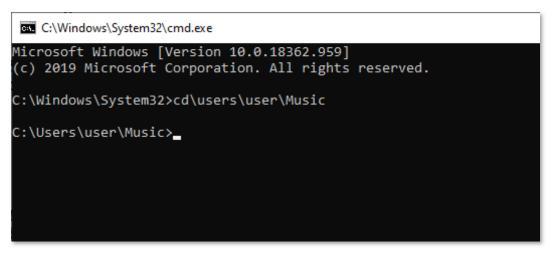
How to get directory/folder names & filenames into Excel

In this example, MP3 files are saved in a Music folder (directory) with folders for artists and then subfolders for album title.

- 1. Press windows key, type "cmd" (without quote marks) and press Enter to run
- 2. If music is all in the music folder on your PC hard drive, do as follows:

a. Type "**cd\users\user\Music**" and press enter, without the quote marks, where user = my own username (change to your own username, if different):



Note: If your music is elsewhere, locate the folder it is in - change drives and/or directories with e.g. "d:" then enter and/or "cd\music" then enter etc. (cd = change directory)

b. To see all folders, followed by all folders and subfolders in the music folder, type "**dir** /**s** /**b** /**o**:**n** /**a**:**d**" (without the quote marks) and press enter:

C:\Windows\System32\cmd.exe	
C:\Users\user\Music\David	Bowie\Diamond Dogs [Japan]
C:\Users\user\Music\David	Bowie\Early On (1964-1966)
C:\Users\user\Music\David	Bowie\Heroes [Bonus Tracks]
C:\Users\user\Music\David	Bowie\Hunky Dory
C:\Users\user\Music\David	Bowie\I Dig Everything- The 1966 Pye Singles
C:\Users\user\Music\David	Bowie\Jump They Say [#1]
C:\Users\user\Music\David	Bowie\Let's Dance
C:\Users\user\Music\David	Bowie\Lodger [Bonus Tracks]
C:\Users\user\Music\David	Bowie\Low [Bonus Tracks]
C:\Users\user\Music\David	Bowie\Never Let Me Down
	Bowie\Pin Ups [Bonus Tracks]
C:\Users\user\Music\David	Bowie\Real Cool World
	Bowie\Rise & Fall of Ziggy Stardust and the Spiders from Mars [Bonus Tracks]
C:\Users\user\Music\David	Bowie\Rock Reflections
	Bowie\Scary Monsters (RCA Release)
C:\Users\user\Music\David	Bowie\Scary Monsters [Bonus Tracks]
C:\Users\user\Music\David	Bowie\Space Oddity [Bonus Tracks]

3. Open an Excel Blank Workbook

4. In the command prompt box, highlight the lines you want to export to Excel with your mouse. Copy (Ctrl+C) - the white highlighting will disappear

5. In Excel, under Paste, click on "Use Text Import Wizard..."



Note: If you attempt to open Excel after copying the text in the command prompt, it will disappear off the clipboard and you will need to go back to highlighting and copying it again

6. You should see a box like the one below, with a sample of what you have copied. Click Next (with settings as shown)

Text Import Wizard - Step 1 of 3	?	×
The Text Wizard has determined that your data is Delimited. If this is correct, choose Next, or choose the data type that best describes your data.		
Original data type Choose the file type that best describes your data:		
Start import at <u>r</u> ow: 1 🚖 File <u>o</u> rigin: Windows (ANSI)		~
☐ <u>M</u> y data has headers.		
Preview of selected data:		
1 C:\Users\user\Music\David Bowie\Aladdin Sane 2 C:\Users\user\Music\David Bowie\Changesbowie 3 C:\Users\user\Music\David Bowie\David Bowie 4 C:\Users\user\Music\David Bowie\David Live Disc 1 5 C:\Users\user\Music\David Bowie\David Live Disc 2		
< Cancel < Back <u>N</u> ext >	<u>F</u> ini	> ish

7. On step 2, make sure the <u>only</u> delimiter checked is "Other:" and next to it, type a <u>back</u>slash ("\"):

Text Import Wizard - Step 2 of 3	?	×
This screen lets you set the delimiters your data contains. You can see how your text is affected preview below.	in the	
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8. Click on Next, and on step 3 of 3 click "Finish"

Text Import Wizard - Step 3 of 3		? ×
This screen lets you select each colu Column data format	mn and set the Data Format. 'General' converts numeric values to all remaining values to text. <u>A</u> dvan	
O Do not import column (skip) Data greview		
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9. Voila:

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5		C:	U	sers	user	Music	David	Bow	David Live	Disc 2			
6		C:	U	sers	user	Music	David	Bow	Diamond	ogs [Jap	oan]		
7		C:	U	sers	user	Music	David	Bow	Early On (964-196	6)		
8		C:	U	sers	user	Music	David	Bow	Heroes [B	onus Tra	cks]		
9		C:	U	sers	user	Music	David	Bow	Hunky Do	у			
10		C:	U	sers	user	Music	David	Bow	I Dig Even	thing- Ti	he 1966 F	ye Sing	les
11		C:	U	sers	user	Music	David	Bow	Jump The	/ Say [#1]]		
12		C:	U	sers	user	Music	David	Bow	Let's Danc	e			
13		C:	U	sers	user	Music	David	Bow	Lodger [B	onus Trac	cks]		
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Or, tidying up, here is an extract showing some Bowie Album Titles/Disk Numbers:

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2	David Bowie	Changest	owie					
3	David Bowie	David Boy	wie					
4	David Bowie	David Live	e Disc 1					
5	David Bowie	David Live	e Disc 2					
6	David Bowie	Diamond	Dogs [Japan]					
7	David Bowie	Early On (1964-1966)					

Note 1:

If I only want a list of the artists, in my example I would copy the upper lines from the command prompt box, where it only shows the folders and not the subfolders

<u>Note 2:</u>

If I type "**dir** /**s**" in the command box, I see the whole lot including songs/filenames. Here, a delimiter used could be a fixed width one, perhaps, to extract song titles:

Select C:\V	/indows\Syst	em32\cmd.exe		-	\times
4/04/2015	21:20	8,663,416 6	1 Beauty and the Beast.mp3		-
4/04/2015	21:21	7,491,004 0	2 Joe the Lion.mp3		
4/04/2015	21:22	14,791,696 6	3 Heroes.mp3		
4/04/2015	21:23	7,963,936 6	4 Sons of the Silent Age.mp3		
4/04/2015	21:23	9,216,736 0	5 Blackout.mp3		
14/04/2015	21:24	7,637,164 🤅	6 V-2 Schneider.mp3		
4/04/2015		9,475,648 0	7 Sense of Doubt.mp3		
4/04/2015	21:25	12,168,124 @	8 Moss Garden.mp3		
4/04/2015	21:26		9 Neuköln.mp3		
4/04/2015	21:26	9,102,940 1	0 The Secret Life of Arabia.mp3		
4/04/2015	21:27		1 Abdulmajid [#][-].mp3		
4/04/2015	21:27	7,526,500 1	2 Joe the Lion [-][Remix].mp3		
	12 Fi	le(s) 113,667,0	60 bytes		
Directory	of C:\Us	ers\user\Music\Dav	id Bowie\Hunky Dory		
29/01/2019					
	01:39	<dir></dir>			
		<dir> <dir></dir></dir>			
9/01/2019	01:39	<dir></dir>	1 Changes.mp3		
9/01/2019 5/12/2015	01:39 16:59	<dir> 8,702,044 (</dir>	1 Changes.mp3 2 Oh! You Pretty Things.mp3		
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