



# Barton's IT Services Limited

PC Support for Home & Business

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## DirSize

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### Installation

Ensure that the Java Runtime Engine is installed. You need to be on Version 6 or later. You can get it from here: <http://www.oracle.com/technetwork/java/javase/downloads/index.html>

Create a directory and extract all the files from the zip file into that directory.

Run the program called Setup. This will create an icon on your desktop (that's all it does).

Double click this new icon to start the User Interface. It will be blank when you first start.

Configure the User Interface the way you want (see User Interface below) and click 'Save & Exit'.

Use Task Scheduler to run the program **RunDS.wsf** on an appropriate frequency at an appropriate time (see Suggested Strategies below). This will collect the data determined by your entries in the User Interface.

When Task Scheduler runs the program the data is put into a spreadsheet in the folder you chose as your target location (in the User Interface). Double click on it to view the data.

Whenever the RunDS program is run it also creates a file called "LastRpt.CSV". This contains a list of your file locations and figures from last time and this time as well as a list of disk drives on the system and the space available. You can use Task Scheduler to email this file to yourself as a regular update on the system.

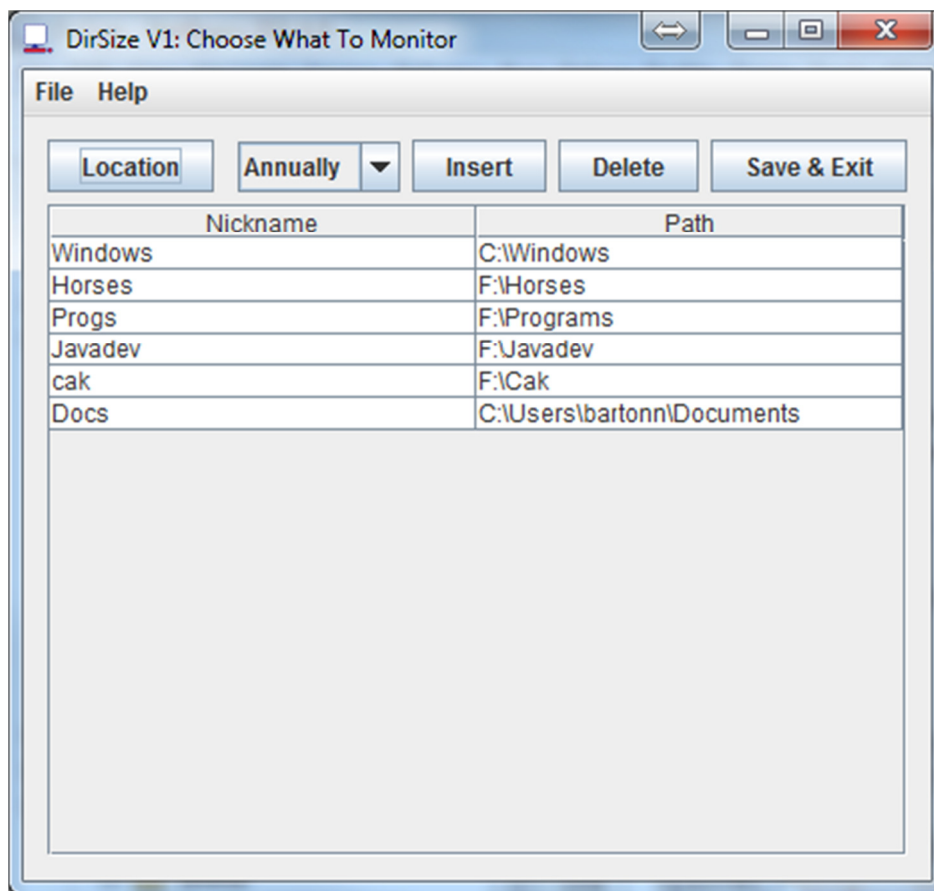
There is a Checklist below which you can work through to install the program.

There are two ways to run the program and two script files are provided to choose from:

RunDSRuns the program in Data Collection mode. This is what you should run from Task Scheduler

RunDSUI Runs the User Interface, see below.

### User Interface



This window allows you to determine what you want to monitor and where to store the data. Click on 'Location' and choose a directory where you want to store the spread sheets and last run report. Choose the frequency with which you want the spread sheets consolidated (see Suggested Strategies below). Click on insert to add an entry. This will open a dialogue to allow

you to choose which directory you want to monitor. When you click OK it will ask you for a nickname for this folder. Type a name that means something to you.

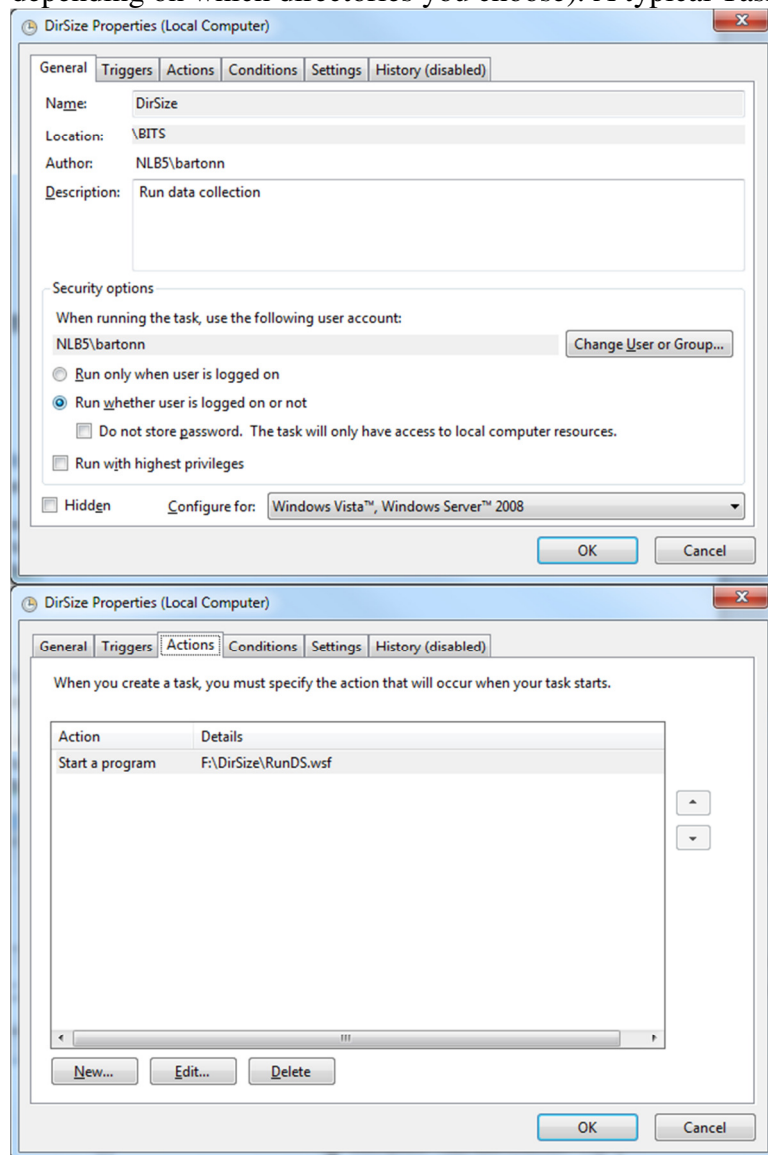
To edit an entry just double click in it and overtype what you want to change. If you click in the Path column it will start a Directory Selection dialogue to allow you to choose the directory you want.

To delete an entry, select it and click 'Delete'.

Click 'Save & Exit' to store your changes. Closing the window or using the Menu option File -> Exit (no save) will leave the program as it was with no changes.

## Suggested Strategies

Generally the best way to use this program is in this way is to run the program every day via Task Scheduler at a time when the system is not under pressure (it can take a while to run depending on which directories you choose). A typical Task Scheduler might look like this :



This means that the data is collected every day into a spread sheet in the location you chose in the User Interface.

## Consolidation Frequency

The Frequency setting determines how much data you get in one spreadsheet. The settings are as follows:

Daily	A new file is created every day
Weekly	A new file is created every week
Monthly	A new file is created every month
Quarterly	A new file is created every 3 months
Annually	A new file is created every year.

Usually it is best to leave it as Annually so that you can see changes over a reasonable time. You could reduce the frequency with which the data collection program is run (within Task Scheduler) to reduce the number of entries in the file if Daily creates too much. Running the program several times a day will mean several entries are generated.

You should avoid running the Data Collection program other than within a schedule as it will create duplicate entries which may confuse the Data Analysis.

## Checklist

Step	Optional	Action	Done
1	M	Create a directory to hold the program	
2	O	Create a directory to hold the data	
3	M	Run the User Interface and choose directories to monitor.	
4	O	Choose where to store the data (use the location button on the user interface)	
5	M	Setup Task Scheduler to run the program regularly	
6	O	Setup Task Scheduler to email the lastrpt file to you	

## Frequently Asked Questions

Why doesn't DirSize have it's own Scheduler?	Because Microsoft have already written one.
Why doesn't DirSize present the data?	Because Spreadsheets already do that.
I got -1 for a file size. What does that mean?	It means the directory listed doesn't exist. Go to the User Interface and click on the path for that row and choose another directory.
How do I uninstall it?	Just delete the directory you extracted the files to and remove the entries from Task Scheduler.
How can I provide feedback?	Visit the website <a href="http://www.bartonsit.co.uk/contact.html">http://www.bartonsit.co.uk/contact.html</a>
It stops at the 3 <sup>rd</sup> column	You are using the trial version. Buy the full version to get full data reporting.
How do I know which directories to monitor?	Use <a href="#">WindirStat</a> to see which directories are biggest. It's brilliant!
Why isn't it free?	I have to eat too and the supermarkets want money.