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## What is RenameWiz ?

RenameWiz is a utility that allows you to easily rename (or Copy As) files in many ways.

Add a prefix allows you to add characters to the beginning of files.

Add a suffix allows you to add characters to the end of a file.

Search and Replace allows search and replace capabilities.

Change ext. to renames file extensions easily.

Simulate Allows you to see your results without actually Copying or Renaming your files.

**Add a Suffix** allows you to add characters to the end of a file.

Example:

To Add the suffix "*new*" to files.

1. [Select the files](#) to add a suffix to.
2. Enter "*new*" in the "Add Suffix" window.
3. Press "Rename" or "Copy As" button.

Filenames before rename

readme.txt

setup.exe

Filenames after rename

readmenew.txt

setupnew.exe

**Add a prefix** allows you to add characters to the beginning of files

Example:

To Add the prefix "*new*" to files.

1. [Select the files](#) to add a prefix to.
2. Enter "*new*" in the "Add Prefix" window.
3. Press "Rename" or "Copy As" button.

Filenames before rename

readme.txt

setup.exe

Filenames after rename

newreadme.txt

newsetup.exe

## Search and Replace Characters in a file name.

### Example:

To search and replace "*new*" to "*old*" in files.

1. [Select files](#)
2. Enter "*new*" in the "Search / Replace" window.
3. Enter "*old*" in the "To" window.
3. Press "Rename" or "Copy As" button.

### Filenames before rename

readmenew.txt  
new1234.exe  
1stnewcar.bat  
setup.exe

### Filenames after rename

readmeold.txt  
old1234.exe  
1stoldcar.bat  
setup.exe

**Delete if found** allows you to delete characters in file names.

Example:

To delete "new" if found in files names.

1. [Select files](#)
2. Enter "new" in the "Search / Replace" window.
3. Leave the "To" window blank.
3. Press "Rename" or "Copy As" button.

Filenames before rename

readmenew.txt  
new1234.exe  
1stnewcar.bat  
setup.exe

Filenames after rename

readme.txt  
1234.exe  
1stcar.bat  
setup.exe

Change ext. to renames file extensions easily.

Example:

To rename extensions to "new" on the following files:

1. [Select the files](#) to change extensions to.
2. Enter "new" in the "Change Ext. To" window.
3. Press "Rename" or "Copy As" button.

Filenames before rename

readme.txt

1234.exe

Filenames after rename

readme.new

1234.new

Copy As, copies files renaming them to your criteria.

Example:

To copy files Adding the suffix "new" to files.

1. Select files to add a suffix to.
2. Enter "new" in the "Add Suffix" window.
3. Press "Copy As" button.

Filename before rename

readme.txt  
1234.exe

Filename after rename

readme.txt  
readmenew.txt  
1234.exe  
1234new.exe



Selecting files in RenameWiz is similar to explorer.

1. Select a drive from the drive window
2. Select a directory from the directory window
3. Enter a file specification to filter out desired files (Optional)
4. Click on the file you wish to add to the rename list.
5. Click on "Add Sel'd File(s)" Button
6. Repeat steps 1 thru 6 to add more files from other directories.

Hints:

1. Double clicking on a file adds the file without clicking the "Add Sel'd File(s)" Button.
2. Use the "Cntrl" or "Shift" keys to select multiple files.

**Simulate Copying or Renaming** is very usefull if you wish to see your results without actually Copying or Renaming your files.

To toggle "Simulate Mode" on and off

1. Click on the "Simulate" check box



