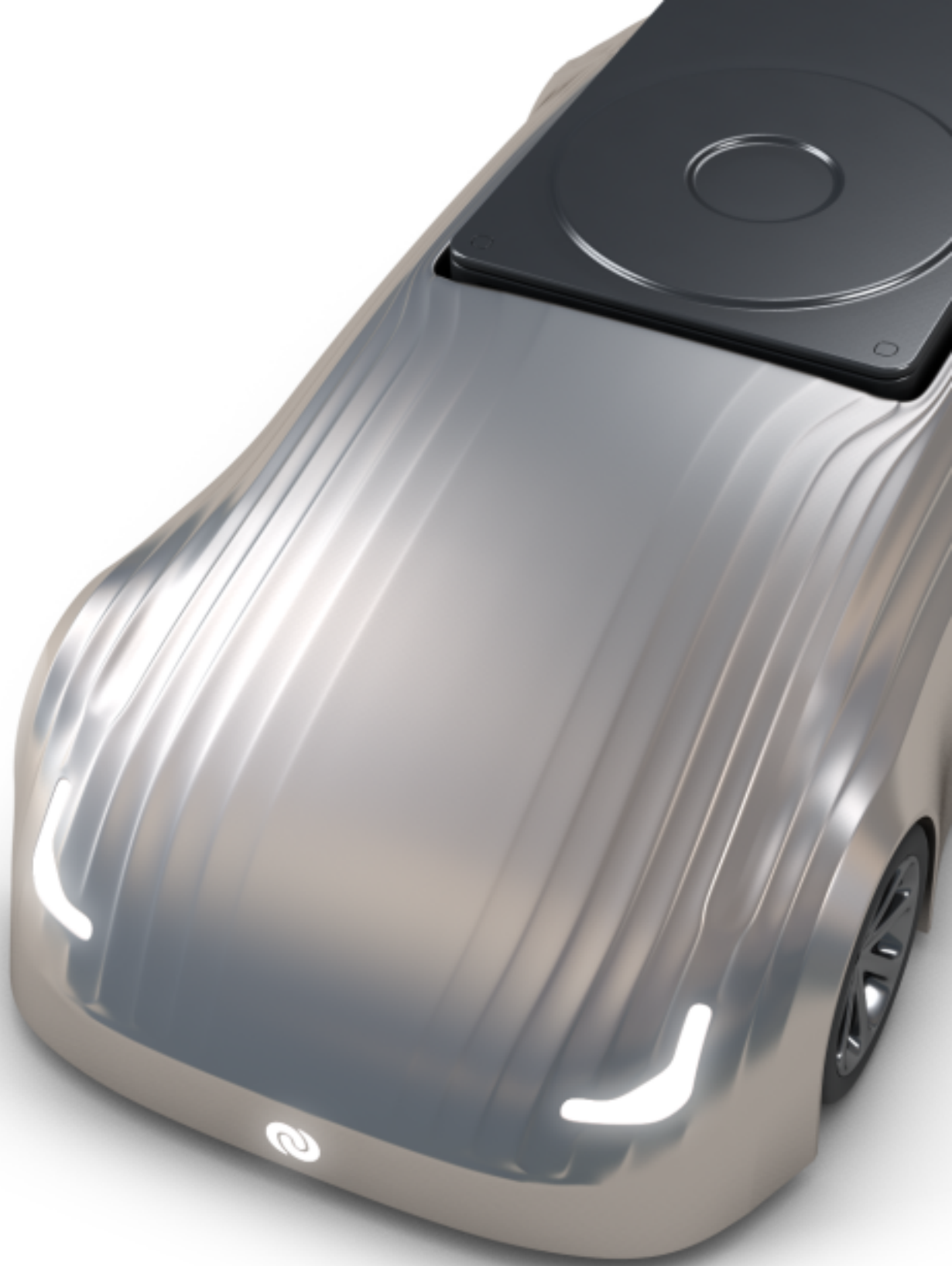




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O&O Defrag

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Welcome to O&O Defrag

Thank you for choosing O&O Defrag! We're delighted that you've placed your trust in our product. Our aim is to help you get the best from your storage, with clear guidance, intelligent optimization, and automatic maintenance that fits the way you work.

Whether your computer uses a traditional hard disk, a SATA SSD, or a fast NVMe SSD, the way Windows stores files matters. O&O Defrag analyzes that layout and helps you choose worthwhile improvements. This guide explains why optimization matters and takes you from your first analysis to advanced maintenance.

Why HDDs need defragmentation

As files are created, extended, and deleted, Windows can store a file in several separate pieces. This is **fragmentation**. On a mechanical hard disk, reading those pieces can require repeated movement of the read/write head and waiting for the platter to rotate into position.

Defragmentation brings file fragments together, reducing those mechanical delays. Consolidating free space also gives growing and newly created files more room to stay together. This makes defragmentation an essential part of maintaining performance on actively used HDDs, particularly when files become heavily fragmented. Applications, file copies, backups, and other work that reads substantial amounts of data can benefit.

Why SSDs and NVMe drives benefit from optimization

SSDs have no moving heads, but Windows still has to manage the locations of a file's data. Each file has a list of allocated regions, often called its **extent list** or **fragment list**. Many small fragments can turn a large read into more individual I/O requests, increasing CPU work in the file system and storage drivers. Fast NVMe hardware does not eliminate this software overhead.

Targeted file optimization can reduce that work by consolidating excessive fragmentation. The benefit depends on fragment sizes, access patterns, and the storage system. A large file in a few large pieces is a different case from a small file split into thousands of pieces.

O&O Defrag's **SOLID** methods take this distinction into account. The ROI factor weighs the benefit of consolidation against the data that must be rewritten, helping avoid unnecessary writes. **TRIM** complements file optimization by telling an SSD which storage regions are unused. See SSD optimization and TRIM.

Use measurements as guidance

The principle behind O&O's fragmentation benchmark is straightforward: read the same amount of data in contiguous and fragmented layouts and compare the results on your own drive. This helps show why file layout can matter even on flash storage. A benchmark illustrates a particular workload; it does not predict the speedup of every application.

Open **O&O VisualDisk** from Tools for the detailed fragmentation benchmark. **O&O SpeedCheck** provides broader Windows performance checks. Review the benchmark's setup prompt: it creates temporary test files to measure the effect of fragmentation.

Optimized throughout: application and engine

For O&O Defrag 32, we've optimized the application as a whole, from the interface and live drive views to background communication and the optimization engine. These improvements serve a practical goal: useful maintenance with a responsive interface and careful use of system resources.

- **Clear guidance:** Overview and the Optimization Advisor help you understand drive condition and choose suitable actions.
- **Efficient operation:** Streamlined drive-view rendering and coordinated status updates keep progress easy to follow during maintenance.
- **Intelligent optimization:** The engine's SOLID methods consider the benefit and write cost for each file, with detailed inspection and reporting to explain the result.
- **Maintenance that fits your work:** Automatic optimization, schedules, and resource and power controls help you plan when and how optimization runs.

Get started

Start with the Modern UI guide and Your first optimization. The Modern UI offers almost all Classic UI features and is the recommended starting point for everyday and advanced work.

If you prefer the ribbon interface, use the Classic UI guide. Modern UI and Classic UI explains both layouts and how to switch. For terminal or script use, see Get started with OODCMD.

Use the navigation bar to choose a guide and its sidebar to find a task. The downloadable PDF includes both guides. Keep a current backup and save your work before maintenance that restarts Windows. We're here to help: see Help and support whenever you need assistance.

Modern UI and Classic UI

Modern UI and **Classic UI** are two interfaces for the same O&O Defrag product. They share the background agent, installation, and license.

Modern UI: the main interface for version 32

The Modern UI in O&O Defrag 32 offers almost all the features of the Classic UI and is the recommended starting point for both everyday and advanced maintenance.

Its task pages cover drive optimization, automatic and boot-time maintenance, schedules, health, reports, and tools. The Optimization Advisor helps you choose an action.

Advanced controls include methods, zones, file rules, job-specific settings, resource and power limits, pre-job and post-job commands, and file and cluster inspection. Start with the Modern UI guide.

Classic UI: a familiar interface

The Classic UI is retained primarily for historical reasons, preserving familiar controls and established workflows. For most tasks, choosing it is a matter of familiarity and preference.

Its **Start**, **Schedule**, and **Extras** ribbons sit alongside a drive list and information tabs. See the Classic UI guide.

Features and workflow differences

The interfaces cover largely the same maintenance tasks, but their controls and tool integration differ.

Area	Modern UI	Classic UI
Analysis and optimization	Task pages, Advisor, methods, and detailed inspectors.	Ribbon commands, methods, and detailed drive/file views.
Automatic maintenance and jobs	Background maintenance, schedules, zones, file rules, and job conditions.	Corresponding settings and task dialogs in the ribbon interface.
Reports and health	Dedicated Reports and Drive Health pages.	Reports and detailed drive-information views.
Cleanup and supporting tools	Separate applications launched from Tools, including SystemCleaner and DriveLED.	Integrated DiskCleaner and Extras commands.

Some specialized workflows use Classic UI, including connecting to another computer and importing or exporting base settings as XML. Available features also depend on the edition, license, and storage capabilities.

Both interfaces use the same OODCMD command-line tool and notification-area application.

Switch interfaces

- In the Modern UI, choose **Classic view** to open the ribbon interface.
- In the Classic UI, use its return control to reopen the Modern UI.
- In the Modern UI's **Settings** → **Expert mode**, enable **Expert mode** to start in Classic UI by default. Disable it to use Modern UI at startup.

Modern UI guide

O&O Defrag analyzes and optimizes the way Windows stores files on hard disks and SSDs. It helps you decide whether a drive needs attention, run an appropriate optimization, and maintain drives automatically.

This English guide covers O&O Defrag 32 and the current Modern UI, recognizable by pages such as **Overview**, **Drive Optimization**, and **Schedules**. Features depend on your installed build, edition, and license. Instructions use the English names of controls. For the ribbon interface, use the separate Classic UI guide.

Start here

See Modern UI and Classic UI for an overview of the two interfaces and why Modern UI is the recommended starting point.

- Install and prepare O&O Defrag.
- Analyze and optimize your first drive.
- Understand the dashboard and choose a method.
- Enable automatic maintenance or create a scheduled job.
- Use OODCMD from scripts.
- Solve a problem.

What optimization does

Defragmentation joins parts of files that are stored in separate locations. Some methods also consolidate free space or arrange files according to a sorting policy. On an HDD, this can reduce mechanical seeking. On an SSD, the aim is to reduce unnecessary file-system work while limiting writes. SSD TRIM is a separate maintenance operation.

O&O Defrag preserves file contents during normal optimization. It does not replace a backup, repair physically damaged hardware, or recover deleted files. The optional cleanup and repair tools have their own actions and confirmations.

How to use this guide

Follow numbered steps for a task. Tables compare settings and methods. Notes explain differences that affect the result. You can use the sidebar for chapter navigation, the page contents list for headings, and the previous/next links to read the guide in order.

Before reorganizing important data, keep a current backup. Save your work before any procedure that restarts Windows. If a drive reports hardware problems or read errors, start with drive health and troubleshooting.

Installation and requirements

Install the O&O Defrag package that matches your Windows architecture and licensed edition. The product provides x64 and ARM64 packages for Professional and Server editions.

Before you install

1. Check your Windows version and system type in **Settings** → **System** → **About**.
2. Obtain the appropriate installer from O&O Software.
3. Sign in with an account that can approve administrator elevation.
4. Close other applications and finish any active drive maintenance.
5. Keep your license information available if you are installing the full version.

Use Professional Edition for supported Windows desktop systems and the appropriate Server Edition on Windows Server. Check the installer and the current product support information for the exact operating-system compatibility of your build.

The computer must meet the requirements of its Windows version and have enough free space for installation. Preparing the optional Windows RE optimization environment requires additional space on the system drive and a usable recovery environment; see boot-time optimization.

Install

1. Run the downloaded setup program.
2. Approve the Windows administrator prompt.
3. Read the license agreement and follow the setup pages.
4. Complete installation. Restart the computer if setup requests it.
5. Open **O&O Defrag** from the Start menu.

Setup installs the application and the background **O&O Defrag Agent** service. The interface connects to that service to analyze drives, perform optimization, and manage scheduled jobs. Keep both components at the same product version.

If the interface cannot connect, see Agent unavailable.

Drives you can work with

Select drives exposed by the agent in **Drive Optimization**. A drive needs to be available to Windows, accessible, and eligible for the chosen operation. A mapped network share is not equivalent to a local volume. Removable and external drives may need to be enabled in Optimization settings.

For RAID, USB enclosures, virtual disks, and encrypted volumes, check the detected media type before selecting a method. Use Drive detection only when you know Windows has reported the wrong type.

Update or remove the application

Use the product's update mechanism or an appropriate newer installer; see Licensing and updates. Finish active jobs before maintenance of the installation.

To uninstall, open Windows **Settings** → **Apps**, find your O&O Defrag edition, and choose **Uninstall**. Follow the uninstaller and restart if requested. Removing the application is different from disabling background optimization. To retain the program while stopping automatic maintenance, use Automatic optimization.

Licensing, version, and updates

Use the licensing controls in the application to enter or manage your license. A license applies to the product edition and version for which it was issued.

Check the installed version

Open **About O&O Defrag** from the application's information or help controls. Record the full version, including the build number, and the edition. This information is useful when comparing documentation, installing updates, or contacting support.

Trial and full version

The trial lets you evaluate the application. Availability of advanced functions can differ from the full version. In particular, **OODCMD** and the advanced Windows RE optimization features require the full version.

When the application presents a license-entry or activation dialog:

1. Enter the supplied license information exactly as received.
2. Complete the dialog's validation or activation steps.
3. Reopen the requested feature after the application confirms the license.
4. If it remains unavailable, check the edition and version in **About**.

Do not post license keys in public issue reports or screenshots. If entry fails, contact support with the error and product version.

Updates

Check the product's update notification or update control and follow its instructions. Before installing an update, finish optimization jobs and save open work. Restart if the installer asks you to.

After updating, open O&O Defrag and confirm that the agent connects. If settings report an outdated background service, update or repair the installation so the interface and service match.

Separate applications launched from **Tools** can have their own update prompts. Updating a tool does not update O&O Defrag itself.

Command-line licensing

`OODCMD license` displays the license state. It is read-only: you cannot enter a key or activate a trial through OODCMD. Resolve licensing in the graphical application, then retry the command. See Command-line reference.

Your first optimization

Start with an analysis. It tells O&O Defrag how the selected drive is organized and gives the Optimization Advisor the information it needs.

1. Open O&O Defrag

Start the application and wait for the drive list to appear. If you see a service connection message, allow it to finish. On a notebook, connect the power supply before a lengthy operation.

2. Select and analyze a drive

1. Open **Drive Optimization**.
2. Select the drive you want to inspect, for example **C:**. Check its label and capacity.
3. Choose **Analyze**.
4. Wait until the drive returns to an idle state.

Analysis does not reorganize files. The drive list, dashboard, and block view update with the results. You can select several drives, but using one drive first makes the results easier to follow.

3. Review the recommendation

1. Keep the drive selected and open **Optimization Advisor**.
2. Read the recommendation and explanation for that drive.
3. Leave **Best result** selected for a general optimization, or choose **Stay responsive** if you need to keep working.
4. If the Advisor says **Analyze first**, complete the analysis and reopen it.
5. If it says **Nothing to do**, you can finish without running an optimization.

The Advisor considers the drive type, fragmentation, free space, and current activity. A high fragmentation value does not mean every available method is useful.

4. Start and follow the operation

Choose **Apply recommendations** in the Advisor. Alternatively, use **Optimize (recommended)** when automatic method selection is enabled in the toolbar.

Watch the status in **Drive Optimization**. A complete method can have more than one pass. Let the operation finish; use the application's **Stop** control if you need to end it. See Manual optimization for method selection and run controls.

5. Check the result

Review the updated fragmentation information and, if reporting is enabled, the new entry in **Reports**. A remaining fragmented file can be locked, excluded, or deliberately skipped because the ROI factor judges the benefit too small.

Repeated runs are not a useful way to force every statistic to zero. Read the result before choosing another operation.

6. Set up ongoing maintenance

Open **Automatic optimization** and review the quick, thorough, and SSD TRIM intervals. For a fixed maintenance window, create a scheduled job instead.

Next: Understand the interface or configure automatic optimization.

Find your way around

The modern interface groups work by task. The main navigation changes the view; the toolbar offers actions for the current drive selection.

Main views

View	Use it to
Overview	Review drive condition, findings, and maintenance status.
Drive Optimization	Select drives, analyze or optimize them, and inspect the block map.
Boot-Time Optimization	Prepare the Windows RE environment and select startup optimization drives.
Automatic Optimization	Configure background maintenance and SSD TRIM.
Reports	Review the history and results of completed actions.
Schedules	Create, inspect, modify, and delete scheduled jobs.
Drive Health	Inspect available S.M.A.R.T. health information.
Tools	Open additional O&O applications.

The **Optimization Advisor** and method selection controls help you choose an action for the selected drives. The main window's status area shows current activity and connection information.

Selection matters

Before using an action, check which drives are selected. Some commands apply to more than one drive at once. A drive already running an action may be unavailable for another action.

In ClusterView, selecting a block selects an area of the drive, not the entire file system. Use ClusterInspector to identify its contents.

Settings and help

Open **Settings** to change application preferences and global optimization defaults. Most settings are applied when you confirm the dialog; read any separate confirmation or restart prompt.

Press **F1** for context-sensitive help. Some views open the general help overview. In that case, use this guide's sidebar to locate the topic. The **About** dialog provides product version and log access.

Classic interface and Expert mode

Choose **Classic view** to open the classic interface. In **Settings** → **Expert mode**, you can configure the application to start in the classic interface by default.

The classic interface uses a ribbon and detailed views, so the position of a control may differ from the modern instructions. Both interfaces work with the Defrag agent; check for existing activity before starting another operation. Use the classic interface's return control to reopen the modern Start page.

Follow the separate Classic UI guide for ribbon procedures. Both interfaces share the tray and OODCMD applications.

Appearance and keyboard use

Use **Settings** → **General** for available language and appearance choices. The application supports light, dark, and high-contrast appearances. Use Tab to move focus, Space to toggle a focused checkbox, and the dialog buttons to save or cancel.

Adjust block size, shading, and selection emphasis under **Settings** → **ClusterView**. These settings change the display, not the arrangement of files.

Drives, files, and fragmentation

A physical disk can contain several volumes, such as **C:** and **D:**. O&O Defrag generally works on these Windows volumes. Two drive letters can therefore share the same physical hardware.

File fragmentation and free-space fragmentation

Windows stores file data in allocation units called clusters. When a file occupies several separate areas, it is fragmented. A fragment is a continuous extent of that file's stored data.

Free space can also be split into many areas. Joining file fragments and consolidating free space are different objectives. Choose a method according to the result you need.

Deleting a file increases available capacity. Defragmenting it changes its placement and normally does not increase free capacity. Cleanup and optimization solve different problems.

HDDs and SSDs

An HDD uses mechanical movement to reach data. File placement and extra seeks can affect performance. An SSD has no read head; sorting files by name or date does not provide the same benefit and can cause additional writes.

O&O Defrag identifies the media type and uses it in its recommendations. If a controller or enclosure reports the wrong type, correct it in Drive detection before making a method decision.

Fragmentation statistics

Read a fragmentation percentage together with the analysis date, file information, and recommendation. It is not the percentage of time your computer wastes and is not a speed measurement.

Different settings and product versions can count fragmentation differently. In particular, the ROI reporting option can omit fragmentation that SOLID deliberately leaves untouched. Compare results from the same version and settings.

Files that may remain fragmented

Some files are locked, excluded by rules, part of file-system metadata, too large for available working space, or below the ROI benefit threshold. Normal Windows operation can also fragment files again after an optimization.

FileInspector helps distinguish these cases. Boot-time optimization provides a separate environment for eligible files that cannot be moved while Windows is running.

Storage systems and virtual drives

For RAID, virtual disks, and shared storage, Windows may expose a logical volume while the storage controller handles physical placement. Drive detection and supported operations depend on that stack. Coordinate scheduled work with backups and other storage maintenance, especially when several volumes share one physical disk.

Free working space

Optimization needs space to move data. Leave sufficient working space for the files you want to optimize. File sizes and the largest contiguous free regions affect which files can be moved and how many passes are needed.

If large files remain fragmented, inspect available space and file rules before repeating a full run. Cleanup frees capacity; optimization normally changes placement without freeing capacity.

Shadow copies

Moving data can increase copy-on-write storage consumption where shadow copies are in use. Review free space and snapshot retention before a large rearrangement. Disabling System Protection can remove restore points, so it is not a routine prerequisite for optimization. Coordinate maintenance with the backup policy in use.

Read the dashboard

The Start page summarizes the condition of your drives and provides actions for findings. Its overall rating describes drive fragmentation and related findings; it is not a benchmark of the CPU, memory, or the entire computer.

Read a drive card

A drive card identifies the volume and summarizes stored data, free space, fragmentation, and the last analysis. Select a drive for details and actions. Use **Show in cluster view** to inspect its layout.

If a drive has never been analyzed, choose **Analyze** or **Analyze now** first. Old analysis results can be useful context, but analyze again when substantial files have changed.

Respond to findings

Finding	What to do
Never analyzed	Analyze the drive before deciding on optimization.
Fragmentation needs attention	Review the Optimization Advisor and its suggested method.
Low on free space	Review files and cleanup opportunities; optimization does not create capacity.
Automatic maintenance disabled	Review Automatic optimization and any scheduled jobs before enabling it.
TRIM notifications disabled	Review the Windows TRIM setting in Automatic optimization.
Windows and Defrag schedules overlap	Decide which application should manage scheduled maintenance.

When the dashboard offers **Leave it to O&O Defrag**, it asks to disable scheduled Windows drive optimization. Review and confirm that change only if you want Defrag to handle maintenance. Windows' own optimization schedule can be enabled again through Windows.

A paused Windows schedule does not mean SSD delete notifications are disabled. See SSD TRIM.

Monitoring indicators

The maintenance area summarizes automatic optimization, boot-time optimization, and active scheduled jobs. Select the corresponding view to inspect its configuration.

While analysis or optimization is running, the dashboard shows activity instead of a final result. Wait for completion before judging the new rating. If the rating remains poor, inspect the individual findings; low free space, for example, requires a different response from file fragmentation.

For broader Windows performance checks, open **O&O SpeedCheck** from Tools.

Analyze drives

Analysis reads the drive layout and gathers fragmentation information. It does not move or delete files.

Run an analysis

1. Open **Drive Optimization** and select one or more volumes.
2. Confirm the drive letters, labels, and detected media types.
3. Choose **Analyze**.
4. Follow the status until analysis finishes.
5. Review the drive statistics, ClusterView, and the Advisor.

You can also start analysis from a dashboard finding or use **Analyze only** in the Optimization Advisor.

If a drive is already busy, let its action finish or stop it deliberately before starting another. For a very large volume or a volume with many files, collecting the results can take time.

Read the results

Look at the fragmentation value, occupied and free space, drive status, and analysis date. Open FileInspector for the largest or most fragmented files and ClusterInspector for a selected area.

The drive map is a compressed picture. One visible block can represent many clusters and several files. A red-looking area is not a hardware error. Use the legend and inspectors for its actual meaning.

Analyze again when needed

Run another analysis after large copies, deletions, software installations, or a change to fragmentation reporting settings. An analysis before and after a maintenance task makes comparisons more useful.

To keep a history, enable reports in **Settings** → **Reports**. An analysis-only scheduled job is useful when you want a recurring report without reorganizing files.

If analysis does not complete

Check that the volume is available, the agent is connected, and no other drive action is active. Record any error. If the drive reports file-system or hardware problems, follow troubleshooting before attempting further optimization.

ClusterView and ClusterInspector

ClusterView displays a block map of a selected drive. Use it to explore file placement and free space after an analysis.

Read the map

Use the legend shown with the map. It distinguishes free and allocated regions and file states such as fragmented or unmovable data. Colors can change with the selected theme.

A screen block represents a range of clusters; it does not necessarily equal one file or one fragment. With shading enabled, a block's color can reflect a mixture of states. The map is a visual summary, so use the inspectors for exact file information.

Inspect a block

1. Analyze the drive in **Drive Optimization**.
2. Select a block in ClusterView.
3. Open **ClusterInspector** using the inspector control.
4. Review the files associated with that area.

The inspector can show the file name and path, logical size, size on disk, starting cluster, cluster count, fragment count, fragmentation, and ROI factor. One fragment means the stored extent is contiguous. A sparse or compressed file can have a logical size different from its allocated size.

No cluster selected means you need to select a block. An empty list before analysis does not establish that the area is unused.

Adjust the display

Open **Settings** → **ClusterView** to change:

- Block size and automatic DPI adjustment.
- Shading for mixed cluster contents.
- The 3D effect.
- Dimming of unselected blocks versus a selection border.

These preferences do not modify the drive. Choose a larger block size if the map is difficult to read, or a smaller size to show finer spatial detail.

For a ranked file list, use FileInspector. For an explanation of files intentionally omitted from fragmentation coloring, see ROI factor.

FileInspector

FileInspector helps you identify files that account for drive usage or fragmentation. It works with the selected drive and the information gathered by analysis.

Inspect files

1. Select and analyze a drive.
2. Open **FileInspector** from the drive inspection controls.
3. Choose a file group.
4. Select a file to load its status and highlight its placement in the block view.
5. Compare its path, size, fragment count, and ROI factor where displayed.

Available groups include largest files, most fragmented files, largest fragmented files, fragmented metadata, and locked files. The selected filter determines which files appear; **No files available** can mean that no files match it.

Interpret what you find

A large file with a few large fragments has a different optimization cost from a small file split into thousands of fragments. Fragment count alone does not determine whether rewriting the entire file is worthwhile.

The **ROI factor** column explains the benefit relative to the writes required for SOLID optimization. A file with a low benefit may remain fragmented intentionally. See ROI factor and reporting.

Locked files can be held by applications, services, or Windows. Closing an application may release an ordinary data file; system files may require boot-time optimization. Do not close services or force-unlock files merely to improve a statistic.

Use file information in a maintenance plan

If a frequently changing database or virtual disk dominates the results, coordinate maintenance with the application that owns it. Use file rules to exclude files that should not participate in normal optimization. Review inclusion rules as well, because a matching inclusion takes precedence over an exclusion.

Do not infer that a file is safe to delete because it is large or fragmented. FileInspector is a diagnostic view; use the owning application or a reviewed cleanup workflow to remove data.

Drive health and S.M.A.R.T.

Drive health displays health information that the storage device and Windows make available. S.M.A.R.T. is the drive's own monitoring information; it is separate from file fragmentation.

Check a drive

1. Open **Drive health**.
2. Select the relevant device.
3. Open its detail view.
4. Review the overall rating and available attributes, values, and descriptions.

A physical disk can contain several volumes. When comparing information with **Drive Optimization**, make sure you are looking at the correct physical device rather than assuming each drive letter is a separate disk.

Interpret the result

A good health rating means the available measurements did not produce a warning. It does not guarantee that the device cannot fail. A missing value means information was not available, not that the value is zero.

Attribute availability and meaning vary between SATA, NVMe, USB, RAID, and other controllers. Some bridges do not pass through all health data. O&O Defrag cannot display measurements the storage stack does not expose.

Useful readings can include temperature, power-on hours, reallocated or uncorrectable sectors, interface errors, spare capacity, wear, and device critical warnings. Use the device manufacturer's meaning and limits for each attribute; a single temperature range or raw counter interpretation does not apply to every drive. Compare changes over time as well as the current value.

If the drive reports a problem

1. Preserve important data in a backup or a recovery process appropriate to the symptoms.
2. Record the device name, rating, and concerning attributes.
3. Check the hardware manufacturer's diagnostic guidance.
4. Avoid repeatedly running heavy optimization to try to clear a hardware warning.
5. Contact support if you need help interpreting what Defrag displays.

File-system checking can address file-system errors, but it cannot repair worn-out flash or damaged mechanical components. See Check and repair.

The fragmentation rating on the dashboard and the health rating answer different questions. A neatly organized drive can have a hardware problem, and a healthy device can contain fragmented files.

Use the Optimization Advisor

The Optimization Advisor recommends a method separately for each selected drive. Use it when you want an explanation before starting, especially with a mixture of HDDs and SSDs.

Get a recommendation

1. Select one or more drives in **Drive Optimization**.
2. Open **Optimization Advisor**.
3. Choose an optimization goal.
4. Review each drive's recommendation, explanation, and alternatives.
5. Choose **Analyze only** if fresh analysis is needed, or **Apply recommendations** to start the proposed work.

A drive that is busy or queued is excluded from the plan. **Analyze first** means fragmentation data is missing. **Nothing to do** means the chosen goal does not currently justify an operation.

Choose a goal

Goal	Intended result
Best result	Select an effective method for each drive, accepting higher temporary drive activity where useful.
Stay responsive	Favor lower system load while you continue to use the computer.
Join free space	Favor free-space consolidation, for example before partition shrinking or imaging.

Consolidating free space does not shrink a partition or create an image. Those remain separate tasks. Locked data and file-system structures can still limit how far another tool can shrink a volume.

Read the method ratings

Recommended, **Suitable**, and **Not advisable** are relative to the selected drive and goal. Alternatives can need more time, more free space, or more writes. A method rated poorly for an SSD may still have a use on an HDD.

The Advisor can warn that last-access sorting is ineffective when Windows is not tracking access times. It can also suggest freeing space before a complete reorganization.

If a duration estimate is shown, it can be based on a previous run. Data changes and competing activity can make the actual time differ.

Automatic choice from the toolbar

Enable **Choose the best method automatically** or select **Advisor selects per drive** in the method menu. The action becomes **Optimize (recommended)**. This lets O&O Defrag select an appropriate method for each drive rather than applying one manually chosen method to all of them.

Review Methods when you need explicit control. The command-line default is separately defined: `OODCMD defrag` uses SOLID/Quick unless you specify a method.

Run, pause, and stop optimization

Manual optimization runs an action for the drives you select. Use it for an immediate task or when you need a specific method.

Start an operation

1. Open **Drive Optimization** and select the intended volumes.
2. Analyze them if their results are missing or outdated.
3. Open the method menu and choose a method, or enable the Advisor's automatic choice.
4. Read any explanation, prerequisite, or confirmation.
5. Start the operation and follow its status.

For a first run, prefer the Optimization Advisor. Check the detected media type before applying a traditional HDD sorting method.

Follow progress

The drive status identifies the action and its progress. A multi-pass method, such as SOLID/Complete, can change its displayed phase during the run. A pause in visible progress can occur while a large file is being processed or system-load limits are taking effect.

Do not start a second operation merely because the map has not changed recently. Inspect the status and any message first.

Pause or stop

Where the interface exposes **Pause**, use it to suspend the selected operation temporarily, then resume when you are ready. Use **Stop** to end an action. Wait for the agent to acknowledge the change; an operation can need time to finish its current work.

Stopping is not an undo: file placement already completed remains in place. Analyze again if you need a current picture before another run.

Closing the main window does not serve as a reliable stop command because the background agent performs the work. Use explicit run controls and check the status.

Keep working during a run

Use the Advisor's **Stay responsive** goal or lower the application load limits in **Settings** → **Performance**. A lower limit can extend the run. Avoid disconnecting external storage while it is active.

For a scheduled maintenance window, configure a job's own Activity Monitor, maximum runtime, and power conditions.

Finish and verify

When the operation ends, review the result in **Drive Optimization** and Reports. If files remain fragmented, inspect the reason before running a more intensive method. See ROI, file rules, and boot-time optimization.

Optimization methods

Choose a method according to the media type and your goal. The Optimization Advisor is the usual starting point. It considers whether an operation is worthwhile before choosing how to perform it.

Method comparison

Method	Purpose	Considerations
Analysis	Collect layout and fragmentation information.	Does not reorganize files.
SOLID	Consolidate fragmented files with limited writes.	General file optimization for SSDs and HDDs; does not aim to consolidate all free space.
SOLID/Complete	More thorough SOLID optimization, including free-space consolidation.	Uses multiple passes, moves more data, and needs more time.
STEALTH	Defragment with low resource use.	Useful when responsiveness matters or working space is limited; allow more time.
SPACE	Focus on consolidating free space.	Use for the free-space goal; inspect the result rather than assuming every file will become contiguous.
COMPLETE/Name	Reorganize files by name.	A thorough HDD method that needs time and free space.
COMPLETE/Modified	Reorganize by last modification time.	Intended for an explicit HDD placement strategy.
COMPLETE/Access	Reorganize by last access time.	Depends on useful last-access timestamps; the Advisor can flag disabled tracking.
OPTIMIZE	Apply configured defragmentation zones.	Zones must be enabled on the target volume.
OPTIMIZE/Quick	A quicker zone-based optimization.	Requires zones; suitable when limiting the duration of a zone run.
OPTIMIZE/Complete	A complete zone-based optimization.	Requires zones and a longer maintenance window.

The modern interface calls the quick SOLID method **SOLID**. OODCMD calls it **SOLID/Quick** and uses the command `solid-quick`. OODCMD's `solid` command selects **SOLID/Complete**. See the command-line reference to avoid confusing these names.

SSD choices

Use the Advisor and SSD TRIM settings. Sorting an SSD by file name or date generally adds writes without the HDD benefit of reduced mechanical seeking. SOLID's ROI factor helps avoid rewriting large files for a small gain.

Use SOLID/Complete when free-space consolidation is part of your objective, rather than automatically repeating a complete pass after every quick run.

HDD choices

Use a quick file optimization for ordinary maintenance, STEALTH when you need low load, or a more complete method when fragmentation and the maintenance window justify it.

COMPLETE methods implement a placement strategy. They are more disruptive to the layout than ordinary file consolidation. Do not choose them solely because the name sounds more powerful.

Zone methods

Enable and configure zones before using OPTIMIZE variants. If a command reports that zones are disabled, correct the configuration or choose a method that does not need them.

Free space and results

A method that rearranges many files needs working space and time. If the Advisor reports insufficient free space, review cleanup opportunities first. No method guarantees a zero fragmentation value for every file: locks, exclusions, available space, and ROI settings still apply.

SSD optimization and TRIM

O&O Defrag provides file optimization and SSD TRIM maintenance. TRIM tells an SSD which storage regions Windows no longer needs. It does not sort files or serve as a secure-erasure command.

Three separate settings

Setting	What it controls
Windows delete notifications (TRIM)	Whether Windows passes deletion information to supported SSDs.
O&O Defrag scheduled TRIM	How often Defrag performs its SSD maintenance action.
Windows scheduled drive optimization	Whether Windows also runs its own scheduled optimization task.

A disabled Windows optimization schedule does not prove that delete notifications are disabled. Likewise, enabling Windows TRIM does not create a Defrag schedule.

Configure SSD maintenance

1. Open **Automatic optimization**.
2. Review **Optimize SSDs regularly**.
3. Select the **Execute TRIM** interval.
4. Review **Pass on delete notifications to SSDs (TRIM)**.
5. If Windows reports notifications as disabled, enable the setting if appropriate.
6. Check the resulting status after the change.

Changes to this page are applied as you make them. If Windows rejects a change, the control returns to the reported state and displays a message. An unknown TRIM state means the application could not read it, not that it is off.

The page offers intervals from every 6 hours to every 2 weeks. Use the normal product defaults as a starting point and adjust to your maintenance requirements.

Avoid overlapping schedules

If the dashboard reports that Windows and Defrag both optimize drives on a schedule, review which should own regular maintenance. The dashboard's **Leave it to O&O Defrag** action asks to turn off the Windows schedule. You can restore that schedule in Windows later.

SSD file optimization

When an SSD has meaningful file fragmentation, the Advisor can recommend SOLID. Keep the ROI protection enabled unless you have a specific reason to change it. Do not use a traditional sorting method simply to remove the last small amount of reported fragmentation.

If the device is misidentified, see Drive detection. OODCMD does not expose an SSD TRIM command.

ROI factor and fragmentation reporting

The ROI factor compares the benefit of removing file-fragment boundaries with the amount of data that would need to be rewritten. It lets SOLID skip files whose small benefit does not justify the writes.

For example, moving a very large file stored in three large pieces can require far more writing than consolidating a small file split into thousands of pieces. A remaining fragment count is therefore not, by itself, a failure.

Optimization setting

Open **Settings** → **Optimization** and review **Only optimize files whose benefit justifies the write operations (ROI factor)**.

This option is enabled by default. It affects SOLID and SOLID/Complete. Other methods do not use this option to decide whether to optimize a file.

Jobs have their own corresponding setting. Check an existing job separately; changing global defaults does not mean every saved job has changed.

Reporting setting

Do not report fragmentation that the ROI factor leaves untouched prevents deliberately skipped fragmentation from dominating the drive's fragmentation value and red coloring in ClusterView.

This reporting option is also enabled by default and is available while the ROI optimization option is on. It affects how analysis and optimization present fragmentation. It does not secretly move or remove files.

The files remain available for inspection and are counted separately. Files that could not be optimized because they were locked or because space was insufficient are not made successful by this setting.

Inspect a file

Open FileInspector or ClusterInspector and review the **ROI factor** along with file size and fragment count. Use the displayed explanation to understand why a file was left untouched.

When comparing reports

Keep reporting settings consistent. Disabling the reporting option and analyzing again can raise the displayed fragmentation without any change to file placement.

If you need a full picture of remaining fragmentation, change the reporting option deliberately, analyze again, and interpret the result in that context. Turning off the optimization protection can increase writes; do so for a specific maintenance objective, rather than simply to improve a displayed percentage.

Defragmentation zones

Zones group files according to placement rules so O&O Defrag can apply a different optimization strategy to each group. They are intended for deliberate drive-layout management, particularly on HDDs.

Enable zone filing

The global **Settings** → **Optimization** page provides **File drives into zones (not recommended to use with SSDs)**. This is an all-volume enable/disable control, not a detailed rule editor.

For a job, open **Drives** → **Zones...** in the job editor. Configure the scope and rules there. Zone-based OPTIMIZE methods require zones to be enabled on their target volumes.

Configure a job's zones

1. Open or create a job in **Schedules**.
2. Open its **Drives** tab and choose **Zones...**
3. Select the scope, such as a default group or a particular drive.
4. Enable zone filing for that scope.
5. Review the program-files, user-data, and rarely-used-file zones.
6. Set each enabled zone's method, large-file option, and file rules.
7. Add or remove rules, or move a rule to the adjacent zone as needed.
8. Confirm the zone editor and save the job.

A per-drive configuration lets one volume differ from the default group. Review the selected scope before editing so a drive-specific change is not mistaken for a global policy.

Rules and layout

Zone rules assign matching file paths or masks to the chosen zone. Keep rules understandable and avoid overlapping broad rules without a clear intention.

The modern zone editor manages file groups and methods; it does not provide editable graphical zone sizes or boundaries. Moving a rule to another zone changes its classification, not a percentage slider for disk capacity.

Verify the configuration

Choose a zone-aware method in **Drives and method...**, save the job, and inspect its next completed report. If the action does not start because zones are disabled, inspect the target drive's zone configuration.

For everyday SSD maintenance, use SOLID and TRIM rather than introducing zone sorting.

Automatic optimization

Automatic optimization lets the Defrag agent maintain drives in the background. Use it for ongoing maintenance without a fixed start time. Use a job when you need a named task, specified drives, a fixed schedule, or different run conditions.

Enable background maintenance

1. Open **Automatic optimization**.
2. Enable **Schedule automatic optimization**.
3. Set **Perform quick method** and **Carry out a thorough method**.
4. Review the separate SSD maintenance controls.
5. Check the dashboard's automatic-optimization status.

The page applies changes as you make them. Quick optimization daily and thorough optimization weekly are the pattern described by the interface. Adjust the intervals to suit your workload rather than assuming the shortest interval is best.

Available quick and thorough intervals include **Do not execute**, every 6 or 12 hours, every 1, 2, 3, or 5 days, weekly, and every 2 weeks.

SSD maintenance

Enable **Optimize SSDs regularly** and select an **Execute TRIM** interval. The separate Windows TRIM notification setting is explained in SSD optimization and TRIM.

Control the impact

Set application-wide load limits in **Settings** → **Performance**. The agent uses these to limit its own CPU and disk activity. Start guards and excluded processes can prevent work while another important application is active.

Automatic optimization is performed by the background service. Closing the main window does not disable the schedule.

Disable or change maintenance

Turn off automatic optimization on this page, or review **Disable automatic optimization** in **Settings** → **Optimization**. Review SSD TRIM independently and inspect existing jobs: background intervals and explicit scheduled jobs are separate configurations.

To adjust per-volume maintenance options inside a job, use **Drives** → **Automatic optimization...** in the job editor. That editor also exposes additional maintenance intervals supported by the job configuration; see Job options.

Settings unavailable

If the page says it is waiting for agent settings, let the connection finish. If it reports an outdated service, update the installation. Disabled controls are not proof that automatic maintenance is off; the application may simply lack a readable current configuration.

Create and manage jobs

A job saves drive selection, methods, schedule, and run options. Use jobs for predictable maintenance windows or for different policies on different volumes.

Create a job

1. Open **Schedules** and choose the create/new-job control.
2. On **General**, enter a descriptive name.
3. Choose **Once**, **Recurring**, or **Screensaver** and complete the applicable fields.
4. Open **Drives** → **Drives and method...**
5. Assign a method to at least one drive and, if needed, a minimum fragmentation percentage.
6. Review **Schedule**, **Options**, **Activity Monitor**, and **Files**.
7. Leave **Batch** disabled unless you need reviewed pre- or post-job commands.
8. Choose **Save**.

New jobs start from the current global optimization options. Existing jobs retain their saved options, so review them after changing global defaults.

Example: weekly data-drive maintenance

Give the task a name such as **Weekly data-drive optimization**. Select **Recurring**, choose a maintenance day and an appropriate start time, and assign a suitable method to the data drive. Enable reporting, set a maximum runtime if needed, and exclude processes that must not overlap.

Choose the method based on the media and results. Do not apply a traditional HDD sorting policy to an SSD simply because the job runs weekly.

Inspect or modify

Open a job to view its saved settings. View mode is read-only. To make changes, select the modify/edit action, update the relevant tabs, and choose **Save**. **Cancel** discards unsaved edits.

If a configured drive is offline, the drive editor can show it as **not currently present**. Its saved configuration remains part of the job; saving other changes does not make the missing drive available.

Delete

Select the intended job and use **Delete**. Review the confirmation. Deleting a job removes its scheduled configuration; use the drive's **Stop** control if an action is already running and you also want to end it.

Confirm that it ran

Inspect the job's last-run information and Reports. The **Next run** field does not calculate the next execution time; use the saved schedule and run history to verify the task. See Scheduling.

Job scheduling

Set a job's primary schedule on **General**, and use **Schedule** for additional timing and completion options.

Primary schedule

Mode	Required fields	Behavior
Once	Start date and time	One scheduled execution.
Recurring	Start date, time, and at least one weekday	Repeated execution on the selected days.
Screensaver	No start date/time fields	Triggered by screensaver activity.

Enter times in **HH:mm** format, for example **21:30**. A screensaver job requires an actual screensaver; a blank display, lock screen, or sleeping computer should not be assumed to be the same trigger.

Additional timing

On **Schedule**, review:

- **Repeat job execution** for an additional repeat interval.
- **Maximum running time of this job** to bound a maintenance run.
- **Last job execution on** to set an end date.
- **If the start time cannot be adhered to, start later** for delayed execution.

Use a custom interval when the offered values do not match your plan. The editor requires a valid interval of at least one minute and does not accept an end date before the start date.

These controls supplement the primary schedule. They do not create a separate continuous execution mode.

After the job

Choose **No action** unless the computer should shut down or restart after completion. The available post-job actions include shutdown and restart choices.

Save applications and consider other users before enabling a post-job power action. A maintenance task that ends early can reach its completion action earlier than you expect.

Power and workload conditions

On **Activity Monitor**, configure AC-power requirements, stopping on battery, and waking from hibernation where needed. Windows power settings and hardware support can affect wake behavior.

CPU, disk, and process guards can delay a scheduled run. Inspect these conditions if a task did not start at its nominal time.

Verify schedules

Save the job, reopen it, and confirm the selected days, start time, drive methods, and enabled state. Use last-run information and reports to verify execution.

The job dialog displays **not scheduled** in **Next run** without calculating the next execution time. The service uses the saved schedule. Check the schedule settings, last-run information, and reports to verify execution.

Job drives and options

The job editor separates what to optimize from how to run it. Review the options before saving a recurring task.

Drives and method

Open **Drives** → **Drives and method....** For each volume, select its method and minimum fragmentation level. A disabled method excludes that volume from the job. At least one volume must have an enabled operation.

The minimum fragmentation percentage ranges from 0 to 100. It is a start threshold, not a target result. A drive below the threshold may be skipped.

An analysis/report-only method creates information without reorganizing files. If a drive uses that method, **Create reports** is forced on for the job.

Drive options

Option	Effect
Check drives before defragmentation and abort upon error	Stops the optimization path when the check reports an error.
Optimize multiple physical drives in parallel	Allows work across physical devices at the same time.
Use system recommendations for file-system layout	Uses available Windows layout recommendations.
Include removable drives / Include external drives	Makes those drive categories eligible within the configured job.
Prevent defragmentation of solid state drives	Excludes SSD defragmentation when this protection is enabled.
Skip drives containing shadow copies of other systems	Avoids those volumes for the run.
Disable automatic optimization	Controls background monitoring in the saved options.

Review the two ROI settings as well. SSD protection and ROI protection are different settings; one prevents SSD defragmentation, while the other limits low-benefit writes for SOLID.

Per-volume maintenance and zones

Zones... opens the zone editor. **Automatic optimization...** opens a scope-based editor with default groups and individual drives.

The per-volume editor exposes intervals for quick and thorough optimization, SSD TRIM, wiping free space, thin-provisioning maintenance, and disk cleaning. Leave additional operations disabled unless you intend to use them. Wiping free space changes the recoverability of deleted data; thin-provisioning maintenance should match the storage system's requirements. These are not OODCMD commands.

Reports and tray options

Under **Options**, enable reports and choose how many to keep, from 1 to 999. Select Windows event-log detail if you need it. You can also enable a completion summary, the tray icon, and advanced controls for logged-on users.

Use Files for exclusions and Activity Monitor for load and power limits.

Activity Monitor and power limits

O&O ActivityMonitor controls when maintenance may run and how much load O&O Defrag itself may cause. Use it to keep a maintenance task from interfering with work.

Application load versus start guards

Control	Purpose
Limit processor load of O&O Defrag	Caps the CPU load caused by its optimization.
Limit drive load caused by O&O Defrag	Limits the optimization's disk activity.
Do not execute if processor load is higher than...	Prevents starting when total CPU load is above the threshold.
Do not start if drive load exceeds...	Prevents starting when total drive load is above the threshold.
Do not execute while these programs are running	Blocks starting while a listed process is present.

A lower application load limit keeps more resources available but can lengthen a run. A start guard can leave a job waiting instead of making an already running job faster.

Configure global limits

Open **Settings** → **Performance** and set the own-load limits, start guards, and process list. Confirm the dialog. If the agent has not supplied its options, these controls can be unavailable until it reconnects.

For percentage fields, **100%** means no limit/disabled guard, and **0** is automatic sensing where supported by the control. An empty editable guard is treated as disabled. Prefer an explicit offered value so the intended behavior is clear.

Configure a job

1. Open the job for editing.
2. Select **Activity Monitor**.
3. Set CPU and disk limits for that maintenance window.
4. Add process names or paths, or use **Select programs...**
5. Review the power options.
6. Save the job.

For example, add the actual executable used by your backup application if optimization must not start while a backup is running. Use the executable name, such as `backup.exe`, rather than a friendly Start menu name.

Notebook and wake settings

Allow defragmentation only when on AC mains operation prevents starting on battery. **Stop when the PC switches to battery power** controls what happens if power is unplugged during the run; in the job editor it depends on the AC-only option.

Wake up computer from hibernation mode to execute this job requests a wake for the task. It depends on the computer's power capabilities and Windows configuration.

If a job does not start, inspect these settings together with its schedule, drive availability, and minimum fragmentation threshold.

Pre-job and post-job commands

The **Batch** tab can run commands before or after a job. This is an advanced administration feature for coordinating maintenance with other software.

Understand the execution account

The **O&O Defrag Agent** executes these commands under the local **SYSTEM** account, which has extensive privileges on the computer. It is not your interactive Windows account. User-specific mapped drives, credentials, profile files, and desktop prompts may be unavailable.

Only use commands you have reviewed and tested for that context. Do not paste an unfamiliar script into a job.

Add commands

1. Open the job for editing and select **Batch**.
2. Enable **Pre-job execution** or **Post-job execution**.
3. Read and confirm the privilege warning.
4. Enter the required commands, or choose **Import...** to load a batch or text file.
5. Review the full text and save the job.

Import replaces the current command text. Copy anything you want to retain before importing. The editor limits the command text to 20,480 characters.

Pre-job behavior

Use pre-job commands for required preparation. If a pre-job command fails, optimization will not start. Ensure scripts return meaningful success and failure results, and handle their own errors explicitly.

Avoid commands that require a person to respond to a window. Use explicit, quoted paths and account for the service account's access to files.

Post-job behavior

Use post-job commands for work that should follow the task. Do not confuse them with the shutdown/restart choice on the **Schedule** tab.

If a command changes another application's state, plan and test the recovery path for an interrupted or failed maintenance run. Do not assume an unfinished job will restore an application's state automatically.

Verify

Test the job during an attended maintenance window. Review its reports and relevant application logs before relying on it unattended. Disable the corresponding **Enable** box to stop future pre- or post-job command execution while retaining the saved text.

Boot-time optimization

Boot-time optimization runs O&O Defrag in a dedicated Windows Recovery Environment (Windows RE), where normal Windows applications are not running. This allows optimization of eligible files that are locked during ordinary Windows use.

Open **Boot-Time Optimization** in the main navigation.

Requirements

You need the full version, administrator access, a usable Windows RE installation, and sufficient free space to prepare the optimization environment. The page checks recovery-environment readiness and enables the controls when the prerequisites are met.

Make a current backup before intensive maintenance. Save all work and allow a maintenance window during which the computer will be unavailable.

Prepare and select drives

1. Open **Boot-Time Optimization**.
2. Review the Windows RE readiness result.
3. Enable **Enable Windows RE optimization environment**.
4. Wait for preparation to finish.
5. Review the drive-selection list on the same page.
6. Select the drives that should be optimized before Windows starts.

Drive selection is saved immediately. If you clear every drive, the application falls back to the Windows system drive; an empty selection does not disable boot-time optimization.

Enable automatic startup optimization

Enable **Automatic optimization at system startup**. The prepared environment and selected drives are used for the startup optimization workflow, which returns to Windows afterward.

Review this setting after your maintenance run. To stop automatic startup optimization, turn off its checkbox. To remove availability of the prepared environment as well, disable the Windows RE optimization environment; this also disables automatic boot-time optimization.

Restart now

Use **Restart and optimize** when ready to enter the environment. Read the confirmation before proceeding. The restart follows promptly after confirmation. See Fortress Mode for the full sequence and BitLocker considerations.

When preparation fails

Do not force a restart into an environment that failed preparation. Check the displayed error and logs. Possible causes include missing recovery files, insufficient system-drive space, a failure to mount or save the recovery image, or an incomplete installation.

See Windows RE troubleshooting.

Restart into Fortress Mode

Fortress Mode is the dedicated Windows RE environment used for boot-time maintenance. Preparing the environment and actually restarting into it are separate steps.

Before you restart

1. Finish work in other applications and save open files.
2. Keep the computer connected to reliable power.
3. Confirm the intended drives on **Boot-Time Optimization**.
4. Make sure the optimization environment was prepared successfully.
5. Keep the system drive's BitLocker recovery information available if encryption is in use.

For an encrypted system drive, the application may ask to suspend BitLocker protection until Windows starts normally. Review that prompt before continuing. Suspending protection is different from decrypting all data. Follow your organization's encryption policy.

Enter the environment

1. On **Boot-Time Optimization**, choose **Restart and optimize**.
2. Read the boot-time notice.
3. Choose **Restart now** only after you are ready.
4. Allow the computer to restart into the maintenance environment.
5. Follow the displayed optimization workflow and let it finish.
6. Allow the computer to return to normal Windows.

The confirmation states that the restart will occur within about 10 seconds. Cancel or close the notice if you are not ready to restart.

Drive letters and device availability can differ in Windows RE. Identify drives by their label and size as well as their letter when an interactive selection is shown.

After returning to Windows

Open O&O Defrag and review the result. Check the boot-time toggle if the maintenance was intended as a one-off task. Confirm the normal BitLocker protection state if protection was suspended.

Files that remain fragmented may be excluded or intentionally skipped by ROI settings. The recovery environment does not guarantee that every possible file or device can be optimized.

If something goes wrong

Record the exact preparation or startup error. Normal application logs and persistent recovery-environment logs can help support trace the failure. See Reports and logs.

Do not edit Windows boot configuration or delete recovery partitions as a general troubleshooting step. Use the application's disable controls and the guidance for the reported failure.

Settings reference

Open **Settings** from the application's settings control. Select a page, make the required changes, and confirm the dialog to apply them. Cancel discards the dialog's pending changes. A separate confirmation or restart prompt explains changes that need additional action.

Automatic optimization and boot-time drive selection are configured on their own main views and can apply immediately.

General

Choose the available language and appearance preferences. A language change affects interface text; an appearance change affects light, dark, or high-contrast presentation. Follow an application restart prompt if shown.

Performance

Set Defrag's CPU and disk load limits, overall-load start guards, blocked processes, and stopping on battery. These are global defaults; jobs can have their own settings. See Activity Monitor.

Optimization

Setting	Purpose
Check drives before defragmentation and abort upon error	Check for file-system errors before moving files.
Optimize multiple physical drives in parallel	Allow simultaneous work on separate physical devices.
Use system recommendations for file-system layout	Use available Windows layout guidance.
ROI factor	Skip low-benefit rewriting with SOLID and SOLID/Complete.
Do not report ROI-exempt fragmentation	Align reported fragmentation with the ROI policy.
Include removable/external drives	Include these drive categories in eligible operations.
Prevent defragmentation of solid state drives	Prevent SSD defragmentation under these options.
Skip drives containing shadow copies of other systems	Avoid those drives.
Disable automatic optimization	Disable background optimization in the agent options.
File drives into zones	Enable zone filing across volumes; not recommended for SSDs.
Enable remote administration from same network	Permit management from other PCs on the same subnet.

Only enable remote administration for an intended administration setup. It changes access to the agent; it does not turn a network share into a locally optimizable disk or add a remote-management console to this guide.

New jobs inherit global defaults when created. Review existing jobs separately after changing these settings.

Files

Manage excluded paths, forced-inclusion paths, and the large-file limit. Matching inclusions take precedence over exclusions. See File rules.

ClusterView

Change block size, DPI adjustment, shading, the 3D effect, and selection emphasis. These affect visualization only.

Drive detection

Correct the media type when Windows reports it incorrectly. Confirming a changed type may require the agent to restart, so finish active work first. See Drive detection.

Reports

Enable report creation, set a retention count between 1 and 999, choose Windows event-log detail, and control the summary and tray options. See Reports and logs.

Expert mode

Choose whether O&O Defrag should start in the classic interface. See Interface.

Logging and advanced diagnostics

Enable application logging on the logging page when investigating a problem. The advanced page, available when opening Settings with Shift held, includes engine logging and resetting user settings.

Use reset only when you intend to restore preferences and have the necessary license information. It can require an application restart and re-entry of licensing data. For ordinary troubleshooting, start with logs rather than a reset.

Unavailable settings

Agent-backed pages stay unavailable until a valid current configuration is received. Wait for connection or update a mismatched service. Do not interpret a disabled control as the current value of the setting.

File exclusions and inclusions

Use file rules to control which files participate in optimization. Global rules are under **Settings** → **Files**; each saved job also has a **Files** tab.

Exclude files or folders

1. Open the appropriate global or job Files page.
2. Select the exclusion list.
3. Enter a path or mask and choose **Add**, or use **Select files....**
4. Review the list.
5. Confirm Settings or save the job.

Examples:

Rule	Intended selection
C:\Temp*	Contents under the selected temporary folder.
D:\VirtualMachines*	Files under a virtual-machine folder you do not want normal optimization to move.
*.iso	Files matching the ISO filename mask.
D:\Data\archive.bin	One explicitly named file.

The file/folder picker adds a file as its path and a folder as a path ending in `\*`. An access-denied entry means the picker could not enumerate it; do not assume it is empty.

Include files that must participate

The inclusion list is labeled **Files selected for defragmentation**. These files are included even when an exclusion also matches them.

For example, a broad exclusion for `D:\Data\*` can be overridden by an inclusion for a particular file inside that folder. Check both lists if a supposedly excluded file is still processed.

Inclusions do not make a locked file movable or guarantee that every other eligibility condition is satisfied. Avoid using this list as a way to bypass a file's application-level requirements.

Exclude large files

Use **Do not defragment** to choose a file-size threshold. The disabled value turns off that size filter. A threshold can shorten runs by avoiding very large files, but leaves those files outside the intended optimization.

This is separate from the ROI factor, which evaluates benefit relative to writing cost.

Edit, reset, and verify

Select a rule and choose **Remove** to delete it. **Reset** restores the list's defaults; inspect the resulting list before confirming.

After saving, run an analysis and an appropriate maintenance task, then inspect file information and the report. Remember that new jobs inherit defaults at creation; changing global rules does not automatically rewrite all existing job rules.

Correct drive detection

O&O Defrag uses information supplied by Windows to identify HDDs and SSDs. A storage controller, RAID configuration, or USB enclosure can sometimes expose an incorrect or incomplete type.

Verify before overriding

Check the physical device model and its manufacturer's specifications. If a drive letter belongs to a virtual or layered storage device, establish what the reported type represents before overriding it.

A manual override changes how O&O Defrag treats the drive. It does not change the hardware or make unsupported device commands work.

Change the type

1. Finish active optimization tasks.
2. Open **Settings** → **Drive detection**.
3. Locate the drive by letter, label, size, and device information.
4. Select the correct media type.
5. Confirm the settings and follow any service restart prompt.
6. Wait for reconnection, then review the drive list and Advisor.

Use automatic detection again if the manual value is no longer appropriate, for example after changing the underlying device or enclosure.

After correction

Review SSD protection, TRIM, and scheduled methods for that volume. A job that explicitly specifies a traditional HDD sorting method should be reconsidered if the target is actually an SSD.

If the drive is missing entirely, start with Drive missing or unavailable. A media-type override cannot make disconnected or inaccessible storage appear.

Reports, logs, and history

Reports describe completed drive actions. Logs record diagnostic events from the application and service. Use reports to assess maintenance results and logs to investigate errors.

View reports

1. Open **Reports**.
2. Locate an entry by its time, drive, and action.
3. Double-click it to open the detail window.
4. Review the action result and available before/after statistics.

Analysis, optimization, and different method passes can produce different kinds of information. Confirm that two reports describe the same volume and comparable actions before comparing values.

The ROI reporting option affects fragmentation figures. A report from a different version or settings policy may not be directly comparable.

Enable reports and set retention

Open **Settings** → **Reports**, enable **Create reports**, and set the maximum retained count between **1** and **999**. Saved jobs have corresponding report settings.

A job that uses an analysis/report-only method requires report creation. Its checkbox is forced on.

Delete selected entries from the Reports list when they are no longer needed. Deleting report history does not undo an optimization. Retain information needed for support before deleting it.

Windows event log

Enable **Write events to the Windows event log** and select the detail level:

1. Errors only.
2. Warnings and errors.
3. Information, warnings, and errors.
4. All provided information.

Use Windows Event Viewer to inspect the resulting entries. Higher detail produces more records; choose the level needed for your investigation.

Application logs

Enable logging in **Settings**, reproduce the problem, and open the log viewer from **About O&O Defrag**. The main diagnostic files include `00Defrag.log`, `00DefragTray.log`, and, when enabled, `00DefragEngine.log`.

Normal logs are kept in the application's log folder under local application data. Use the viewer to locate the actual path for your installation.

In Windows RE, logs are written to an available writable fixed drive where possible, commonly `C:\00 Software\00 Defrag\Logs\`. Drive letters can differ there. If no persistent drive was writable, recovery-environment logs may not survive a restart.

Share useful diagnostics

Record the error time, drive, action, method, version, and reproducible steps. Review logs for file paths, user names, and license information before sharing them. See [Contact support](#).

Background service and tray controls

The O&O Defrag Agent performs maintenance independently of the main application window. The notification-area application provides status and, when permitted, controls for that work.

Enable the tray icon

Open **Settings** → **Reports** and enable the option to show the O&O Defrag icon in the task tray. A sign-out and sign-in may be needed before the icon appears. Check Windows' notification-area overflow if it is not immediately visible.

The **Make advanced controls available to logged on users** option controls additional user access through the tray. Review it as part of the machine's administration policy.

Read activity

Use the tray icon and its menu to inspect available status and open the main application. For exact drive progress, open **Drive Optimization** and check the selected drive.

If you need to stop an operation, use an explicit Stop command and wait for acknowledgement. Exiting or closing a user-interface window is not equivalent to stopping the agent.

Automatic work

The agent manages background optimization and jobs. Inspect both **Automatic Optimization** and **Schedules** when investigating unexpected activity.

Do not disable the service as the first way to pause routine maintenance. Use the application's settings and run controls so the intended configuration remains visible.

Hibernation mode

Choose **Start hibernation mode** to suspend the agent service and **Stop hibernation mode** to start it again. Starting it requests elevation and stops the **O&O Defrag Agent** service, affecting both interfaces and all agent work. It does not hibernate Windows. Stopping the mode starts the service again.

Use **Pause** for an ordinary interruption while keeping the agent available. Tray operation commands act across the tray's drive list; select a drive in the main interface when you need a narrower scope.

Drive activity tools

O&O DriveLED is a separate application launched from **Tools**. Its drive-activity display is distinct from Defrag's own task-tray status. See Additional tools.

Additional O&O tools

The **Tools** page opens separate O&O applications for related drive and Windows tasks. The tools appear as application cards.

Tool	Use it for
O&O VisualDisk	Visual drive-access information and a detailed fragmentation benchmark.
O&O DriveLED	Drive-activity monitoring.
O&O Check&Repair	Checking and repairing file-system problems.
O&O SpeedCheck	Broader Windows performance checks.
O&O StartupManager	Reviewing and managing startup applications.
O&O AppBuster	Reviewing and removing unwanted Windows applications.
O&O SystemCleaner	Reviewing cleanup opportunities and removing selected unnecessary data.

Open a tool

1. Open **Tools**.
2. Select the application card.
3. If the tool is missing, review the offered download and setup prompt.
4. If an update is offered, review it.
5. Continue in the tool's own window.

An existing installation is used when found. A first-time download requires connectivity and an available package. Tool startup can be refused if signature verification fails; use the displayed error and support guidance rather than substituting an untrusted executable.

Downloads and update checks are suppressed in the recovery environment. Prepare needed tools during normal Windows use.

Scope of the guide

These tools have their own interfaces, help, update behavior, and action confirmations. A card in Defrag is a launch point; it does not mean the tool is built into the drive optimizer or covered by every Defrag license entitlement.

For cleanup and file-system checking, start with Cleanup and repair, then use the help in the selected application. The Classic UI provides integrated DiskCleaner controls.

The dashboard in current Defrag focuses on drives. Use SpeedCheck for broader Windows findings.

Cleanup and file-system repair

Low free space and file-system errors require different responses from fragmentation. Use the relevant tool, then return to Defrag for a fresh analysis.

Cleanup

Open **O&O SystemCleaner** from **Tools**. For the integrated cleanup controls in the Classic UI, see O&O DiskCleaner.

1. Open the cleanup application.
2. Select the drives or cleanup areas it offers.
3. Analyze or scan first.
4. Review the categories, file counts, sizes, and descriptions.
5. Select only data you intend to remove.
6. Confirm cleanup in that application's dialog.
7. Return to Defrag and analyze the drive again.

Cleanup can delete data. Read category descriptions carefully, particularly for the Recycle Bin, downloads, previous Windows installations, and caches that another application might need. Deleting a previous Windows installation can remove rollback options.

A scan's size estimate is not a promise that every listed byte can be removed. Some files may be locked or no longer present when cleanup runs.

Check and repair

1. Open **O&O Check&Repair** from Tools.
2. Select the affected volume and read its reported state.
3. Run the offered check.
4. Review the result before choosing a repair.
5. Follow any restart or exclusive-access requirement.
6. After successful repair, return to Defrag and analyze again.

Checking examines file-system consistency. Repair changes the file system and may need exclusive access. Keep a current backup and use the tool's own instructions for the reported problem.

A setting to **check drives before defragmentation and abort upon error** does not mean Defrag silently repairs every error. If the check fails, address the failure before retrying optimization.

Hardware warnings

If the drive disappears, produces repeated read errors, or reports poor hardware health, protect the data and investigate the device. File-system repair and defragmentation do not repair physical media. See Drive health.

Get started with OODCMD

OODCMD.exe controls the O&O Defrag agent from a terminal or script. It can analyze and optimize drives, report status, and stop or toggle pause for actions.

Requirements

- A full, valid O&O Defrag license; OODCMD is unavailable in the trial.
- A matching installation of the command-line tool and agent.
- Access to the local agent service, **OODefragAgent**.
- An available drive known to that agent.

Open a terminal with the administrative rights required by your installation. Use the installed executable rather than a copied binary from another product version.

First commands

From the installation directory, run:

```
.\OODCMD.exe version
.\OODCMD.exe help
.\OODCMD.exe list
.\OODCMD.exe status
.\OODCMD.exe analyze C:
```

The analysis command does not reorganize files. It normally waits for completion and displays progress.

Commands in the rest of this guide use **OODCMD** for readability. Use `.\OODCMD.exe` in PowerShell when running it from its directory, or supply the full executable path.

Choose a drive

Drive arguments can be **C**, **C:**, or **C:**. Supply several drive letters to address several drives, or **all** for every drive known to the agent. Check **list** first: **all** can affect more drives than you intend.

Choose a method

OODCMD defrag C: selects **SOLID/Quick**. Use `--method` or a named method command for another method.

The current modern interface labels the quick method **SOLID**, while OODCMD uses **SOLID/Quick**. In contrast, the command **OODCMD solid C:** selects **SOLID/Complete**.

Limits

OODCMD does not enter license keys, create GUI jobs, or expose the extra tools for disk checking, SSD TRIM, wiping free space, thin provisioning, or DiskCleaner. Use the relevant application controls for those tasks.

Read the reference before using run-control commands and the examples before adding OODCMD to unattended scripts.

OODCMD command reference

Syntax:

```
OODCMD <command> [drive ...] [options]
```

Commands and method names are case-insensitive. The tables use the canonical names; `OODCMD help` is the authoritative help for your installed build.

Commands

Command	Meaning
<code>analyze <drive ...></code>	Analyze selected drives without reorganizing files.
<code>defrag <drive ...></code>	Optimize using SOLID/Quick, or the method selected with <code>--method</code> .
<code><method> <drive ...></code>	Run one of the methods below.
<code>list</code>	List the drives known to the agent.
<code>status [drive ...]</code>	Show drive state and fragmentation; omit drives for the available set.
<code>status [drive ...] --follow</code>	Continue reporting running actions until they finish.
<code>stop <drive ...></code>	Stop the selected running actions.
<code>pause <drive ...></code>	Toggle between paused and running.
<code>resume <drive ...></code>	Alias of pause; also toggles the state.
<code>license</code>	Show the license state; no license entry.
<code>version</code>	Show the version.
<code>help [topic]</code>	General help, <code>methods</code> , <code>exitcodes</code> , <code>examples</code> , or a method name.

Pause is a toggle. Check status before using either `pause` or `resume`. Repeating `resume` is not an idempotent way to ensure an operation is running.

Methods

Command name	Method
<code>solid-quick</code>	SOLID/Quick; default for <code>defrag</code> .
<code>solid</code>	SOLID/Complete.
<code>stealth</code>	STEALTH.
<code>space</code>	SPACE.
<code>complete-name</code>	COMPLETE/Name.
<code>complete-modified</code>	COMPLETE/Modified.
<code>complete-access</code>	COMPLETE/Access.
<code>optimize</code>	OPTIMIZE; zones required.
<code>optimize-quick</code>	OPTIMIZE/Quick; zones required.
<code>optimize-complete</code>	OPTIMIZE/Complete; zones required.

Common method aliases include `quick` for `solid-quick` and `solid-complete` for `solid` . Prefer canonical names in scripts. Use `help methods` for aliases supported by your build.

Options

Option	Meaning
<code>-m, --method <name></code>	Method for <code>defrag</code> .
<code>-n, --no-wait</code>	Return once the agent accepts the action.
<code>-f, --follow</code>	Follow running actions with <code>status</code> .
<code>-i, --interval <seconds></code>	Progress interval, default 2 seconds.
<code>-t, --timeout <seconds></code>	Agent connection timeout, default 30 seconds.
<code>-v, --verbose</code>	Include current-file, load, and drive detail where available.
<code>-q, --quiet</code>	Suppress routine progress; keep warnings, errors, and final result.

Interval and connection timeout accept whole seconds from 1 to 3600. **Timeout is for connecting to the agent, not a maximum optimization runtime.**

Without `--no-wait` , analysis and method commands wait for completion. With `--no-wait` , success means acceptance, not completion.

Interrupting a waiting command

Ctrl+C while waiting requests a stop for actions started by that invocation. A second Ctrl+C exits immediately and can leave those actions running in the agent. Inspect status afterward.

A separate `status --follow` observes existing work. Do not assume closing that observer stops work it did not start.

Exit codes

Code	Meaning
0	Success; completed, or accepted when using <code>--no-wait</code> .
1	Invalid command line.
2	Trial, missing, expired, or invalid license.
3	Agent unavailable.
4	Drive unknown or not selectable.
5	Action not started, for example busy drive, disabled zones, or missing acknowledgement.
6	Action incomplete, including unconfirmed stop/pause.
7	Interrupted with Ctrl+C.
8	Connection lost while waiting.
9	Unexpected error.

Read `%ERRORLEVEL%` in Command Prompt or `$LASTEXITCODE` in PowerShell immediately after OODCMD exits.

OODCMD examples and scripting

Run these examples only for the drives you intend to maintain. Replace drive letters and the installation path when necessary.

Inspect before changing a drive

```
OODCMD list
OODCMD status C:
OODCMD analyze C:
```

The first two commands report state. The last analyzes the layout without reorganizing files.

Run a chosen method and wait

```
OODCMD defrag C: --method solid-quick
OODCMD solid D: E: --verbose
```

The first command uses the quick SOLID method. The second starts SOLID/Complete on both drives and includes more detail. Multiple drives are processed at the same time; consider whether they share physical storage.

Start and follow separately

```
OODCMD stealth D: --no-wait
OODCMD status D: --follow --interval 5
```

The first command returns after acceptance. The second observes the running action. Check the final result rather than treating the first exit code as proof of successful completion.

Stop selected work

```
OODCMD status D:
OODCMD stop D:
OODCMD status D:
```

Use `stop all` only when you intend to stop actions on every drive. Pause and resume both toggle state; always inspect current state first.

PowerShell: analyze and preserve the result

```
$oodcmd = Join-Path $env:ProgramFiles 'OO Software\Defrag\OODCMD.exe'
if (-not (Test-Path -LiteralPath $oodcmd)) {
    throw 'Locate OODCMD.exe in your O&O Defrag installation and update the path.'
}

& $oodcmd analyze C: --quiet
$result = $LASTEXITCODE
if ($result -ne 0) {
    Write-Error "O&O Defrag analysis failed with exit code $result."
}
exit $result
```

Save this as a script if you need its final `exit` to return a status to a scheduler. When experimenting interactively, omit the final `exit` so the shell stays open.

To optimize after validating your workflow, replace `analyze` with the intended named method. Keep waiting enabled if the calling scheduler needs the completion result.

Batch file

This assumes OODCMD is available on PATH or the batch file runs from the installation directory:

```
@echo off
OODCMD analyze C: --quiet
set "result=%ERRORLEVEL%"
if not "%result%"=="0" echo O^&O Defrag returned exit code %result%.
exit /b %result%
```

Use a quoted full executable path if it is not on PATH. In a scheduled task, configure the execution account and working directory deliberately. Read the exit-code table when deciding whether to retry: an invalid license or unknown drive requires correction, not repeated attempts.

Troubleshooting

Start with the exact error message, the selected drive, and the action you tried. Record the time so you can find the corresponding report or log entry.

Agent unavailable

Symptom: no drive list, a service-unavailable message, or OODCMD exit code 3.

1. Wait briefly for the agent connection after startup.
2. Open Windows Services and check **O&O Defrag Agent** (`00DefragAgent`).
3. If it is stopped, start it with appropriate administrator rights.
4. If the interface or automatic-optimization page reports an outdated service, update or repair the product installation.
5. Reopen the application and inspect the result.

If you selected **Start hibernation mode** in the tray menu, the agent was deliberately stopped. Choose **Stop hibernation mode** and check the service again.

Finish or deliberately stop maintenance before restarting a running service. If it will not start, collect the application and Windows service errors for support.

Drive missing or unavailable

Check that Windows can access the volume and that it is connected, unlocked, and ready. Review **Include removable drives** and **Include external drives** in the relevant settings or job.

A network share is not a local volume. An offline job entry preserves configuration but cannot run while its drive is absent. Use **Drive detection** only to correct a type, not to recover a missing volume.

Start button or method unavailable

Select a drive and check whether it is already running or queued. Analyze if the Advisor requests it. Review trial restrictions, SSD protection, and zone prerequisites.

If the Advisor says **Nothing to do**, inspect the explanation rather than repeatedly trying to force an action. In OODCMD, exit code 5 can indicate a busy drive or disabled zones.

Optimization is slow or waiting

Large files, many files, low free space, complete methods, and competing drive activity can lengthen a run. Review Performance limits, job Activity Monitor guards, excluded processes, and power conditions.

Do not raise every limit blindly. Check whether the chosen goal is **Stay responsive** or whether a backup or other blocked process is still running.

Files remain fragmented

Analyze again, then inspect the files. Possible causes include locks, exclusions, a large-file filter, insufficient working space, or the ROI policy.

Review the **ROI factor** and matching inclusion/exclusion rules. Use boot-time optimization for eligible locked files when justified. Repeated full-drive passes do not resolve every cause.

A job did not run

Open **Schedules** and review:

- Its saved schedule and selected weekdays.
- At least one enabled drive method.
- Drive availability and minimum fragmentation thresholds.
- AC-power and wake conditions.
- CPU, disk, and process guards.
- End date, maximum runtime, and delayed-start settings.
- Any pre-job command failure.

The job dialog's **Next run** field displays **not scheduled** without calculating the next execution time. Use the saved configuration, last-run data, and reports to determine whether the service executed the task.

No report appears

Enable **Create reports** in global settings and inspect the job's own setting. Wait for the operation to finish and check the retention limit. A deleted or aged-out report cannot establish the latest result.

Windows RE preparation fails

Read the preparation error before restarting. Check recovery-environment availability and system-drive space. A failed recovery-image mount or commit can require Windows servicing investigation.

Enable logging and reproduce preparation. If the message points to DISM, collect

`%WINDIR%\Logs\DISM\dism.log` as well as the Defrag log. If the installation directory cannot be found, repair or reinstall O&O Defrag.

Do not delete recovery partitions or change boot configuration as a generic fix. Contact support with the exact failure.

SSD TRIM cannot be changed

An unknown state means Windows did not provide usable information. If Windows rejects a change, inspect administrator rights and storage support. Do not infer state from whether the Windows optimization schedule is enabled.

A tool will not open

Check connectivity when a download is required, review the tool card's error, and use its offered installation or repair path. Downloads are suppressed in Windows RE. A signature error should be investigated rather than bypassed.

A hardware or file-system error appears

Protect important data and investigate the drive before repeating heavy maintenance. Use Drive Health and the relevant check/repair tool. Defragmentation is not a hardware-repair operation.

If these steps do not resolve the problem, contact support with reports and logs.

Help and support

Use **F1** for help in the application. If a general help page opens, find the relevant task in this guide's sidebar.

For product assistance, open O&O Defrag support or O&O Software support.

Prepare a useful support request

Include:

- O&O Defrag edition and full version/build from **About**.
- Windows version and architecture.
- The affected drive letter, file system, media type, and connection type.
- The action and method, and whether it was manual, automatic, scheduled, or boot-time.
- The exact error and approximate time.
- Steps to reproduce it and what you expected.
- The relevant report and diagnostic log.

For command-line issues, include the command without private paths or secrets, the output, and the exit code. For jobs, include the relevant schedule and conditions. For Windows RE issues, include preparation details and whether BitLocker was involved.

Collect logs

Enable logging, reproduce the problem once, and open the log viewer from **About**. See Reports and logs for the files and recovery-environment paths.

Use engine logging when support requests detailed diagnostics. Return diagnostic settings to your normal level after the investigation.

Protect private information

Review attachments before sending. File paths, user names, machine names, and licensing information can appear in reports and logs. Share them through the support channel appropriate to the issue and omit full license keys from public discussions.

For questions about a separate tool, identify the tool and its own version as well as the Defrag version used to launch it.

Frequently asked questions

Do I need to optimize every drive manually?

No. Start with analysis and the Advisor. Automatic optimization can handle ongoing maintenance. A **Nothing to do** recommendation is a valid result.

Should I use the same method on SSDs and HDDs?

Use a method appropriate to each device. The Advisor can select separately for each drive. Traditional file sorting has a different cost and benefit on an SSD; see Methods.

Is TRIM the same as defragmentation?

No. TRIM tells an SSD which storage regions are no longer needed. Defragmentation changes file placement. See SSD maintenance.

Why does a fragmented file remain after a successful SOLID run?

The ROI policy may intentionally leave it alone, or locks, file rules, size limits, or working space may prevent movement. Inspect the file and report before running again.

Why do percentages differ from an older report?

Analysis time, product version, method, and reporting options can differ. The ROI reporting option can omit deliberately skipped fragmentation. Compare equivalent measurements.

Does optimization free disk capacity?

It can consolidate existing free space, but it does not normally remove file contents. Use reviewed cleanup to reclaim capacity.

Can I continue using Windows during optimization?

For normal optimization, use an appropriate method and Performance limits. Boot-time optimization restarts into a maintenance environment, so normal applications are unavailable until Windows returns.

Does closing the window stop a run?

The agent works independently of the window. Use Stop and verify the drive status when you intend to end a run.

Why does a scheduled job say “not scheduled” for its next run?

The job dialog does not calculate the next execution time. The service uses the saved schedule. Inspect the schedule settings, last-run information, and reports. See Scheduling.

Why are automatic-optimization controls disabled?

The application may be waiting for the agent's options, or the service may be incompatible with the interface version. Read the message before interpreting the settings.

Where is DiskCleaner?

Open **SystemCleaner** as a separate application from Tools. The Classic UI provides integrated DiskCleaner controls.

How do I stop boot-time optimization?

Turn off **Automatic optimization at system startup** on **Boot-Time Optimization**. Disabling the Windows RE optimization environment also disables automatic boot-time optimization. Clearing all selected drives does not disable it; the system drive becomes the fallback.

Why is OODCMD unavailable in the trial?

The command-line tool requires a full valid license. Enter or manage licensing through the graphical application.

Why did “resume” pause a command-line action?

`resume` is an alias for the agent's pause toggle. Check state before issuing it; it does not mean “ensure running.”

Is the dashboard a benchmark of my entire computer?

No. Its rating summarizes drive findings. Use O&O SpeedCheck from Tools for broader Windows checks.

Can O&O Defrag repair a failing disk?

It reorganizes file placement. Check&Repair addresses file-system issues; neither operation repairs physically failing hardware. Protect the data and investigate drive health.

Glossary

Term	Meaning
Agent	Background service that performs Defrag operations and manages schedules.
Allocation size	Space actually allocated to a file on disk; it can differ from logical size.
Analysis	Reading and evaluating a drive's layout without reorganizing it.
Automatic optimization	Background maintenance using configured intervals.
Boot-time optimization	Maintenance in a dedicated environment before normal Windows operation.
Cluster	A file-system allocation unit.
ClusterView	Visual map of a volume's clusters, compressed into screen blocks.
ClusterInspector	File information for a selected area in ClusterView.
COMPLETE	Family of methods that reorganize HDD files by name or timestamps.
Defragmentation	Joining separately stored extents of files.
Exclusion	A path or mask specifying files that should be skipped.
Extent / fragment	A contiguous run of stored file data.
FileInspector	Filtered file lists used to inspect drive usage and fragmentation.
Fortress Mode	O&O Defrag's dedicated Windows RE maintenance environment.
Free-space consolidation	Joining separate free regions into fewer areas.
HDD	Hard disk drive with mechanical storage.
Inclusion	A rule forcing matching files into defragmentation selection, overriding exclusions.
Job	A saved maintenance task with drives, methods, schedule, and conditions.
Logical size	The size of a file as seen by applications.
Metadata	File-system structures used to describe and manage stored data.
OODCMD	O&O Defrag's end-user command-line tool.
OPTIMIZE	Family of optimization methods requiring configured zones.
ROI factor	Benefit of reducing fragmentation relative to required writes.
S.M.A.R.T.	Device-provided health and monitoring information.
SOLID	File optimization designed to limit writes; the CLI calls the quick variant SOLID/Quick.
SOLID/Complete	More thorough SOLID optimization with additional consolidation.
SPACE	Method used for free-space consolidation goals.

Term	Meaning
SSD	Solid-state drive using flash storage.
STEALTH	Defragmentation method emphasizing low resource use.
TRIM	Notification to an SSD that specified storage regions are no longer needed.
Volume	A logical Windows storage volume, commonly identified by a drive letter.
Windows RE	Windows Recovery Environment used to prepare boot-time maintenance.
Zone	File group with placement rules and an optimization method.

Classic UI guide

This guide describes the Classic UI in O&O Defrag 32: its ribbon, drive list, and detailed views. Availability depends on your build, edition, and license.

The Classic UI is retained for users who prefer its familiar layout and established workflows. The Modern UI offers almost all its features. See [Modern UI](#) and [Classic UI](#) to choose an interface.

If your window has **Overview**, **Drive Optimization**, and **Schedules** pages, use the Modern UI guide. In the Modern UI, choose **Classic view** to open the ribbon interface. **Settings** → **Expert mode** can make the classic interface the default. Switching interfaces does not stop work already running in the agent.

Find a task

Goal	Topic
Install, register, or update	Getting started
Analyze a drive and inspect files	Analysis and information views
Start, pause, or stop a run	Manual defragmentation
Select a strategy and file placement	Methods and speed zones
Set up background maintenance	Automatic defragmentation
Run at a particular time or with the screensaver	Scheduling
Control load and choose files	Settings and file rules
Review results	Reports
Check a drive, maintain SSDs, or transfer settings	Extras and storage maintenance
Remove temporary files	O&O DiskCleaner
Use tray controls or view drive activity	Notification area and drive activity
Manage another computer	Network management
Run commands or scripts	Command-line operation with OODCMD

Navigation

Use **Start** for drive actions and information tabs. Use **Schedule** for saved tasks and reports. **Settings** opens the global configuration; a scheduled task also has its own settings. Confirm configuration dialogs with **OK** or **Apply** as offered.

Before starting an action, check the selected drives and, when connected remotely, the target computer. Hold **Ctrl** to select several drives. Progress and the animated drive icon show activity; the background service can continue working when you close the interface.

Installation, licensing, and first steps

Use the installer for your product version, Windows architecture, and edition. Professional Edition is for supported Windows desktop systems and cannot be installed as the Server Edition on Windows Server. Consult the installer and release compatibility information for the exact requirements.

Install

1. Sign in with administrative rights and close other applications.
2. Start the O&O Defrag setup program.
3. Follow the installation dialogs and review the offered setup options.
4. Allow setup to prepare the required runtime components and background service.
5. Complete setup and restart if requested.
6. Open O&O Defrag and review automatic defragmentation.

After an update or upgrade, check automatic maintenance settings, especially if you previously disabled them. A closed application window does not mean the background service is inactive.

Register the full version

At first start, use the registration dialog, or choose **Info** → **Register now** in the ribbon. Enter your name, company, and license key exactly as supplied in the purchase confirmation. Avoid extra spaces and confusion between characters such as **1** and **I**. Wait for licensing confirmation.

The registration assistant displays the remaining evaluation period for your installation.

Follow the installed registration assistant's activation steps. Contact O&O support if licensing fails.

Version and updates

Open **Info** → **About O&O Defrag** to find the exact version and license information. Use the update control in **Info** when offered. Finish active jobs before updating, and keep the interface and agent at matching versions. Keep license keys out of public reports and screenshots.

First analysis

1. Select a drive in the drive list.
2. Choose **Analyze** from the ribbon or context menu.
3. Wait for completion and review the drive and file information.
4. Select a method appropriate to the detected media type before starting optimization.

The agent must be able to access the volume. A mapped network share is not a local disk; use network management to operate on another computer's local drives. USB, RAID, virtual, and encrypted drives may expose different capabilities. Unlock encrypted volumes and check the reported drive type before maintenance.

Uninstall

Open Windows **Settings** → **Apps**, select O&O Defrag, and choose **Uninstall**, or use the installed entry in **Programs and Features**. Follow the uninstaller and restart if requested. To retain the application while stopping scheduled or automatic activity, change the relevant maintenance settings instead.

Analysis and information views

Analysis shows file allocation and fragmentation without reorganizing files. Select a drive, then choose **Analyze** from the ribbon or context menu. Hold **Ctrl** to select more than one drive. The drive icon and progress bar show the operation's progress.

If report generation is enabled, a completed analysis produces an HTML status report that you can open in a browser.

Read the information tabs

Under **Start**, use the tabs below the drive list to inspect the selected drive.

View	Information
Timeline	Recent actions and optimization results for each drive.
History	Processed files, removed fragments, and the amount of data defragmented over time.
Drive status	Drive usage, file-system details, file and folder counts, and fragmentation before and after a run.
File status	Large files and heavily fragmented files that may warrant closer inspection.
ClusterView	A block view of allocation on the selected volume.

A fragmentation percentage is an allocation statistic, not a measured slowdown. Interpret it together with media type, workload, file sizes, and recent results. The first thorough run can take longer than later maintenance passes. Files can become fragmented again during normal work.

Inspect a block

1. Analyze the drive and open its block view.
2. Double-click a block to open **O&O ClusterInspector**.
3. Review the files occupying that area. Use the navigation buttons when there are more entries than fit on one page.
4. Select a file and choose **Details** to inspect its fragments and their cluster positions.

The inspector shows the start cluster, occupied cluster count, fragment count, allocated size, and absolute file path. Use its previous/next controls to page through results. A file with several fragments occupies several separate extents.

To locate a known file, choose **Determine file position** from the ribbon and select the file. ClusterView highlights its occupied areas. These positions describe the volume's logical allocation; on an SSD they are not a direct map of physical flash cells.

Health information

Review the available **S.M.A.R.T.** information separately from fragmentation. Useful measurements can include temperature, operating hours, reallocated or uncorrectable sectors, interface errors, spare capacity, wear, and critical warnings. Device and controller support determine which attributes are available.

Compare values over time and with the device manufacturer's interpretation. Missing data is not a zero value, and a good rating cannot guarantee a drive will not fail. Preserve important data and investigate rising errors before attempting repeated optimization. See Troubleshooting.

Manual defragmentation

Analyze a drive first so you can choose a method based on its media type and current state. HDD methods can consolidate files and free space or apply a sorting policy. Use SSD-specific maintenance for SSDs; see Methods.

Optimize selected drives

1. Select the drive in the drive list. Hold **Ctrl** to select several drives.
2. Open the **Start** button's submenu in the ribbon.
3. Choose the required method. Check speed-zone settings before using an OPTIMIZE method.
4. Watch the drive icon and progress bar.
5. Use **Pause** to interrupt work temporarily or **Stop** to end the current operation.
6. After completion, review the before/after information and report.

The main Start action runs **OPTIMIZE** when zone methods are active and **SPACE** otherwise. Select a method explicitly when its identity matters. Selecting all eligible drives applies the chosen action to all of them. Parallel processing is controlled by General settings, so multiple selected volumes need not run simultaneously.

Duration depends on the amount and arrangement of data, free working space, the selected method, and competing activity. Avoid large copying or moving operations during a run when possible; they change the layout being optimized.

Individual files and folders

Where the O&O Defrag shell extension is installed, right-click a file or folder in Windows Explorer and choose **Defragment**. This starts work immediately for the selected item. Analyze afterward and check the fragmented-file list to verify the result.

Do not confuse this one-time action with the persistent inclusion list in file rules. An inclusion overrides matching file exclusions but cannot make every locked or otherwise ineligible file movable.

Free working space

Defragmentation needs free space to move data. Leave sufficient working space for the files you want to optimize; the amount needed depends on file sizes, allocation, and the selected method.

The size of files and contiguous free areas matters as well as total free space. A file larger than the available contiguous space can need several passes or remain fragmented. Use DiskCleaner to review unnecessary files, or move data you no longer need on that volume.

Locked and encrypted files

Files in use, file-system metadata, exclusions, and insufficient working space can leave fragmentation behind. Investigate the file status before repeating a complete run. For maintenance outside normal Windows, use the Modern UI boot-time guide. Make sure BitLocker recovery information is available before restarting into a maintenance environment.

Defragmentation methods

Open the ribbon's **Start** submenu to choose a method. Method availability depends on drive type, protection settings, and whether speed zones are enabled.

Methods without speed zones

Method	Purpose and tradeoff
STEALTH	Uses relatively little memory and short passes; useful when responsiveness and large file counts matter.
SPACE	Consolidates files and free space without imposing a name or date sorting policy.
COMPLETE/Name	Reorganizes files by name, suitable for a deliberate system/program file layout. A full sorting pass can take longer.
COMPLETE/Modified	Sorts according to the last modification date, separating frequently changed data from older data.
COMPLETE/Access	Sorts according to last access information. Its usefulness depends on the access timestamps available to Windows.
SOLID/Quick	SSD-oriented file optimization with a shorter maintenance pass.
SOLID/Complete	More extensive SOLID reorganization; requires more work and writes than a quick pass.

The traditional STEALTH, SPACE, and COMPLETE methods do not apply speed-zone placement rules. SOLID file optimization is separate from **TRIM**, which reports unused storage regions to supported devices. Do not choose an HDD sorting method for an SSD merely to reach a zero fragmentation figure.

Methods with speed zones

Method	Behavior
OPTIMIZE	Consolidates within the zones using the SPACE strategy.
OPTIMIZE/Quick	Shorter maintenance that reduces fragmentation and moves misplaced files to their assigned zone.
OPTIMIZE/Complete	Applies the strategy selected for each zone, including consolidation or COMPLETE sorting. Intended for a more extensive rearrangement.

Enable and review speed zones on the target HDD before selecting one of these methods. **OPTIMIZE/Complete** and **COMPLETE/Name** are different actions: one uses per-zone settings, the other sorts without speed zones.

Choose a maintenance approach

For routine HDD work, consider SPACE or an appropriate OPTIMIZE method when zones are enabled. Shorter passes can suit frequent maintenance; complete sorting is useful when you deliberately want to rebuild the layout after major changes. Test the result on the actual workload rather than relying on file counts alone.

For SSDs, use the offered SSD maintenance and keep protection settings in mind. File optimization adds writes; its benefits and costs depend on the file layout and workload. Neither a method nor a fragmentation percentage guarantees a particular speed improvement or hardware lifespan.

Both graphical interfaces share OODCMD. Use `solid-quick` for SOLID/Quick and `solid` for SOLID/Complete. See the command reference for all method names.

Speed zones and placement rules

Speed zones group files by purpose so a zone-aware method can place and optimize each group. They are intended for HDD layout management and are not recommended for SSDs.

Enable or disable zone filing

1. Open **Settings** from the ribbon.
2. Under **General** → **Advanced options**, review **File into zones (not recommended to use with SSDs)**.
3. Enable or clear the option and confirm the dialog.
4. Review the zone settings for the target drives and any scheduled task that has its own configuration.

Check the saved state rather than assuming zones are already enabled. A three-zone rule set can exist while zone filing is disabled.

The three file groups

Zone	Typical contents	Typical strategy for OPTIMIZE/Complete
1	Windows and installed programs	Sort by name.
2	User data, profiles, and frequently changed files	Sort by access date where useful.
3	Rarely used or large files	Consolidate files and free space.

These are starting points. Inspect the installed defaults before changing them. Selecting **OPTIMIZE/Complete** uses each zone's chosen strategy; **OPTIMIZE** and **OPTIMIZE/Quick** have their own behavior.

Add drive-specific rules

1. Open **Start** → **Zone filing**, enable **Customize Zone filing** if prompted, and select **All Drives** in the zone configuration.
2. Choose **Add New** and select the system drive, other data drives, or individual drives as offered.
3. Confirm the selection, then select the new drive or group in the list.
4. Select a zone and add a rule under **Custom rules**.
5. Set each zone's optimization strategy, then save the configuration.

Rules on **All Drives** provide the global classification. Specific drive rules take precedence over global rules. Path rules can override the large-file placement option, so review both when a file goes to an unexpected zone.

Rule examples

Path or filename mask	Matches
*.docx	Word document filenames.
report_*.pdf	PDF filenames beginning with report_.
C:\Windows*	Paths below the Windows folder.
C:\Users*\Documents*	Paths in user Documents folders.
\Downloads	Paths containing a Downloads folder.
file?.txt	A filename with one character between file and .txt.

The wildcard `*` matches a character sequence; `?` matches one character. Use the separate **Always move to Zone 3** size option for large files. Set a size such as **500 MB** in that control; do not enter `>500MB` as a path mask.

After saving, run a suitable zone-aware task and inspect the result. Keep rules specific enough to understand which rule wins. For general selection of files to optimize, use exclusions and inclusions.

General settings and ActivityMonitor

Open **Settings** from the ribbon and confirm changes with **OK** or **Apply**. Saved tasks have their own settings; inspect the task as well as the global configuration when behavior differs from what you expect.

General

Setting	Effect
Check drives before defragmentation	Performs a read-only file-system check. Errors prevent defragmentation of the affected drive; this option does not repair errors.
Defragment multiple physical disks in parallel	Allows work on separate physical disks at once. Sequential processing reduces concurrent load.
Take system file layout into account	Uses Windows layout information, where available, to guide placement of startup files.
Include removable drives	Makes eligible removable media available for the configured operation.
Include external drives	Includes eligible externally connected volumes. This is separate from automatic background maintenance.
Show defragmentation result	Displays the before/after result and history after completion.
Prevent defragmentation of solid state drives	Restricts SSD defragmentation. Review the offered SSD-specific actions before changing protection.
File into zones (not recommended to use with SSDs)	Enables the zone placement policy for HDDs.
Disable automatic optimization	Disables the corresponding automatic background optimization. Review saved schedules separately.
Enable remote administration from same network	Relaxes the same-network access restriction. Review network management before enabling it.

Two drive letters can belong to the same physical disk. Parallel work on unrelated letters does not necessarily mean there are independent hardware resources.

O&O ActivityMonitor

ActivityMonitor limits optimization according to current workload. Open its page in **Settings**, or in the task editor to configure an individual task.

- **Load:** set the CPU usage limit and guards for a busy target drive or high CPU demand from other applications.
- **Program list:** add programs during whose execution maintenance should not run. Backup software, games, and other intensive applications are common candidates.
- **Power:** start only on AC power and pause when switching to battery if you want to conserve notebook battery capacity.

Tasks may also offer **wake from standby**. Enable it only for a schedule where waking the computer is intended. A paused or waiting task may be responding correctly to one of these guards.

Reports, event logging, and tray controls

Enable HTML report creation and choose retention under General settings. Event logging offers increasing detail, from errors at level 1 to full information at level 4. More detailed logging creates more entries; preserve needed diagnostics before retention removes them. See Reports.

Show O&O Defrag icon in the notification area controls the tray icon and can require a new Windows sign-in to take effect. **Extended control for the logged-in user** allows that user to pause or stop operations; otherwise the icon can be limited to status. See Notification area.

Use file rules for exclusions and large-file limits. Base settings can be transferred through XML import/export.

File exclusions and inclusions

Open **Settings** → **Files** for global file rules. A scheduled task has a **Files** page for its own selection. Review both configurations when troubleshooting a particular run.

Exclude files and folders

1. Choose the exclusion list and click **Select files**.
2. Select the desired file or directory in the Explorer view.
3. Choose **Add** and repeat for further entries.
4. Confirm the selection with **Apply** and save the settings or task.

For example, excluding a frequently changing virtual-machine folder can avoid repeatedly moving large containers. Review the application's maintenance needs before selecting its files.

Explicitly include files

Use **Select files** in the inclusion list, add the desired entries, and apply the change. Explicitly included files take precedence over a matching file exclusion. This allows you to exclude a folder while including one particular file inside it.

Inclusion expresses which files should participate; it does not bypass locks, file-system errors, or other limits that prevent moving a file.

Exclude by size

Set the size threshold to leave very large files outside defragmentation and movement. This can shorten a run, but those files can remain fragmented. This is different from the speed-zone setting that moves large files to Zone 3.

After saving, analyze and review the next task's report. Check both lists and the size filter if a file is unexpectedly processed or skipped. For a one-time file action, see Manual defragmentation.

Automatic defragmentation

Automatic defragmentation monitors new and changed files and optimizes eligible fragmented files after write activity has subsided. Resource limits help keep the computer responsive; background maintenance still uses CPU and drive resources.

Configure background work

1. Open **Start** → **Settings** from the ribbon.
2. In **General** → **Advanced options**, clear **Disable automatic optimization** if you want background work.
3. Open the automatic defragmentation page and review enabled drives and their quick and thorough intervals.
4. Review file exclusions and ActivityMonitor limits.
5. Confirm with **OK**.

Review the drive list and each drive's enabled state. Removable/external drive inclusion and the storage system's eligibility checks affect what can run.

Frequently changed large files, such as virtual-machine containers, can make repeated maintenance expensive. Use file exclusions and suitable load and power limits for those workloads.

Optimize while away

For maintenance while away, create a saved task and choose the screensaver schedule under Scheduling. Work starts and stops in line with screensaver activity.

Screensaver activity is not the same as a computer being asleep or switched off. Check the configured Windows screensaver when these tasks do not start.

Scheduled times

Use **Schedule** → **Add job** for deliberate maintenance windows. Choose suitable weekdays, methods, thresholds, and end conditions. Avoid overlapping background work, scheduled jobs, and other storage maintenance.

Additional automatic optimizations

Where offered, configure **SSD Optimization with TRIM** to report unused regions to supported SSDs. **Thin Provisioning** can report reduced allocation demand on supported virtual or SAN volumes. These operations are separate from sorting or defragmenting files.

The configuration can offer regular execution or execution after defragmentation. Check the selected interval and storage support; a request does not guarantee that an enclosure, controller, or virtualization platform will reclaim capacity. See Storage maintenance.

To stop recurring activity, review both automatic settings and enabled saved tasks. Closing the interface or hiding the tray icon leaves the background service available.

Scheduled and screensaver tasks

Use **Schedule** to define when maintenance runs and what it does. A task stores drive selection, methods, timing, conditions, and reporting options.

Create a task

1. Open **Schedule** → **Add job** in the ribbon.
2. On **General**, enter a descriptive name and optional notes.
3. Under **Drives**, select each target drive and its method.
4. Set a minimum fragmentation level if you want to skip drives below that threshold. **0%** removes this threshold restriction; other execution conditions still apply.
5. Review zone settings, file rules, and task-specific **Settings**.
6. Configure **O&O ActivityMonitor** load, program, and power conditions.
7. Set the **Schedule**, confirm with **OK**, and check the saved entry in the task list.

Names help identify reports but need not be unique. Give duplicated tasks distinct names so their results are easy to distinguish.

Schedule choices

Choice	Behavior
One time	Runs at the specified date and time.
Recurring	Runs on the chosen weekdays and times; repetition can add several executions per day.
On screensaver	Starts and stops in line with screensaver activity.

First run on and **Last run on** define the validity period. **Maximum runtime** limits how long a run may continue, even if work remains. Later executions can continue maintenance; do not treat reaching the limit as a completed optimization.

Enable **Run later if not possible at the start time** if missed executions should be attempted after the computer becomes available. Drive availability, power, and other conditions can still prevent or delay execution. A computer that is switched off cannot run a task; **wake from standby** applies to supported sleep states.

Conditions and task settings

Use ActivityMonitor to limit CPU usage, wait while the target drive is busy, or block a task while selected programs run. Choose AC-only operation and pause-on-battery as appropriate.

The task's Settings page includes the read-only pre-check, parallel physical-disk processing, Windows file-layout hints, removable/external drive inclusion, SSD protection, and HTML/event reporting. Inspect these saved values when a task behaves differently from a manual run.

Final action

The **Shut down** final action shuts down Windows after the task completes. Select it only for an intended unattended maintenance window, with other work saved. Review final actions when duplicating a task.

Edit and manage tasks

- **Edit:** select the task, choose **Edit** from its context menu, change the settings, and confirm with **OK**.
- **Duplicate task:** create a copy, open it, and review its name, drives, schedule, commands, and final action before enabling it.
- **Disable:** retain the task's configuration while preventing its scheduled execution; enable it again when needed.
- **Delete task:** confirm removal of the selected saved task. Stop any active execution deliberately before deleting its definition. Recreate the task if needed later. Centrally managed or protected tasks may not be editable or deletable locally.

Batch commands before and after a task

Enable the appropriate pre-task or post-task command field. Enter commands directly or use **Import** to load command text from a file. Paths, programs, and files must exist on the target computer.

Commands run through the O&O Defrag Agent as **SYSTEM**, with extensive local privileges. They do not run in your interactive desktop account; mapped drives and user-specific settings may not be available. Use absolute paths and verify commands independently before attaching them to a maintenance task.

If a workflow stops an application or service before maintenance, plan how it will be restored if the job fails or is interrupted. Do not assume a normal post-task step will cover every failure. Review reports after the first scheduled execution.

Reports and event logging

Open **Schedule** and select the **Reports** tab at the bottom of the interface. Reports are grouped by date and include the drive or task name. Double-click a report to open its HTML document in a browser.

Generate reports

Enable **Create reports** under **Settings** → **General**, and inspect the corresponding setting in saved tasks. Reports are then generated for completed analysis and defragmentation operations.

To create a report explicitly, select the drive and choose **Create** in the report commands on the ribbon. This starts an analysis; after it finishes, the report is saved and displayed. Hold **Ctrl** to select more than one drive.

The Classic UI supports a retention setting of up to **999 reports** per computer. Older reports are removed as the retention limit is reached. Save reports you need for comparison or support before they expire.

Interpret results

A report includes drive and file-system information, optimization details, fragmentation results, and lists such as the largest or most fragmented files. Check the action, method, time, drive, and completion state before comparing numbers.

Compare the same drive under consistent settings. The fragmentation percentage does not directly measure application speed. Skipped files can reflect exclusions, locks, available working space, or the selected method.

Delete reports

Select an individual report and use **Delete**, select a date group to delete its reports, or use **Delete All** to clear the collection. Save any evidence you need first. Deleting reports does not undo optimization or delete the corresponding saved task.

Windows Event Log

Enable event logging in General settings when needed. Detail levels range from errors only at **1** to all information at **4**. Open Windows **Event Viewer** and inspect entries around the time of the action or error.

For a problem report, record the exact message, product version, drive, method, and task name along with relevant HTML reports and event entries. See Troubleshooting.

Extras and storage maintenance

The Classic UI includes maintenance commands in the ribbon. These differ from the separate applications offered on the Modern UI Tools page.

Check a drive

1. Select a drive.
2. Choose **Check drive** from the ribbon.
3. Wait for the result, or use **Stop** to cancel the check.
4. Review its report under **Schedule** → **Reports**.

This check corresponds to a read-only file-system check. It does not automatically fix errors. If an error is found, protect important data and arrange an appropriate repair before trying defragmentation again. This command is distinct from the separate **Check&Repair** application.

SSD TRIM and thin provisioning

TRIM reports unused regions on supported SSDs. It does not sort files or securely erase selected content. Device, controller, connection, and driver support all matter. RAID and USB configurations can expose different capabilities; do not infer support solely from the SSD model.

Use **Extras** → **SSD TRIM**, or configure its interval in automatic optimization.

Optimize Thin Provisioning reports unused allocation on supported virtual and SAN volumes so the underlying storage can reclaim it. Select the eligible target and use the ribbon command, or configure periodic execution where offered. Actual reclamation depends on the storage platform and is not guaranteed to shrink a virtual disk file immediately.

Import and export base settings

1. In the main window, open **Extras** → **Export...**
2. Choose a destination and an XML filename, such as `ood_settings.xml`.
3. Confirm to save the base configuration.

To load a configuration, use **Extras** → **Import...**, select the compatible XML file, and confirm. Export the current settings before replacing them, then review drives, file rules, automatic maintenance, and remote access after import.

Base settings are not a backup of every saved job or report. Do not assume a Classic XML configuration is an import format for the Modern UI.

Other tools and maintenance environments

Use O&O DiskCleaner for integrated Classic UI cleanup and ClusterInspector for file-allocation inspection. The drive activity display is another separate status tool.

For restart-based maintenance, see Boot-time optimization and Fortress Mode. Follow the preparation steps and keep BitLocker recovery information available before restarting into the maintenance environment.

O&O DiskCleaner

The integrated **O&O DiskCleaner** finds temporary and unnecessary files so you can reclaim space before optimization. Open **O&O DiskCleaner** in the ribbon. Review its settings below the drive list before starting cleanup.

Analyze first

1. Select the drive.
2. Review the enabled file categories in DiskCleaner settings.
3. Click **Analyze**.
4. Review the settings table and **File overview** report when analysis finishes.
5. Adjust the selection before choosing **Clean**.

Analysis finds candidates for deletion. It does not by itself confirm that you no longer need diagnostic files, cached data, or Recycle Bin contents.

File categories

Category	What to consider
Temporary files	Application and system temporary data; files in use can remain unavailable.
Temporary Internet files	Cached content; applications may need to download it again.
Downloaded Windows updates	Leftover update installation data offered by the cleaner.
Memory dumps	Can occupy substantial space but may be needed to diagnose a crash.
Windows error reports	Diagnostic information that may still be useful for troubleshooting.
Thumbnails	Cached previews; rebuilding them can temporarily slow browsing.
Setup log files	Installation diagnostics; retain them while investigating setup problems.
Windows Indexing Service cache	Removing it can require rebuilding the search index and temporarily affect search.
Recycle Bin	Contains deleted items you may still want to restore. Cleanup permanently removes them.

Review the selected categories before cleanup, especially the indexing cache and Recycle Bin. Keep diagnostic files and recoverable items that you need.

Clean and verify

Choose **Clean** after reviewing the categories and results. You can pause or stop cleanup, but this does not restore files already deleted. Files locked by Windows or another process can remain untouched.

After completion, inspect the timeline and detailed report to see what was removed. The result can differ from the analysis if files were locked, deleted, or changed in the meantime.

In the current Modern UI, cleanup is provided through separate Tools. Use those instructions when your window does not contain the integrated DiskCleaner ribbon.

Notification area and drive activity

Both graphical interfaces share the notification-area application. Hover over the icon for status, or right-click to open its menu.

Status and operation controls

Start O&O Defrag opens the interface. **Show status window** opens the compact status display. The separate **Start** submenu selects an optimization method; **Pause** and **Stop** control agent activity.

Tray operation commands act across its drive list. Use the main interface when you need to select one particular drive. Additional controls depend on the logged-in user's configured access.

Hibernation mode

Choose **Start hibernation mode** to suspend the agent service and **Stop hibernation mode** to start it again.

Starting this mode requests administrator elevation and stops the **O&O Defrag Agent** service. It affects all agent work and connections, including scheduled maintenance and both interfaces. It does not put Windows itself into hibernation. Stopping the mode starts the service again.

Use ordinary **Pause** for an interruption when you want the agent to remain available. If the interface cannot connect after you enabled hibernation mode, end that mode and check that the service has started.

Hide or restore the icon

Exit closes the tray application; it does not uninstall Defrag or disable the agent. Reopen the installed **O&O Defrag Tray.exe**, or sign out and back in when startup of the tray is enabled. Check the Windows notification-area overflow if the icon is hidden. See tray settings.

Drive activity display

To display drive activity, open the Modern UI and launch **O&O DriveLED** from **Tools**. It is a separate application.

Drive activity is distinct from **O&O ActivityMonitor**, which controls resource use during optimization. See Modern UI Tools.

Network management

The Classic UI can connect to O&O Defrag on another computer where the installed edition and configuration provide remote management. Operations then run on that computer's local drives through its agent.

Requirements

- A compatible O&O Defrag installation and running agent on the target computer.
- An account authorized to administer the target; the normal arrangement requires membership in its local Administrators group.
- Network access to the target agent using **TCP port 50300**.

Enable remote administration from same network relaxes the same-subnet access restriction. Review your administration policy before enabling it; do not assume the option automatically creates every required firewall rule. It is not necessary to grant every network user control just to configure an administrator connection.

Connect

1. In the ribbon, open **Extras** → **Connect to computer....**
2. Select or enter the target computer in the connection dialog.
3. Complete the connection and any required authentication.
4. Verify the connected computer and its drive list before starting an action or editing settings.
5. Check reports on that target to confirm results.

Remote commands affect the target computer. Batch-command paths and service names in a remote task also refer to the target, not the computer displaying the interface.

Firewall and connection problems

If the connection fails, check the computer name, network availability, account permissions, agent service, and firewall rule. Permit the required agent traffic for the intended computers and network profile. Keep the firewall enabled; avoid exposing the management port more broadly than required.

Error **10061** can indicate a refused connection, including a stopped agent or blocked communication. The Classic components also use TCP/IP locally, so a local connection problem does not prove that Internet access is needed. Review the O&O Defrag service and related Windows event entries before changing network rules.

Mapped network shares are not substitutes for remotely managed local volumes. These ribbon instructions and port settings belong to the Classic UI and must not be assumed to configure current OODCMD.

Troubleshooting and practical guidance

Record the exact message, product version, target computer, selected drive, method, and time of the problem. Use reports and Windows event entries to distinguish a failed action from one that was skipped or paused.

Connection refused or error 10061

Check that the O&O Defrag service is running, then inspect its events and connection settings. Classic components use TCP port **50300**; local or remote firewall restrictions can block communication. Keep the firewall enabled and review the appropriate rule. See [Network management](#).

A task did not run

Check that it is enabled, within its date range, and has eligible drives and methods. Review the fragmentation threshold, missed-run setting, maximum runtime, AC-power rule, and program/CPU/drive-load guards. A screensaver task depends on screensaver activity. A task configured for standby wake cannot run while the computer is fully powered off.

Also inspect the tray's hibernation mode, drive availability, pre-task command failures, and any warning from the file-system pre-check. Saved tasks can differ from global settings.

Files remain fragmented or a run takes too long

Review file locks, exclusions, the size threshold, free working space, the chosen method, and competing file activity. An initial full sorting pass can take much longer than subsequent maintenance. Check ClusterInspector and File status before repeating a full-drive operation.

Check available working space, the size of the largest files, and contiguous free regions. See [Free working space](#). Use the supported restart-based maintenance environment only when appropriate for eligible locked files.

Drive errors, SSD writes, and health warnings

The integrated **Check drive** and pre-defragmentation check are read-only. They detect file-system problems without repairing them. Preserve important data and investigate errors before further optimization.

SOLID file optimization can increase short-term writes, particularly for complete passes. TRIM is a separate operation. Logical file extents do not reveal the SSD controller's physical flash placement, and neither a low fragmentation percentage nor a good S.M.A.R.T. rating guarantees hardware life or data safety.

Shadow copies and restore points

Moving data can increase copy-on-write storage use on systems using shadow copies. Check free space and snapshot retention when planning a large rearrangement. Do not disable System Protection as a routine preparation step: doing so can remove existing restore points. Coordinate maintenance with the backup and snapshot policy for that system.

Choose suitable maintenance windows

For a home or office PC, automatic maintenance with resource limits can reduce manual work. For gaming or recording sessions, use ActivityMonitor's program list or run deliberate maintenance outside the session. For heavily used servers, schedule work around backups and other disk activity. Notebook users can enable AC-only operation and pause-on-battery.

Optimization is designed to preserve file contents, attributes, and permissions during normal operation. It does not replace a backup or make interruptions harmless. Avoid copying, moving, or deleting large amounts of data during maintenance when possible.

Get help

Contact O&O Software support with the exact version and edition, interface, drive type, steps to reproduce, and relevant reports. Remove license keys and unnecessary personal file paths from material shared publicly. If a procedure's labels do not match your window, return to Choose your interface.

Command-line operation with OODCMD

OODCMD.exe controls the O&O Defrag agent from a terminal or script. Both graphical interfaces share this command-line tool. It requires a full, valid license and access to the local **OODefragAgent** service.

Inspect drives and analyze

Open PowerShell in the installation directory with the administrative rights required by your installation:

```
.\OODCMD.exe help
.\OODCMD.exe list
.\OODCMD.exe status
.\OODCMD.exe analyze C:
```

Analysis reports fragmentation without reorganizing files. Check the drive list before choosing a target. Supply several drive letters to address several drives, or `all` for every drive known to the agent.

Run an optimization

Choose a method appropriate for the drive and its configured zones. The following commands are alternatives; select the one that matches your maintenance task.

Task	PowerShell command
Run SOLID/Quick	<code>.\OODCMD.exe defrag C:</code>
Run SOLID/Complete	<code>.\OODCMD.exe defrag C: --method solid</code>
Run SPACE	<code>.\OODCMD.exe defrag C: --method space</code>
Run OPTIMIZE with configured zones	<code>.\OODCMD.exe optimize C:</code>

Analysis and optimization commands wait for completion by default. With `--no-wait`, success means that the agent accepted the action. Follow its progress with `.\OODCMD.exe status C: --follow`.

Control running work

Use `.\OODCMD.exe stop C:` to stop an action. The `pause` command toggles between paused and running; `resume` is an alias with the same toggle behavior. Check status before using either command.

Ctrl+C while waiting requests a stop for actions started by that invocation. A second Ctrl+C exits immediately and can leave those actions running. Inspect their status afterward.

Use scripts and graphical tools

Check `$LASTEXITCODE` in PowerShell or `%ERRORLEVEL%` in Command Prompt immediately after the command returns. See the shared command reference for options, methods, and exit codes, and script examples for unattended use.

Use the Classic UI for scheduled tasks, drive checks, SSD TRIM, and thin provisioning, and DiskCleaner.