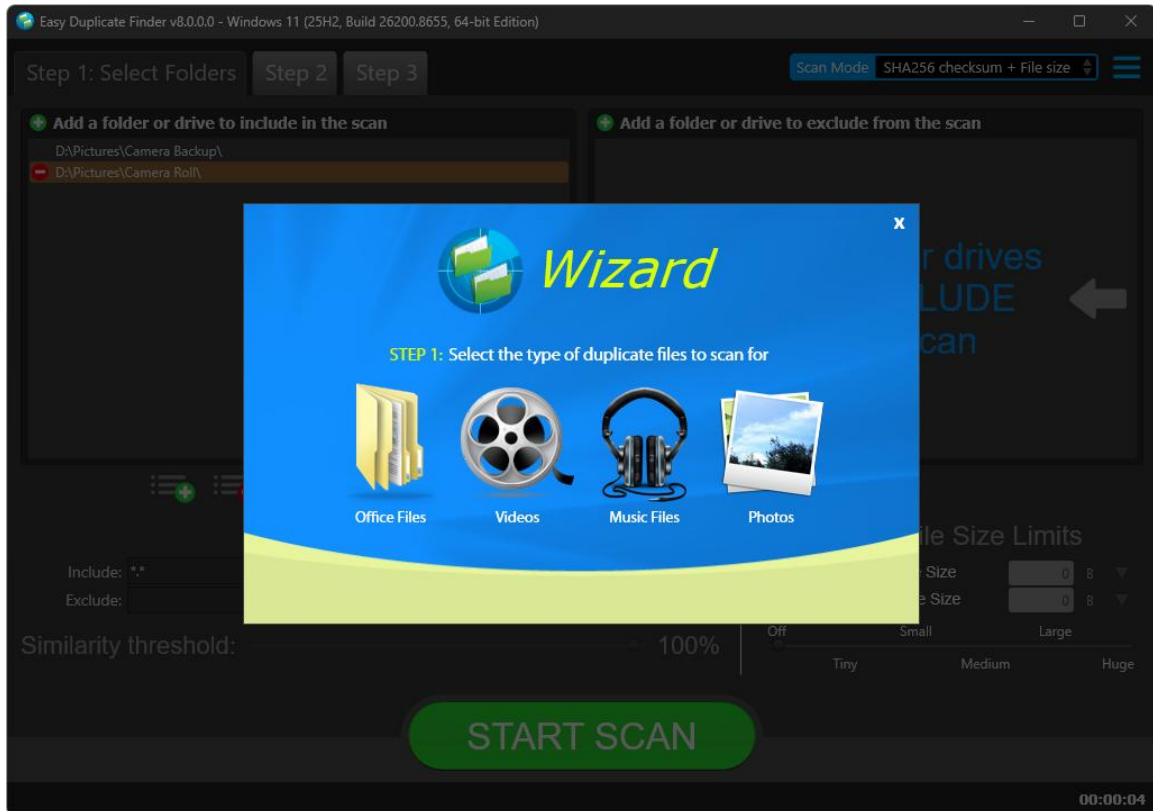


Easy Duplicate Finder™

QUICK START GUIDE

Find and Remove Duplicate Files in Minutes

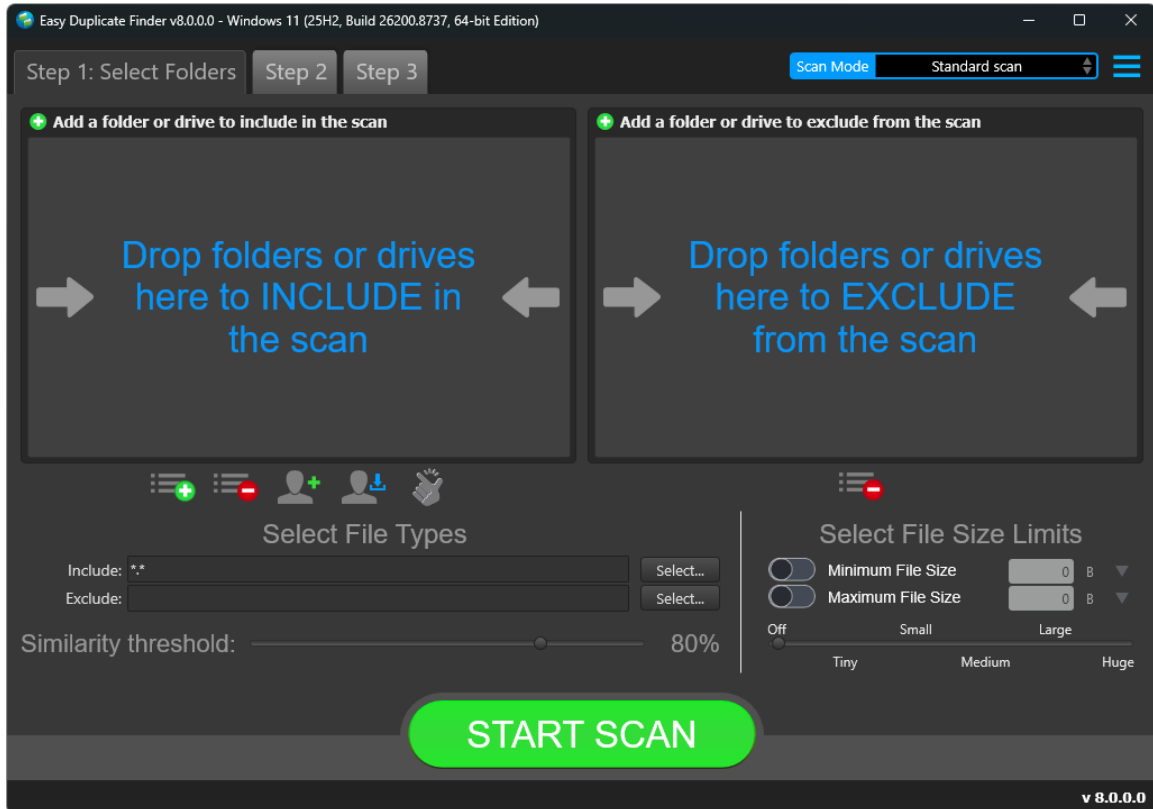
Version 8



Page 2 — Welcome

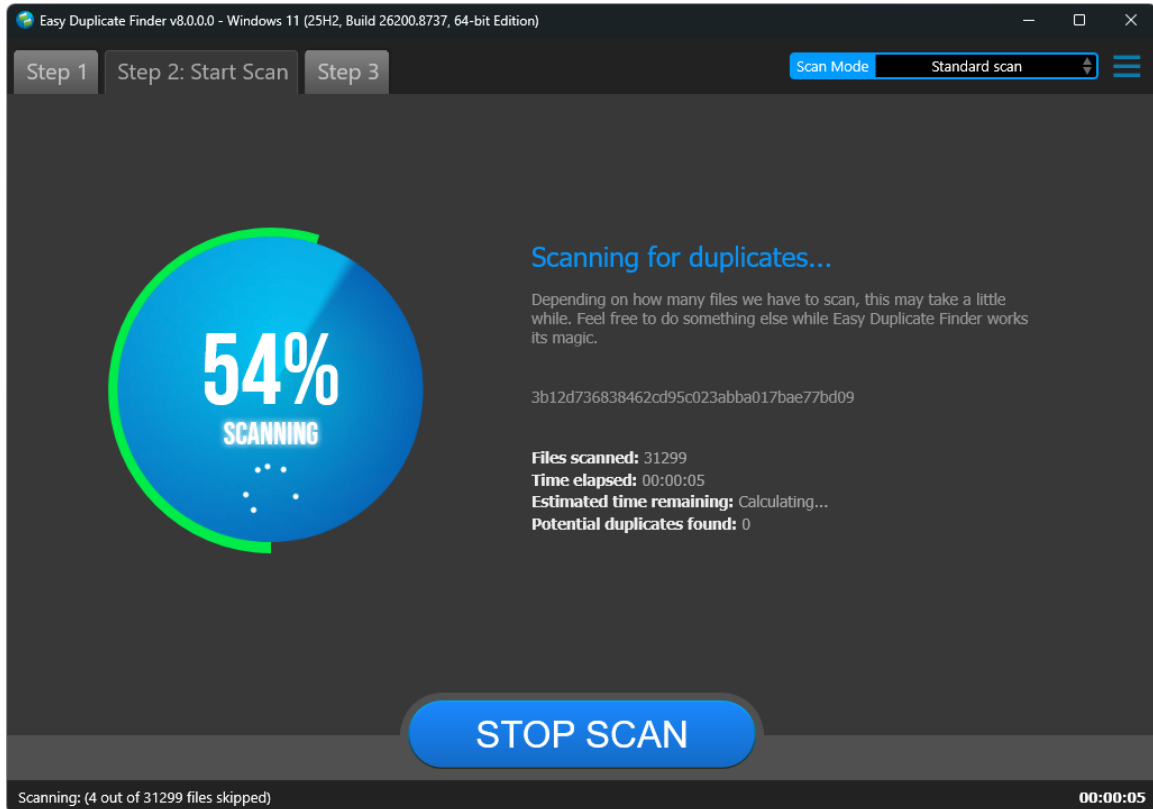
Easy Duplicate Finder helps you quickly locate and remove duplicate files from your computer, external drives, cloud storage and email accounts.

Most users only need Standard Scan.



Page 3 — Your First Scan

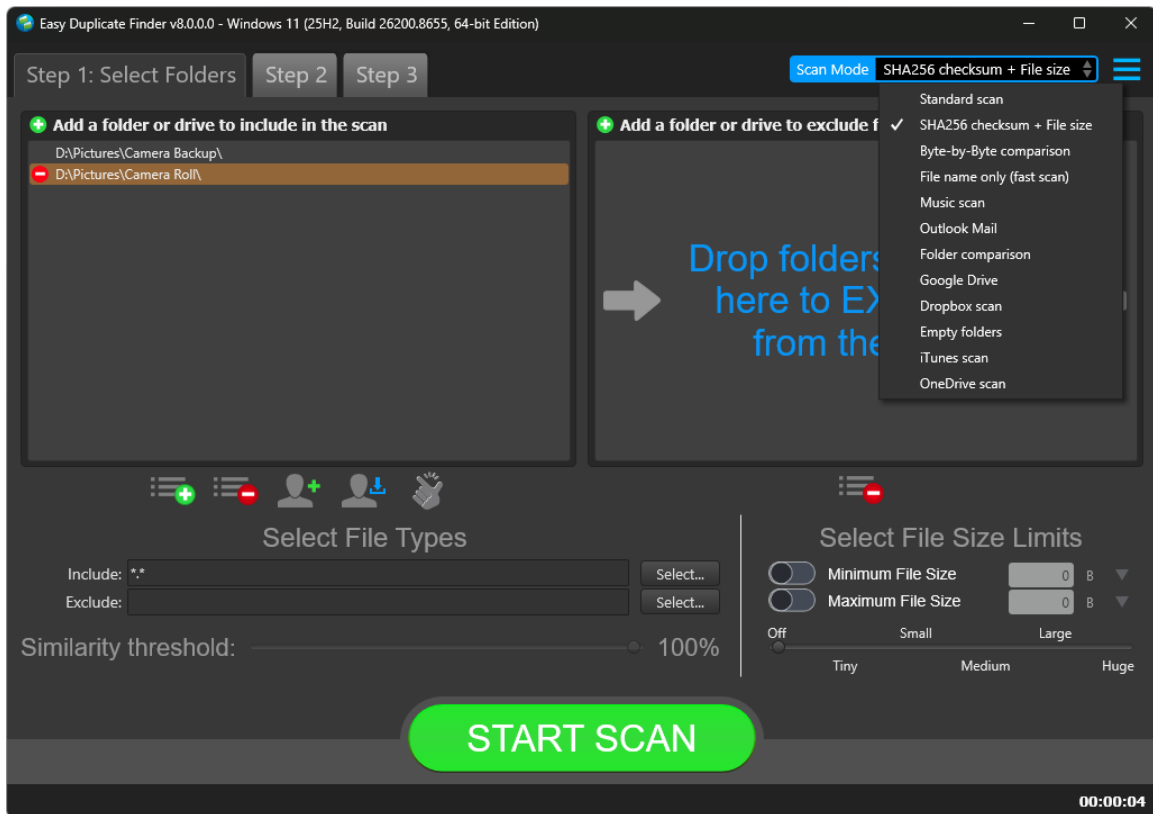
1. Add folders.
2. Leave Standard Scan selected.
3. Click Start Scan.
4. Wait for results.



Page 4 — Choosing a Scan Mode

Use Standard Scan for everyday duplicate finding. Other scan modes are intended for specialized tasks.

Goal	Recommended Scan
Everyday duplicate cleanup	Standard Scan
Compare folders	Folder Comparison
Exact duplicate verification	Byte-by-Byte
Duplicate emails	Outlook
Cloud storage	Google Drive / Dropbox / OneDrive



Page 5 — Understanding Results

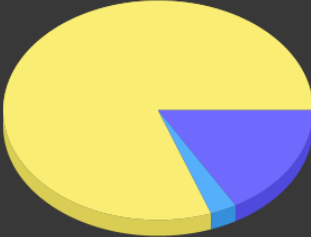
Each duplicate group contains one protected original and one or more duplicates. Use Preview before removing files.

Easy Duplicate Finder v8.0.0.0 - Windows 11 (25H2, Build 26200.8655, 64-bit Edition)

Step 1 Step 2: Start Scan Step 3 Rescan Save Scan

Scan complete!

Easy Duplicate Finder has finished its scan according to your preferences.
A summary of the results can be found below.



Video	2.58%	4 files	8.95 MB
Music	0.00%	0 files	0 B
Pictures	80.65%	125 files	744.23 MB
Documents	0.00%	0 files	0 B
Archives	0.00%	0 files	0 B
Other	16.77%	26 files	11.26 MB

[Open Assistant](#)

How would you like to continue?

You can select "Auto Remove" to automatically keep one file in every group and remove everything else, or you can manually select the files that you wish to keep and those that you wish to remove.

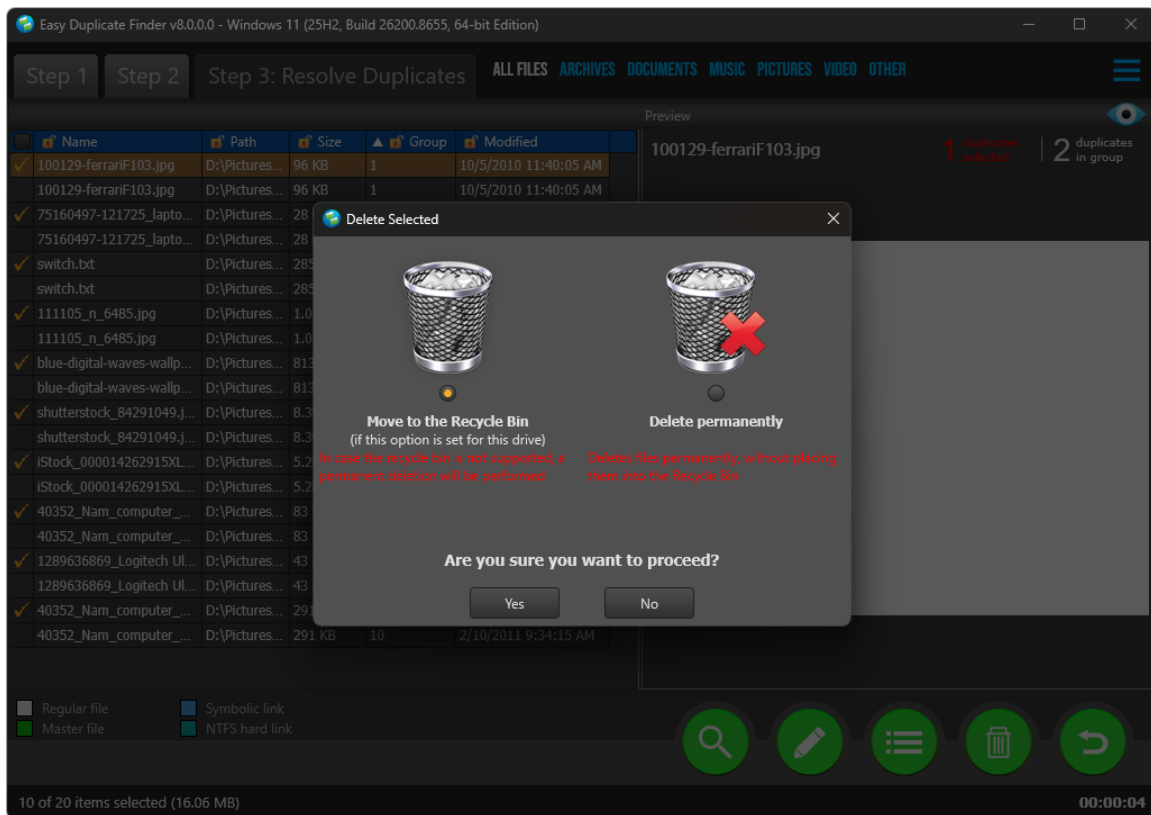
Skip this step in future sessions

AUTO REMOVE **MANUAL REVIEW**

00:01:27

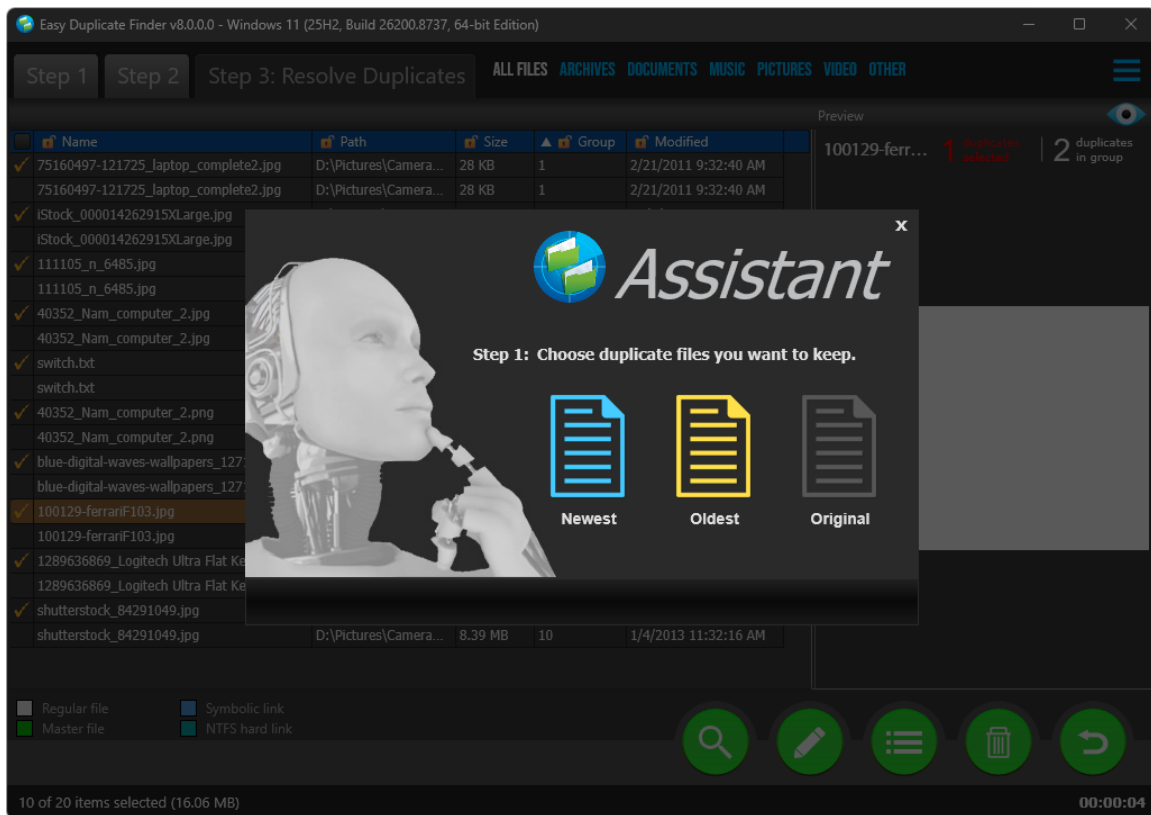
Page 6 — Removing Duplicates Safely

Always begin with Manual Review and Move to Recycle Bin. Original File Protection is enabled by default.



Page 7 — Assistant

Use the Assistant to automatically select duplicates based on rules such as Keep Newest or Keep Oldest.



Page 8 — Preview Files

Preview photos, videos, music and documents before deleting.


Easy Duplicate Finder v8.0.0.0 - Windows 11 (25H2, Build 26200.8655, 64-bit Edition)

Step 1 Step 2 Step 3: Resolve Duplicates ALL FILES ARCHIVES DOCUMENTS MUSIC PICTURES VIDEO OTHER

Name	Path	Size	Group	Modified
✓ 100129-ferrariF103.jpg	D:\Pictures\Ca...	96 KB	1	10/5/2010 11:40:05 AM
100129-ferrariF103.jpg	D:\Pictures\Ca...	96 KB	1	10/5/2010 11:40:05 AM
✓ 75160497-121725_lapto...	D:\Pictures\Ca...	28 KB	2	2/21/2011 9:32:40 AM
75160497-121725_lapto...	D:\Pictures\Ca...	28 KB	2	2/21/2011 9:32:40 AM
✓ switch.txt	D:\Pictures\Ca...	285 B	3	6/17/2023 10:32:55 PM
switch.txt	D:\Pictures\Ca...	285 B	3	6/17/2023 10:32:55 PM
✓ 111105_n_6485.jpg	D:\Pictures\Ca...	1.07 MB	4	2/9/2011 10:13:29 AM
111105_n_6485.jpg	D:\Pictures\Ca...	1.07 MB	4	2/9/2011 10:13:29 AM
✓ blue-digital-waves-wallp...	D:\Pictures\Ca...	813 KB	5	11/22/2010 2:31:41 PM
blue-digital-waves-wallp...	D:\Pictures\Ca...	813 KB	5	11/22/2010 2:31:41 PM
✓ shutterstock_84291049...	D:\Pictures\Ca...	8.39 MB	6	1/4/2013 11:32:16 AM
shutterstock_84291049...	D:\Pictures\Ca...	8.39 MB	6	1/4/2013 11:32:16 AM
✓ iStock_000014262915X...	D:\Pictures\Ca...	5.28 MB	7	11/2/2011 2:01:28 PM
iStock_000014262915X...	D:\Pictures\Ca...	5.28 MB	7	11/2/2011 2:01:28 PM
✓ 40352_Nam_computer_...	D:\Pictures\Ca...	83 KB	8	2/10/2011 9:32:08 AM
40352_Nam_computer_...	D:\Pictures\Ca...	83 KB	8	2/10/2011 9:32:08 AM
✓ 1289636869_Logitech U...	D:\Pictures\Ca...	43 KB	9	2/8/2011 3:40:13 PM
1289636869_Logitech U...	D:\Pictures\Ca...	43 KB	9	2/8/2011 3:40:13 PM
✓ 40352_Nam_computer_...	D:\Pictures\Ca...	291 KB	10	2/10/2011 9:34:15 AM
40352_Nam_computer_...	D:\Pictures\Ca...	291 KB	10	2/10/2011 9:34:15 AM

Preview

100129-ferrariF103.jpg 1 duplicates selected | 2 duplicates in group



10 of 20 items selected (16.06 MB) 00:00:04

Legend: Regular file (white square), Symbolic link (blue square), Master file (green square), NTFS hard link (cyan square)

Navigation icons: Search, Edit, List, Delete, Refresh

Page 9 — Advanced Features

Explore cloud storage, Outlook scanning, save/load scans and export reports.

The screenshot shows the 'Step 3: Resolve Duplicates' window of Easy Duplicate Finder. The interface includes a file list table, a preview pane, and a bottom toolbar.

Name	Path	Size	Group	Modified
✓ 100129-ferrariF103.jpg	D:\Pictures...	96 KB	1	10/5/2010 11:40:05 AM
100129-ferrariF103.jpg	D:\Pictures...	96 KB	1	10/5/2010 11:40:05 AM
✓ 75160497-121725_lapto...	D:\Pictures...	28 KB	2	2/21/2011 9:32:40 AM
75160497-121725_lapto...	D:\Pictures...	28 KB	2	2/21/2011 9:32:40 AM
✓ switch.txt	D:\Pictures...	285 B	3	6/17/2023 10:32:55 PM
switch.txt	D:\Pictures...	285 B	3	6/17/2023 10:32:55 PM
✓ 111105_n_6485.jpg	D:\Pictures...	1.07 MB	4	2/9/2011 10:13:29 AM
111105_n_6485.jpg	D:\Pictures...	1.07 MB	4	2/9/2011 10:13:29 AM
✓ blue-digital-waves-wallp...	D:\Pictures...	813 KB	5	11/22/2010 2:31:41 PM
blue-digital-waves-wallp...	D:\Pictures...	813 KB	5	11/22/2010 2:31:41 PM
✓ shutterstock_84291049.j...	D:\Pictures...	8.39 MB	6	1/4/2013 11:32:16 AM
shutterstock_84291049.j...	D:\Pictures...	8.39 MB	6	1/4/2013 11:32:16 AM
✓ iStock_000014262915XL...	D:\Pictures...	5.28 MB	7	11/2/2011 2:01:28 PM
iStock_000014262915XL...	D:\Pictures...	5.28 MB	7	11/2/2011 2:01:28 PM
✓ 40352_Nam_computer_...	D:\Pictures...	83 KB	8	2/10/2011 9:32:08 AM
40352_Nam_computer_...	D:\Pictures...	83 KB	8	2/10/2011 9:32:08 AM
✓ 1289636869_Logitech UL...	D:\Pictures...	43 KB	9	2/8/2011 3:40:13 PM
1289636869_Logitech UL...	D:\Pictures...	43 KB	9	2/8/2011 3:40:13 PM
✓ 40352_Nam_computer_...	D:\Pictures...	291 KB	10	2/10/2011 9:34:15 AM
40352_Nam_computer_...	D:\Pictures...	291 KB	10	2/10/2011 9:34:15 AM

Preview: 100129-ferrariF103.jpg
1 duplicate selected | 2 duplicates in group

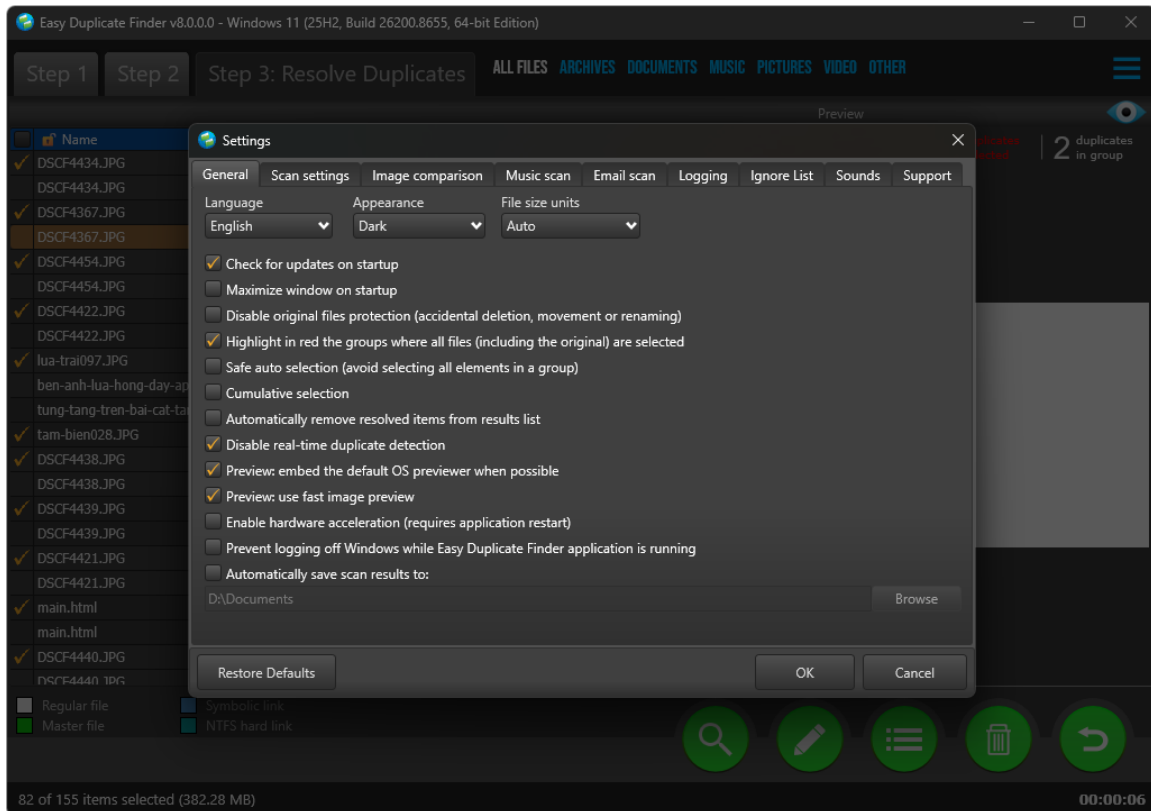
Context menu options:
Move to folder ...
Replace with NTFS hard link
Rename ...
Delete ...
Export ...
Save Scan
Clear results
Remove resolved from results

Bottom toolbar: Search, Edit, List, Delete, Refresh

10 of 20 items selected (16.06 MB) 00:00:04

Page 10 — Expert Tips

- Scan Pictures first
- Save large scan results
- Scan external drives separately
- Leave Original File Protection enabled

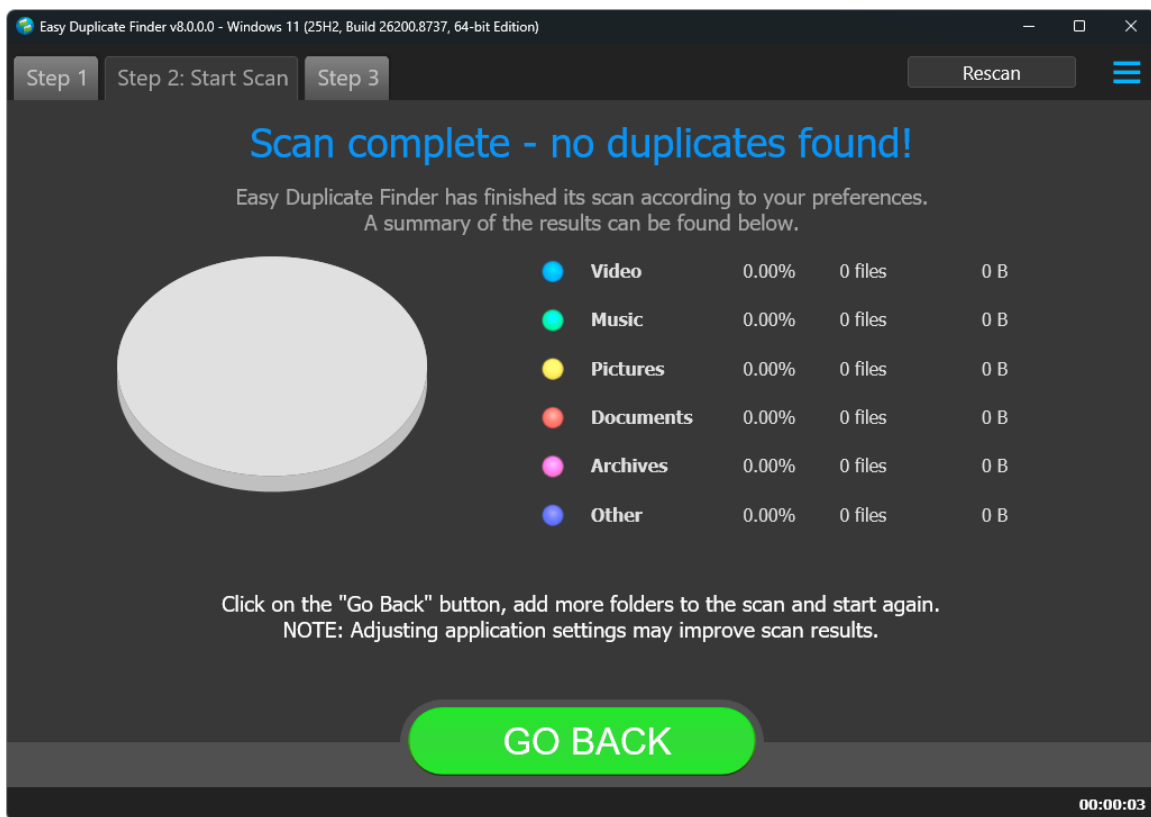


Page 11 — Troubleshooting

Common problems and quick fixes.

- No duplicates found
- Files cannot be deleted
- Scan seems slow

Problem	Solution
No duplicates	Verify folders and use Standard Scan
Can't delete	Close programs using the file
Slow scan	Reduce folders or adjust settings
Deleted wrong file	Restore from Recycle Bin or Undo



Page 12 — Resources

Visit the full User Manual for complete documentation.

Support: <https://www.easyduplicatefinder.com/help.html>

Knowledge Base: <https://www.easyduplicatefinder.com/tech-tips.html>

Website: <https://www.easyduplicatefinder.com/>

License Management: <https://www.easyduplicatefinder.com/login.html>

