JMetaFile – Manual

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Key Terms and Concepts

Operations

JMetaFile uses 'Operations' to act on files; these are user-defined, and determine what files are acted upon, when they are acted upon, and how they are acted upon.

Operations contain three components, the *Group*, the *Trigger*, and the *Operation Type*.

- Group: Contains criteria that determine what files are included within the group. For example: a group of files ending in '.txt' can be done using file extension criteria. The group determines *what* is operated on.
- Trigger: Determines *when* an operation starts. These are user-defined objects and are defined in the 'Trigger Definition Window'. Triggers can come in three forms: Manual, Metadata-Time-Delta, and Absolute Time. These categories are explained further in the 'Triggers' section of the manual.
- Operation Type: Determines *what* an operation does. There are three user-selectable operation types.
  - Move: This takes files included within the chosen group and moves them to another directory. The target directory is selected using a file chooser.
  - Folder: This takes files included within the chosen group and moves them into a folder within the current working directory. If a folder with the name of the group being operated on does not exist, one is created, and then the files are moved into the folder.
  - Shortcut Deletion: This looks through the files included in the group and deletes and shortcuts (Any files ending with file extension '.lnk').

The 'Operations Menu' can be accessed from the main window by clicking on the 'Operations' section of the menu strip, and then clicking on 'Create Operations'.

Operations can be enabled or disabled on a per-operation basis through the operation definition window.

Groups

Groups are user-defined sets of criteria that determine which files within the current working directory are operated on. There are four primary types of grouping criteria that a user can specify, with some types of grouping criteria having choices of subtype.

The four primary grouping criteria are as follows:

- Name Content: This criteria style checks for a user-entered string of text and looks at files within the current working directory to see if it contains the text that the user entered.
- Extension Type: This criteria style checks file extensions for a user-entered extension and includes all items with said extension as part of the group.
- Time-Based: This criterion looks at a piece of time-based metadata and determines group inclusion based on if a file's target piece of time-based metadata falls in between an upper and lower boundary set by the user. There are three

types of time-based metadata that can be inspected; each of these can be considered subtypes of 'Time-Based'

- o Accessed Time
- o Creation Time
- o Modification Time
- Combination: This criterion takes the files included in two other groups and determines whether the items included in each of the other groups are to be included within the combination group. There are two types of combination groups.
  - o Union: This includes the union of all items included in the selected groups. If an item is included in *either* of the selected subgroups, it is included in the combination group.
  - o Intersect: This includes the intersect of all items included in the selected groups. If an item is included in *both* selected subgroups, it is included in the combination group.

Triggers

Triggers are used to determine *when* an operation happens. Triggers are user-defined and can be one of three types. The three types are as follows:

- Manual Execution: Operations with this kind of trigger assigned will happen immediately upon execution.
- Absolute Time: Operations with this kind of trigger assigned will happen at a user-specified time. If the time assigned is before the current time upon execution, the execution will happen immediately.
- Metadata-Time-Delta: Operations with this kind of trigger will have their group's included items be operated upon individually, depending on the type of metadata examined. The user assigns a delay (in minutes), and files are operated on when time-based metadata plus the delay input by the user is current, or in the past. For example: if a file that is created 5 minutes ago and a file that is created three minutes ago are part of a metadata-time-delta triggered operation with a delay of 20 minutes that inspects creation time, each file will be operated upon in 15 and 17 minutes, respectively.
  - o A user has a choice of a delay in minutes, as well as a choice between inspecting Creation Time, Accessed Time, or Modification Time.

Current Working Directory

The 'Current Working Directory' (often abbreviated as *CWD* within the program) is the directory that groups will search in for items to include. Subdirectories of the Current Working Directory are not searched. The 'Current Working Directory' can be assigned in two ways.

- The user can click 'Open CWD Selector' on the main window.
- The user can click File, and then click on 'Change Working Directory' on the menu bar.

User Interface Navigation

Main Window

The 'Main Window' has three panels, from left to right they are:

- Current Working Directory Content Pane
  - This displays the contents of the current working directory.
- Group Contents Content Pane
  - This has a drop box at the top, which allows for selection of group. When a group is selected, the included items of the group are displayed in the area below.
- Currently Enabled Operations list
  - This contains a list of all operations that are currently enabled.
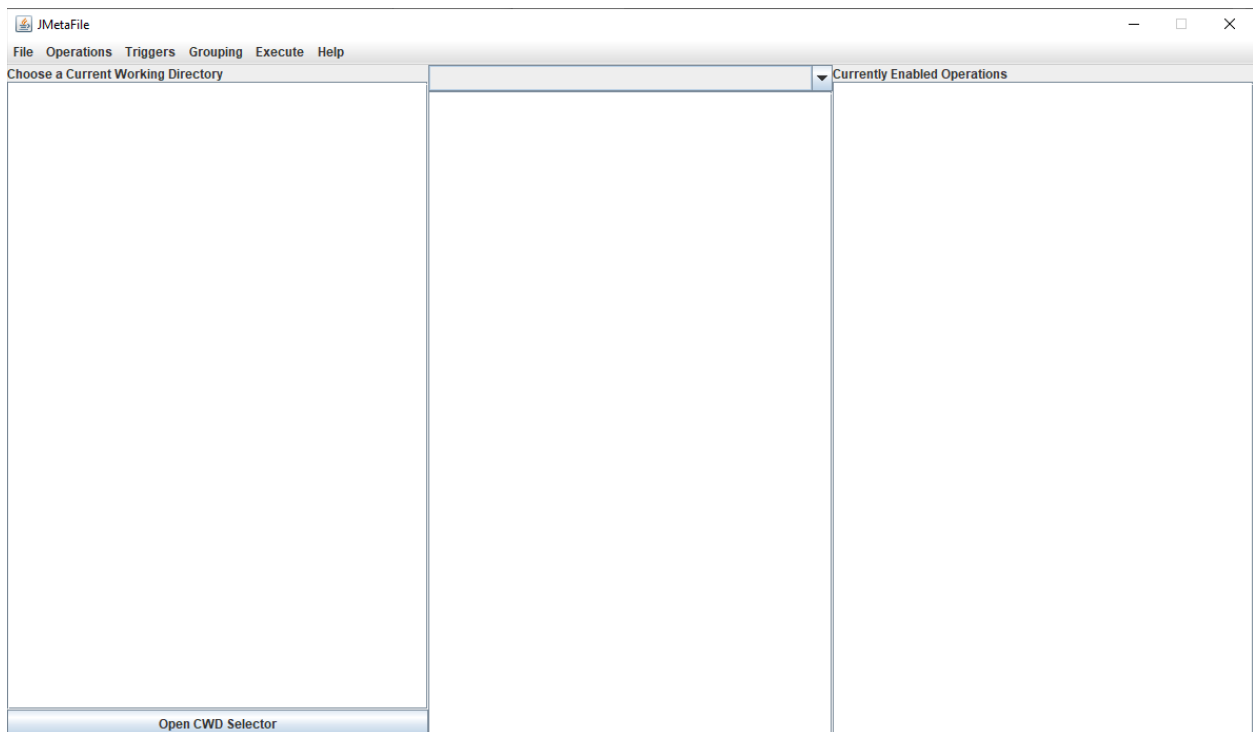
The 'Menu Bar' has six submenus. From left to right their contents are:

- File
  - Change Current Working Directory
- Operations
  - Create Operations
- Triggers
  - Create Triggers
- Grouping
  - Create Groups

- o Execute
    - o Execute
- o Help
    - o Manual
    - o 'Getting Started' Guide

Operation Creation Window

The 'Operation Creation Window' is used to create, define, rename, and delete operations. Modifying the operations themselves is done through the 'Operation Definition Window', which is accessed by selecting an operation within the center list of the 'Operation Creation Window' and clicking the 'Define' button.
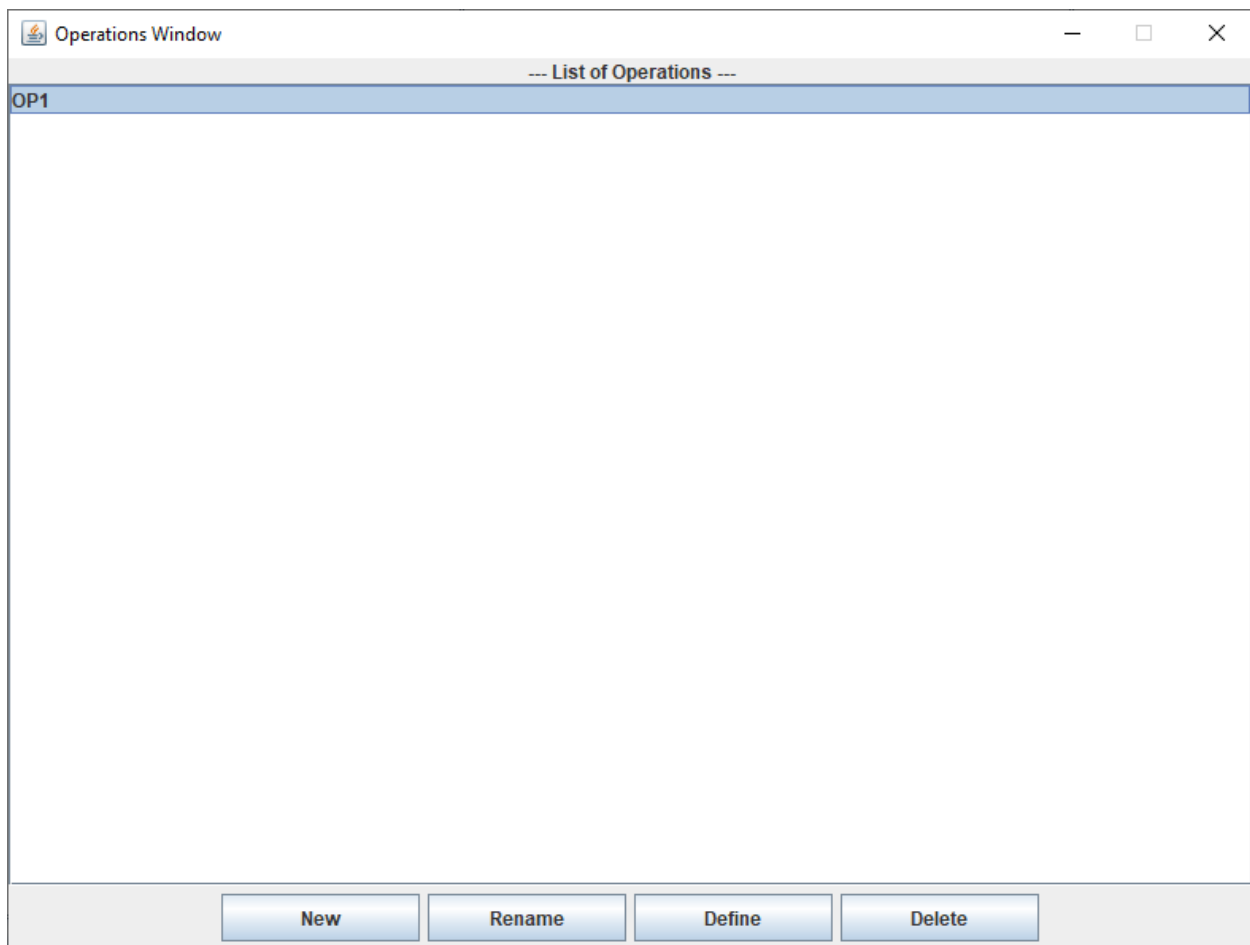
Trigger Creation Window

The 'Trigger Creation Window' is used to create, define, rename, and delete triggers. Trigger modification (called 'definition') is done through the 'Trigger Definition Window', which is accessed by selecting a trigger in the center list and clicking 'Define'.
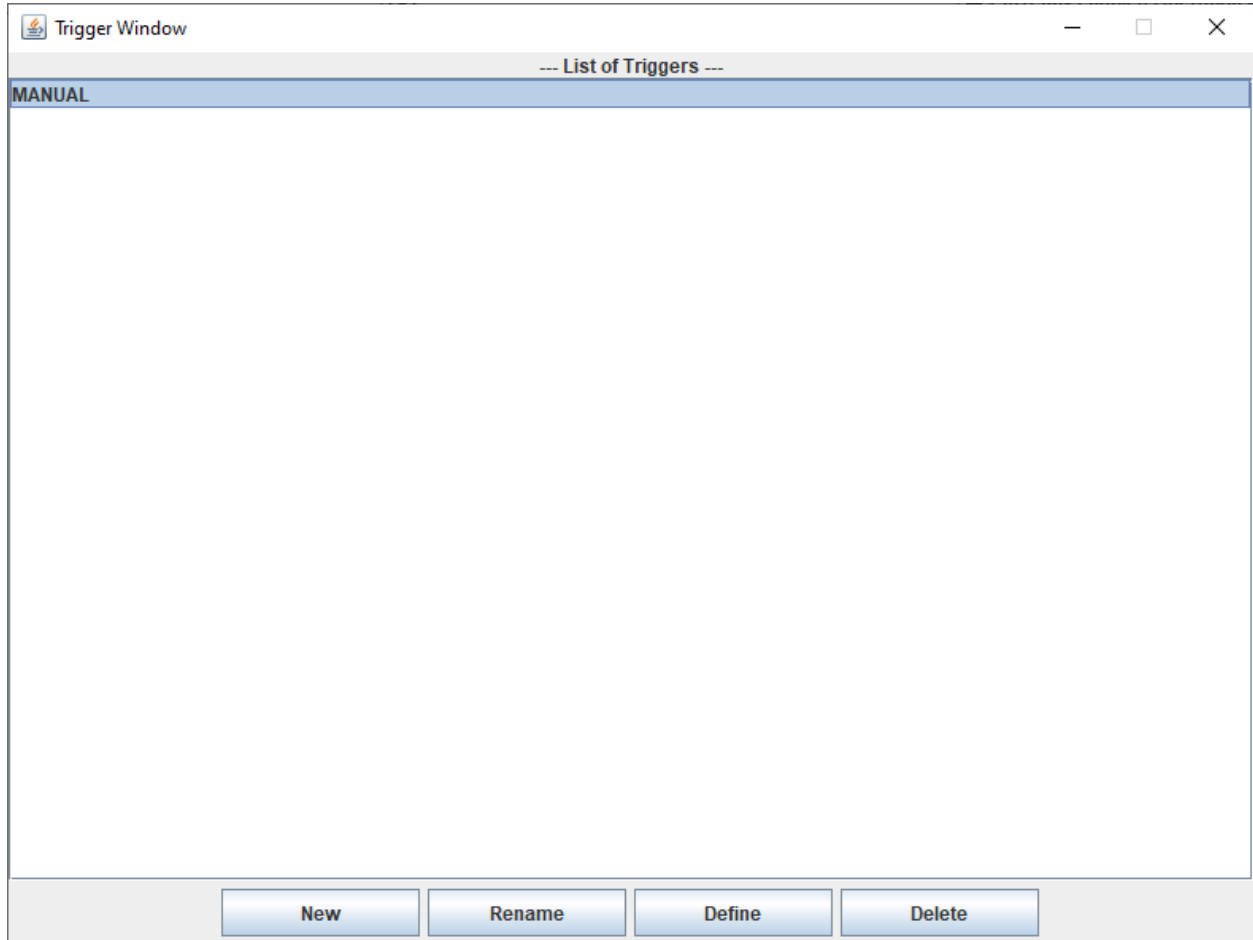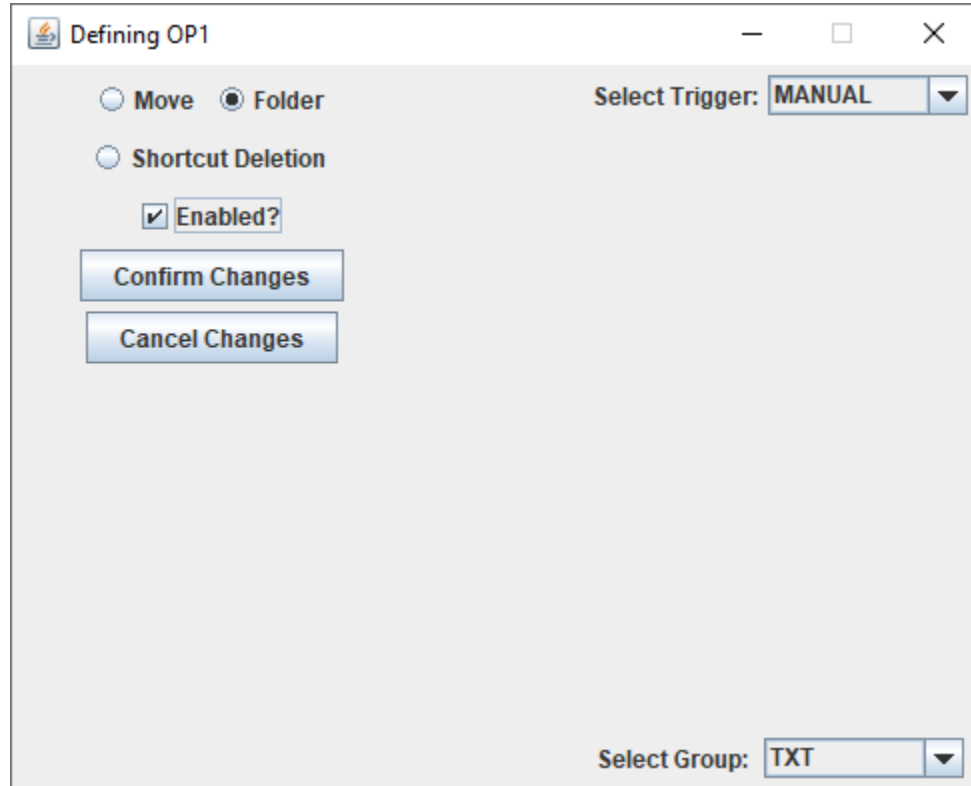
Group Creation Window

The 'Group Creation Window' is used to create, define, rename, and delete groups. Trigger definition is done through the 'Group Definition Window'. The 'Group Definition Window' is accessed by selecting a group in the center list of the Group Creation Window and clicking 'Define'.
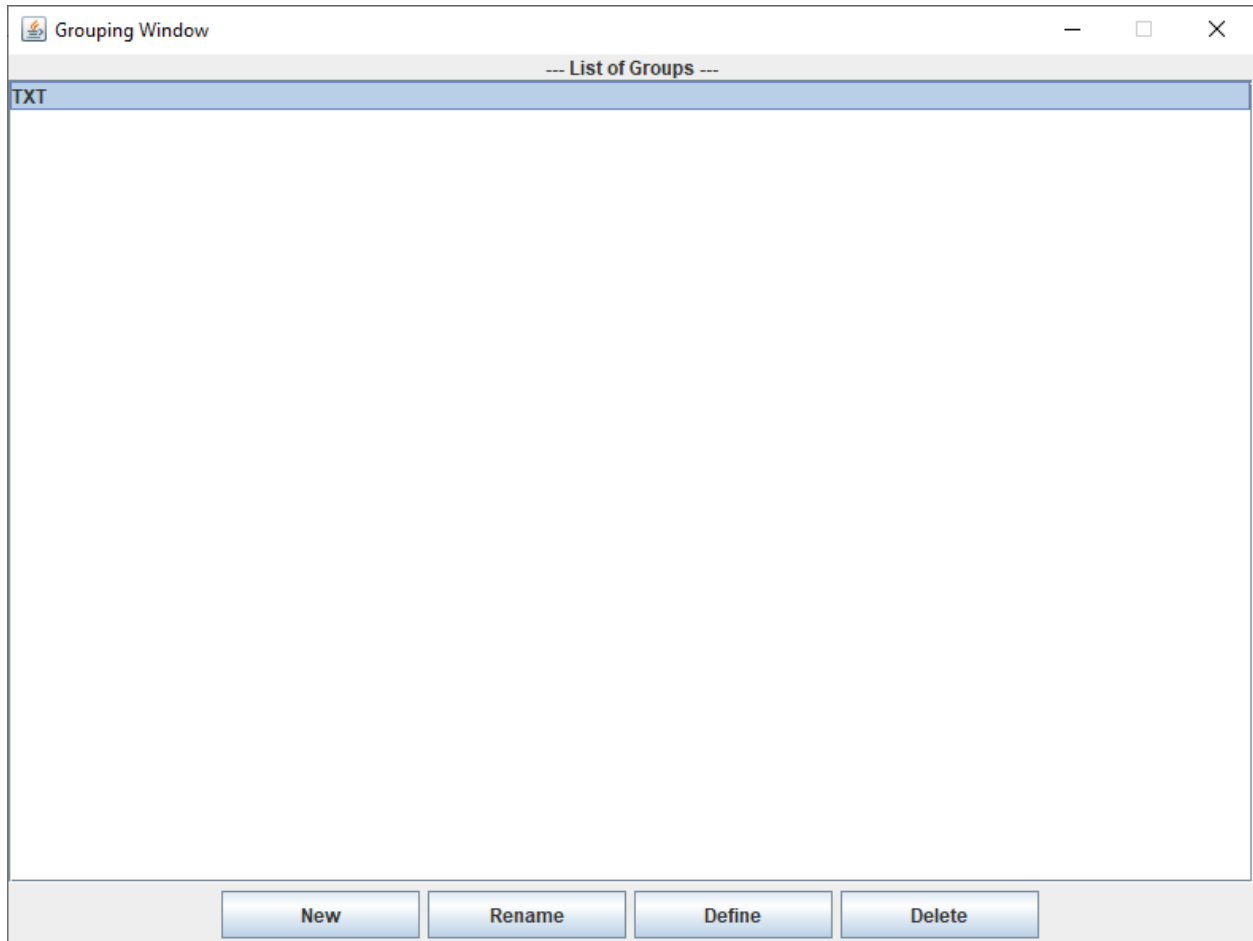
Operation Definition Window

The 'Operation Definition Window' is used to modify already-existing Operations. Options for operation parameters are located here, and there are two combo boxes that allow the user to select a trigger, as well as a group to be operated on.
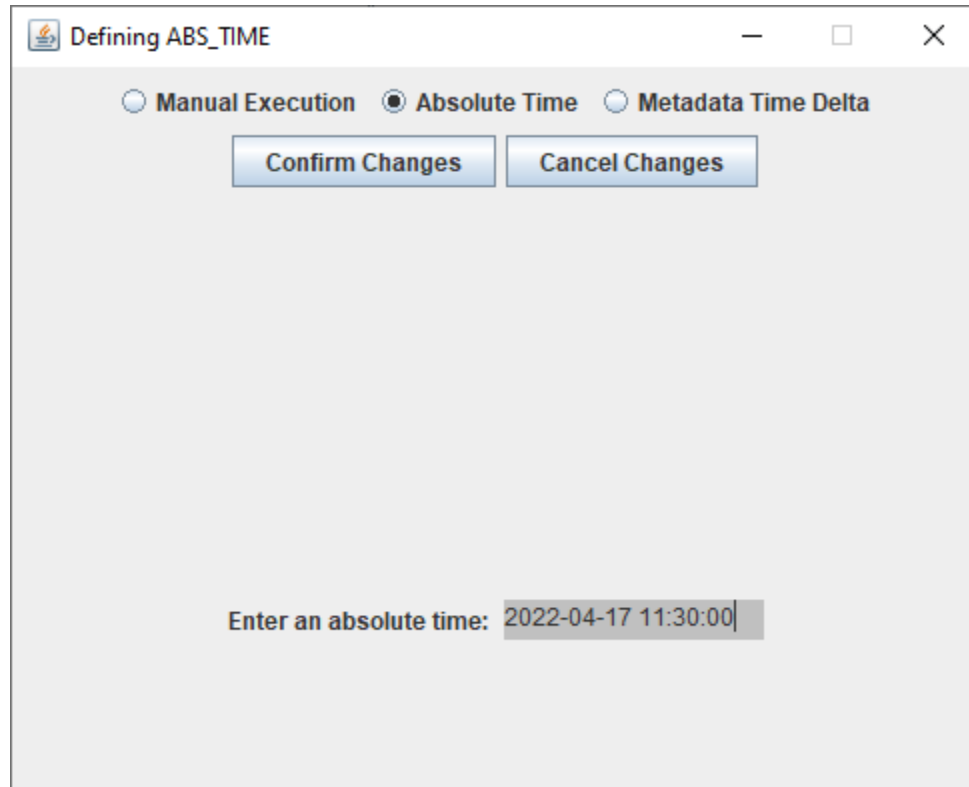
Trigger Definition Window

The 'Trigger Definition Window' is used to modify already-existing triggers. By default, when a trigger is created, it is a generic 'Manual Execution' trigger with an autogenerated name. The 'Trigger Definition Window' allows for a selection between Manual, Absolute, and Metadata-Time-Delta triggering.

Group Definition Window

The 'Group Definition Window' is used to define grouping criteria. Operation type, as well as parameters to go with those types are defined in this window.