# NeatFile User Manual

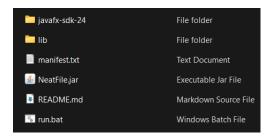
### I. Introduction

NeatFile is a JavaFX-based desktop application designed to organize files automatically based on user-defined rules. It monitors selected folders and moves matching files to target directories using criteria like file name, content, extension, or last modified date.

### 2. Installation

- 1. Make sure you have Java 17 or later installed.
- 2. Download the latest release ZIP file from the GitHub repository download here.
- 3. Extract the contents of the ZIP file to a convenient location.

The image below shows everything needed for the app to run.



- 4. Double-click the 'run.bat' file to launch the app on Windows. If there is a pop-up saying "Windows protected your PC", click "run anyways".
- 5. The main window will appear with three sections: Watch Paths, Rules, and Target Path.

### 3. Interface Overview - UI Preview

The interface has three main sections:

- Watch Paths: Select folders to monitor for files.
- Rules: Define how files should be filtered or categorized.
- Target Path: Choose where to move matched files.
- Group dropdown: Lets you manage different sets of rules and folders.
- Finalize button: Saves your current configuration to "groups.json" file.

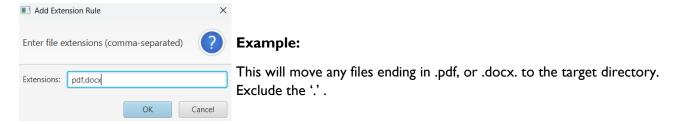
### 4. How to Use

- 1. Click the '+' button next to the group dropdown to create a new group.
- 2. Click the '+' under Watch Paths to add folders to monitor.
- 3. Click the folder icon under Target Path to choose where matching files go.
- 4. Add rules using the buttons in the Rules section:
  - Extension Rule

- Name Rule
- String Rule
- Category Rule
- Last Modified Rule
- 5. Remove rules and watch paths by clicking on them, a warning box will appear.
- 7. Click 'Finalize' to save your configuration.
- 8. The app will automatically scan every 5 seconds.

# 5. Rules Explained

- **Extension Rule:** Matches files by extension (e.g., .pdf, .txt).



### Name Rule

Matches keywords in file names. (can check if you're using case-sensitive or using regex)



### **Example:**

This will look for any files beginning with **4 digits**, followed by an **underscore**, then any number of any characters, ending in **.pdf**.

Files Moved: 2022\_resume.pdf, 2023\_resume.pdf, 2024\_resume.pdf,

Not Moved: resume\_2025.pdf

# **String Rule**

Searches for specific text inside file content. (can check if you're using case-sensitive or regex)



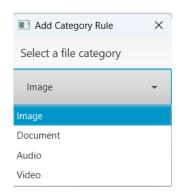
#### Example:



This word document has the word "Hello" in it. The file will be moved since "hello" in the String Rule is not marked as 'Case Sensitive.'

## **Category Rule**

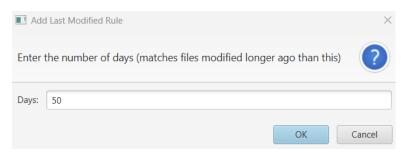
Groups files by general type (document, image, video, etc).



**Example:** When 'Image' is selected, any files ending in .png, .jpg, .jpeg, .gif, and so on will be moved.

### **Last Modified Rule**

Matches files modified more than 'X' days ago.

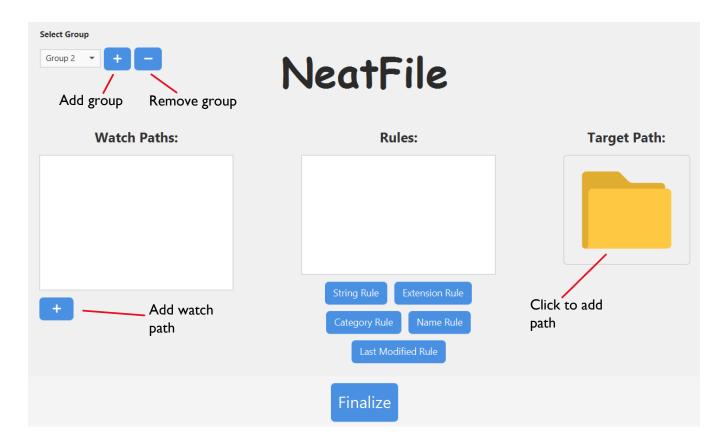


**Example:** This will move any files last modified over 50 days ago or more.

### 6. Known Issues

- Must click 'finalize' button to save any changes.
- Deleting a group does not remove it from groups.json automatically it must be finalized to save.
- A conflicting group will not remove itself from the UI, the user will have to remove it by clicking the '-'
  button on the selected group.

### **UI Preview**



# **8. FAQ**

Q: What Java version do I need?

A: Java 17 or newer.

Q: Can I use this on Mac or Linux?

A: Only Windows is officially supported at the moment.

Q: What happens if a file with the same name exists in the target folder?

A: The new file is renamed to avoid overwriting.

Q: Can I edit the rules after they're added?

A: Once a rule is added, it **cannot** be edited, it can only be removed.

Q: Will it run in the background while the app is closed?

A: No, unfortunately the app needs to be running to actively scan for files.

Q: Is a log saved anywhere?

A: You can only view live changes via the terminal, and you can view configurations in the groups.json file.