



How to rename files by adding them to a folder

Use Automator to create a Folder Action that automatically strips the extra `.html` extension Safari sometimes adds when it downloads an email attachment.

This PDF was created by Miraz Jordan to accompany Mac Tip #438, 26 May 2010: [How to rename files by adding them to a folder](#).

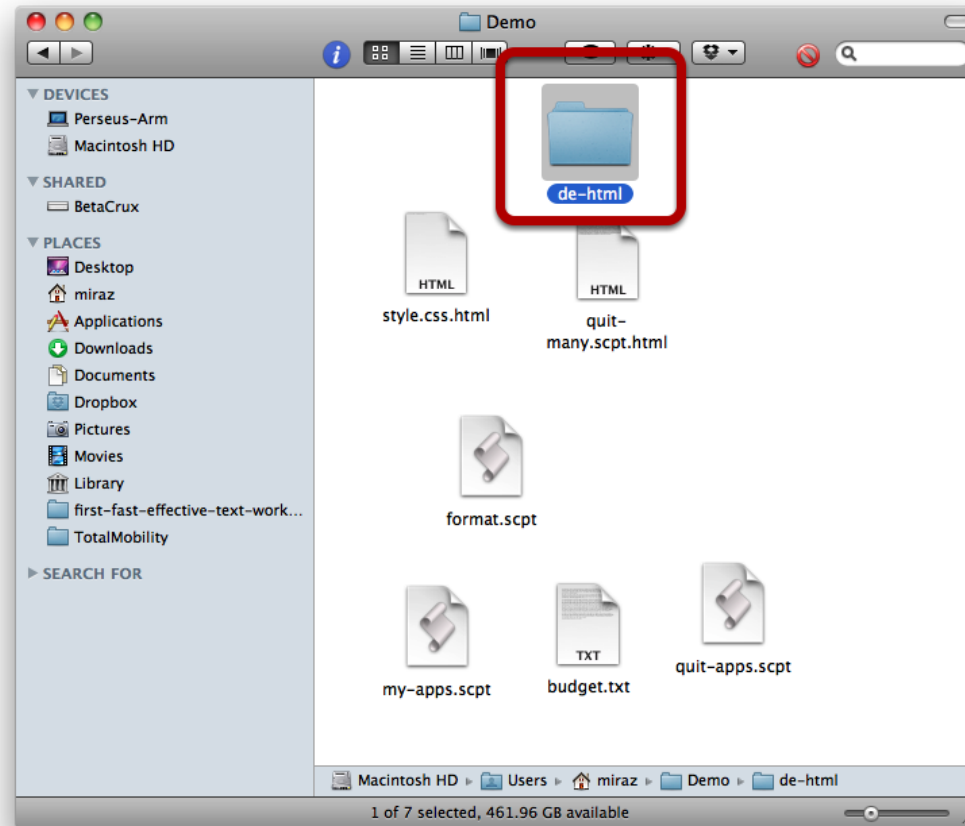
Open Automator — it's in the Applications folder



Choose Folder Action for the Automator workflow type

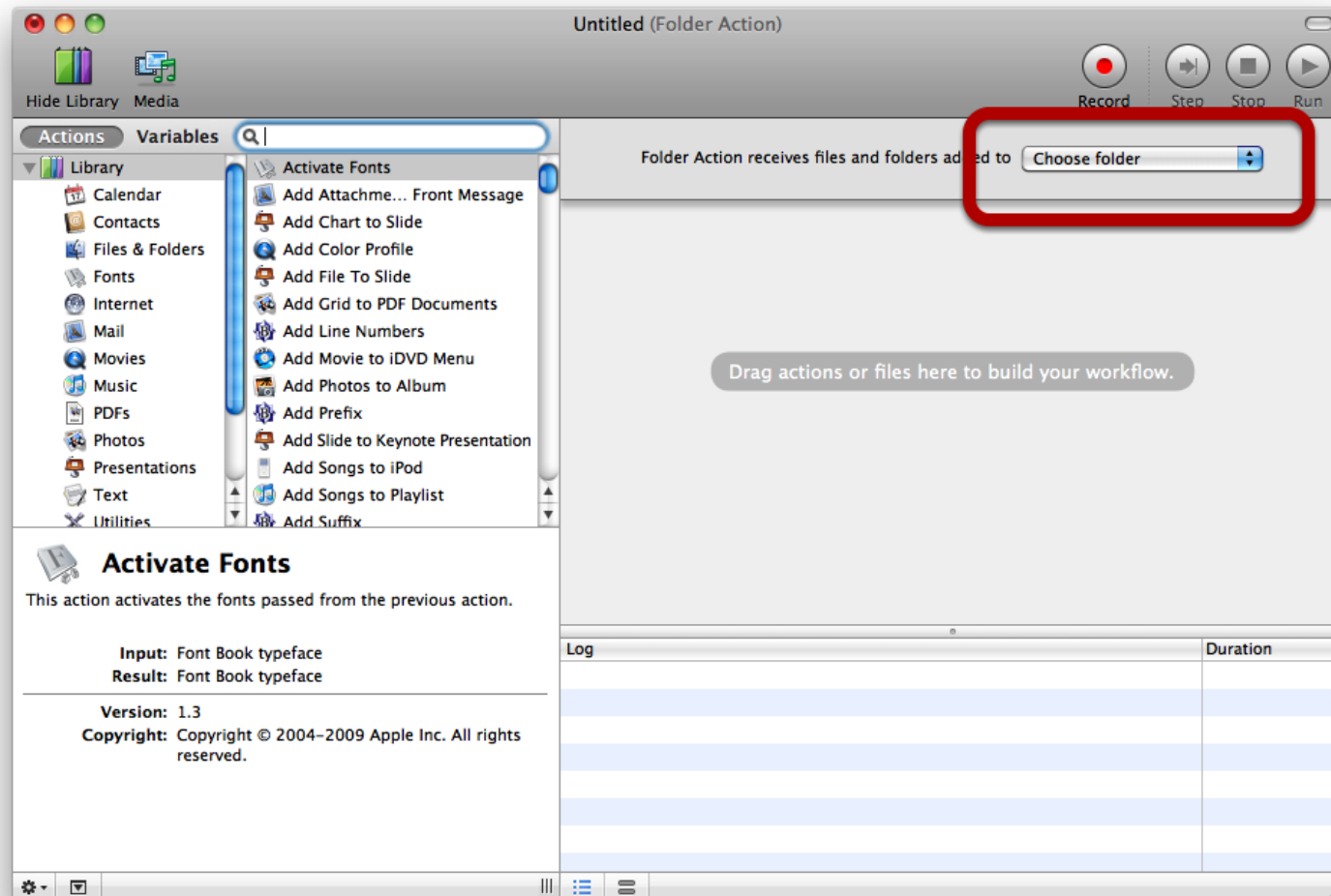


Create a new folder inside your Downloads folder

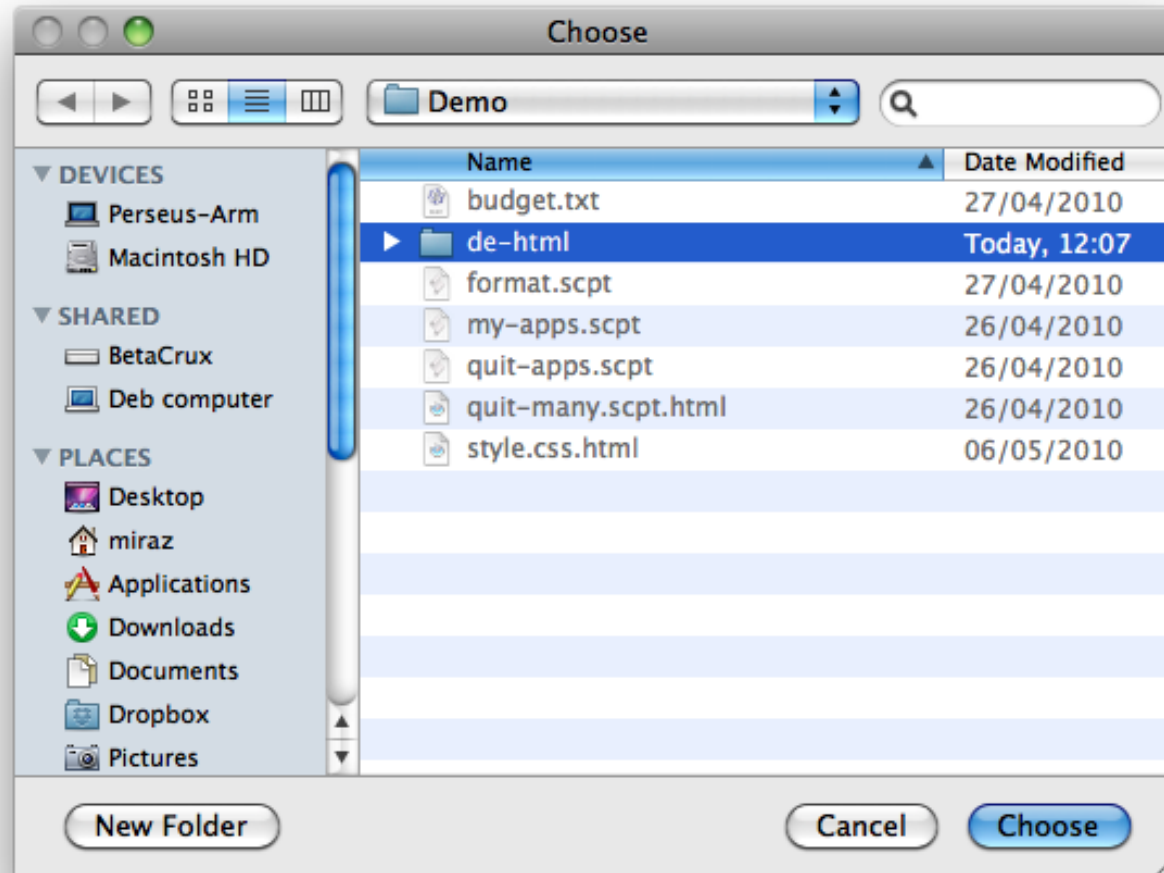


I'm inside my Demo folder here, but you would be inside your Downloads folder. I named my new folder 'de-html' but you can name yours with any name you like — it doesn't matter, but you'll need the folder at the next step.

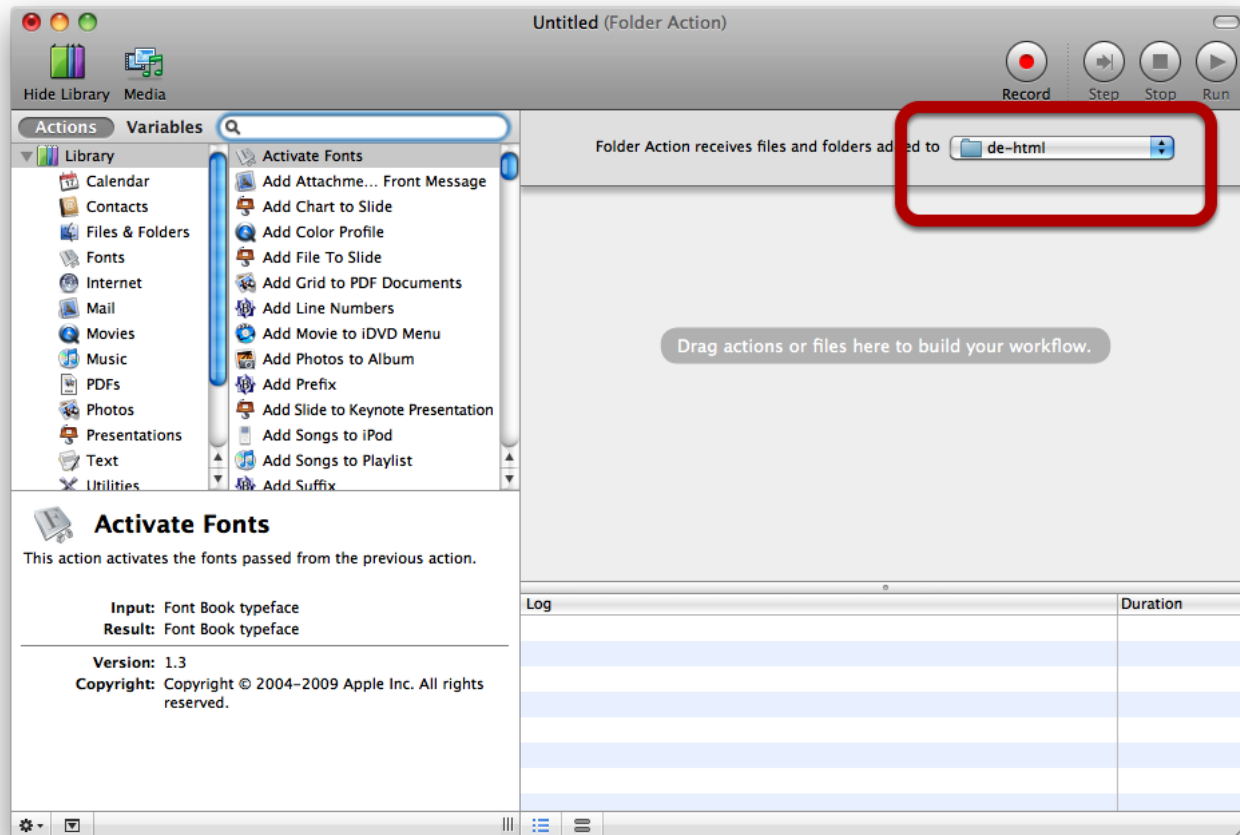
In Automator choose the folder for the Folder Action to apply to (1)



In Automator choose the folder for the Folder Action to apply to (2)

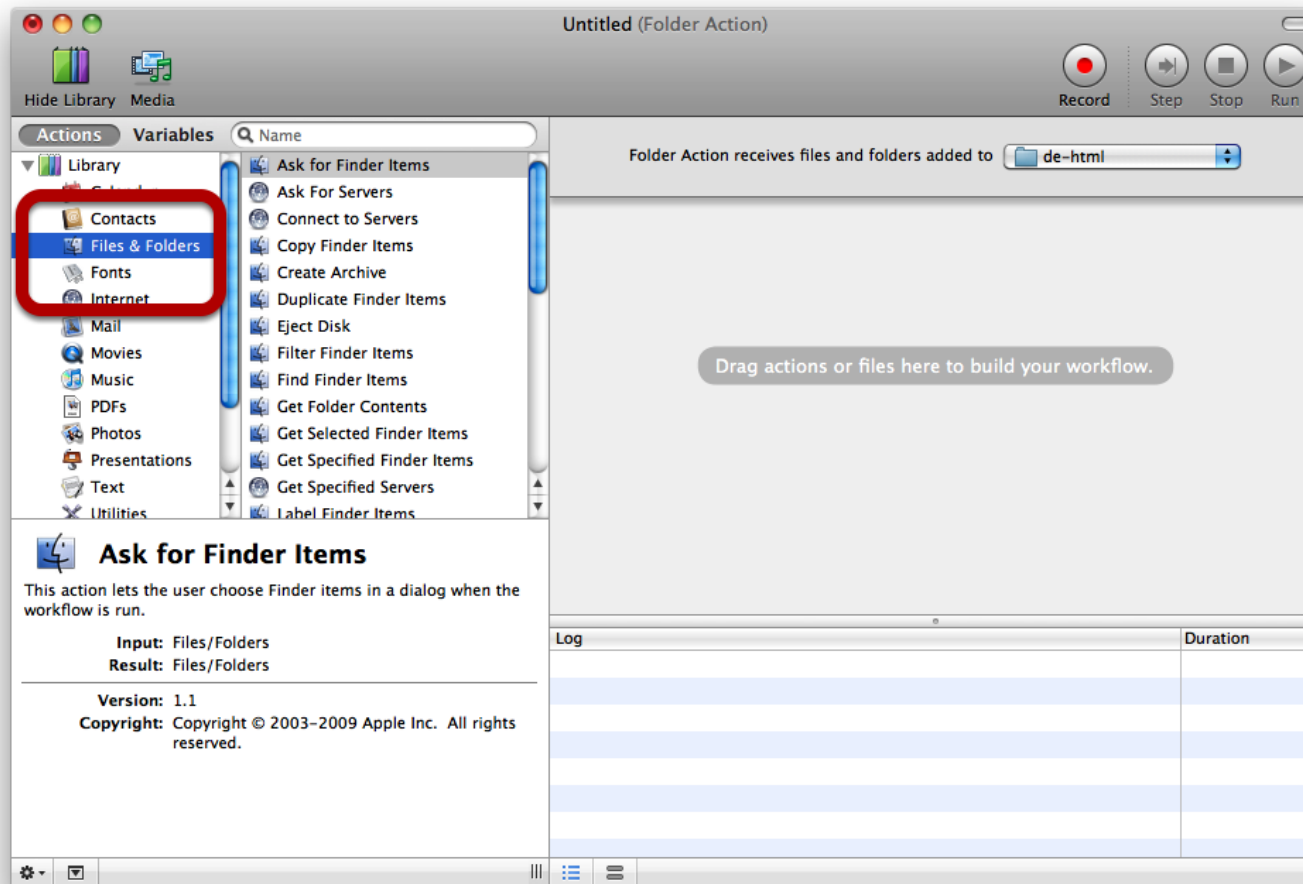


In Automator choose the folder for the Folder Action to apply to (3)



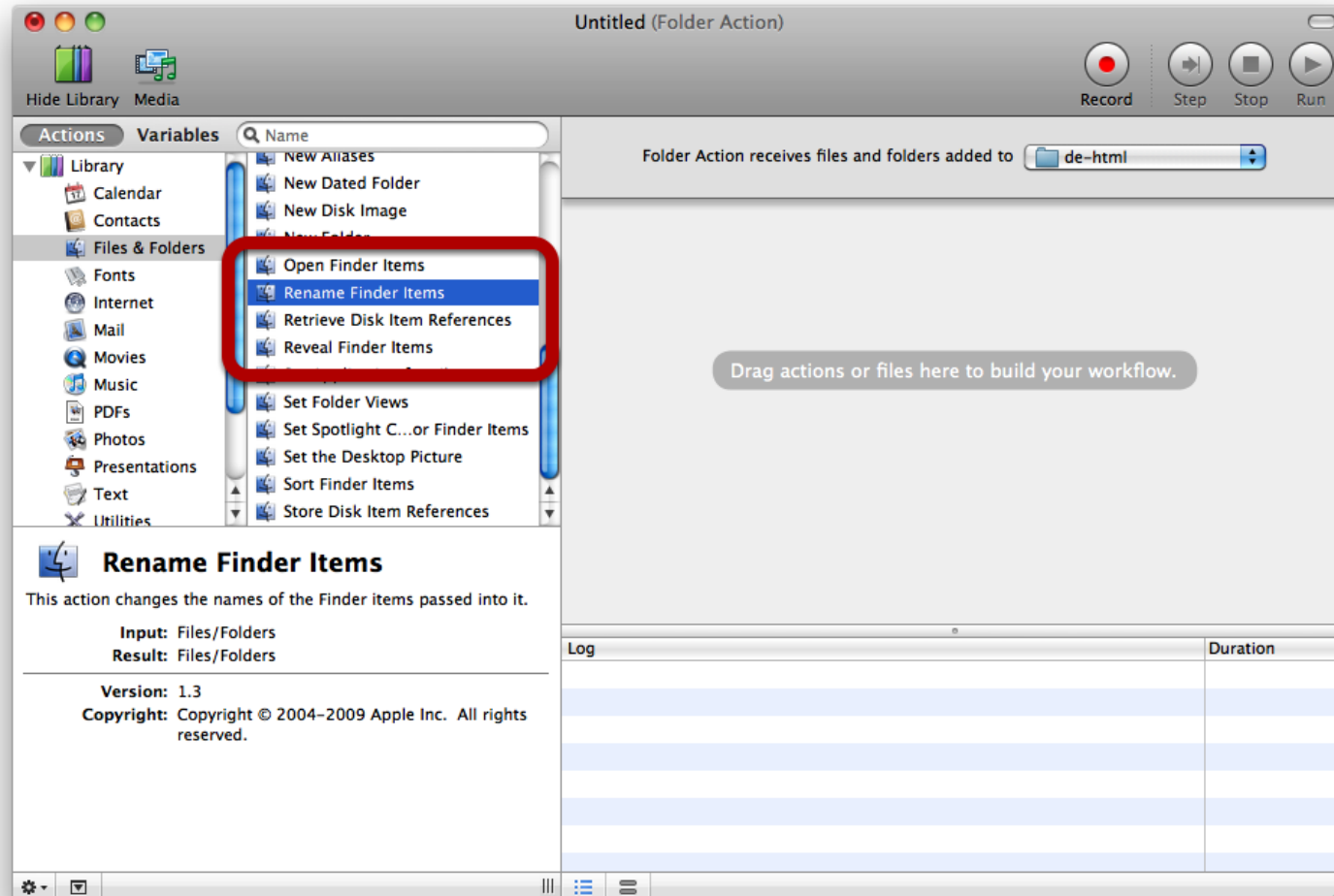
I've selected the 'de-html' folder. After I've finished making the Automator Folder Action any files that are put in the 'de-html' folder will have the .html extension automatically removed.

In Automator click on Files and Folders in the Library list

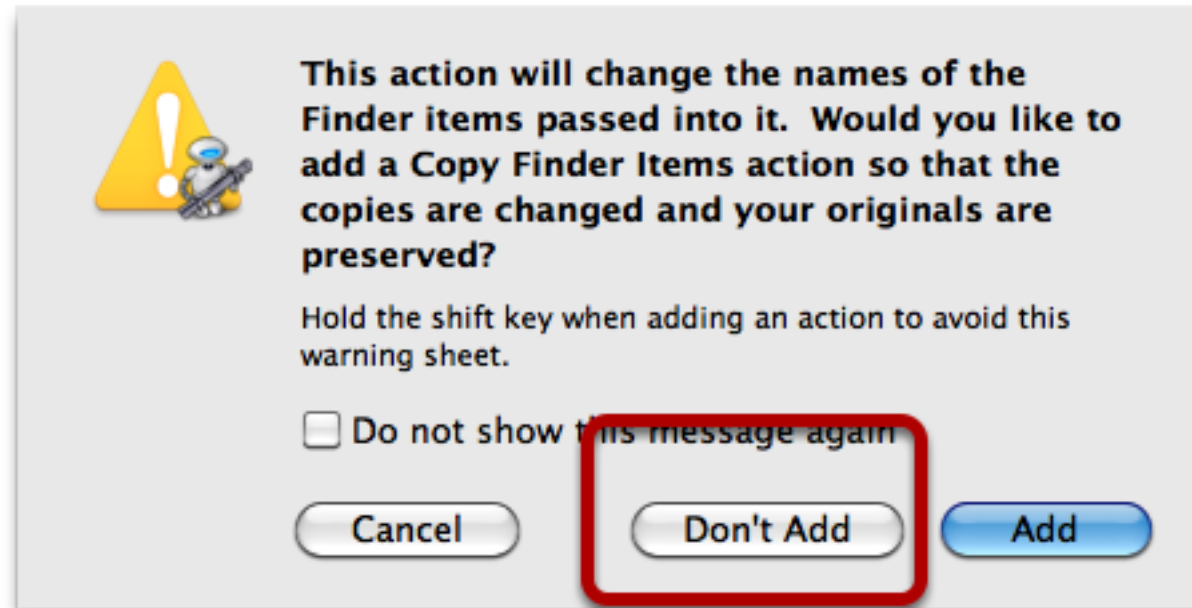


This just filters down the available actions in the list to the right of it.

Select Rename Finder Items in the list of actions

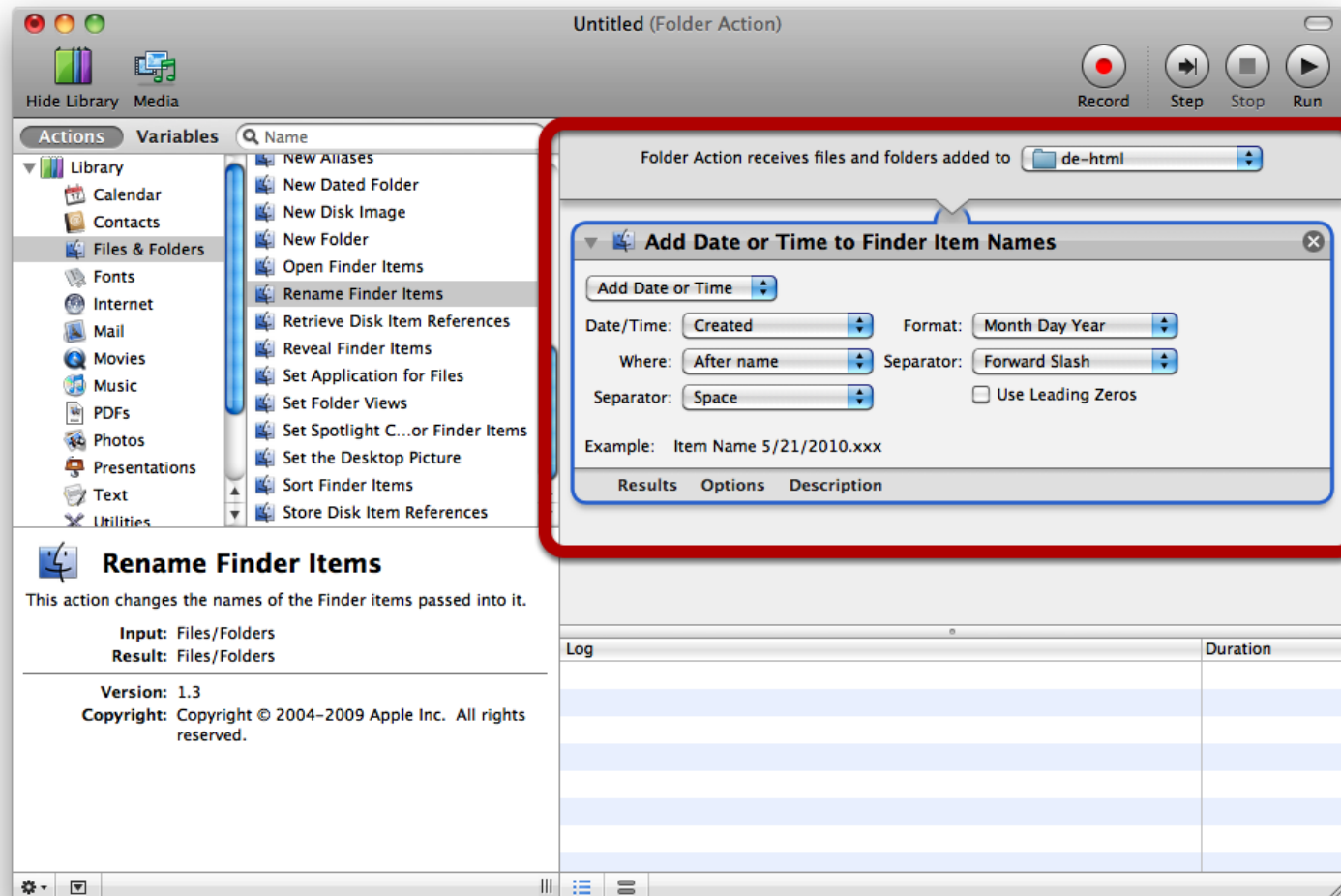


Drag Rename Finder Items into the work area on the right — an alert appears. Choose Don't Add.

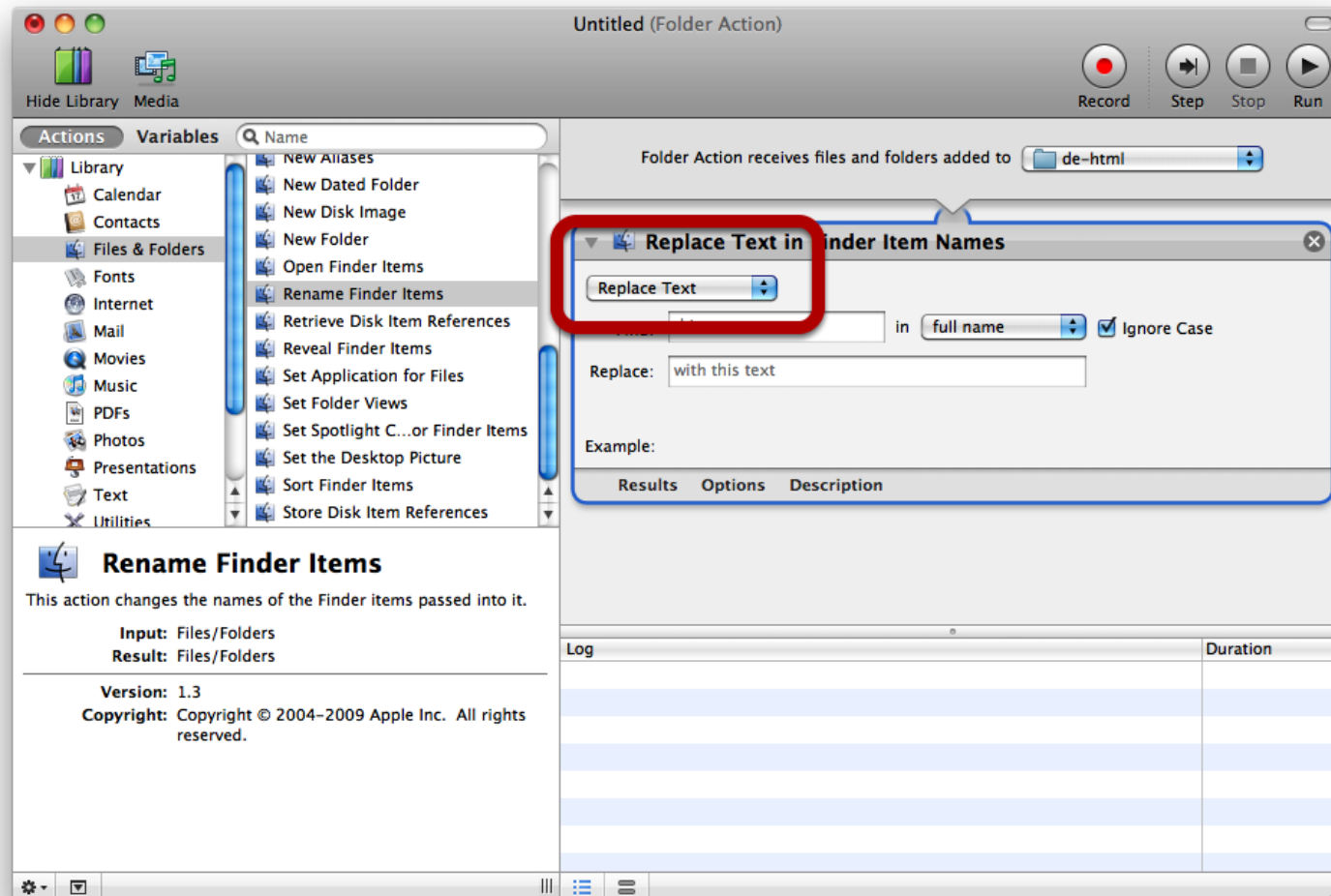


You don't need to keep backup copies of these files — you're only changing the name.

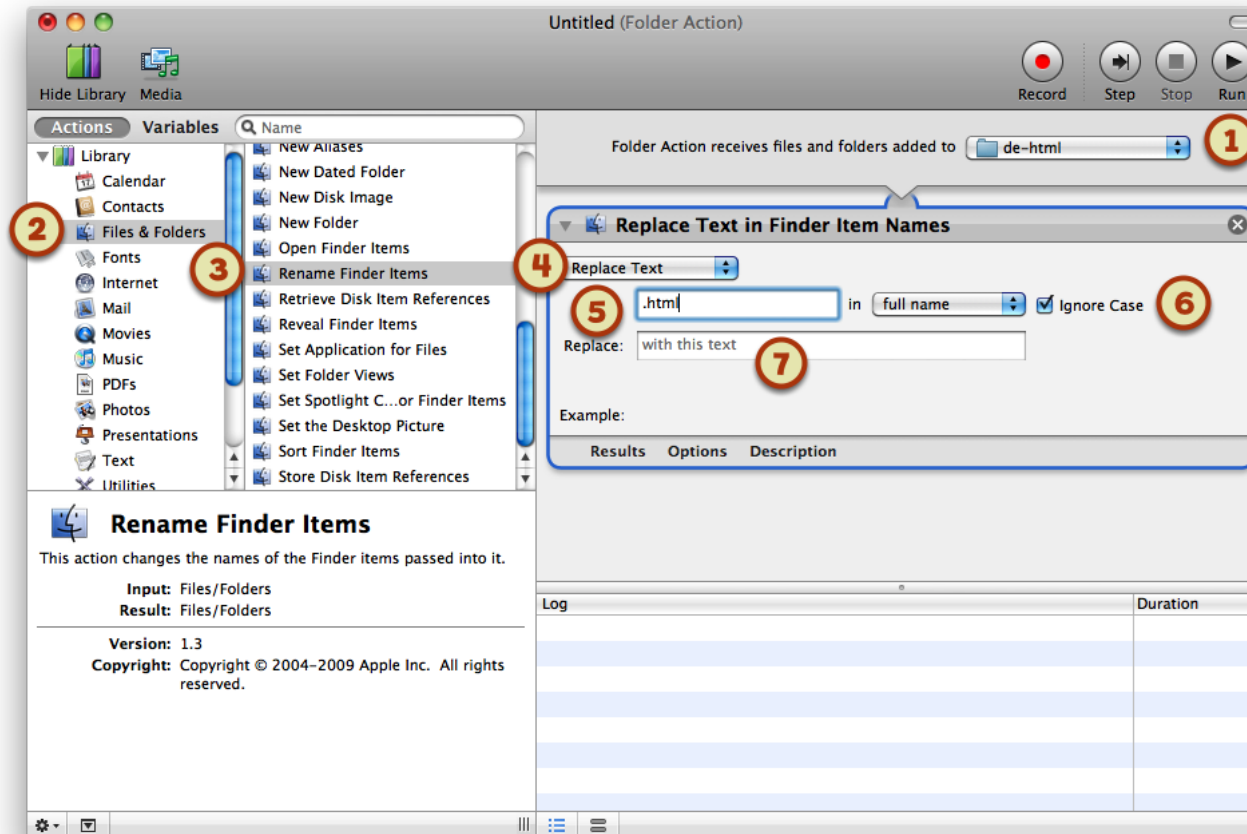
The Rename Finder Items action appears, with the wrong (default) settings



Change the settings in the Rename Finder Items action — Replace Text

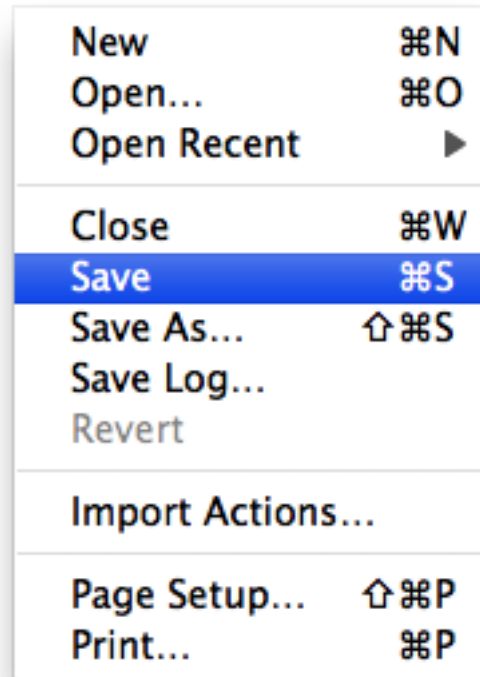


Find .html in Full Name, ignoring case, and Replace with [blank]

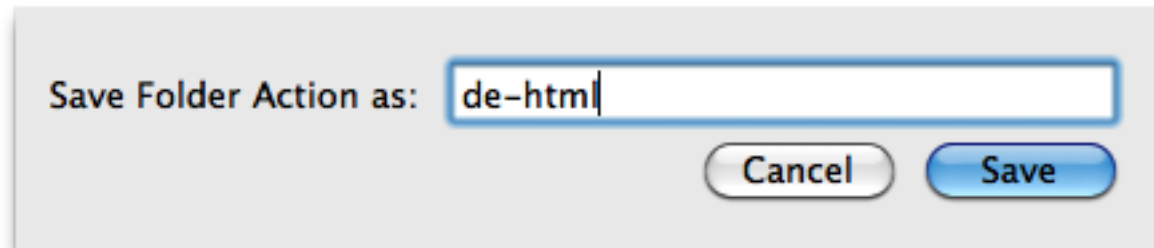


Type `.html` (dot html) in the Find box. Choose full name from the drop-down menu and check the Ignore Case checkbox. Don't put anything at all in the Replace box.

Save the Automator Folder Action — File menu: Save

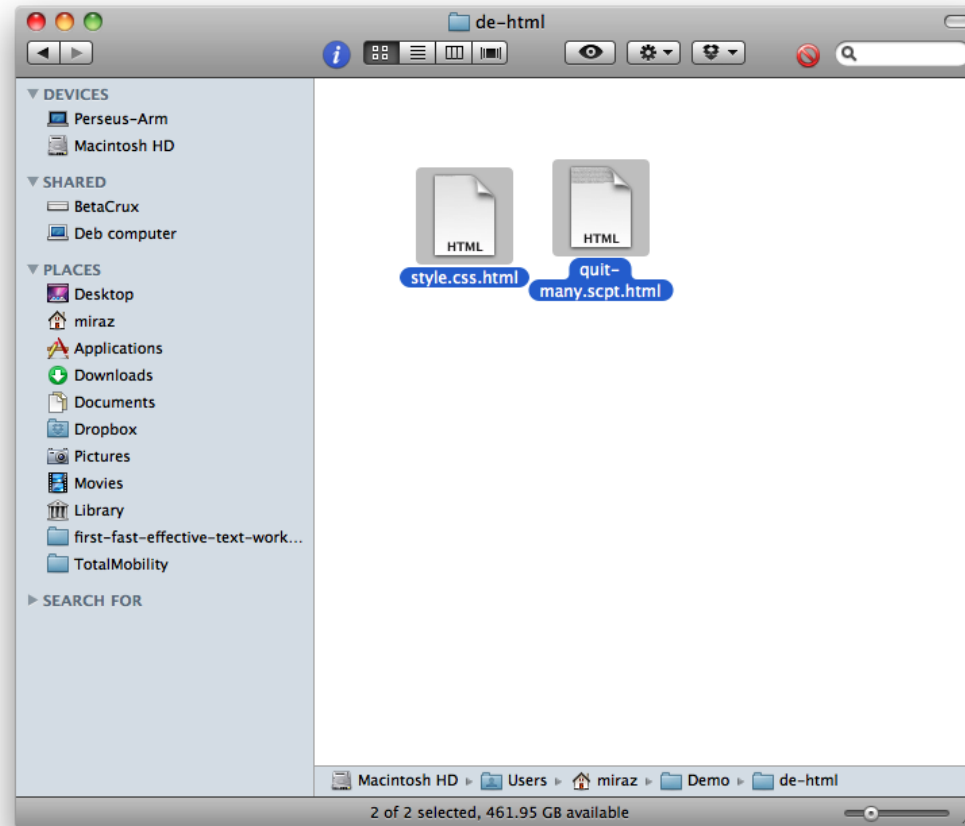


Give it a name — the actual name doesn't matter — and click Save



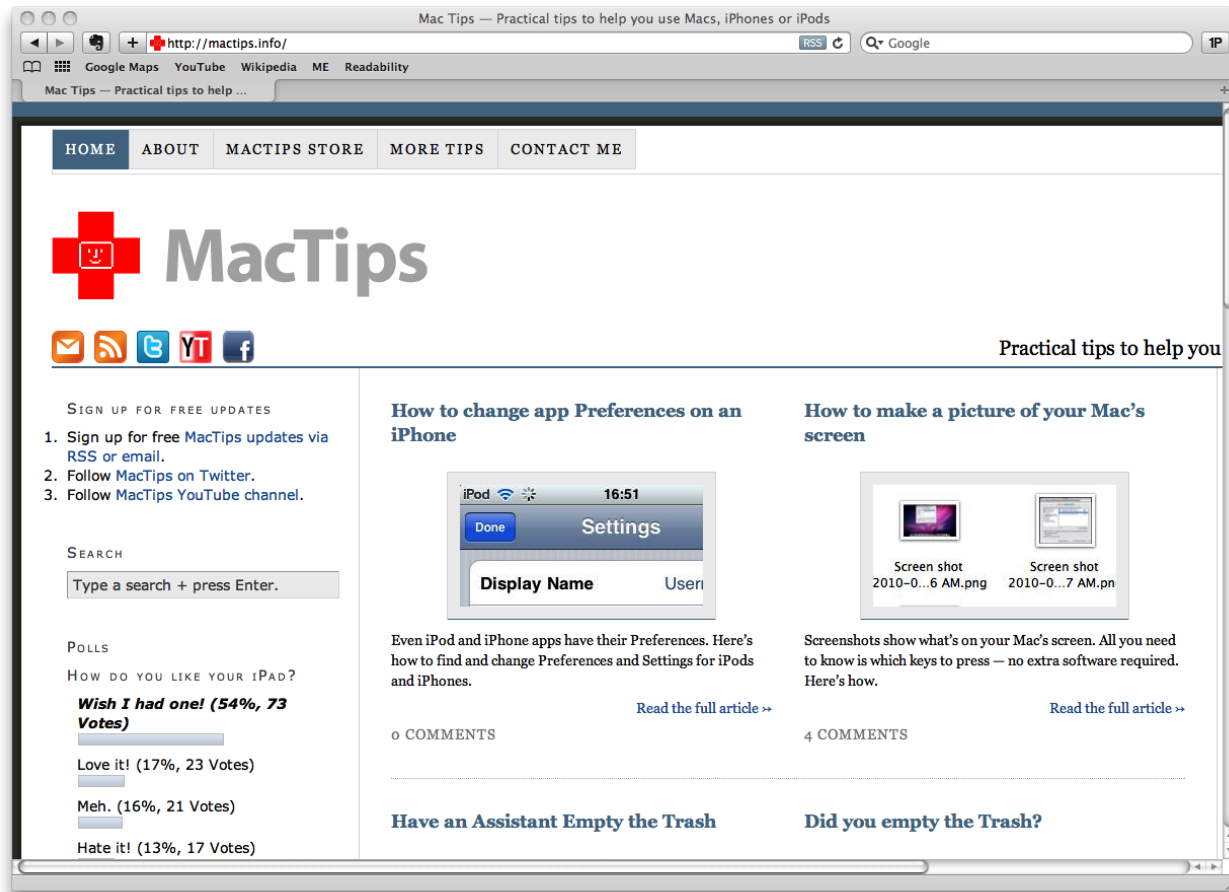
You can't choose where to save this Folder Action — the Mac just puts it in the right place.

Test the Folder Action



Put some files in your special folder. The .html extension should just magically disappear. I'm about to drop the files into the special folder — the .html extension will be removed when I drop them in.

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