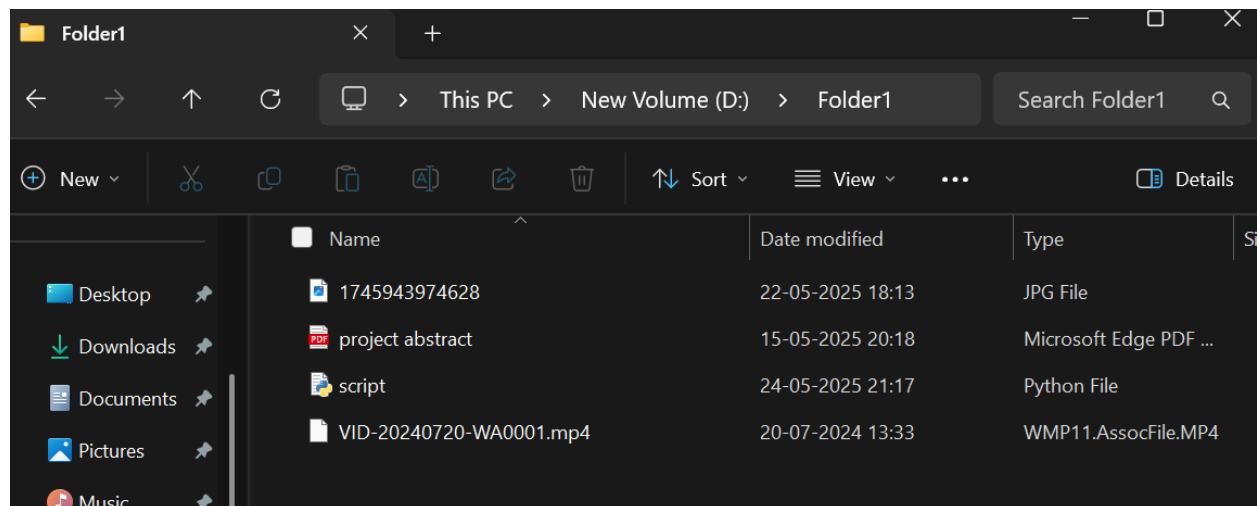
You can test the script by:

- Creating a folder with dummy files of various types

- Running the script and verifying that files are moved correctly

- Checking `File_organizer.log` for a complete record

Screenshots

Input File location with unorganized files

```
>>>
========== RESTART: C:/Users/dhanu/OneDrive/Desktop/File_organizer.py ==========
 File Organizer Script
 ----------------------
Enter the full path of the folder to organize: |
```

Before Organizing Files

After Executing Python Script

```
⑤ File Organizer Script
------------------------
Enter the full path of the folder to organize: D:\Folder1

📁 Organizing files in: D:\Folder1

☑ Moved: 1745943974628.jpg → Images/
☑ Moved: project abstract.pdf → Documents/
☑ Moved: script.py → Others/
☑ Moved: VID-20240720-WA0001.mp4 → Videos/

🎉 Organization complete.
>>> |
```