

# Quick Guide to Duplicate File Finder

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- Main Program Window
- Search Criteria Selection
- Duplicates List
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- Top Menu
- Settings
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# Installing Duplicate File Finder

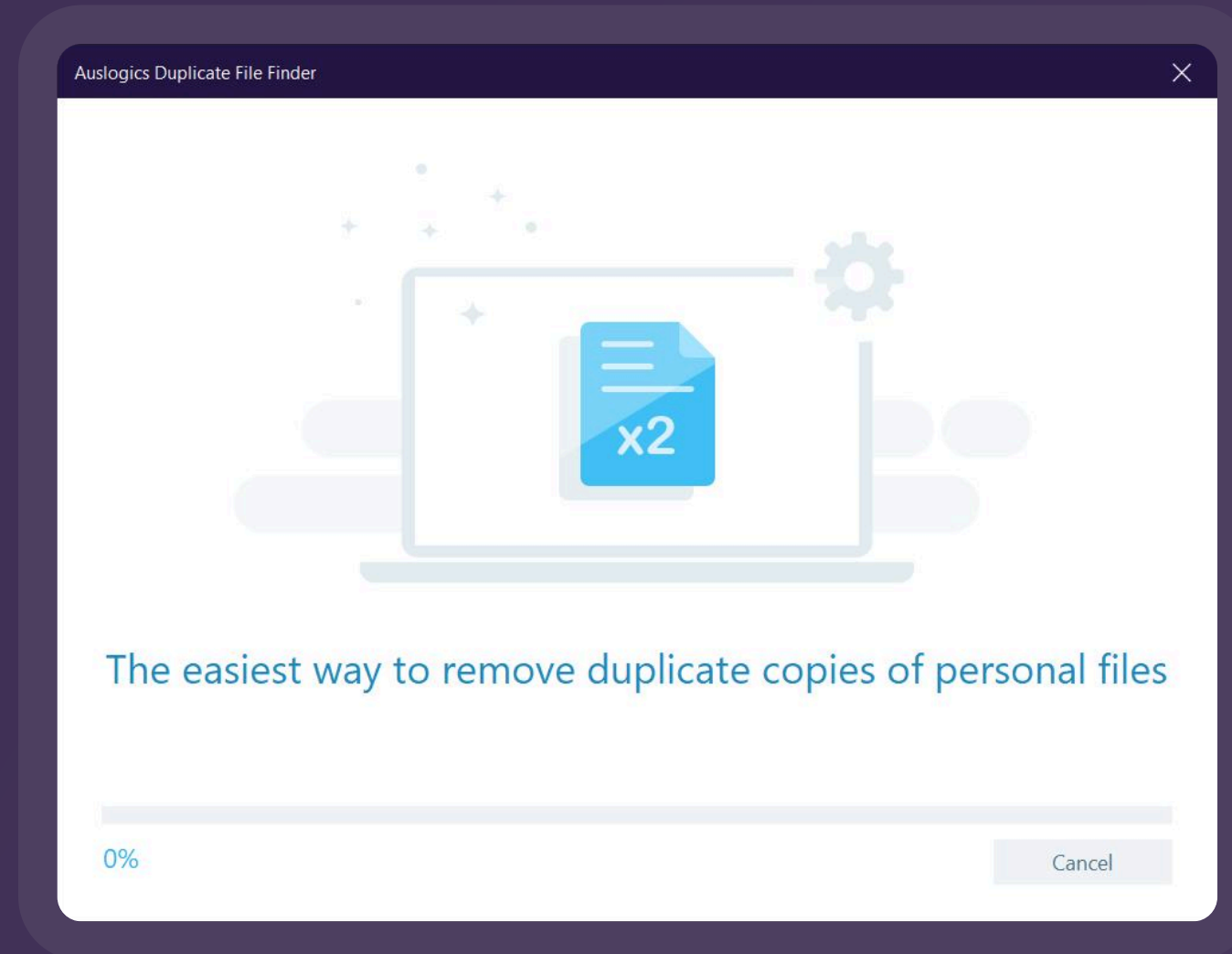
Launch the installer by double-clicking on the downloaded `duplicate-file-finder-setup.exe` file and follow the intuitive installation steps:

- 1 At the top-right of the installer window, you may choose the interface language you'd like to use.
- 2 Here you can change the folder to install the program to. You can leave the installation options as they are or customize them on this page. Make sure that the option to create a desktop icon is checked for quick access to the app later.

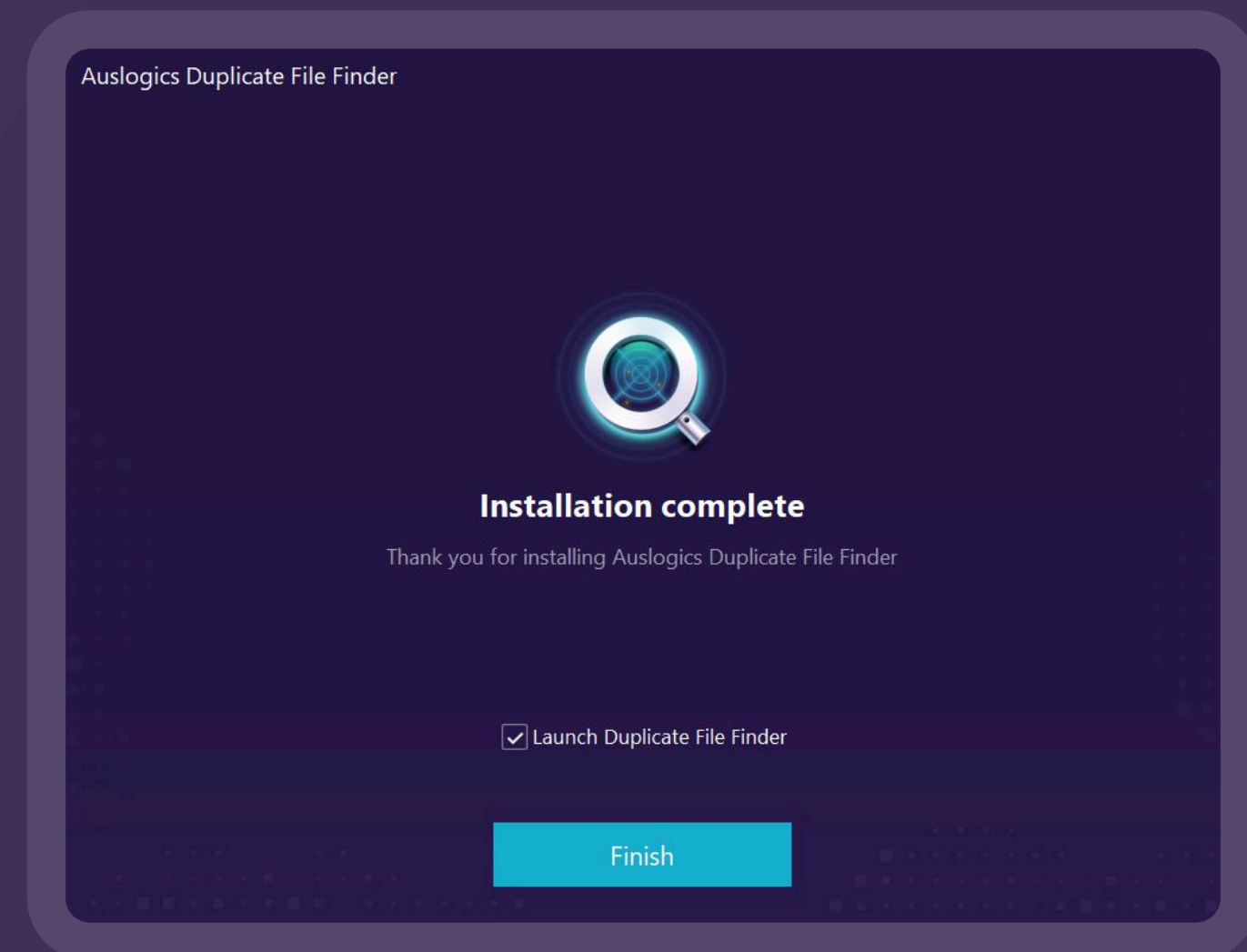
Click the links to review the [End User License Agreement \(EULA\)](#) and [Privacy Policy](#), then hit “Agree and install” to proceed with installation.



The installation should take less than a minute:



Click the **“Finish”** button to finalize the installation and launch the program:



# Main Program Window

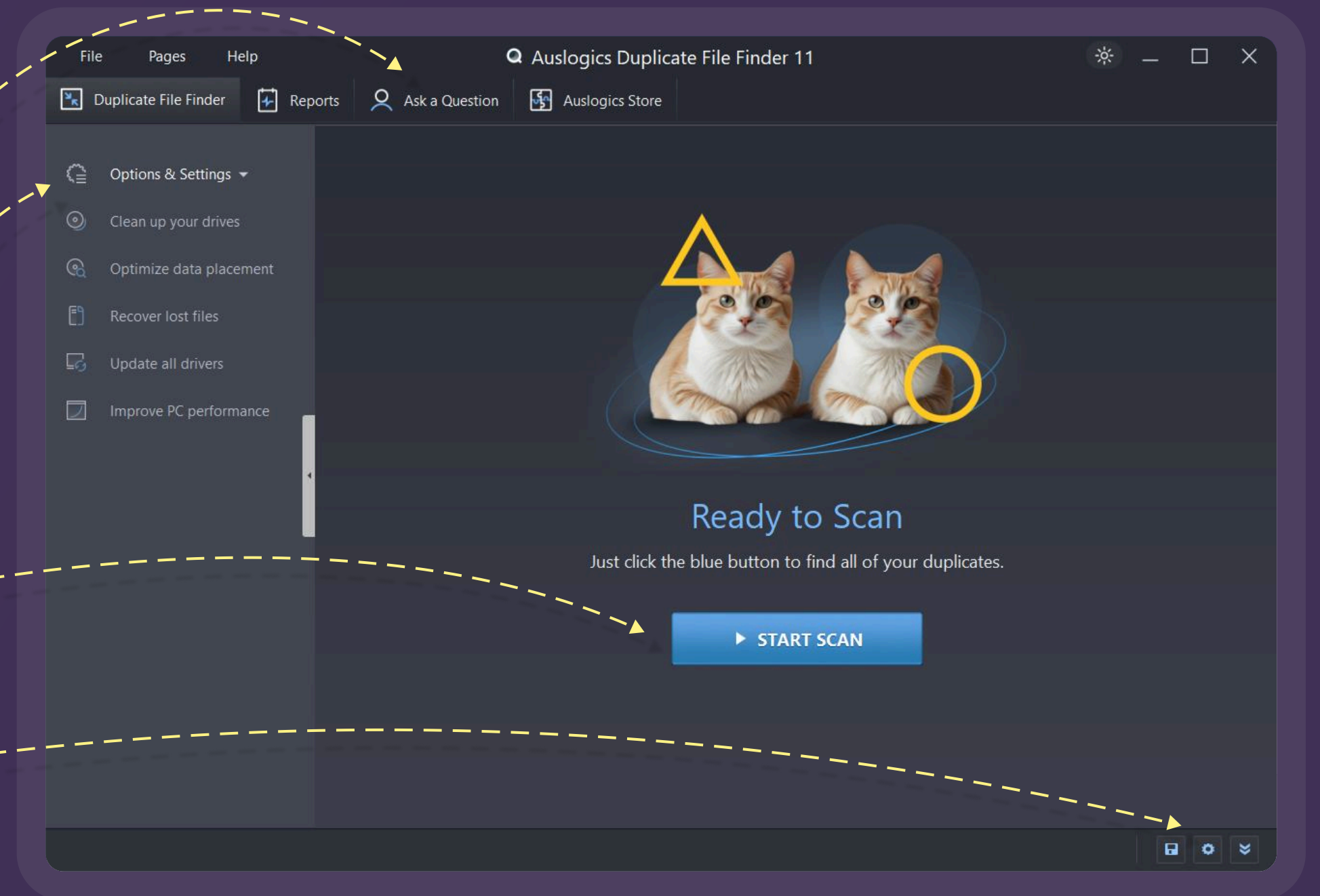
Once Duplicate File Finder starts up, you will see the main program window:

In the upper menu, you can switch between **Duplicate File Finder**, **Reports**, **Ask a Question**, and **Auslogics Store** tabs. We will speak about each tab later in this manual.

On the left, you can click **Option & Settings** and adjust your search options or go to **Settings**, as well as select one of the additional Auslogics tools.

The right part of the main window is where you need to initiate the scan. Just hit the **Start Scan** button to get to the criteria selection screen.

In the bottom-right corner of the window, you can quickly access the **Rescue Center**, **Settings**, or click **Update** to check for latest updates.



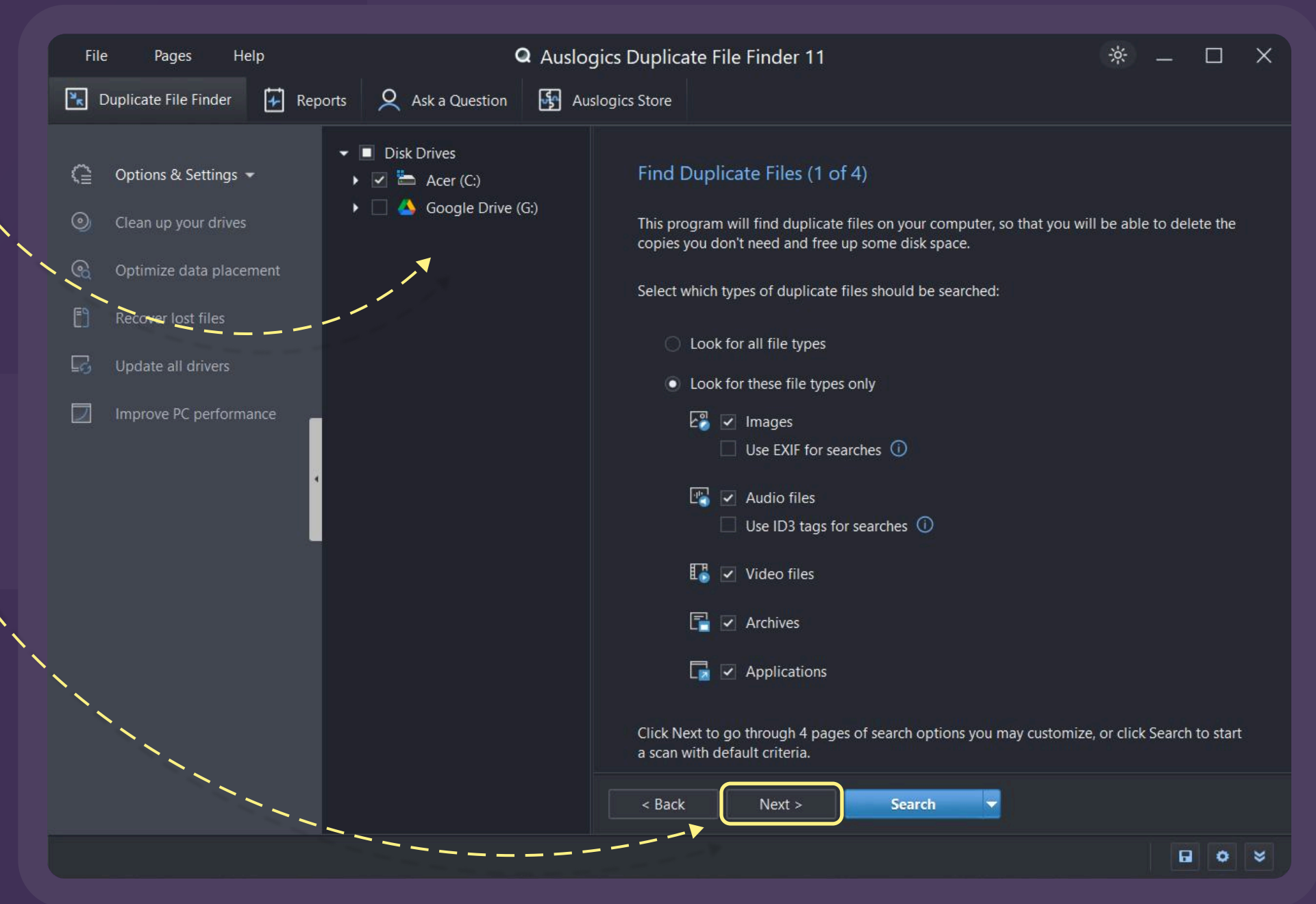
# Search Criteria Selection

Once you click the “**Start Scan**” button, you will see the criteria selection screen:

On the left, choose all the disk drives and folders you’d like to search for duplicates in.

The right part of the main window is where you need to set the criteria for your search. You can go with the default criteria and just hit the “**Search**” button, or go through the criteria step by step by clicking “**Next**” and checking or unchecking the boxes as needed.

- On **Step 1** of criteria selection, choose the types of files you would like to look for and click “**Next.**”



- **Step 2** of criteria selection will look like this:

### Select Search Criteria (2 of 4)

These options allow to ignore files that are smaller or larger than the preset size value. This may improve the speed of duplicates search.

Select which types of duplicate files should be searched:

Ignore files smaller than

If this option is enabled, duplicates search will only look at files larger than the size specified above.

Ignore files larger than

If this option is enabled, duplicates search will only look at files smaller than the size specified above.

Here you can choose to ignore files smaller or larger than the specified size. When done, click **“Next.”**

- **Step 3.** Check the corresponding boxes if you’d like the search to ignore file names, file dates, hidden files, and subfolders—each option is briefly described to help you decide. When done, press **“Next.”**

### Select Search Criteria (3 of 4)

These search parameters allow to look for duplicates ignoring file names and dates. When these options are selected, the search will look for duplicates by file content.

Select additional search parameters:

Ignore File Names  
If this option is enabled, file name matches will be ignored during duplicates search.

Ignore File Dates  
If this option is enabled, file creation/modification date matches will be ignored during duplicates search.

Ignore Hidden Files  
If this option is enabled, hidden files will be ignored during duplicates search.

Do not search in subfolders  
When this option is enabled, the search will run through selected folders only and will ignore any subfolders in them.

- **Step 4.** Here you can search for specific file names or extensions. For example, search for .pdf files only by specifying “.pdf” in the search field:

Select Search Criteria (4 of 4)

If you are looking for a particular file and remember at least part of its name, you can enter it below. This will help to narrow down the search results.

Specify the name of the file you are looking for:

Search for all file names

File name contains the following:

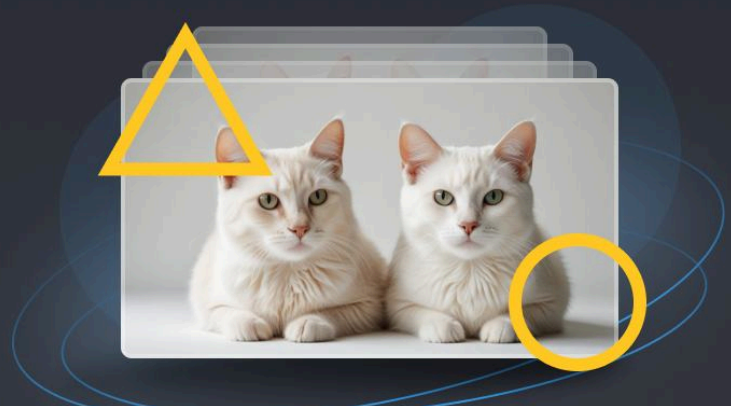
E.g. "florence", "florence; florence.jpg" or "\*.jpg" (without quotes)

< Back    Next >    **Search**







You're all set! Press the **“Search”** button and wait for the scan to complete.

When the scan is complete, you will see a results window summarizing the details of the scan. This window displays the total number of duplicate files found and the amount of storage space they occupy. Additionally, the results are categorized by file type, such as images, videos, audio files, applications, and archives.

To review the detected duplicates in detail and decide which files to keep or delete, click the **“View Results”** button.



**Scan Completed!**  
20 Duplicates found | 5.48 GB

 <b>Images</b> 324 MB	 <b>Video files</b> 2.43 GB	 <b>Applications</b> 737 MB
 <b>Audio files</b> 126 MB	 <b>Archives</b> 1.87 GB	 <b>Others</b> 0 Byte(s)

**View Results**

# Duplicates List

After pressing the “View Results” button, you can review the duplicates list and choose the files you want deleted.

In the upper-right side, you can switch between the preview and file detail views by clicking “Preview” or “Details.”

In the left-side pane, you can filter files by type or click the arrow next to “More filters” and filter them by date and size.

Instead of selecting one file at a time, you can choose one of the automatic selection options by clicking on the arrow on the “Auto Select in Group” button.

If you choose “Select Duplicates by Modification Date,” the latest/earliest duplicates in the group will be selected.

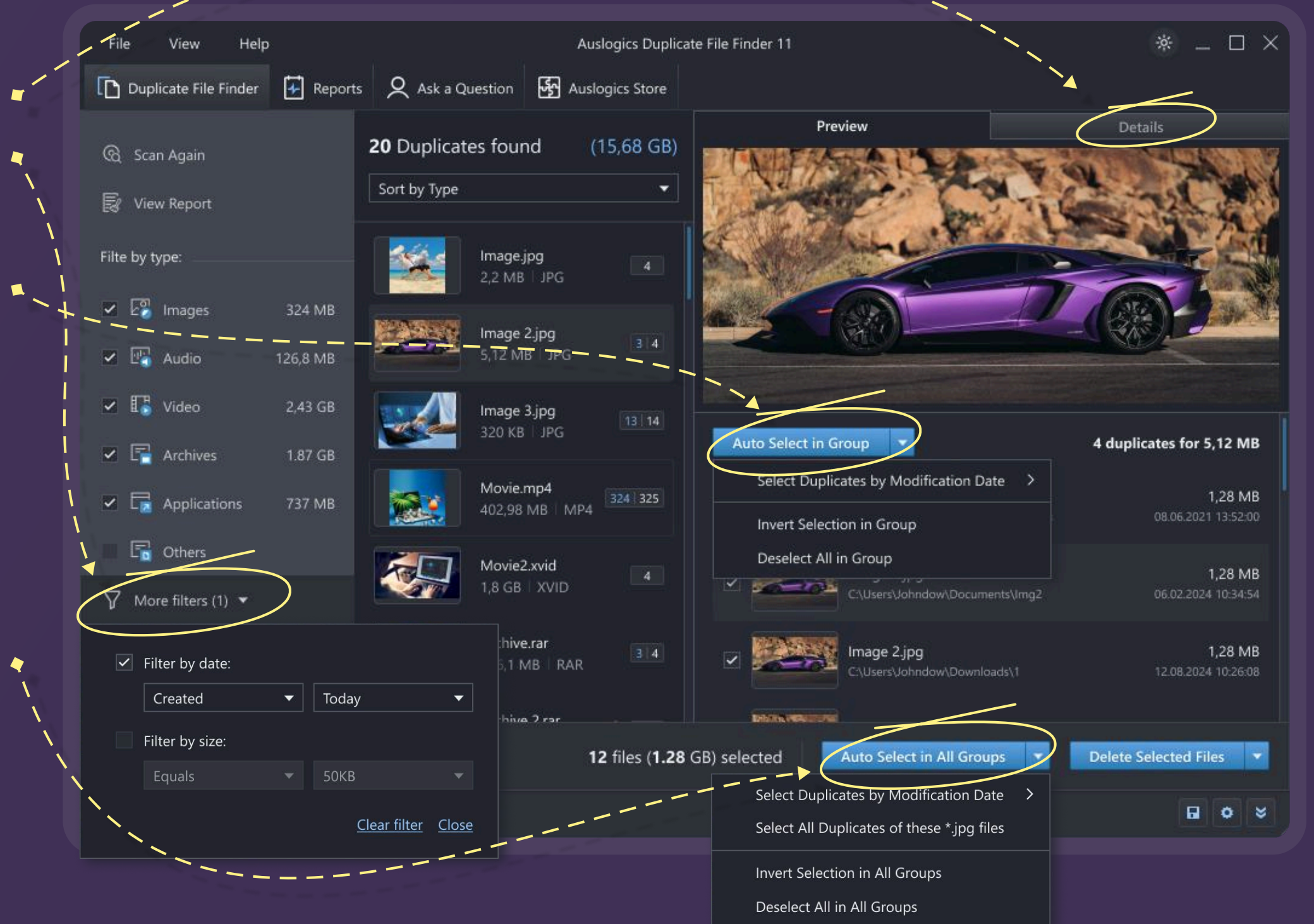
Clicking “Invert Selection in Group” selects the opposite of what is currently selected in the group.

Clicking “Deselect All in Group” deselects all duplicates in the group.

You can also apply automatic selection to all groups by clicking on the arrow on the “Auto Select in All Groups” button.

All the buttons will have the same effect as described above, but applied to all groups.

Clicking “Select all duplicates of these \*.\* files” selects all duplicate files with the same extension as the selected file.





Please also be aware that from the machine point of view, there are no originals or duplicates, there are only files that are identical. After you run the scan, the results are displayed as groups of identical files. No files are selected by default, so you are the one to decide which of the identical files to remove and which to leave by checking the appropriate boxes.

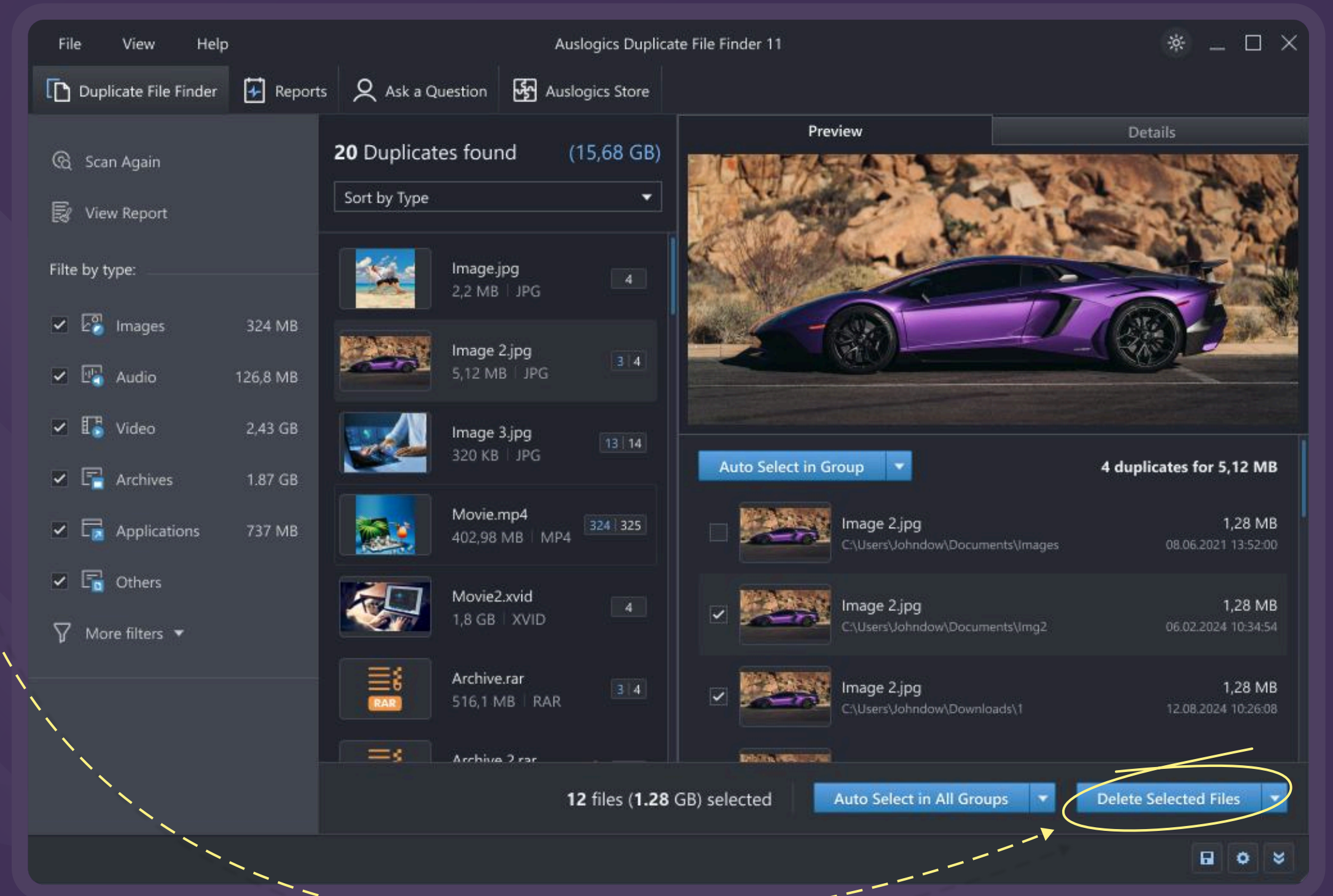
After you select the duplicates you'd like to delete, click the arrow next to the **“Delete Selected Files”** button. Here you can select how you want the duplicates to be deleted.

If you choose **“To Recycle Bin,”** you will be able to review each deleted file and restore it, if needed, until your Recycle Bin is emptied.

If you choose **“To Rescue Center,”** deleted duplicates will be saved as a single archive. This means you will be able to restore them all from this archive later, with no way to select specific files to bring back.

If you choose **“Permanently,”** the files will be deleted without being sent to the Recycle Bin first, and you won't be able to restore them later.

After pressing the button, you will see a popup asking you to confirm deletion—just click **“Yes”** there.

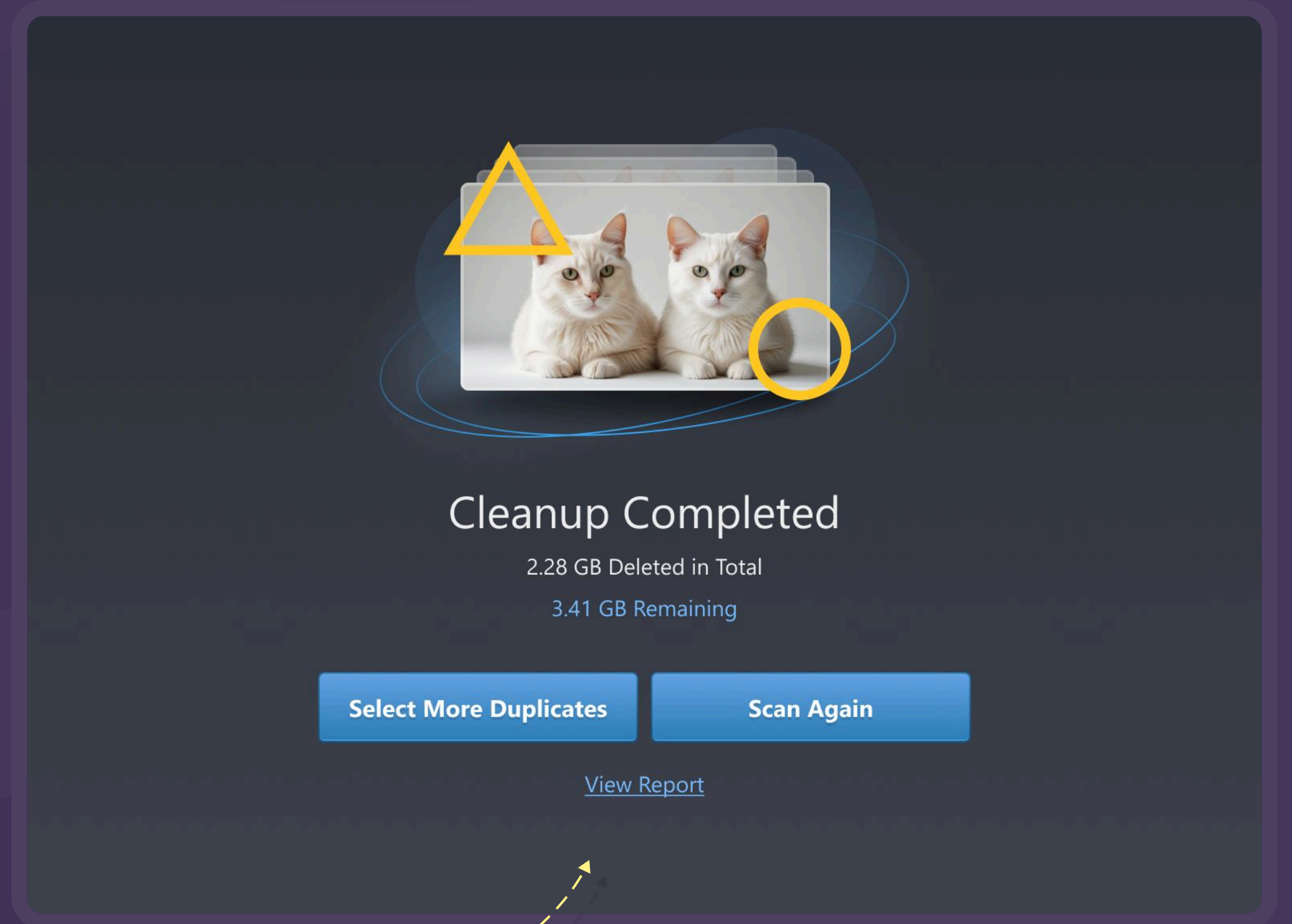


**i** **NOTE:** If you check the boxes next to all detected files and hit **“Delete Selected Files,”** the app will delete ALL identical files, including the originals. You need to keep one file in each group unchecked to make sure only the extra copies are deleted.

After completing the duplicate file deletion process, you will see the **Cleanup Completed** screen. This screen provides a summary of the cleanup, including the total size of files successfully deleted and the size of any remaining duplicate files.

You are presented with three options for further actions:

- Clicking **“Select More Duplicates”** returns you to the list of duplicates to select additional files for deletion.
- Clicking **“Scan Again”** starts a new scan to search for duplicate files across your system.
- Clicking **“View Report”** opens a detailed report of the completed deletion process, including information on the files removed.

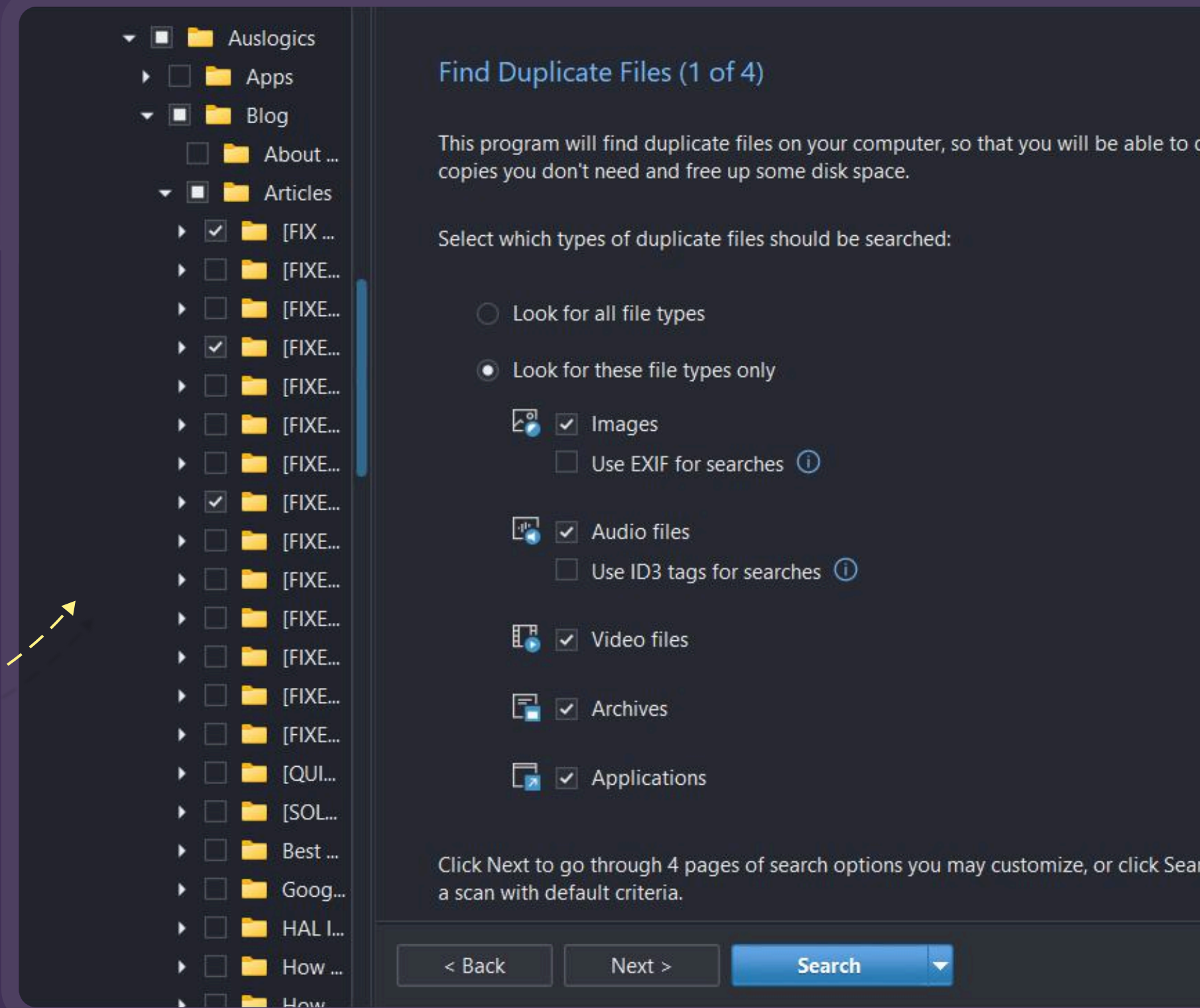


# How to delete duplicates from specific drive/folder

Although Duplicate File Finder does not let you choose which drive to delete the files from directly, you can manually select the drive or folder you'd like to search for duplicates in:

- 1 After clicking the “**Start Scan**” button, check the box next to the drive you want to scan or expand the folder list and navigate to the desired folder.
- 2 Check the box next to each desired folder to scan them for duplicates.

**i NOTE:** You can also protect a specified folder from duplicate cleanup by right-clicking it and selecting “**Add Folder to the Ignore List.**”



# Reports

The **Reports** tab allows you to view current system resource load charts and access reports on all of your previous operations. The tab is accessible via the upper menu.

On the left, you can see your **CPU**, **Disk**, **Network**, and **Memory** load in real time. Clicking on **“Detailed view”** next to **CPU** will show each CPU core load instead of the total load.

Under the charts, you can see two buttons. Clicking **“Update Drivers”** will launch Auslogics Driver Updater to check if your PC drivers are up to date. Clicking **“Create System Report”** will create a system-wide report on your hardware, operating system, and installed software.

On the right, you can see the list of reports on all operations. Click **“View Report”** to open a selected report. Click **“Delete Reports”** to delete selected reports.

The screenshot displays the 'Reports' tab in the Auslogics Duplicate File Finder 11 application. The top menu includes 'File', 'Pages', and 'Help'. The 'Reports' tab is active, showing a navigation bar with 'Duplicate File Finder', 'Reports', 'Ask a Question', and 'Auslogics Store'. An information icon indicates: 'Here you will find current system resource load charts and can view reports on all operations.'

The main area features four real-time resource load charts:

- CPU (6%)**: Labeled 'Detailed view', showing a line graph of CPU usage over time.
- Disks (43 KBps)**: Showing a line graph of disk activity.
- Network (24 KBps)**: Showing a line graph of network activity.
- Memory (67%)**: Showing a line graph of memory usage.

Below the charts are two buttons: 'Update Drivers' and 'Create System Report'.

On the right, the 'Tool Reports' section provides a summary: 'You can view all reports on all operations, or just reports for a specific time period for a selected tool.' It includes a dropdown menu set to 'All' and a table of reports:

Name	Tool	Date
Report	Duplicate File Finder	12/16/2024...
Report	Duplicate File Finder	12/16/2024...
Report	Duplicate File Finder	12/13/2024...

At the bottom of the reports section are buttons for 'View Report' and 'Delete Reports'.

# Ask a Question

In this tab, you can contact our computer experts and get a professional answer regarding Auslogics products, Windows, PC, software, or devices. You can also check if your question has already been answered by clicking “[Read other questions](#)” next to “[Latest Questions](#)” in the right pane.

The screenshot shows the 'Ask a Question' interface within the Auslogics Duplicate File Finder application. The interface is dark-themed and includes a navigation bar with 'File', 'Pages', and 'Help' menus. Below the navigation bar are tabs for 'Duplicate File Finder', 'Reports', 'Ask a Question', and 'Auslogics Store'. The main content area is divided into three sections:

- Left Panel:** A user greeting 'Hello, guest!' with '3 free questions left' and a 'Sign in or sign up to continue' prompt. There are 'Sign In' and 'Sign Up' buttons, and a 'Service terms' link.
- Center Panel:** A section titled 'Ask a Question' with a 'New' badge. It includes the text 'Get professional answers here' and 'Auslogics proudly presents a new unique feature: a way for you to directly contact our computer experts. If you have any questions regarding Windows, PC, installed software or devices, ask our experts and receive a comprehensive answer.' Below this is a 'Choose a question category:' section with three buttons: 'Windows questions', 'Software questions', and 'Device questions'. At the bottom of this section is a note: 'Having problems with Auslogics software? Ask your question as many times as you need. It's always free.'
- Right Panel:** A section titled 'Latest Questions' with a 'Read other questions' link. It lists several questions with dates and titles:
  - 12/15/2024 **windows 11 24h2** is Windows 11 24H2 compatible to BoostSpeed? [Read Now](#)
  - 12/8/2024 **очистка системы** как очистить место на системном диске [Read Now](#)
  - 12/4/2024 **RAM and CPU** Hello, my computer is not that powerful, ideapad 3i, sometimes the memory and processing gets saturated, I would like to know if in boostspeed there is a function to press a button... [Read Now](#)
  - 12/3/2024 **copy paste stops working in files and docs** copy paste stops working in files and docs. [Read Now](#)
  - 11/29/2024 **old drivers**

A dashed yellow arrow points from the text on the left to the 'Read other questions' link in the 'Latest Questions' section.

# Auslogics Store

In this tab, you can learn more about other Auslogics products and easily download and purchase them.

File Pages Help Auslogics Duplicate File Finder 11

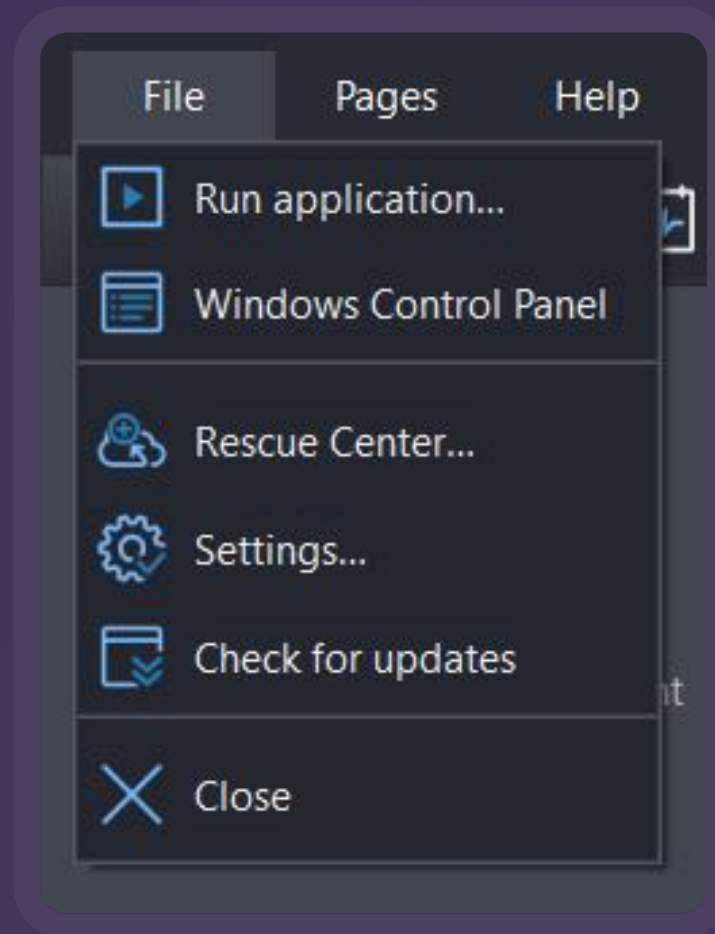
Duplicate File Finder Reports Ask a Question Auslogics Store

**Exclusive offer for registered users only**  
These additional programs from Auslogics and partners are recommended for your PC. Buy now to enjoy exclusive discounts available to registered users only.

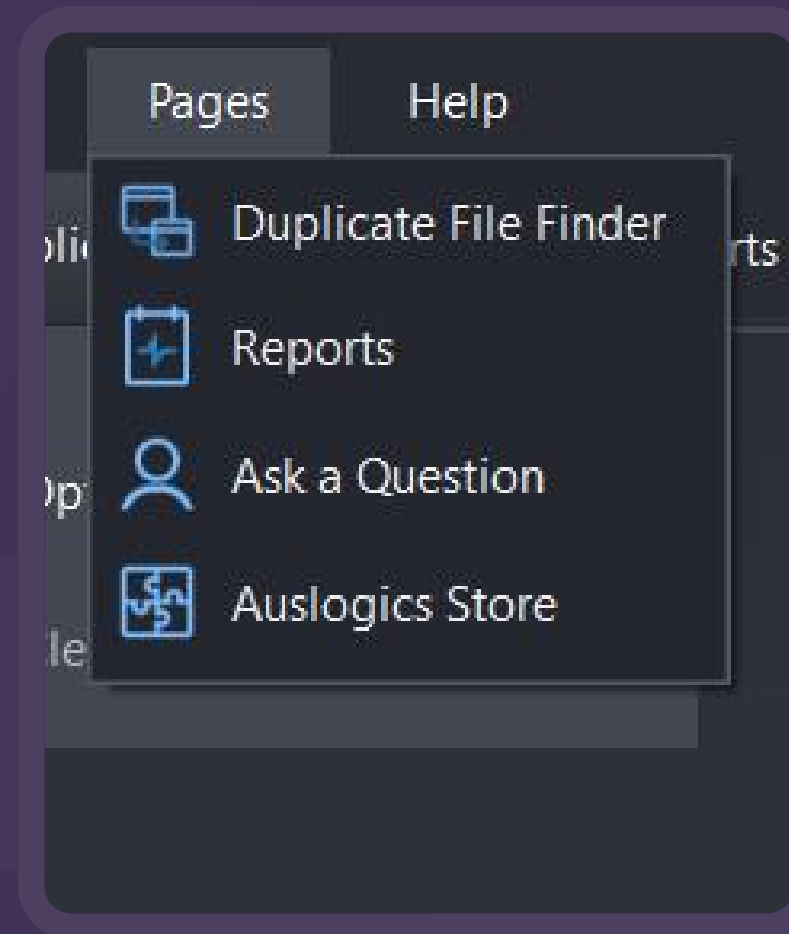
	<b>BoostSpeed 13</b> BESTSELLER	RUN	● Clean, tweak and turbo-charge your computer today	\$23.96	<del>-\$29.95</del>	<b>-20%</b>	Buy now
	<b>Driver Updater</b> Most popular	RUN	The best solution for keeping your hardware and devices working smoothly.				
	<b>Anti-Malware</b>	RUN	● Top-notch protection against malware and data safety threats.	\$15.96	<del>-\$19.95</del>	<b>-20%</b>	Buy now
	<b>Disk Defrag Ultimate</b>	RUN	● Auslogics Disk Defrag Ultimate is the perfect tool to get your drives working at maximum efficiency	\$15.96	<del>-\$19.95</del>	<b>-20%</b>	Buy now
	<b>SSD Optimizer</b>	RUN	Safe performance improvement for your SSD drive				
	<b>Disk Defrag</b>	RUN	● Choice of millions of users worldwide!	\$15.96	<del>-\$19.95</del>	<b>-20%</b>	Buy now
	<b>Registry Cleaner</b>	RUN	● Safe and easy way to restore stability	\$15.96	<del>-\$19.95</del>	<b>-20%</b>	Buy now

# Top Menu

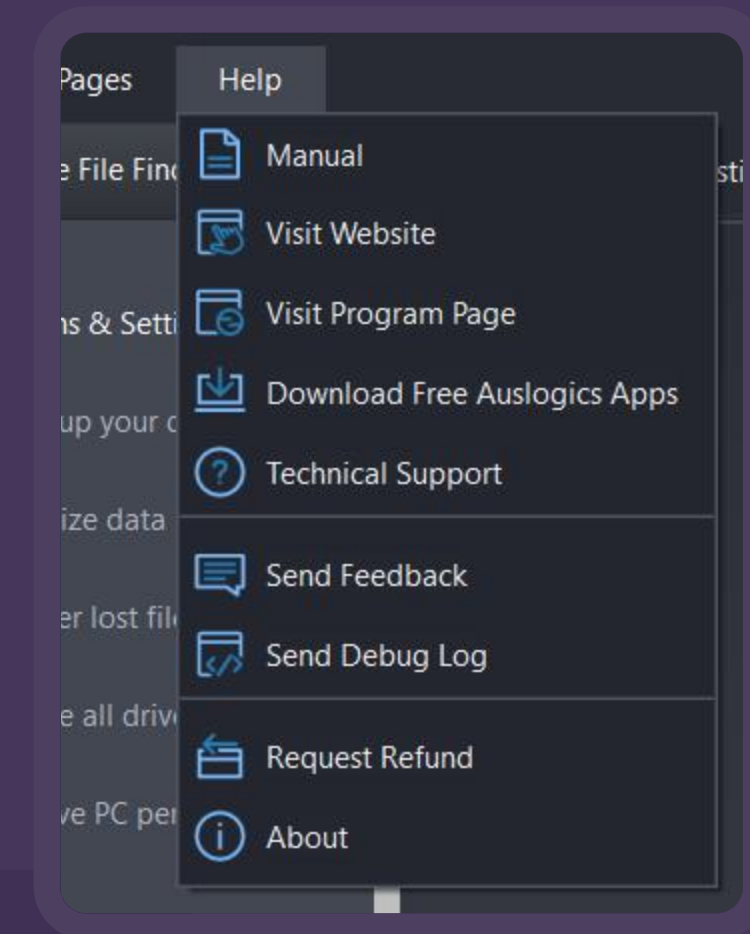
The main program menu is located at the very top of the program window and gives you three drop-down lists of shortcuts to almost every Duplicate File Finder feature.



The **File** menu contains the main options that let you run any application, launch Control Panel, access the Rescue Center, open Settings, or check for updates.



The **Pages** menu allows you to switch between the Duplicate File Finder, Reports, Ask a Question, and Auslogics Store tabs.

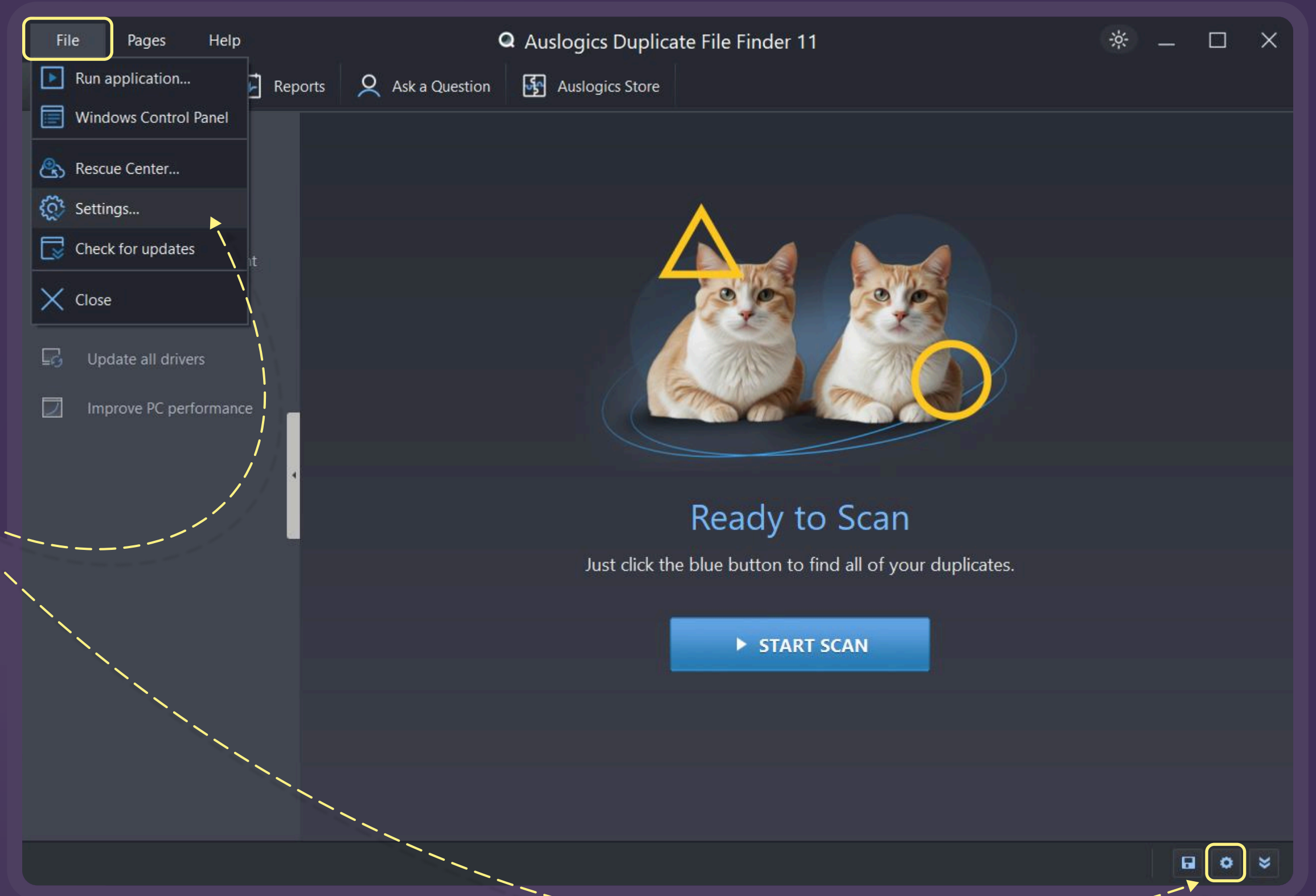


The **Help** menu lists the options you have for getting information about the program or assistance with it.

# Settings

Although Duplicate File Finder works great on default settings, it also offers customization options, so you can enjoy the program that looks and works exactly as you want it.

To access Settings, click on “Settings” under the **File** menu or the gear icon at the bottom-right of the main program window.



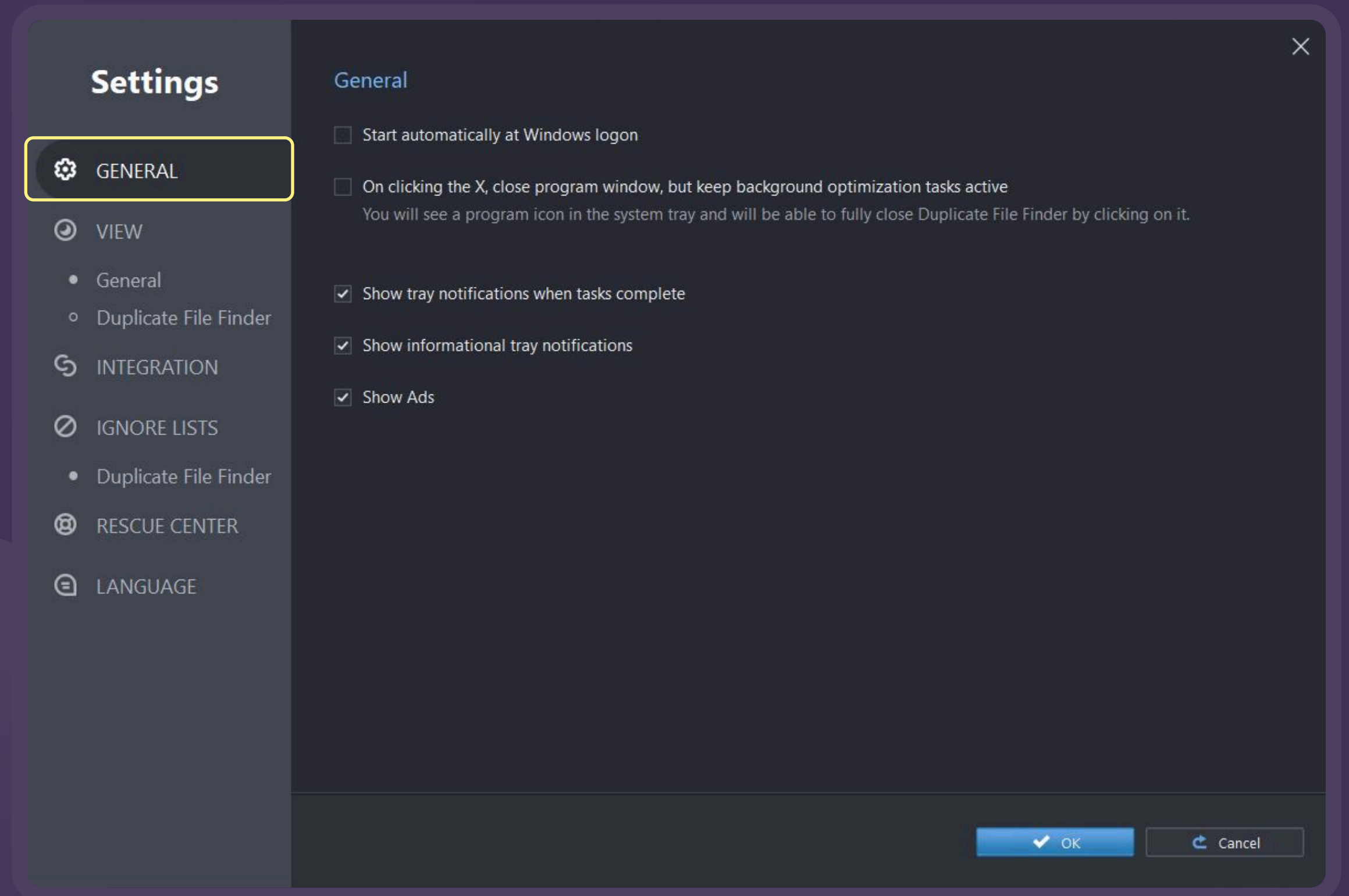


## Settings

# General

In this tab, you can set the program to launch on PC startup and choose whether clicking “X” will close the window or completely exit the program.

You can also enable or disable informational and tray notifications from the tool, as well as control whether ads are displayed.



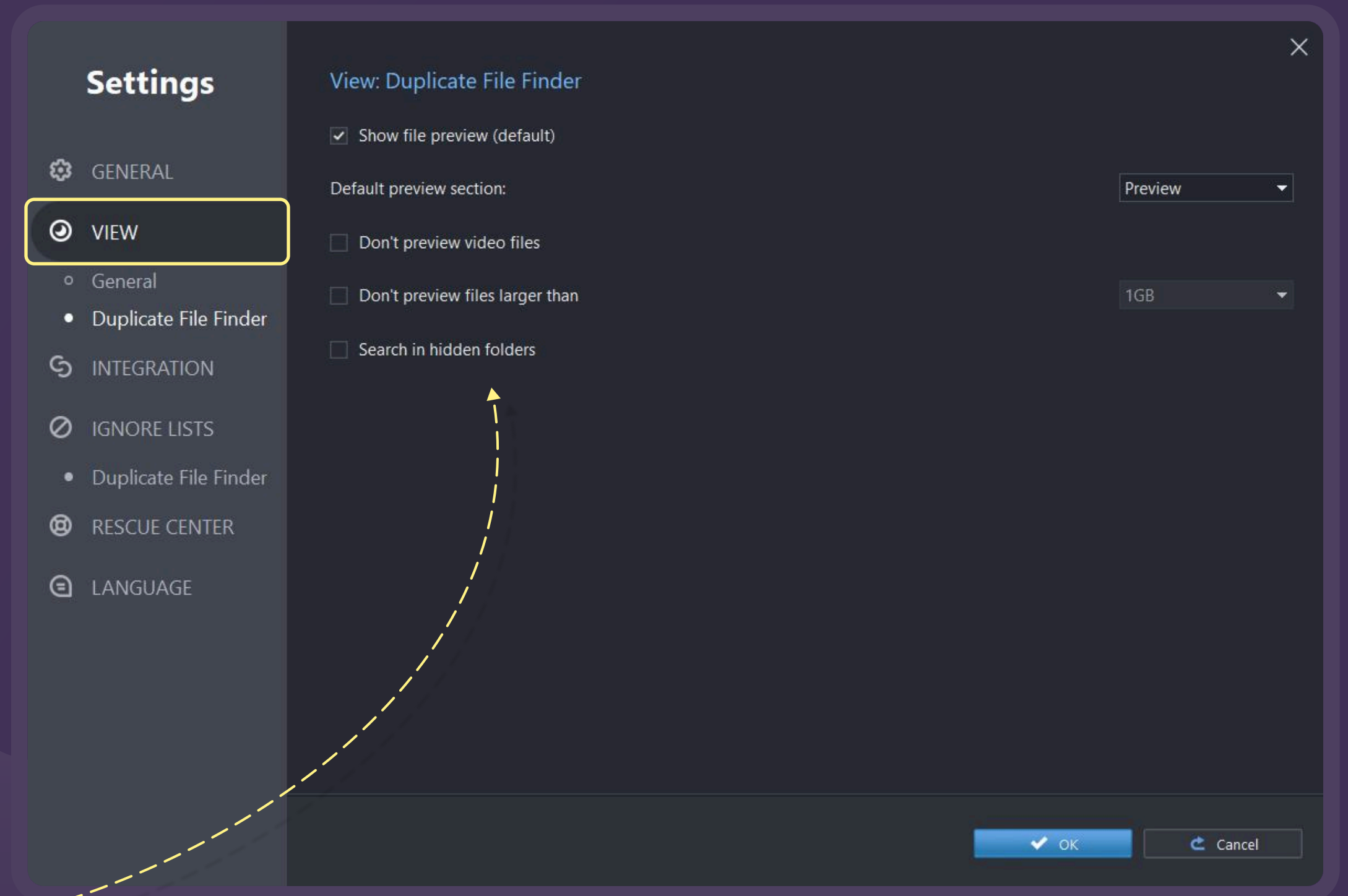
## Settings

# View

In the **View** tab, you can adjust the size of texts and elements within the app's interface. You may also use this tab to edit the way you review the list of detected duplicates by deciding whether to see previews of all or just certain files after the search. You can also disable file preview for all file types. To access the **View** tab from the main menu, go to **File -> Settings** and click **"View"** on the left:

Since loading large files may take time and slow down the results preview on lower-spec computers, you may disable the preview of video files or files larger than a certain size.

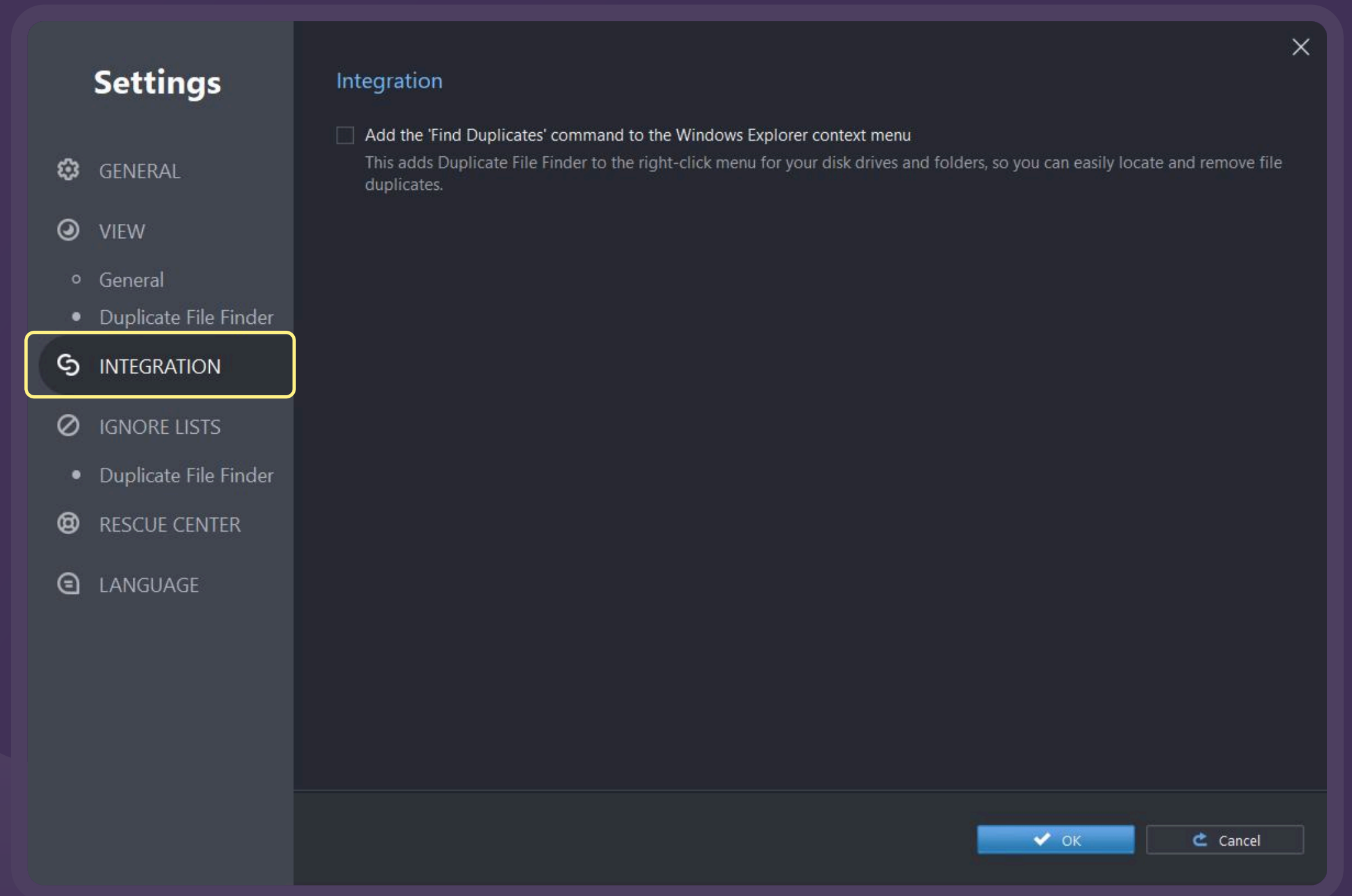
If you are concerned about deleting important system files in your cleaning spree, make sure that the **"Search in hidden folders"** option is unchecked.



## Settings

# Integration

In this tab, you can add the “**Find Duplicates**” command to your Windows Explorer context menu, so that when you right-click a drive or a folder, you can easily locate and remove file duplicates in this drive/folder.

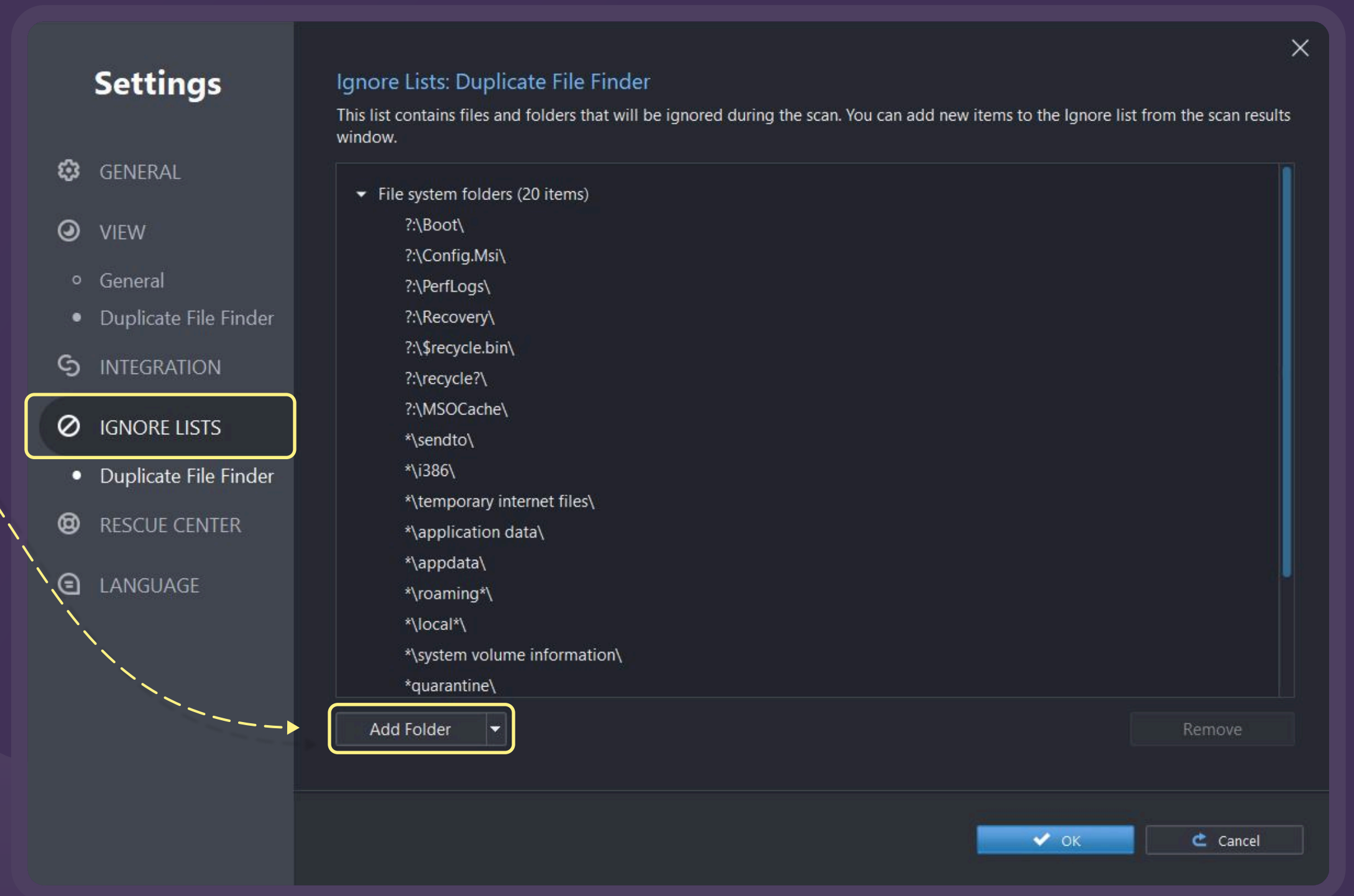
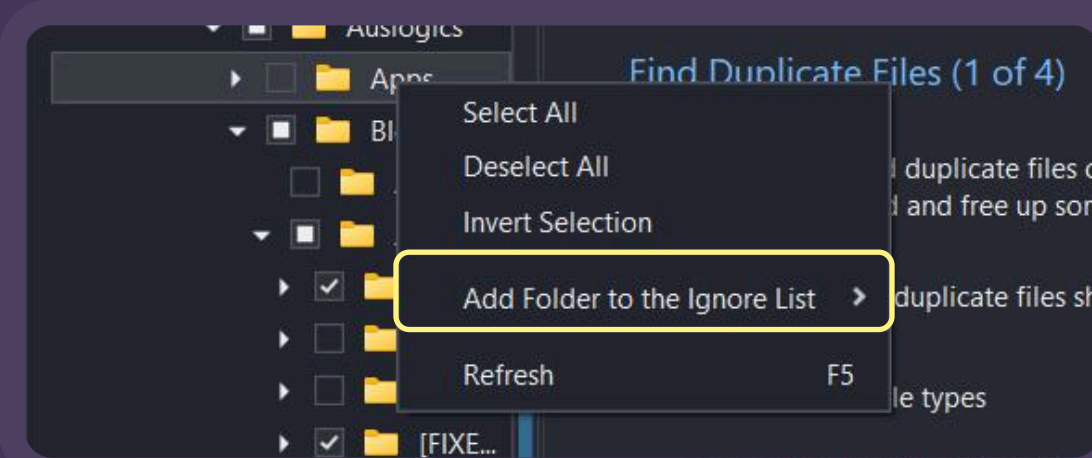


## Settings

# Ignore Lists

The **Ignore Lists** tab contains folders that are ignored during the scan. You can add or remove folders to/from this list by clicking the **“Add Folder”** or **“Remove”** buttons respectively.

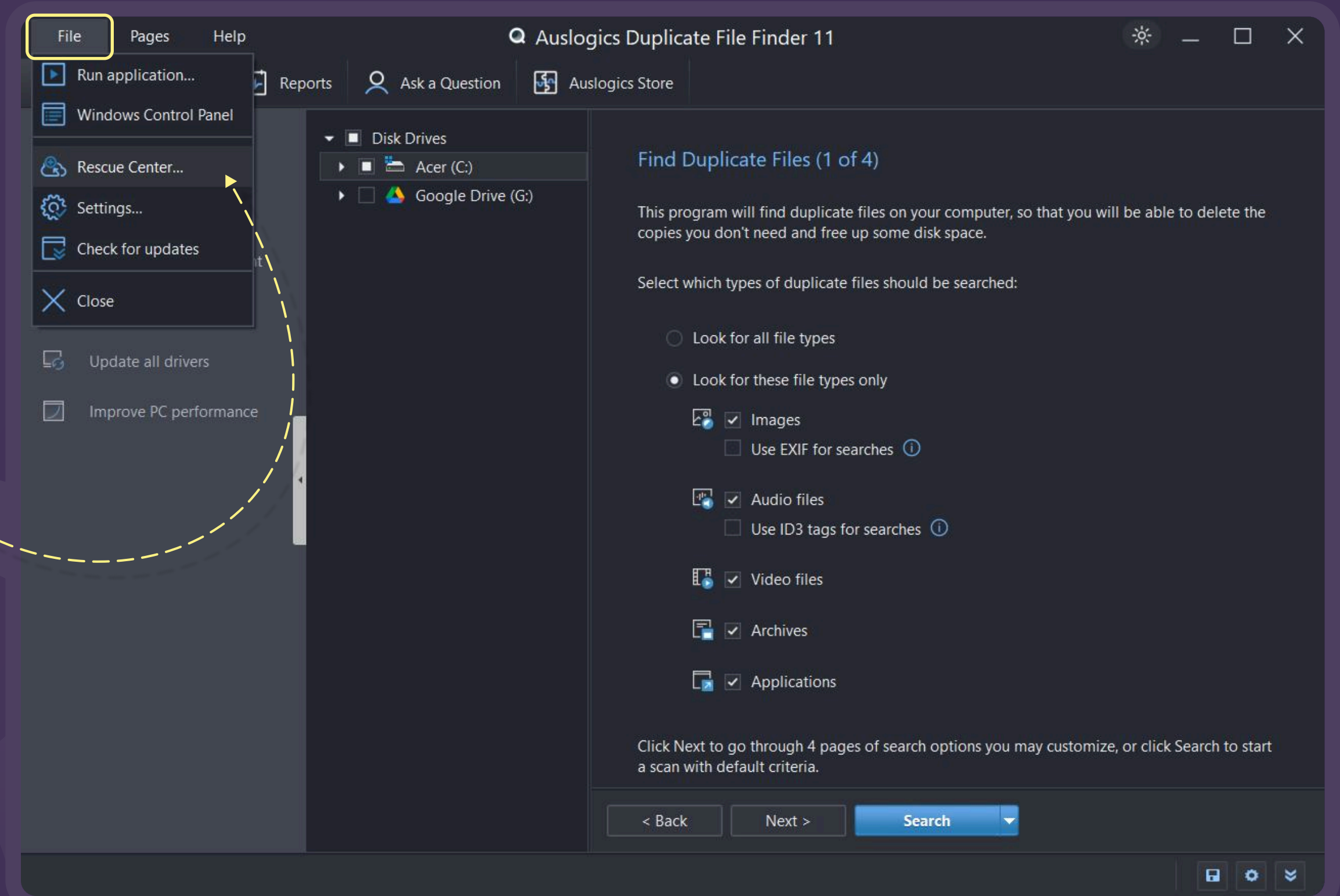
You can also add new folders to the list from the criteria selection screen.



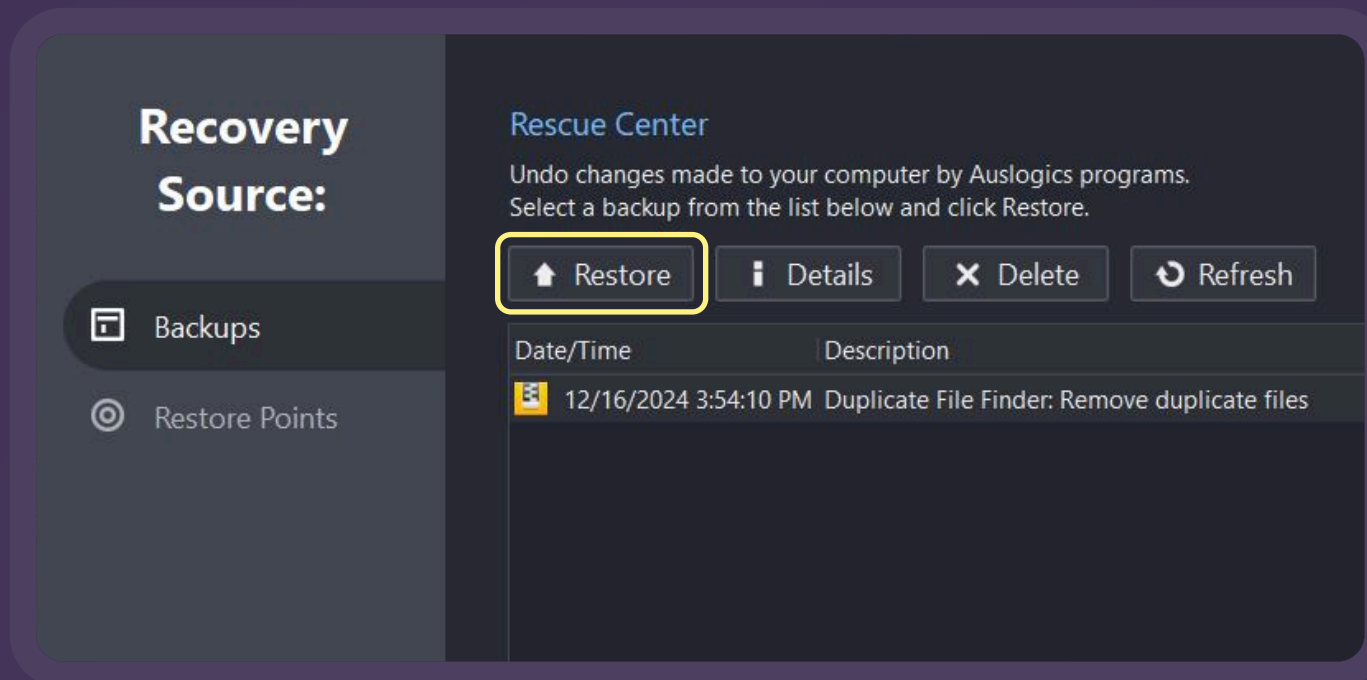
## Settings

# Rescue Center

The Auslogics Rescue Center is where you save backups created prior to running various optimization tasks, and from where you can restore things to a previous stable state if something goes wrong or you don't like the operation's results. You can access the Rescue Center from **Settings**, from the **File** menu at the top of the program window, or by clicking the floppy disk icon at the bottom-right.



If you had Duplicate File Finder delete duplicates to the Rescue Center, you can restore all deleted files by selecting “Backups” and clicking the “Restore” button.

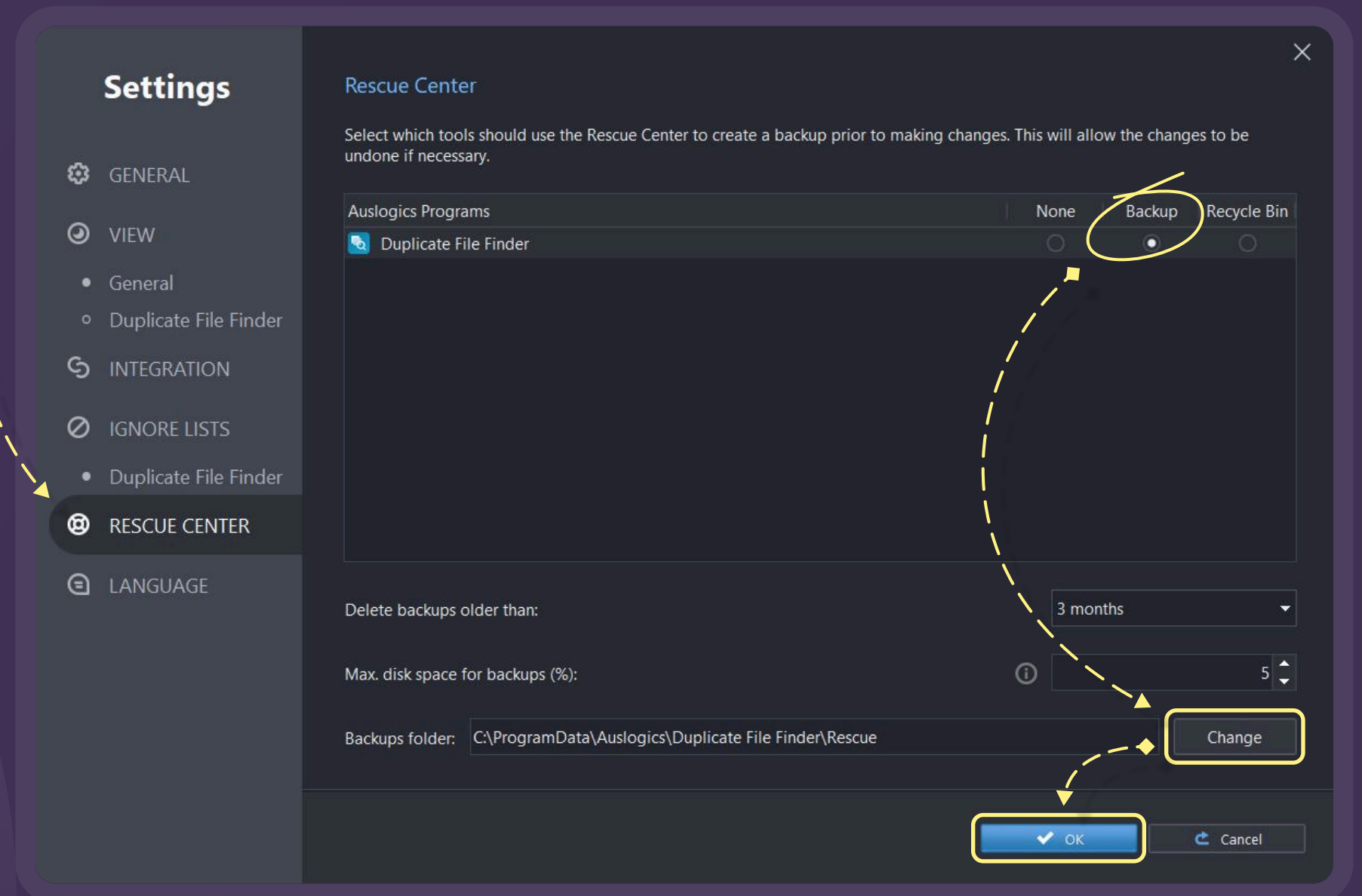


Rescue Center files are archives and they are usually stored at the following address on your computer:

**C:\ProgramData\Auslogics\Duplicate File Finder\Rescue\DuplicateFileFinder**

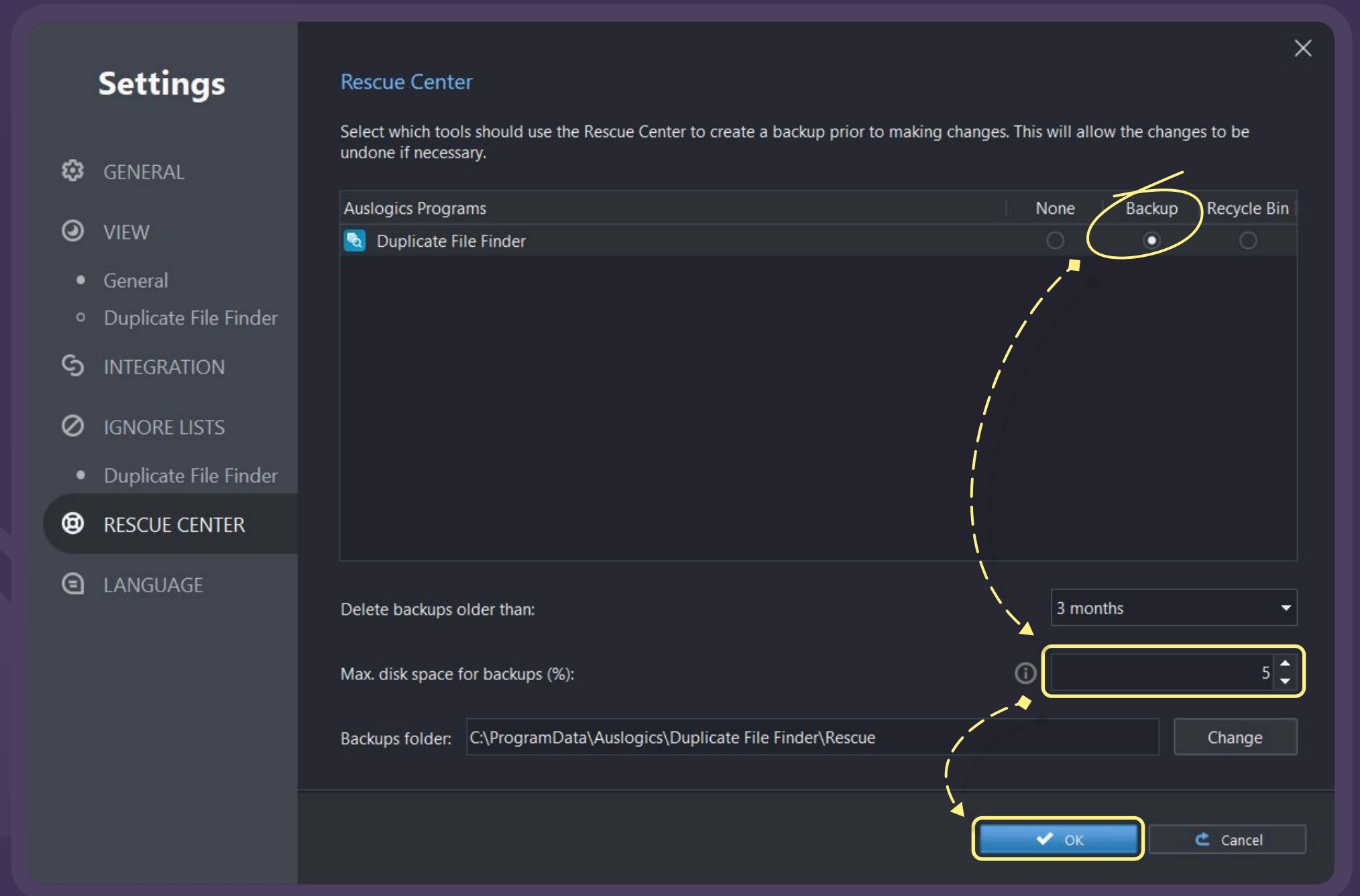
If you'd like, you can relocate Rescue Center files to a different place on your PC, such as to a bigger drive to allow for more storage. To change the destination folder for Rescue Center files, do the following:

- Go to **File -> Settings -> Rescue Center -> Change.**
- Select a different location and click “OK.”



You can also assign an external drive to the Rescue Center. However, keep in mind that the backup and recovery process will only work as long as the drive letter does not change (you need to create the same conditions for your external media during recovery as during backup).

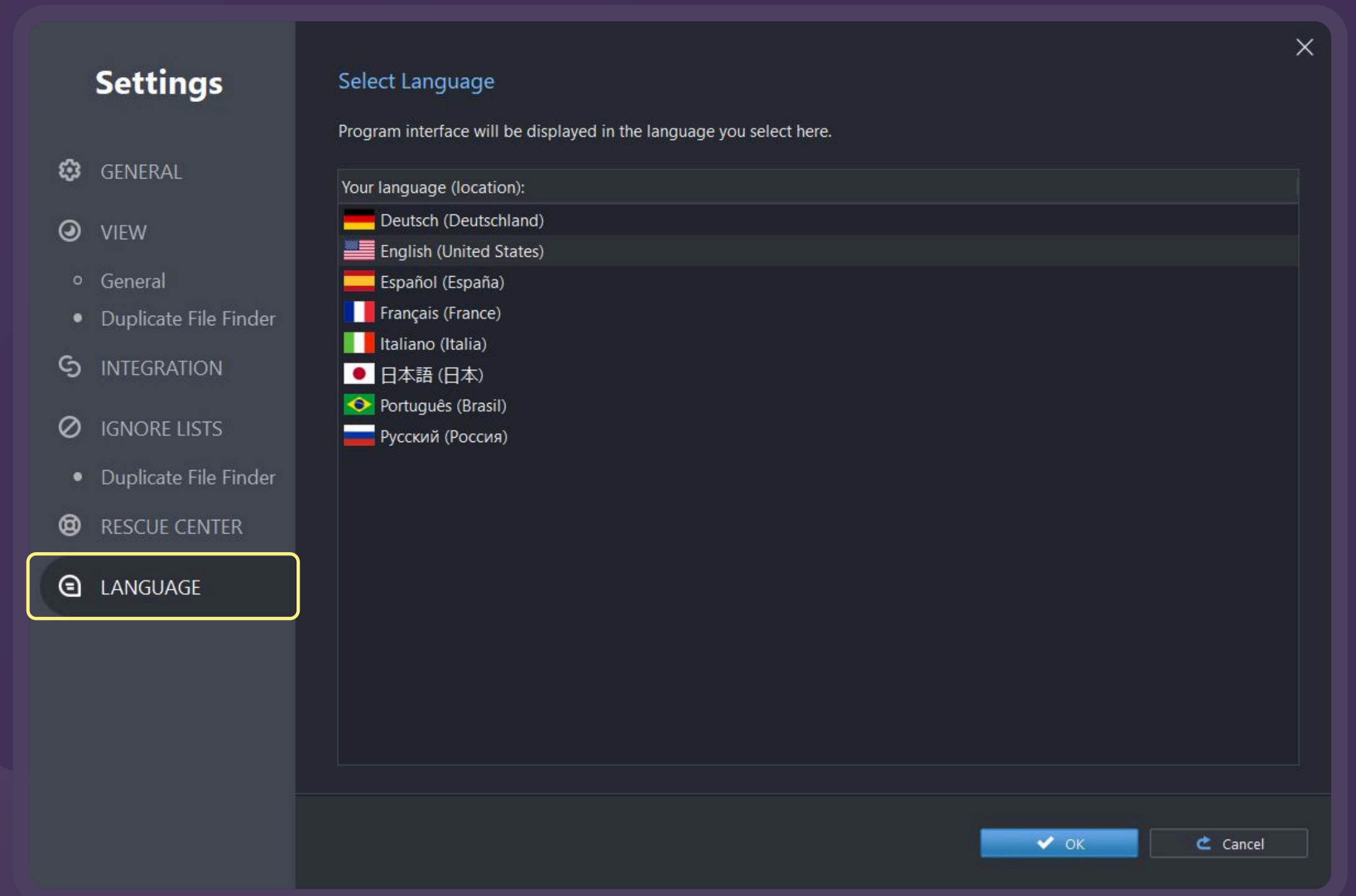
To customize the program even further, you can expand the amount of disk space allocated to Rescue Center backups up to 50%: Go to **File -> Settings -> Rescue Center** and change the “Max. disk space for backups (%)” setting.



## Settings

# Language

In this tab, you can select the language to be displayed in the program interface.





# Getting Help

Many of the questions you may have regarding Auslogics software products have already been answered in the FAQ section on [www.auslogics.com](http://www.auslogics.com).

The Support section on the Auslogics website also offers a way to retrieve a lost license code, request a refund, download product manuals, and more.

Should you have any questions that are not answered on the website, don't hesitate to email our dedicated customer support team 24/7 at the following address:

 [support@auslogics.com](mailto:support@auslogics.com)

Thank you for using Duplicate File Finder!