**POC-2**

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**Automate File Copying in Windows**

This guide will help you:   
✅ Create a **Batch Script** to copy files automatically.   
✅ Schedule the script to run at a specific time using **Task Scheduler**.

**Step 1: Create a Batch Script**

1️⃣ **Open Notepad**

* Press Win + R, type notepad, and hit **Enter**.

2️⃣ **Write the Script**

* Alter the code accordingly

@echo off

set SOURCE\_DIR=C:\AWS\A1

set DEST\_DIR=C:\AWS\A2

xcopy %SOURCE\_DIR%\\* %DEST\_DIR% /E /H /C /I

echo Files copied from %SOURCE\_DIR% to %DEST\_DIR%

pause

🔹 Replace **YourName** with your actual Windows username.   
🔹 Replace **source\_folder** and **destination\_folder** with actual folder paths.

3️⃣ **Save the Script**

* Click **File** → **Save As**.
* Set **File name** as copy\_files.bat.
* Change **Save as type** to **All Files**.
* Click **Save**.

4️⃣ **Test the Script**

* Double-click copy\_files.bat.
* If everything is correct, files will be copied from **source\_folder** to **destination\_folder**.

Here's a **complete step-by-step guide** to **automate file copying in Windows** using a **Batch Script** and **Task Scheduler**.

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This guide will help you:   
✅ Create a **Batch Script** to copy files automatically.   
✅ Schedule the script to run at a specific time using **Task Scheduler**.

**Step 1: Create a Batch Script**

1️⃣ **Open Notepad**

* Press Win + R, type notepad, and hit **Enter**.

2️⃣ **Write the Script**

* Copy and paste the following code:

batch

CopyEdit

@echo off

:: Define source and destination folders

set "SOURCE\_DIR=C:\Users\YourName\source\_folder"

set "DEST\_DIR=C:\Users\YourName\destination\_folder"

:: Check if source directory exists

if exist "%SOURCE\_DIR%" (

echo Copying files from %SOURCE\_DIR% to %DEST\_DIR%...

xcopy "%SOURCE\_DIR%\\*" "%DEST\_DIR%\" /E /I /Y

echo Files copied successfully!

) else (

echo Source directory does not exist. Please check the path.

)

pause

🔹 Replace **YourName** with your actual Windows username.   
🔹 Replace **source\_folder** and **destination\_folder** with actual folder paths.

3️⃣ **Save the Script**

* Click **File** → **Save As**.
* Set **File name** as copy\_files.bat.
* Change **Save as type** to **All Files**.
* Click **Save**.

4️⃣ **Test the Script**

* Double-click copy\_files.bat.
* If everything is correct, files will be copied from **source\_folder** to **destination\_folder**.

**Step 2: Schedule the Script Using Task Scheduler**

1️⃣ **Open Task Scheduler**

* Press Win + R, type taskschd.msc, and hit **Enter**.

2️⃣ **Create a New Task**

* Click **Create Basic Task** (on the right panel).
* Name it **File Copy Task** → Click **Next**.

3️⃣ **Set the Trigger (When to Run the Script)**

* Choose **Daily** (or any other option).
* Set the **Start time** → Click **Next**.

4️⃣ **Set the Action (Run the Script)**

* Choose **Start a Program** → Click **Next**.
* Click **Browse**, locate copy\_files.bat, and select it.
* Click **Next** → Click **Finish**.

✅ **Done!** Now, Windows will automatically run the script at the scheduled time.