

CopyFileNames User Guide

Windows File Explorer Extension

ExtraBit Software

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Contents

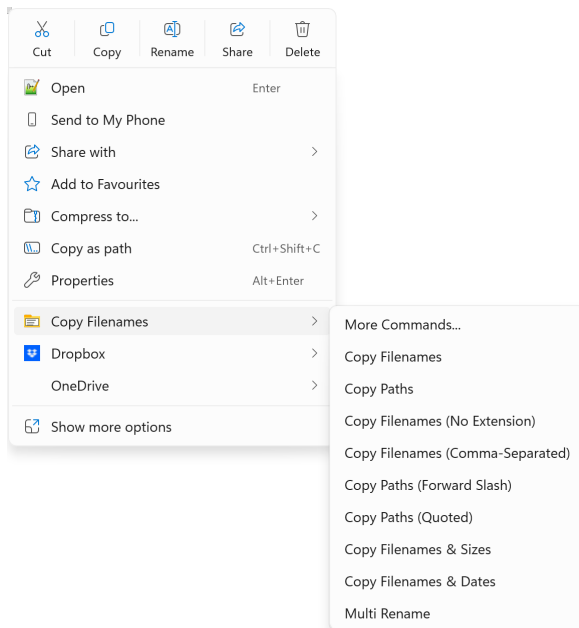
1	Getting Started	1
1.0.1	System requirements	1
2	Commands	3
2.1	Commands Overview	3
2.2	Configure	3
2.2.1	Configure Overview	3
2.2.2	Manage Context Menu	4
2.2.3	Manage Commands	6
2.2.4	Configure Copy Attributes Commands	7
2.2.5	File Parts	10
2.2.6	Folder Parts	14
2.3	File Action Commands	15
2.3.1	File Action Commands Overview	15
2.3.2	Copy Filenames and Delete	16
2.3.3	Paste Filename	16
2.3.4	Paste Filename (No Ext.)	16
2.3.5	Multi Rename	17
2.4	Commands Gallery	20
2.5	Command-Line Interface	23
2.6	Export Commands	24
2.7	Sort Order	25
3	Installation	28
3.0.1	Microsoft Store Installation	28
3.0.2	Traditional Installer	28
3.0.3	Windows 10 first-time install	28
3.0.4	Unattended Installation	28
4	Licensing	29
4.1	Licensing Overview	29
4.2	Per User Licensing in Enterprise Environments	30
5	EULA	33

Chapter 1

Getting Started

CopyFileNames is a *Windows File Explorer* extension that adds a number of commands to the context menu that appears when you right click on a file or folder. Despite being called *CopyFileNames*, this extension can do much more than just copy the names of files. It can be used to copy almost any set of file attributes to the clipboard and it can also do this for multiple files.

After installing *CopyFileNames*, when you right click on files or folders in *Windows File Explorer* you will see a context menu similar to this:



You can configure the commands that are present in the context menu.

There are two types of commands that can be added to the context menu, Copy Attributes commands, which let you copy file attributes to the clipboard, and File Action commands which perform various actions on files.

1.0.1 System requirements

CopyFileNames runs on:

- Windows 10 (build 19041 or later)

- Windows 11 (all versions)
- Architectures: x64 and ARM64

Chapter 2

Commands

2.1 Commands Overview

There are two main types of commands in *CopyFileNames*.

Copy Attributes commands

Copy Attributes commands can be used to copy names and/or attributes of files or folders to the clipboard. These are configured using the More Commands... command.

Typically you would have several commands of type *Copy Attributes* in the context menu, such as commands to copy a list of:

- just the file/folder names
- file/folder paths
- file names and sizes and so on.

File Action commands

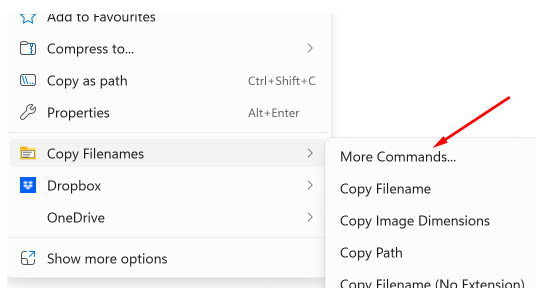
File Action commands are all the other commands available in *Copy FileNames*.

The *File Action* commands are not configurable, so for these the only choice is to have them in the context menu or not.

2.2 Configure

2.2.1 Configure Overview

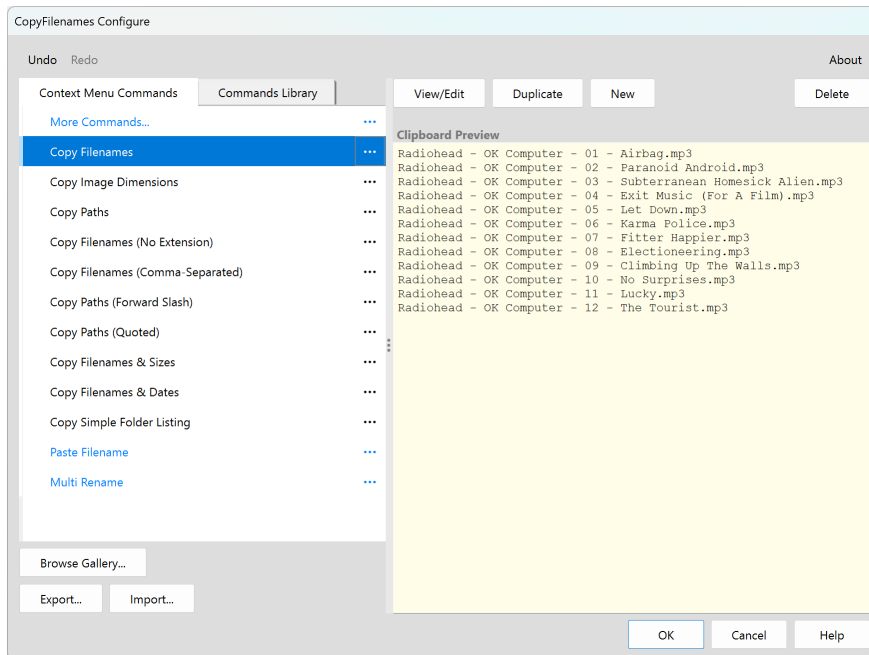
To bring up the *Configure* dialog, select the *More Commands...* menu command from the *Windows File Explorer* context menu



If the *More Commands...* command is not shown in the menu, then you can hold the **CTRL** key while selecting any other command and that will bring up the Configure dialog with that command selected.

When you select the *More Commands...* command, it brings up this dialog that lets you configure the commands shown in the *Windows File Explorer* context menu.

This dialog also lets you configure exactly what text you want copied to the clipboard for the current selection of files or folders.



The default view shown above shows the command lists on the left, with tabs to switch between **Context Menu** commands and the **Commands Library**. On the right is the clipboard preview area showing the text that will be copied to the clipboard when you press *OK*. The clipboard preview uses a pale yellow background and monospace font for clarity.

Below the command lists is a **Browse Gallery...** button to open the Commands Gallery, where you can discover and add pre-built commands.

The following topics describe the main things this dialog is used for:

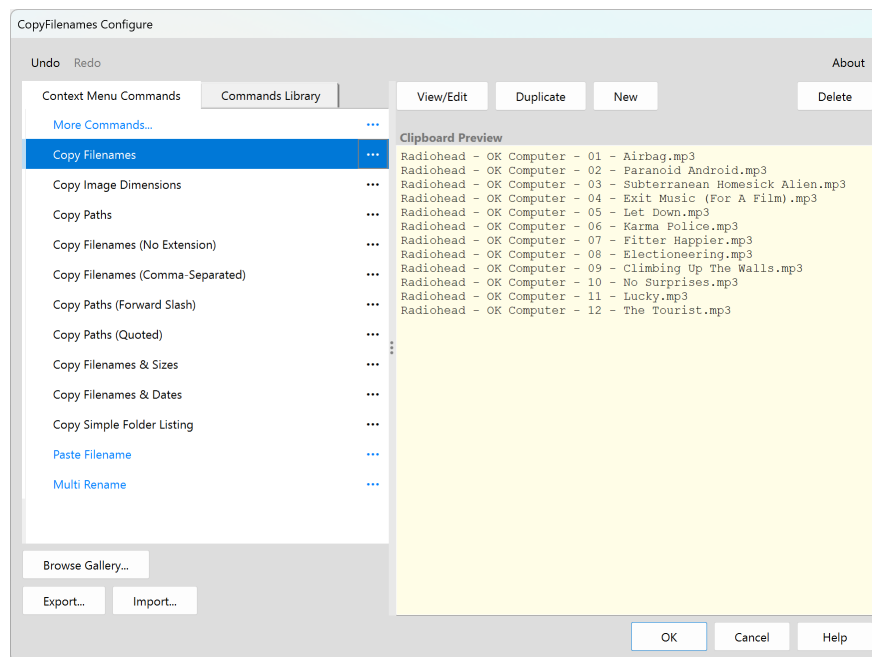
Managing the stored commands and context menu

Configuring the Copy Attributes commands

Browsing the Commands Gallery

2.2.2 Manage Context Menu

This screenshot shows the Configure dialog, with the list of saved commands shown on the left.



Note that not all the listed commands will always appear in the context menu, since some may have specific requirements such as only appearing if exactly one item is selected.

You can add, remove or re-order the commands.

You can import and export commands.

Commands Library

Commands that you want to keep but don't need in the context menu all the time can be moved to the **Commands Library**. The Configure dialog has tabs to switch between the **Context Menu** commands list and the **Commands Library** list.

The library is useful for:

- Less frequently used formatting commands
- Commands being developed or tested
- Variations kept as reference

You can move commands between the two lists by right clicking on the command, and selecting the *Move* command from the menu.

!!! note When upgrading from a previous version, commands that had "Show in Menu" unchecked are automatically moved to the Commands Library. All other commands remain in the Context Menu list.

Changed commands indicator

When you have edited a command, a blue dot will appear to the left of its name. If you have made any changes, these will not be saved automatically. When you press OK to close the dialog, you will be prompted to save or discard the changes.

File Action commands indicator

The commands shown in blue are File Action (non-configurable) commands.

2.2.3 Manage Commands

There are two main types of commands:

- **Copy Attributes commands** These can be used to generate text that is copied to the clipboard. This text is based on the files or folders that were selected in *Windows File Explorer* when the command was selected from the context menu.
- **File Action commands** The File Action commands each perform one function that cannot be configured.

Add new command

Press the *New* button at the top of the Configure dialog. This will create a new Copy Attributes command and select it for editing.

To add a File Action command, or to discover and add pre-built commands, use the Commands Gallery.

Duplicate command

An alternative way to add a command is to duplicate an existing command.

Only the Copy Attributes commands can be duplicated, since there is no point in have more than one of a given File Action command. This is the best way to add a new Copy Attributes command if there is already one that is similar to what you want. Once the new copy has been added, you can make whatever changes are needed to get the generated text you want.

Delete Command

To delete a command, select it in the list, then press the *Delete* button at the top right of the dialog. You can select multiple commands by either holding **CTRL** while you select additional commands, or by holding **SHIFT** which will also select all the ones between the one currently selected and the one you click on.

Reorder Commands

To reorder commands, simply drag and drop them in the list.

Rename Commands

To rename a command, double click on its name and the name will become editable.

For extra sophistication, you can right click on a command and select *Rename* from the context menu that appears. This will bring up a dialog that lets you change the name, and this also lets you set the name to use in the *File Explorer* context menu when only one item is selected. By default this is determined automatically using simple rules about how words are pluralized, but if these rules don't work you can specify exactly the name you want here.

Edit command

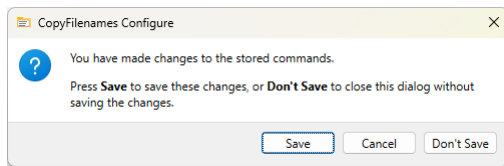
To edit a command, select it in the list, then press the *View/Edit* button.

If the command is a Copy Attributes command, you can see how the command is configured in the right hand pane, and edit the command configuration.

If the command is a File Action command (shown in blue in the commands list), you will see a brief description of the command in the right hand pane, since these commands have no options to configure.

Save Changes

Changes are not saved immediately after you make them. When you press *OK* on the dialog, if you have made any changes to the stored commands then this dialog will appear asking if you want to save the changes.



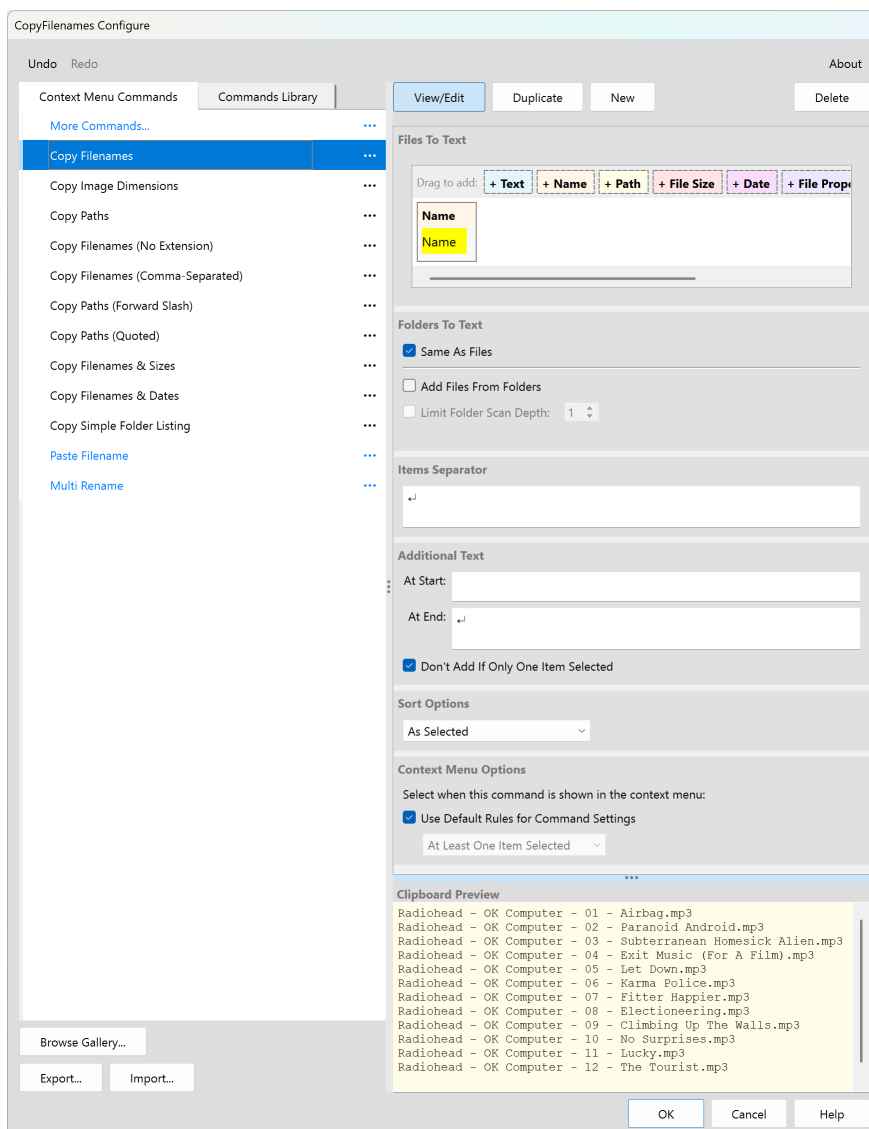
Press *Save* to save the changes to the context menu commands, and execute the selected command.

Press *Don't Save* to discard the changes to the context menu commands, and execute the selected command.

Press *Cancel* to close this dialog without doing anything and return to the main dialog.

2.2.4 Configure Copy Attributes Commands

This screenshot shows the Configure dialog, after selecting a Copy Attributes command in the commands list in the left pane and then pressing the *View/Edit* button.



In the screenshot above, the command selected is the simple *Copy Filenames* command that just copies the name of each selected file or folder, one per line.

The Files to Text section at the top of the screen shows how the text is generated for each file. In this example, only the name is needed as can be seen.

There are six sections in this panel.

This section lets you configure the text generated for each selected file.

Add one or more parts to build up the text you want.

Folders to Text

This section lets you configure how folders are processed. This only has any effect if one or more folders are selected when the command is used.

The first check-box in this section is *Same As Files*, which gives two main options for how folders are processed. If this box is checked, you get a further option *Add Files From Folders* that determines whether folders themselves are processed as if they were files, or whether the files inside the folders are read.

Note that recursively reading folders is not available in the free version of CopyFileNames. You need a PRO license for any commands that are configured for this.

Essentially this means that the only option that is available in the free version is when *Same As Files* is checked and *Add Files From Folders* is unchecked. You can still configure commands that use the other options in the free version, but you will be unable to copy the text generated until you have a PRO license.

There are the three options available with these two check-boxes (since *Add Files From Folders* is not shown if *Same As Files* is not checked):

Treat Folders exactly like files

For this option, you need:

Same As Files - checked

Add Files from Folders - unchecked

With these options selected, folders are treated the same as files, and the rules that are set for files in the *Files To Text* section are also applied to any folders.

If a property is not available for a folder (such as file size), then blank text will be generated for that value.

Expand folders and process the files they contain

PRO license needed

For this option, you need:

Same As Files - checked

Add Files from Folders - checked

With these options selected, then for any folders selected, all the files in those folders are processed instead of the folder. This continues recursively for any sub-folders in those folders. You can limit the depth of the recursion by checking the *Limit Folder Scan Depth* check-box. This will limit the depth to the number selected, where a depth of *1* means just the files in the folders selected are included, a depth of *2* also includes files in the direct sub-folders of those folders, and so on.

Configure different rules for folders

PRO *license needed*

For this option, you need:

Same As Files - unchecked

With this option selected, you can set different rules for folders. For each folder selected, the configuration you set in this section will be used. Most of the same part types are available as for files, but there are also two additional folder part types that allow folder recursion. These allow quite complex rules to be set up. Examples of these can be seen by looking at the *Simple** Folder Listing, *JSON Folder Listing** and *XML Folder Listing* commands in the default commands list.

Items Separator

This is where you can set the text that is added between the text generated for each of the selected items.

Common values are a newline, a newline and comma, or a space.

The separator, before-text, and after-text input fields show whitespace characters as visible symbols when the field is not focused:

Character	Shown As
Space	Middle dot (·)
Tab	Right arrow (→)
Newline	Return arrow (↵)

When you click into the field to edit, the actual characters are shown. These fields use a monospace font.

The difference between setting an items separator and just adding a *Text* part to the end of the parts for each file is that the items separator text is not added after the final item, unlike any text which is part of the text for every item.

Additional Text

This section is where you can add any additional text you want before the first item and after the last item. An example of where this might be useful is that it allows developers to include array characters surrounding the generated text. Another example is that it could be used to add a heading to the text.

Sort Options

Unless the sort option is set to *As Selected*, then all the items are sorted in the way selected.

Note that when leaving the sort *As Selected*, you may not always get the result you expect due to the way Windows File Explorer provides the list of selected items to extensions such as Copy FileNames.

Sorting by *Path Length* can be useful if you want to find the longest path in a folder hierarchy.

Context Menu Options

The final section in this panel does not affect the text generated.

Instead, it controls when the command appears in the context menu, using a **Show Rule**. The show rule determines under what conditions the command is visible, based on what is selected in Explorer.

Show Rules

Show Rule	Command Appears When...
At Least One Item	Any file or folder is selected (so show always)
At Least One File	One or more files are selected (folders may also be selected)
At Least One Folder	One or more folders are selected (files may also be selected)
Exactly One Item	Exactly one item is selected (file or folder)
Exactly One File	Exactly one item is selected and it is a file
Exactly One Folder	Exactly one item is selected and it is a folder
More Than One Item	Two or more items are selected

Default Rules

Each command has a “**Use Default Rules**” checkbox. When checked, CopyFilenames automatically determines the appropriate show rule based on the command’s part types:

- If the command uses file-specific parts (e.g. File Size, Checksum, File Property), the default rule is **At Least One File**
- If the command uses folder-specific parts (e.g. Folder Contents) or adds files from folders, the default rule is **At Least One Folder**
- Otherwise, the default rule is **At Least One Item**, which means it will always be shown

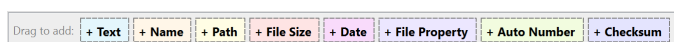
When “Use Default Rules” is unchecked, you can select any show rule from the dropdown.

2.2.5 File Parts

The file parts are used to configure what text is generated for each file.

To view and edit the file parts, you need to select and edit a copy attributes command.

To add a file part, drag one from the row of available part types (labelled “**Drag to add:**”) into the command’s part layout. Available part type buttons show a “+” prefix and use dashed borders to distinguish them from parts already in the command.



Alternatively, you can click one of the part types to add a new part of that type to the end of the list.

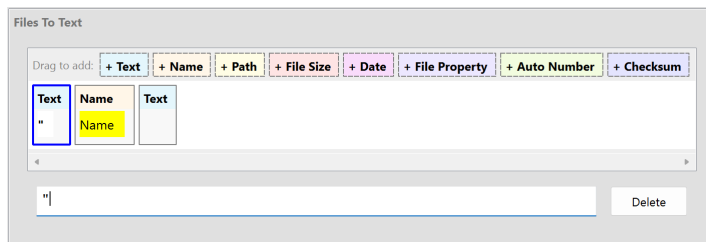
Once you have added a part, you can click on it to select it and see the options for that part. These can be used to configure the exact text you want.

To re-order the parts you can also drag and drop them.

To delete a part, either drag it out of the view, or press the *Delete* button to the right of the options when it is selected.

The following describes each of the file part types available.

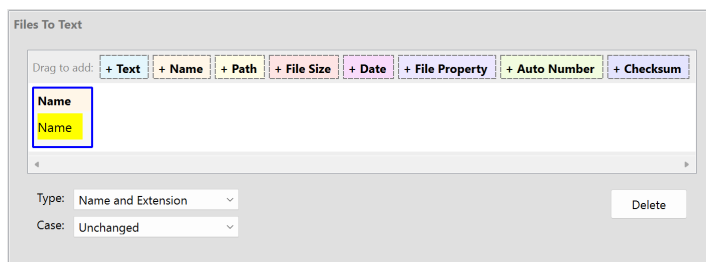
The text part adds arbitrary text to the text generated.



In this example, two text parts have been used to add quotes around a filename.

Name

The name part adds the filename to the text generated.

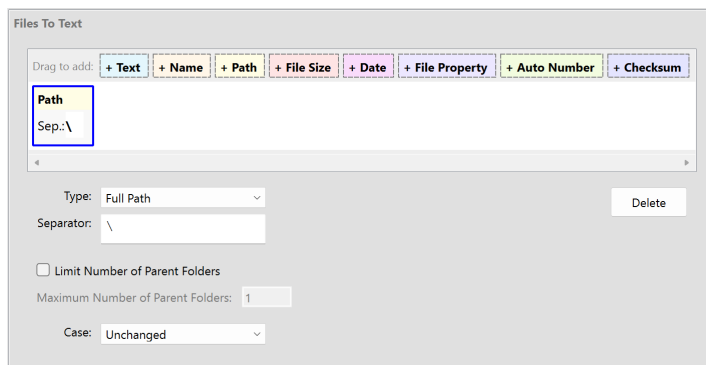


You can select whether you want the name and extension, or just the name or just the extension.

You can also select if you want to change the case of the name text, for example to make it upper or lower case.

Path

The path part adds the path to the file to the text generated.



The *Type* drop-down menu lets you select whether you want the whole path, or just part of it.

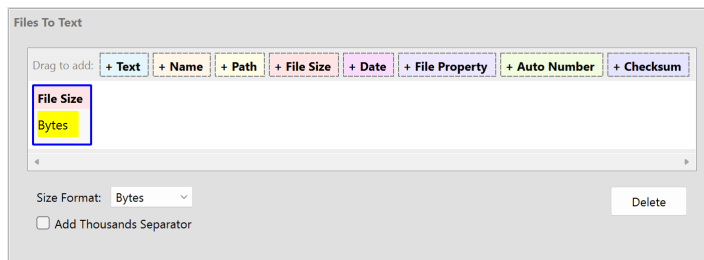
You can select what text to use as the separator between folders. Windows normally uses \, but you could change this to / or any other text you like.

If you check *Limit Number of Parent Folders*, then only the number of parent folders in the *Maximum Number of Parent Folders* box will be included in the path.

You can also select if you want to change the case of the path text, for example to make it upper or lower case.

File Size

The file size part adds the size of the file to the generated text.



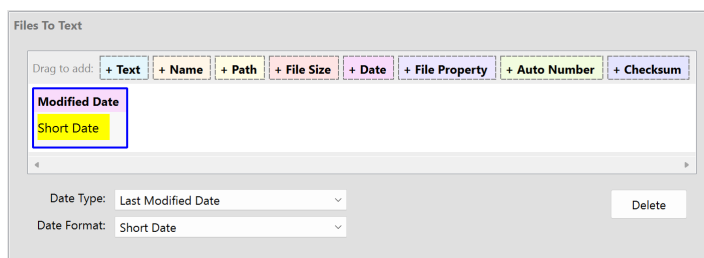
You can select whether the size is shown in bytes, kilobytes, megabytes, gigabytes, terabytes or auto.

The auto option automatically picks which of those options to use. It will show bytes if the size is less than 1,024 bytes, or kilobytes if the size is less than 1,024 KB, or megabytes if the size is less than 1,024 MB and so on. If you select auto, then “B”, “K”, “M”, “G” or “T” will be appended so you can tell which was selected.

If you check *Add Thousands Separator*, then the size will be formatted with a thousands separator. The separator used will depend on the current locale.

Date

The date part adds the date of the file to the generated text.

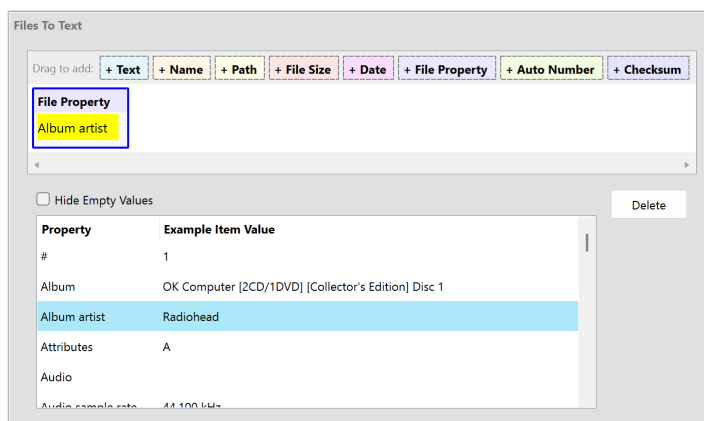


You can select whether the date used is the file’s last-modified date, the date the file was created, or the date the file was last accessed. However, please note that by default Windows does not update the last-accessed time for performance reasons, so if you use that value you may not get what you expect.

The other drop-down lets you select how the date is formatted. To allow full flexibility, there are also options for each of the individual year, month, day, hour, minutes and seconds, so by using several date parts you can configure the date to be shown exactly how you want.

File Property

The file property part adds a selected file property to the generated text.

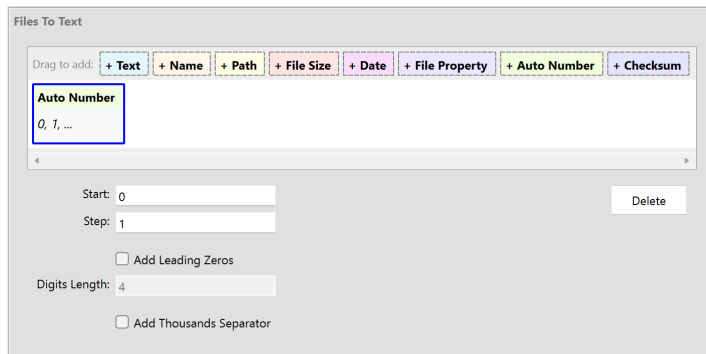


This gives you access to all the various properties that Windows makes available for files. This varies depending on the file type. For example, MP3 files typically have properties for the artist, album, song title etc.

Note that the example values shown in this dialog are taken from the first selected file when you originally opened the *Configure* dialog. If a command using the file property part is used with files that are of a different type and do not have the property selected, then empty text will be used for that part.

Auto Number

The auto number part adds an incrementing number to the generated text.



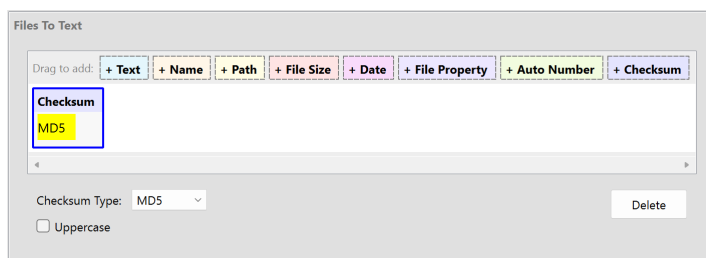
This lets you add an index number to each file. You can configure what value the auto number starts at, and how much it increases each time.

You can also select whether the number should have leading zeros, and if so how many digits the number should have.

Finally, you can also select whether to format the number with a thousands separator.

Checksum

The checksum part computes a hash/checksum of the file contents and includes it in the output.



You can select from the following algorithms:

Algorithm	Output Length	Notes
MD5	32 hex characters	
SHA-1	40 hex characters	
SHA-256	64 hex characters	
SHA-512	128 hex characters	
CRC32	8 hex characters	Defaults to uppercase
xxHash64	16 hex characters	Very fast, non-cryptographic

The **Uppercase** checkbox toggles between uppercase (e.g. A1B2C3D4) and lowercase

(e.g. a1b2c3d4) hex output. CRC32 defaults to uppercase; all others default to lowercase. The uppercase preference is remembered per algorithm.

Checksums are computed in background threads so the UI remains responsive, and results are cached per file. Folders are skipped — no checksum is computed for folder items.

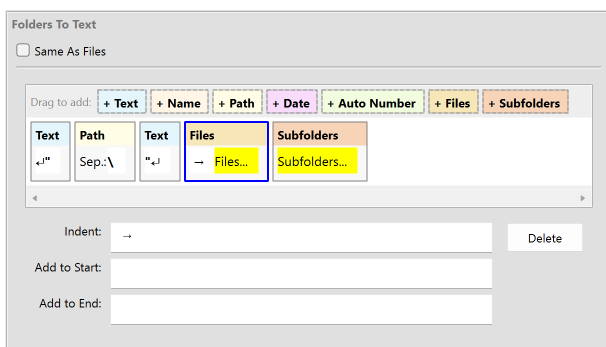
2.2.6 Folder Parts

The folder parts are used to configure the text generated for any folders selected, when you have unchecked the *Same As Files* check-box in the *Folders To Text* section of the configure dialog.

The following folder part types are the same as the file part types, so see the file part help for a description of those: *Text*, *Name*, *Path*, *Date*, *Auto Number*.

This page describes the two part types that are specific to folders.

This generates text for each of the files in the folder currently being processed, using the rules from the *Files To Text* section.



The *Files* part type lets you set indent text, and any text you want added before or after the list of files from the folder.

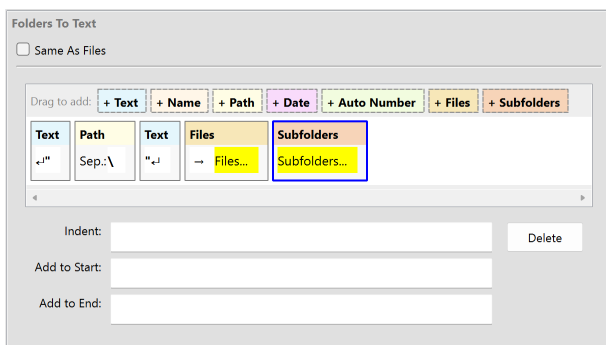
The indent text is inserted before the text for each file is generated.

The *Add to Start* text is inserted before the text for all the files in the folder is generated, and the *Add to End* text is added after all the text generated for the files. However, note that if there are no files in the folder, then the *Add to Start* text and the *Add to End* text is not added.

Subfolders

This generates text for each of the sub-folders of the folder currently being processed.

Each sub-folder will be processed recursively using the same rules as for the current folder.



The *Subfolders* part type has the same options as the *Files* part type, and they work in a similar way.

The indent text is insert before all sub-folders and files that are processed for this part. Note that this means that if there are nested sub-folders, the indent text will be applied again for those, so the indent level increases the further down the folder hierarchy you go.

The *Add to Start* text is added before all the text generated for this part, and the *Add to End* text is added after, unless there are no sub-folders in the folder in which case they are not added. If you want text to be added even if there are no sub-folders, then you can just add *Text* parts around the *Subfolders* instead.

Example

To help clarify how the *Files* and *Subfolders* parts work, let's consider the case where a single folder has been selected in File Explorer, and the *Simple Folder Listing* command has been selected, which is one of the commands provided in the default list when CopyFileNames is first installed.

The screen-shots above are both taken when the *Simple Folder Listing* command was selected, so you can see the parts that are configured to generate the text for folders.

Since in this example, a single folder has been selected in File Explorer, the parts in the *Folders to Text* section are used to generate the text.

This is how the 5 parts work to generate the folder listing for the selected folder.

- | | |
|-------------------|--|
| Text | The first part is a Text part, which starts the generated text with a newline and a quote character ("). |
| Path | The second part is a Path part, which adds the full path to the selected folder to the generated text. |
| Text | The third part is a Text Part, which adds another quote character (") and newline to the generated text. |
| Files | The fourth part is a Files part, which generates text for all the files in the selected folder, using the rules from the Files to Text section. |
| Subfolders | The fifth part is a Subfolders part. This applies these same rules (from the Text to Folder section) to all the sub-folders in the selected folder. This is the key to how all the sub-folders are processed, since the same rules are applied recursively each time more sub-folders are found. |

2.3 File Action Commands

2.3.1 File Action Commands Overview

The File Action commands are listed below. None of these have any options to configure, so you can add at most one of each of these to the *File Explorer* context menu.

More Commands...

Brings up the *Configure* dialog. This lets you add, remove or reorder the commands shown in the *Windows File Explorer* context menu. Also lets you browse the Commands Gallery and configure the Copy Attributes commands.

Copy Filename and Delete

Copies the name of the selected item and then deletes the item. It only appears if a single file

or folder is selected. This command can be used with the Paste Filename command to quickly replace one file with another.

Paste Filename

Renames the selected item with the text on the clipboard. This command only appears if a single file or folder is selected, and in addition will only appear if the clipboard contains text that is a valid filename. If you want to rename multiple files with multiple lines on the clipboard, use the Multi Rename command.

Paste Filename (No Ext.)

Renames the selected item with the text on the clipboard, but without changing the extension of the selected item. If the text on the clipboard has an extension, this is ignored.

Multi Rename

Lets you rename multiple files at once. This command only appears if 2 or more files are selected.

2.3.2 Copy Filenames and Delete

The *Copy Filename and Delete* command copies the filename of the selected file, and then deletes the file.

This is equivalent to selecting the following commands in *File Explorer*: *File > Rename ; CTRL + C ; ESC ; File > Delete*

The *Copy Filename and Delete* command only appears if a single file or folder is selected.

This command can be used along with the Paste Filename command to replace one file with another. This is done by right-clicking on the file to replace and choosing the *Copy Filename and Delete* command, and then right-clicking on the new file and choosing the *Paste Filename* command.

2.3.3 Paste Filename

The *Paste Filename* command renames the selected file or folder using the text in the clipboard.

This is equivalent to selecting the following commands in *File Explorer*: *File > Rename File ; CTRL + V ; Return*

The *Paste Filename* command only appears if a single file or folder is selected. It also only appears if the clipboard contains text that can be used as a filename.

Text can only be used as a filename if:

- The text is shorter than 260 characters in length. Note: even if the text is shorter than 260 characters, this may still be too long for a filename since Windows has a limit of 260 characters for the entire path to a file, not just the filename.
- The text does not contain any of the characters that are illegal in filenames:
\\ : * ? " < > |
- The text does not contain any control characters such as carriage return, newline or tab.

2.3.4 Paste Filename (No Ext.)

The *Paste Filename (No Ext.)* command is similar to the Paste Filename command except that the extension of the file being renamed is not changed.

This command only appears if a single file or folder is selected. It also only appears if the clipboard contains text that can be used as a filename.

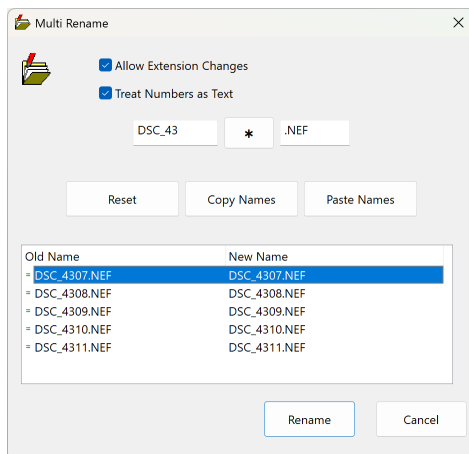
If the text on the clipboard contains an extension (that is, a “.” followed by more text), that is ignored when renaming the existing file.

2.3.5 Multi Rename

The *Multi Rename* command lets you rename lots of files at once.

This command only appears if 2 or more items are selected in *File Explorer*.

When you select this command, the *Multi-Rename* dialog appears:



In this example, the 5 files shown were selected in *File Explorer* when the command was selected.

Any text that is common to all the filenames is found and can be edited in the dialog.

If *Allow Extension Changes* is checked, then the file extension can be changed (the part of the filename after the “.”). Take care if you do this, since the type of a file is determined by its extension, so it is likely that you will not be able to open a file if its extension is wrong.

If *Treat Numbers as Text* is checked, then numbers in the filenames are not treated as anything special. If this checkbox is cleared, then if all the filenames contain a number at the same position in the file, you will be able to edit the numbers as described in the **Number Text** section below.

The three buttons in the middle of the dialog are used as described in the following table.

- Reset** Resets any changes made to the filenames.
- Copy Names** Copies all the filenames to the clipboard. This lets you use your favorite text editor to make changes to the filenames. You can paste the filenames into the text editor, and use that to make the changes you need. Then select all the text in the text editor and copy it, and then press the *Paste Names* button to change the filenames in the dialog.
- Paste Names** Pastes the text on the clipboard into the filenames. The clipboard must contain the same number of lines as the number of files shown in the dialog. It must also contain text that is valid for use in filenames. When the filenames have been pasted from the clipboard, they are shown as bold in the dialog and will no longer be affected by changes due to the edit controls. If all filenames have been set by pasting new names, then the edit controls are disabled since they would have no effect.

The filenames list shows the original filename and the new filename for each file.

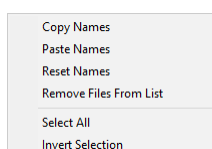
It also shows the state of each rename operation, which will be one of these symbols:

- ✓ Rename OK.
- = The filename is unchanged.
- △ The new name is empty.
- △ At least one other file is being renamed to the same name.
- △ The file is being renamed to the same name as an existing file that is not being renamed.
- △ The file is being renamed to an invalid name. A name is invalid if it contains any of these characters: \ : * ? " |

You will not be able to rename the files if any files have one of the error states. To rename the files you will either need to fix the problem, or remove the files with an error state from the list.

You can click on files in the filenames list to select them, and use the shift and control keys to extend the selection in the usual way.

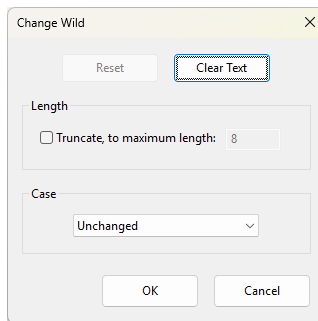
Right clicking on a file or a selection of files brings up this context menu:



This can be used to perform the commands in the menu to just the selected file or files.

Wild Text

Text that is different between the filenames is represented by a * in the dialog, and is known as “wild” text. You can press this button to bring up a dialog where some changes can be made to this text.



The changes that can be made to wild text are:

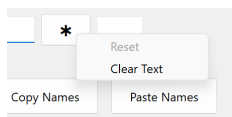
- Truncate length - check the box in the *Length* section, and enter the maximum length for this part of the name.
- Change case - select one of the options from the drop-down menu to change the case of all text in this part of the name, for example to upper or lower case.

The *Reset* button sets the controls back to making no changes to this part of the name.

The *Clear Text* button checks the *Truncate* box and sets the length to 0 to clear all the text in this part of the name.

Quick access Wild Text menu

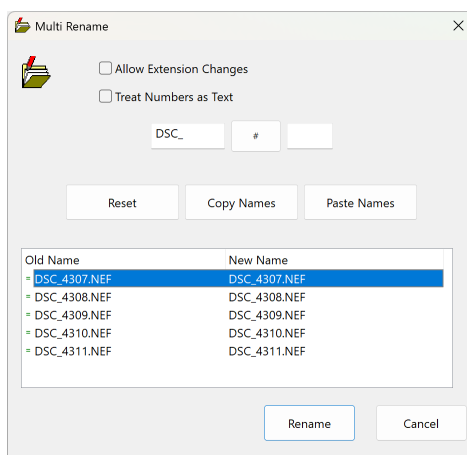
Instead of left clicking on the *Wild* button to bring up this dialog, you can right click to bring up this menu:



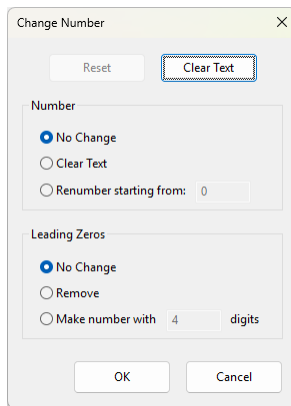
This gives you quick access to the *Clear Text* and *Reset* options in the dialog.

Numbers

If the *Treat Numbers as Text* box on the *Multi-Rename* dialog is cleared and a number is found at the same position in all the selected filenames, then this part of the name will be treated as numbers instead of wild text. This is represented by # in the dialog, as shown in this screenshot:



Press the # button to bring up a dialog where you can make changes to the numbers.



To clear the number text and remove the number completely from the filename, press the *Clear Text* button at the top, which simply selects the *Clear Text* radio button in the *Number* section.

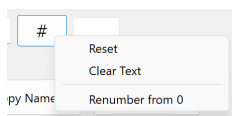
To change the number, select the *Rename* radio button, and enter the new starting value in the edit box. The numbers will be changed so that whichever is the lowest number will now be the number entered. Note that the renumbering is done by adding or subtracting an offset that is worked out from the difference between the minimum number in the filenames, and the new value entered. This means that if more than one filename has the same number, or if there are gaps in the sequence, there will still be files with the same number or gaps in the sequence after renumbering.

To removing leading zeros from numbers, select the *Remove* radio button in the *Leading Zeros* section.

To set the minimum length for numbers, select the *Make number with* radio button and enter the number of digits you want in the edit box. If the number is shorter than the number of digits requested, then leading zeros will be added to make it longer. If the number is longer than the number of digits requested, then if it starts with leading zeros they will be removed to make the number have the number of digits requested. Note that if the number is longer than the number of digits requested and it does not start with leading zeros, then it will not be made shorter.

Quick access Number menu

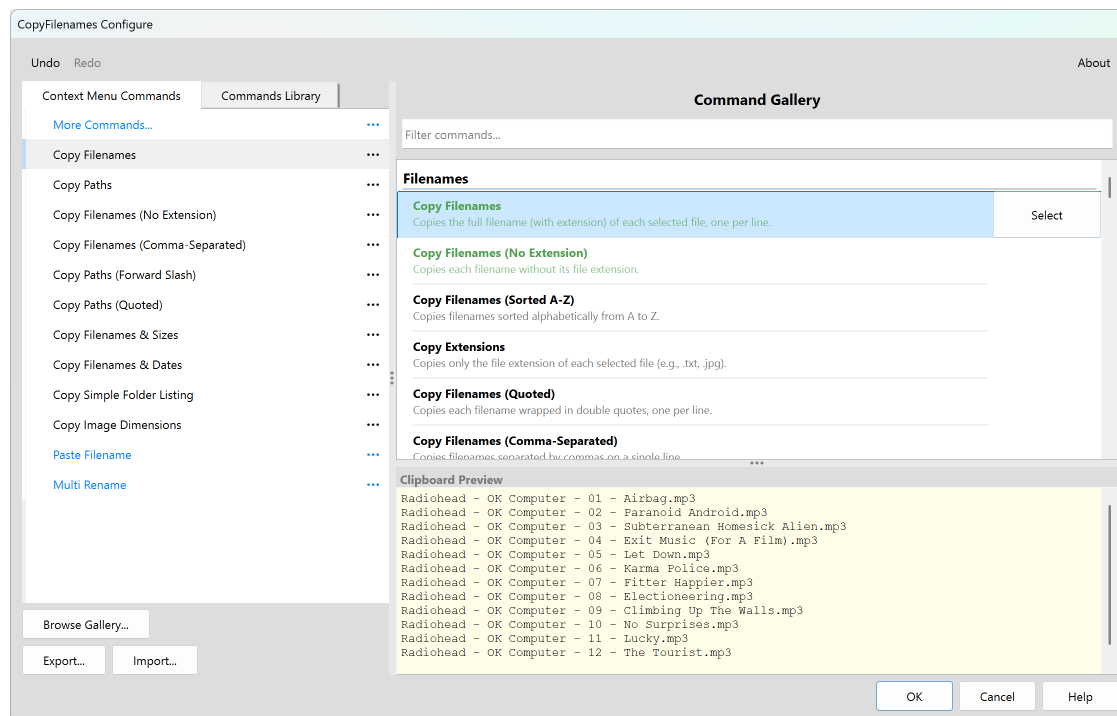
Instead of left clicking on the *Number* button to bring up this dialog, you can right click to bring up this menu:



This gives you quick access to the *Clear Text* and *Reset* options in the dialog. It also lets you select the most recent renumbering option that you used.

2.4 Commands Gallery

The Commands Gallery is a browsable collection of pre-built, ready-to-use commands. It provides a quick way to discover and add commands without building them from scratch.



Accessing the Gallery

Click the “**Browse Gallery...**” button in the Configure dialog (visible below the command lists). The gallery panel appears within the app alongside the command lists.

Gallery Layout

The gallery consists of:

1. **Filter box** at the top — type to filter commands by name, description, or category
2. **Command list** — a flat list with inline category headers (bold, non-selectable). Each command shows:
 - Bold command name
 - Smaller description text below
 - “Add to List” or “Select” button on the right
3. **Clipboard preview** at the bottom — shows a live preview of what the selected command would produce with the current file selection

Command Categories

The gallery commands are organised into the following categories:

FileNames

Copy filenames in various formats:

- Copy FileNames
- Copy FileNames (No Extension)
- Copy FileNames (Sorted A-Z)
- Copy Extensions
- Copy FileNames (Quoted)
- Copy FileNames (Comma-Separated)
- Copy FileNames (Quoted, Comma-Separated)
- Copy FileNames (Semicolon-Separated)
- Copy FileNames (Space-Separated)

- Copy Filenames (Tab-Separated)
- Copy Filenames (Pipe-Separated)

Paths

Copy full file paths:

- Copy Paths
- Copy Paths (Forward Slash)
- Copy Paths (Double Backslash)
- Copy Paths (Quoted)
- Copy Paths (Comma-Separated)
- Copy Paths (Quoted, Comma-Separated)

Developer & Technical

Commands oriented toward developers.

Folder Listings

Commands that list folder contents.

IT & System Administration

System-focused commands.

Lists & Documentation

Documentation and list formatting commands.

Media & Creative

Media-related commands.

Single File

Commands designed for use with a single selected file.

Spreadsheet & Data Formats

Data export format commands.

File Actions

Built-in system commands. This category is only shown when viewing the Context Menu commands list, not the Library.

Adding Commands from the Gallery

1. Select a command in the gallery list
2. Review the clipboard preview to see what it produces
3. Click “**Add to List**” to add it to the currently active command list (Context Menu or Library, depending on which tab is selected)

If the command already exists in one of the lists:

- The command name is shown in green
- The button changes to “**Select**” with a tooltip indicating which list contains it
- Clicking “Select” navigates to that command in its list

Note that you don’t need to add commands to the context menu or library commands list to use them. You can simply select them in the gallery then press OK to copy the text to the clipboard.

Filtering

Type in the filter box to narrow the gallery. Filtering matches against:

- Command name (case-insensitive)
- Command description (case-insensitive)
- Category name (case-insensitive)

Category headers are automatically hidden when none of their commands match the filter. A clear button in the filter box resets the filter.

Persistence

The gallery remembers the last selected command across sessions. When reopened, it scrolls to and highlights the previously selected command.

Pro License

Some gallery commands use Pro-only features. If you select one of these and don't have a Pro license, a licensing prompt is shown.

2.5 Command-Line Interface

CopyFileNamesCL is a command-line tool that provides CopyFileNames functionality from the terminal, PowerShell, batch scripts, or any automation pipeline. It processes file and folder paths and outputs formatted text according to saved CopyFileNames commands.

PRO *This tool requires a CopyFileNames Pro license.*

Usage

```
CopyFileNamesCL [-c <command_name>] [-utf8|-utf16|-utf32|-ansi] [path ...]
CopyFileNamesCL -l
CopyFileNamesCL -h
```

Options

Option	Description
-c <command_name>	Apply a saved CopyFileNames command to format the output
-l	List all available saved CopyFileNames command names
-utf8	Output as UTF-8 (this is the default)
-utf16	Output as UTF-16
-utf32	Output as UTF-32
-ansi	Output as ANSI using the current system code page
-h, --help, -?	Show usage information
path ...	One or more file/folder paths to process

Input

- **Command-line arguments:** Pass one or more file/folder paths directly. Wildcards (* and ?) are supported and expanded automatically.
- **Standard input (stdin):** If no paths are given on the command line, CopyFileNamesCL reads paths from stdin, one per line (UTF-8 encoded). This allows piping from other commands.

Output

- Without `-c`: outputs just the filename portion of each path (one per line)
- With `-c <command_name>`: applies the named command's formatting (parts, separators, sort order, etc.) to the input paths and outputs the result

Examples

List available commands:

```
CopyFileNamesCL -l
```

Copy filenames from specific files:

```
CopyFileNamesCL `C:\Documents\report.pdf` `C:\Documents\data.xlsx
```

Apply a saved command to all .txt files in a folder:

```
CopyFileNamesCL -c "Copy Paths (Quoted)" `C:\Documents\*.txt
```

Pipe paths from another command:

```
dir /b /s `C:\Project\*.cpp` | CopyFileNamesCL -c "Copy Filenames (Comma-Separated)"
```

Output as UTF-16:

```
CopyFileNamesCL -utf16 -c "Copy Paths" `C:\Documents\*.*
```

Notes

- Only one encoding option can be specified at a time
- `-c` and `-l` cannot be used together
- Paths are resolved to absolute paths before processing
- Available on both x64 and ARM64
- The tool uses the same license as the main CopyFileNames application — no separate license purchase is needed

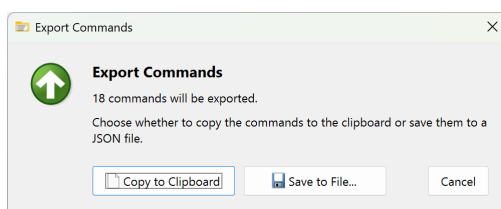
If no valid Pro license is found, the tool exits with:

```
"Error: A CopyFileNames Pro license is required to use this tool."
```

2.6 Export Commands

Commands can be exported so that you can share them with friends or colleagues, or simply to make a backup.

To export all the commands, press the *Export...* button on the main Configure dialog. This will bring up this Export Commands dialog:



You can choose whether to export to the clipboard or save the commands to a file. If you export the commands to the clipboard, they will be exported in a JSON text format which should not

be edited. This text could then be sent via email (for example), and the recipient can copy that text from the email then use it to import the commands.

Exporting a selection of commands

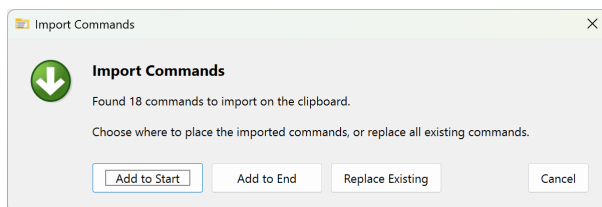
If you just want to export a single command, or a selection, select the commands you want to export in the Configure dialog. You can select more than one command by holding the SHIFT key while clicking to extend a selection, or by holding the CTRL key while clicking to add individual commands to the selection.

Once you have selected the commands you want to export, right click on any selected command and select *Export...* from the context menu.

Importing commands

To import commands that have been exported, press the *Import...* button on the main Configure dialog. If valid data is found on the clipboard, you will be prompted to import it. Otherwise, you will be prompted to select a file that contains the exported commands.

You will then see this dialog:



You can select whether the new commands are added to the start or end, or if the existing commands should all be deleted and replaced by the imported commands.

After importing commands, you will see that all the imported commands have a blue dot next to them. This indicates they are unsaved. The changes will not be saved until you explicitly save them.

Setting the default commands list

The default set of commands is normally read from the application install folder. This is the set that is used for new users, or those users who haven't customised their commands. It is also used when a user deletes all their commands and resets the list to the default.

You can override the default commands list by exporting the commands you want as the default, then saving the file here: `C:\ProgramData\ExtraBit Software\CopyFileNames\CFCmds.json`

This can be particularly useful if you want to control the commands configured for users in a managed install environment, you just need to arrange for the file containing the commands you want as the defaults to be copied to this path during the install.

2.7 Sort Order

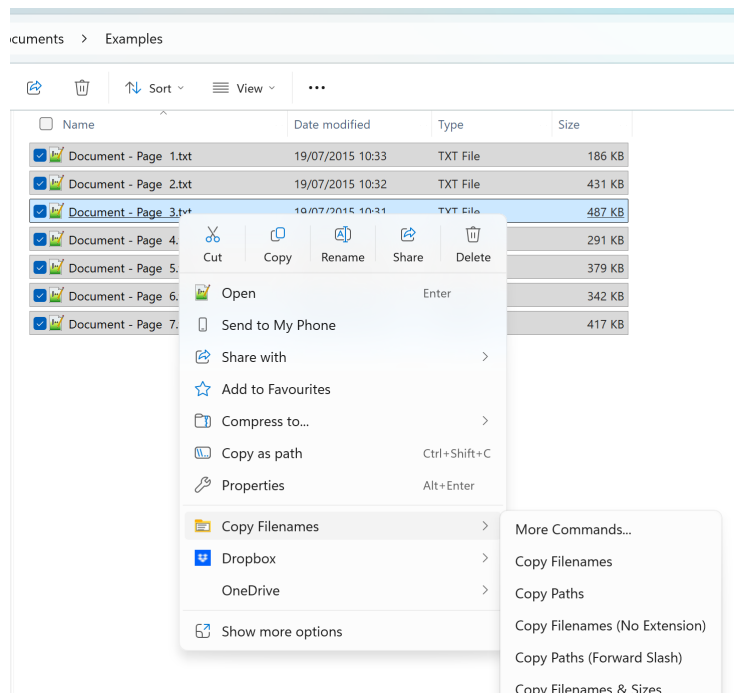
The order of the files when using any *Copy Attributes* commands which have the sort order set to *As Selected* unfortunately does not always match the order that the files are shown in *Windows File Explorer*.

This is due to the way that *File Explorer* sends the list of files to extensions such as *Copy-FileNames*. The first file in the list is the file that was actually clicked on when right clicking to bring up the context menu in *File Explorer*. The files below the one clicked on follow in order next, with the remaining files above the one clicked at the end of the list.

What this means is that to get the files in the same order that they are shown in *File Explorer*, you need to **right click on the top selected file** when bringing up the context menu. Provided you do this, the files copied by *Copy Filenames* will be in the correct order.

Right clicking in the middle of the selection

This screen-shot shows the context menu being brought up having right clicked on a file in the middle of the selection ("*Document - Page 3.txt*" in this example):

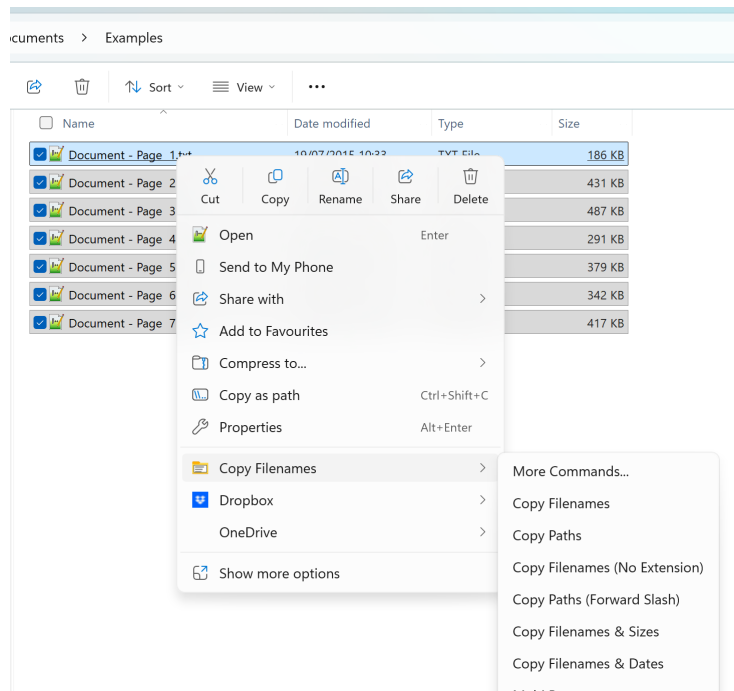


This will result in this list of files:

Document - Page 3.txt
Document - Page 4.txt
Document - Page 5.txt
Document - Page 6.txt
Document - Page 7.txt
Document - Page 1.txt
Document - Page 2.txt

Right clicking the top file in the selection

If the top file ("*Document - Page 1.txt*" in this example) is right clicked to bring up the context menu like this:



Then in this case the files will be ordered as expected like this:

Document - Page 1.txt
Document - Page 2.txt
Document - Page 3.txt
Document - Page 4.txt
Document - Page 5.txt
Document - Page 6.txt
Document - Page 7.txt

Chapter 3

Installation

CopyFileNames is available via two distribution channels:

1. **Microsoft Store** - best option for most users.
2. **Traditional installer** — for users without Microsoft Store access (e.g. corporate environments), or for users installing on Windows 10.

Both installers support x64 and ARM64. The traditional installer has better support for Windows 10, since it can install the classic context menu integration which the Microsoft Store version is not able to provide.

3.0.1 Microsoft Store Installation

To install CopyFileNames from the Microsoft Store, search for “CopyFileNames” in the Store, or visit the store page:

apps.microsoft.com/detail/9PFSJH54T3XV

3.0.2 Traditional Installer

To install CopyFileNames using the traditional installer, download the installer from:

www.extrabit.com/copyfilenames/download

Run the installer, and follow the instructions.

3.0.3 Windows 10 first-time install

On Windows 10, after a first-time install, CopyFileNames may not appear in the Explorer right-click menu until you sign out and back in, or reboot.

3.0.4 Unattended Installation

The traditional installer can also be run in unattended mode, so that it can be remotely installed.

The installer is built using Inno Setup, so you can see a complete list of all the command line options that can be used here: jrsoftware.org/ishelp/index.php?topic=setupcmdline

Example

```
copyfilenames45.exe /verysilent /nocloseapplications /norestart
```

Chapter 4

Licensing

4.1 Licensing Overview

CopyFileNames is free to use for home, charitable and educational use.

For any other use, or if you want to use certain types of commands, you need a Pro license. A Pro license is also required for the CopyFileNamesCL command-line tool and for certain Commands Gallery commands that use Pro-only features.

A Pro license can be bought online: www.extrabit.com/copyfilenames/buy

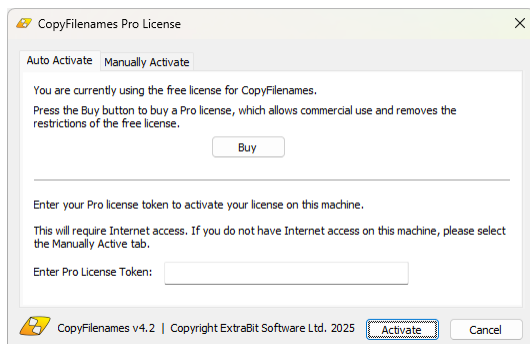
Normally a CopyFileNames Pro license is for all users on a single PC. If you want to use the Pro version of CopyFileNames on more than one machine you need a license for each machine. Enterprise customers can activate a license for a single user on many machines, but this is only available in managed environments.

Activating a Pro license

When you buy a Pro license, you will receive a license token.

The license token needs to be entered into the CopyFileNames License application. The easiest way to run this is to press the *Buy* button on any of the dialogs that appear when you use a *Copy FileNames* menu command. For example, if you select the *More Commands...* menu command, it will have a *Buy* button at the top if it is running without a Pro license.

The CopyFileNames License application looks like this:



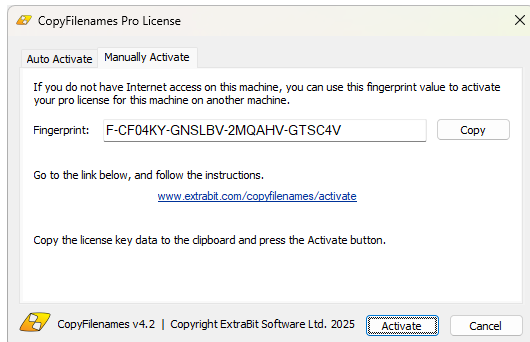
Enter your license token into the box, and press the *Activate* button to activate the license.

Note: you can right click in the box and select *Paste* to paste in the token if you have it on the Windows clipboard.

Manually activating a Pro license

The CopyFileNames License application needs to contact the license server to generate the license key. If you want to activate CopyFileNames on a machine that does not have a connection to the Internet, you can manually activate the license by clicking on the *Manually Activate* tab at the top,

The CopyFileNames License application will then change to this:



Make a note of the fingerprint string shown on your machine, and then go to www.extrabit.com/copyfilenames/activate on a machine that does have Internet access.

Note that the fingerprint string is different on every machine, so you need to make sure you use the one for the machine you want to activate the license on.

Enter both the fingerprint string and your license token on the activate page. This will generate the license key.

Copy the license key to the Windows clipboard on the machine where you want to activate the license, and then press the *Activate* button.

The easiest way to copy the license key is to copy it from the web page into a text file, and then save the text file on a USB memory stick. You can then transfer the memory stick to the other machine, open the text file, and copy the license key.

4.2 Per User Licensing in Enterprise Environments

If you are using a managed environment such as Active Directory or Azure AD, then it is possible to activate a Pro license in user mode instead of machine mode.

This is mainly provided to support the case where users are logging into a virtual environment, where they may end up using a different physical machine each time.

A Pro license can be activated in one of these modes.

- | | |
|--------------|--|
| User mode | A single license allows a single user to use CopyFileNames on any machine. |
| Machine mode | A single license allows any users to use CopyFileNames on a single machine. This is the only mode supported by the normal license app. |

Once a license has been activated, its mode cannot be changed.

To activate a Pro license in user mode you need to use CopyFileNamesLicenseTool.exe. This is a command line utility that is installed with CopyFileNames. It will automatically be added to the user's path.

This tool is intended to be run from scripts that initialize roaming users in a virtual environment.

Usage

CopyFileNamesLicenseTool [options] [token...]

Options

- h, -help Shows help text which describes how to use the command.
- c, -check Checks the installed license for the current user. When this option is specified, no token should be specified.
- i, -install-only If this option is specified, then the license will only be installed if an activated license can be found using the given token for the current user/machine. This can be used to avoid unintended license activations.
- m, -machine If this option is specified, then the license will be activated in machine mode, rather than the default of user mode when using this tool.

Return values

Whenever CopyFileNamesLicenseTool is run, the first line output is a status token that indicates the state of the current license, or the result of the options selected. This is a simple fixed token to make it easy to read in scripts.

The exit code and first line token will be one of these values:

0: LICENSE_OK

The current user/machine has a valid license installed.

1: BAD_ARGS

Invalid arguments were specified on the command line.

2: NO_LICENSE

The current user/machine does not have a valid license installed.

3: NOT_A_DOMAIN_USER

An attempt was made to download or activate a user mode license, but the current user is not a domain user.

4: FAILED_TO_GET_DOMAIN_USER

The current user appears to be a domain user, but there was a problem getting the user information.

5: LICENSE_SERVER_NOT_CONTACTABLE

Could not contact the license server. This is hosted on port 443 (HTTPS) at www.extrabit.com. Check your firewall or internet connection.

6: LICENSE_SERVER_ERROR

The license server returned an error.

7: LICENSE_FILE_WRITE_FAILED

Failed to write to the license file.

10: TOKEN_INVALID

A token specified on the command line is not valid.

11: TOKEN_HAS_NO_ACTIVATIONS

An attempt was made to activate a license, but none of the tokens specified on the command line have any activations remaining.

The second line output after the token string will normally contain further information about the status.

Note that when requesting a license activation, CopyFileNamesLicenseTool will always first check if the current user or machine already has a valid license, and not use up an activation if they do. In addition, if the token specified already has an activation for the current user or machine, then that will be downloaded which will also not use up an activation.

Using multiple tokens

As described above, it is possible to specify multiple tokens on the command line.

The reason for doing this, is so the same script can be used for all users, even if more users are added later.

The way CopyFileNamesLicenseTool works is that whenever a license is requested, it first checks each token specified to see if there is already an activated license for the current user or machine. If there is, then that license can simply be downloaded and no new activation is required. Only if no activated license is found (and provided *-install-only* isn't specified), then the first token that has unused activations will be used to activate a new license.

For example, if you buy a 10 license pack, you will receive a token that has 10 activations available on it. When these have all been used up, you might buy another 10 license pack and receive a second token. By specifying both tokens on the command line, then if any of the 10 users who used an activation from the first token need a license for a new machine, that can be downloaded without needing to activate another license. A new user would have a license activated from the second token.

Viewing token activation status

To see the status of your tokens, such as how many activations are left, log in to the license dashboard here: www.extrabit.com/dashboard

Chapter 5

EULA

1. Introduction

This License applies to the CopyFileNames Windows File Explorer Extension software and its accompanying files, data and materials (“CopyFileNames”). You should carefully read the following terms and conditions before using, installing, copying, or distributing this software. Unless you have a different license agreement signed by ExtraBit Software Ltd. (“ExtraBit”), your use, installation, copying, or distribution of CopyFileNames indicates your acceptance of this agreement. There are two licenses available for CopyFileNames, “Free” and “Pro” which are described in section 2.

2. Scope of License

All rights of any kind in CopyFileNames which are not expressly granted in this License are entirely and exclusively reserved to and by ExtraBit. CopyFileNames is protected by copyright laws and other applicable laws and treaties. You may use, install and distribute CopyFileNames solely as expressly provided in this License. You may not rent, lease, loan, sublicense, modify, translate, reverse engineer, decompile, disassemble, or create derivative works based on CopyFileNames, nor permit anyone else to do so. You may not make access to CopyFileNames available to others in connection with a service bureau, application service provider, or similar business, nor permit anyone else to do so.

2.1. Free License

The Free license for CopyFileNames is for NON-COMMERCIAL USE ONLY.

For the avoidance of doubt, commercial use is anything other than:

Personal use on a home computer, or

Educational use on a computer owned by a recognized school, college or university, or

Charitable use on a computer owned by a registered charity.

If you want to use CopyFileNames for any other purpose, you need to use the Pro license for CopyFileNames.

2.2. Pro License

The Pro license for CopyFileNames may be used for any purpose and has no built-in restrictions.

Pro licenses must be purchased from www.extrabit.com or an authorized distributor/reseller.

Each CopyFileNames Pro License may be used on a single computer. Each license is non-transferable.

If you or your organization has a valid multi-license pack of Pro licenses, then you or your organization has the right to use up to the number of “Licensed Copies” of CopyFileNames equal to the number of copies indicated in the documents issued by ExtraBit when granting the license; if you or your organization has a site-license, then you or your organization has the right to use unlimited “Licensed Copies” of CopyFileNames on computers owned by the licensee or employees of the licensee provided they are all used at a single site (a site being defined as one or more buildings within a 10 mile radius); if you or your organization has a worldwide-license, then you or your organization has the right to use unlimited “Licensed Copies” of CopyFileNames on computers owned by the licensee or employees of the licensee.

3. Distribution

You may make as many copies of this software and documentation as you wish. You may freely distribute this software by any means provided that you include all files in the original distribution, and none of the files are altered in any way.

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