# LIGHTROOM + EXCIRE SAFE DE-DUPE CHEAT SHEET
## *Designer One-Page Edition*

## BEFORE YOU START

• Left panel: **Excire Search** → **Search for Duplicates**
• Grid View (press G)
• Filmstrip ON
• Library Filter visible (press \)
• Right Panel: Excire Duplicate Tools (Find Best Image, Next Group)

## MAIN LOOP — Repeat for Each Duplicate Group

**1. Select Group**
Click any image in the group in Grid View.

**2. Filter to EDITED Photos**
Library Filter → Attribute → Edited (slider icon).
If no images appear, this group has no edits.

**3. Flag Edited Keepers**
Press **P**.

**4. Clear Edited Filter**
Toggle Edited icon OFF to show whole group again.

**5. Use Excire to Pick Best Unedited Version**
Click **Find Best Image** in Excire panel.

**6. Flag the Selected Keeper**
Press **P**.

**7. Move to Next Duplicate Group**
Click **Next Group** in Excire panel.

## DO NOT DELETE UNTIL ALL GROUPS ARE REVIEWED

You may process many groups first, then delete safely in one batch.

## SAFE BULK DELETE (When All Groups Are Flagged)

**8. Show Only Unflagged Photos**
Library Filter → Attribute → Unflagged icon.

**9. Select All Duplicates**
Cmd + A

**10. Delete Permanently**
Press Delete → choose **Delete from Disk** (NEVER Remove from Catalog).

**11. Clear Filters & Verify**
Ensure only keepers remain, one per group.

## SAFETY RULES

• Never delete while Edited/Unedited filters are ON (except Step 8).
• Each group must have at least one flagged keeper BEFORE deleting.
• Always delete using **Delete from Disk**.
• Stop immediately if any group seems to have zero flagged images.