SLIM Applications

SLIM Companion Explorer 3.0 Administrator Guide

2026/10/13

1. Introduction 4
2. Installation 5
2.1 Basic installation SharePoint 5
2.2 Starting the tool via a link 5
2.3 Installation of the optional Explorer App (SharePoint Online only) 7
2.4 Installation OneDrive for Business 10
2.5 Deploying a new release 11
2.6 Retracting a release 11
2.7 Browser Settings 11
2.8 Dependency on SharePoint search 12
2.9 Removing the tool 12
2.10 Starting the tool in a specific site, library or folder 12
2.11 Configuring Google Maps 13
2.12 Viewing Office email attachments in the browser 14
3. Configuration options 16
3.1 Customize appearance 16
3.2 Performance for large lists (SharePoint Online only) 17
Appendices 19
Appendix A Instructions to allow multiple downloads in Chrome 19
Appendix B Instructions to allow multiple downloads in Opera 19
Appendix C Instructions to allow multiple downloads in Edge 19
Appendix D Metadata mapping 20
Appendix E Excluding sites, libraries or folders by name 24
Appendix F Excluding context menu options 24
Appendix G Including custom managed paths 26
Appendix H Including list IDs 27
Appendix I Using starturl and hide other libraries/list and subsites 28
Appendix J Configuring the fields to show under the Properties option 29
Appendix K Disable custom metadata dialog and metadata extraction 30
Appendix L Custom column names 31

Appendix M Quick Search 34
Appendix N Binary Office properties (doc, xls and ppt) 35
Appendix O View Thumbnails 36
Appendix P Export structure 38
Appendix Q Collapse structure / Expand structure 39
Appendix R Customize colors context menu 40
Appendix S View in app / Edit in app 41
Appendix T DELETEUSINGRECYCLEBIN 41
Appendix U TRUNCATEX500ADDRESSS 41
Appendix V Filter and Sort features search 41
Appendix W Skip retrieval of accessible sites 42
Appendix X Configuring the number of threads 42
Appendix X Disable automatic overwriting of files 42
Appendix Y Exclude columns in the metadata dialog 42
Appendix Z Override default column values 43
Appendix AA Incremental uploads 43
Appendix AB Display Library metric 44
Appendix AC Google Maps Type 46
Appendix AD Include size to check for existing documents 47
Appendix AE Geotagging existing SharePoint documents 48
Appendix AF Upload documents with new created and modified dates 49
Appendix AG Capture latitude and longitude into separate columns when using “Edit GPS Properties” 50
Appendix AH Show “Upload files” and/or “Upload folder” buttons 51
Appendix AI Show number of selected items 52
Appendix AI Open in current location 53
Appendix AJ Integration with Nitro Pro and Nitro Pro Business 54
Appendix AK Support for Advanced Markers in Google Maps 55
Appendix AL Restrict use of Explorer using start parameters 56
Appendix AM Localisation 57
Appendix AN Localised custom column names 58

Appendix AO Automatic viewing document thumbnails 59
Appendix AP Show Recycle bins 60
Appendix AQ Show Preservation Hold Library 61

1. Introduction

SLIM Companion Explorer is a browser-based tool that mimics File Explorer and allows users to access SharePoint using an intuitive and efficient interface.

Throughout this document SharePoint is used to refer to SharePoint Online, OneDrive for Business, SharePoint 2013, SharePoint 2016, SharePoint 2019 and SharePoint Server SE.

The details of the supported browsers, client operating systems and SharePoint versions are provided in the SLIM Companion Explorer release notes
(see https://www.slimapplications.com/product/explorer/).

2. Installation

2.1 Basic installation SharePoint

This section describes the basic installation of the tool. The steps to install the optional App are provided in the section 2.2.

The SLIM Companion Explorer tool consists of 5 files:
- SLIM_Companion_Explorer.aspx
- SLIM_Companion_Explorer.js
- SLIM_Companion_Explorer.txt
- zipInflate.js
- properties.txt

The following prerequisites need to be met:
1. The files listed above are available
2. Account with “Add and Customize Pages” permission to install the tool.
3. Account with permissions to create a new site
4. End-users need to have read permissions (i.e., “Can view”) for the 5 files listed above.

The following installation steps need to be executed:

1. Create a new site named ”Explorer” to host the supporting files
   This site should use the URL https://<tenant>.sharepoint.com/sites/Explorer
2. Upload the 5 files to the “site assets” library in the above created support site.
3. Grant read access to the site for your user community.

2.2 Starting the tool via a link

In typical deployments a link is created by the SharePoint Administrator to provide easy access to the tool for users .

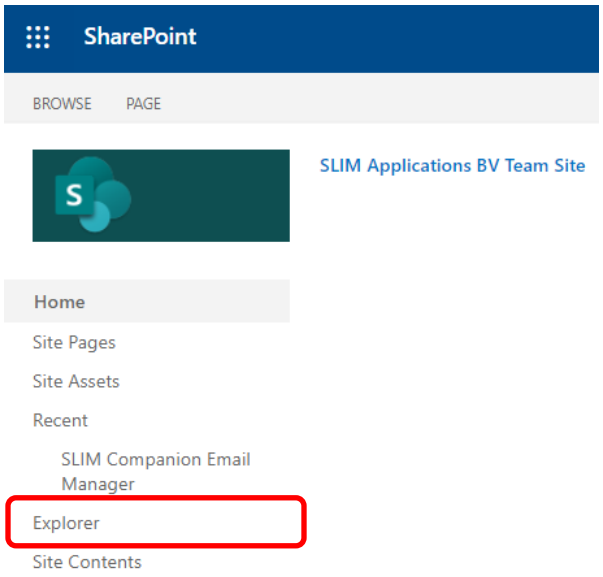


Figure 1. Screenshot of SharePoint system after adding a link to the Explorer tool.

The recommended way of using links is to upload to the tool to a single location in your SharePoint system and then use links from the various sites that refer to this central location.

The syntax is as follows:
https://slimapplications.sharepoint.com/sites/Explorer/SiteAssets/SLIM_Companion_Explorer.aspx

For example, if the Explorer tool is installed in the SiteAssets library of the Support site and the tool should open in the site named “ProjectX” use the following link

https://slimapplications.sharepoint.com/sites/Explorer/SiteAssets/SLIM_Companion_Explorer.aspx?startsite=https://slimapplications.sharepoint.com/sites/ProjectX

Note #1: use the full URL including the protocol and domain name like slimapplications.sharepoint.com for the startsite parameter

NB: make sure that the URL of the start site provided is valid by simply opening the link in a separate tab or window.

2.3 Installation of the optional Explorer App (SharePoint Online only)

The optional Explorer App needs to be installed via the SharePoint Admin Center and allows deployment of the Explorer tool to sites. The App simplifies access to the tool for users by adding a button to the SharePoint ribbon in a library.

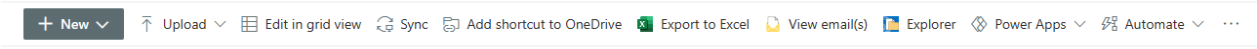


Figure 2. SharePoint modern view with the additional “Explorer” button.

The following steps need to be executed to install the optional Explorer App:
1. Browse to the library named “SiteAssets” in the support site (https://<tenant>.sharepoint.com/sites/Explorer).
If this library does not exist create it by browsing to “Site contents” in your SharePoint site and then use “New” | “App” and select an “Asset Library” to create the library named “SiteAssets” (use this exact name without additional spaces).
2. Upload the 5 files from the Explorer zip file for your company/organization to the “SiteAssets” library in the support site.

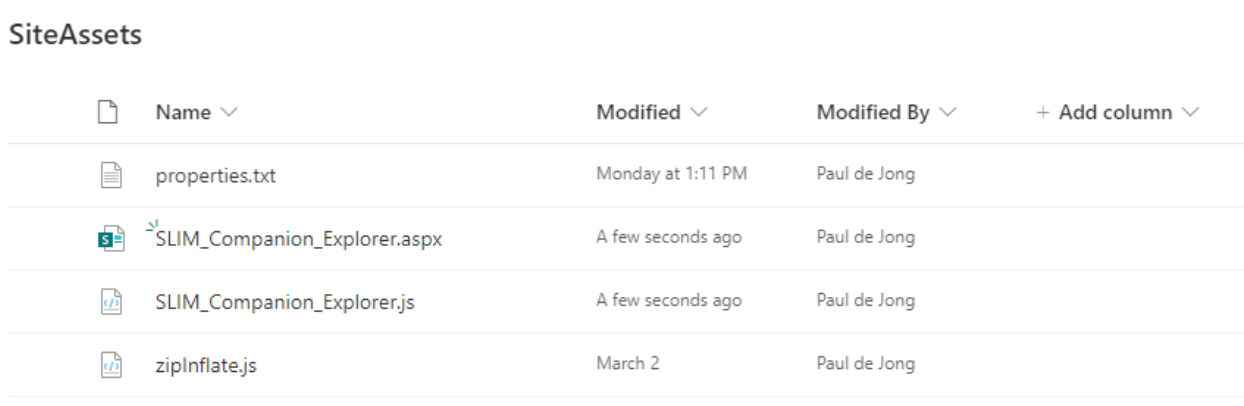


Figure 3. Contents of SiteAssets library after uploading the 4 files.

3. Browse to https://admin.microsoft.com/ and in the “Admin centers” section select the “SharePoint Admin Center” link
4. Select “apps” in the left-hand side navigation and click on “App Catalog”
5. Click on the link “Apps for SharePoint”

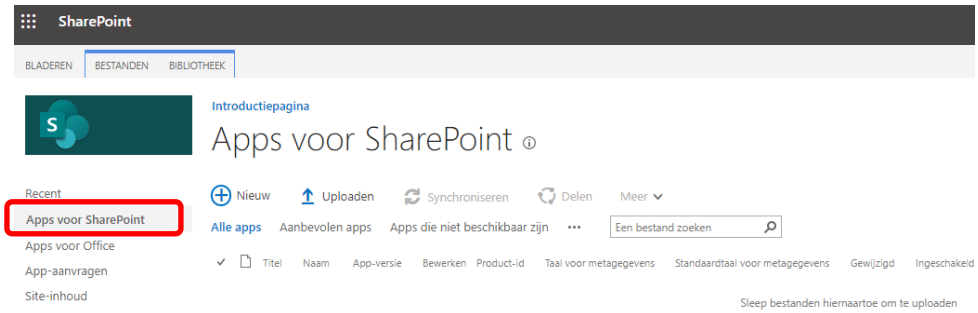


Figure 4. Apps for SharePoint.

6. Upload the Explorer.sppkg file using the “Upload” button

7. Do not select the checkbox for “Make this solution available to all sites in the organization”.

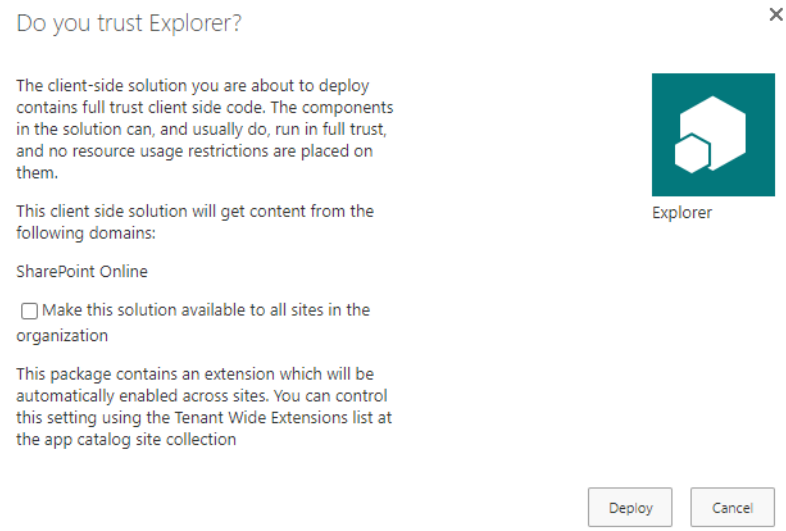


Figure 5. Confirmation screen Explorer App.

8. Click Deploy

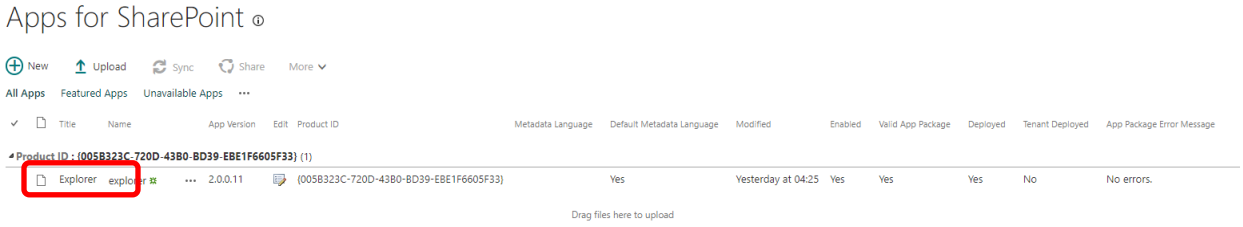


Figure 6. Apps for SharePoint after uploading the “Explorer” App.

9. Browse to a SharePoint site

10. Select “Settings” | “Add an app”

11. In the left-hand menu select the link “From Your Organization”
This shows a list with available apps.

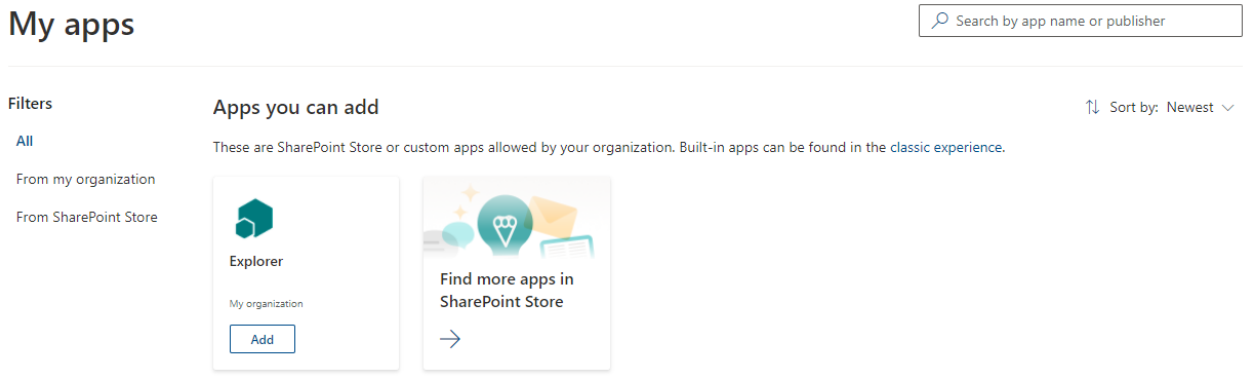


Figure 7. Page with the available Apps.

12. Wait a short while (this may take up to a minute) until the App is installed and available

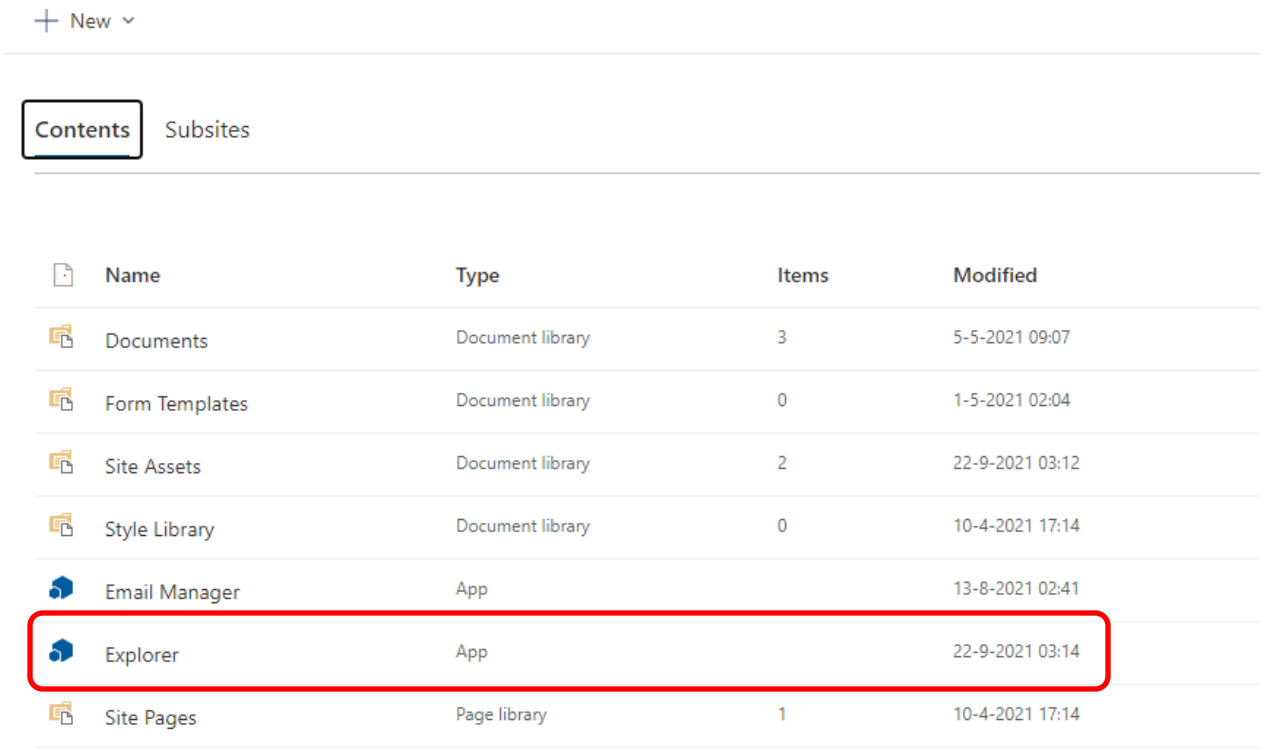


Figure 8. Site Contents with the available “Explorer” App.

Testing:

1. Browse to a Document library, Picture library or Asset library in your SharePoint site
2. Check if the button “Explorer” is shown in the ribbon (for modern view).

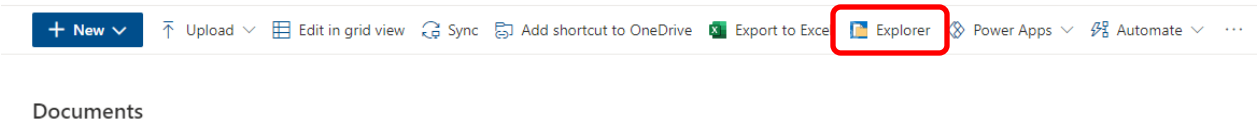


Figure 9. Document library (Modern View) with the Explorer button.

3. Open the tool by clicking the “Explorer” button and verify that the Explorer tree is shown in the browser.

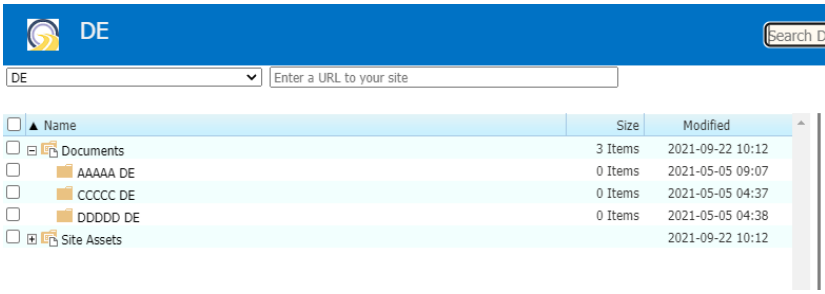


Figure 10. Explorer tree

2.4 Installation OneDrive for Business

SLIM Companion Explorer can also be used to work with OneDrive for Business. The files need to be uploaded to a central location to avoid installing the files for each user separately. The use of the app is highly recommended to simplify deployment across the user’s OneDrive sites.

The installation needs to be done by a user with administrative permissions.

Installation:

1. Unpack the zip file with the OneDrive files on your local computer
2. Browse to the root of the OneDrive site https://yourcompany-my.sharepoint.com/_layouts/15/viewlsts.aspx?view=14
3. Create a new library named “SiteAssets” (use exact spelling without the enclosing “ characters).
4. Upload the 5 files
5. Grant read permissions to the planned users

The following steps need to be made by the individual users to enable the tool in OneDrive:

1. Browse to your OneDrive site https://ikapa-my.sharepoint.com/personal/paul_de_jong_ikapa_onmicrosoft_com/_layouts/15/viewlsts.aspx?view=14
2. Use New App to add an app
3. In the left-hand menu select the link “From Your Organization”
   This shows a list with available apps.
4. Click “Explorer” App and in the popup window about click “Trust It”

Testing:

1. Browse to a document library in OneDrive for Business (browser).
2. Verify that the button “Explorer” is visible in the ribbon.
3. Click on the “Explorer” button to open the tool.

2.5 Deploying a new release

Deploying a new release is as simple as adding a version to the existing documents. The users will automatically start using the latest version the next time they open the Explorer tool. A message will be shown to the users if they need to refresh the page.

2.6 Retracting a release

A release can be retracted by restoring a previous version. Open the aspx’s document Version History and restore the version of choice.

2.7 Browser Settings

SLIM Companion Explorer requires the following browser settings:
approve “downloading multiple files” on Chrome, Edge, and Opera

Chrome, Edge, and Opera may show a warning message when downloading multiple files. The user needs to “Approve” this one time by clicking the “Apply button”. Users can also pro-actively modify their browser settings (see Appendices A, B and C for instructions).

Note: the approval for downloading multiple files is not necessary when using the “Download & Zip” functionality since that generates a single zip file.

2.8 Dependency on SharePoint search

SLIM Companion Explorer tree lists the various subsites and libraries in the specified SharePoint site. The subsites are determined by using SharePoint search. Hence if the search is not available the subsites will not be shown and only the libraries will be shown. The search results only include subsites the user has access to because the search results are security trimmed.

The search bar (Explorer 1.6 and later) for SharePoint Online users also depends on search. The search result list will only contain items that have been indexed and that are accessible for the current user.

2.9 Removing the tool

Browse to the document library where the 4 files have been uploaded. Delete all 4 files. No further action required.

In case the optional App is installed execute the following steps:
- browse to site content and select the … to remove the App
- wait for the request to complete
- delete the App from the recycle bin
- browse to the App catalog and under apps open the “Apps for SharePoint”
- click … and choose “remove” to remove the App

2.10 Starting the tool in a specific site, library or folder

SLIM Companion Explorer 1.6 and later support opening the tool in a specific site and library. Explorer 2.7.3 and later also support opening the tool in a specific folder (and hide all other folders).
This feature may be useful to automatically direct users to the proper folder location in SharePoint.

Note: starting Explorer on SharePoint Online using the aspx file is normally not possible due to the default configuration from Microsoft. The parameters are therefore typically used in on-premise SharePoint farms.

The syntax is as follows:
https://<yourservername>/sites/explorer/siteassets/SLIM_Companion_Explorer.aspx?startsite=<urlsite>
https://<yourservername>/sites/explorer/siteassets/SLIM_Companion_Explorer.aspx?starturl=<urllibrary>
https://<yourservername>/sites/explorer/siteassets/SLIM_Companion_Explorer.aspx?startfolder=<urlfolder>
https://<yourservername>/sites/explorer/siteassets/SLIM_Companion_Explorer.aspx?startfolderexclusive=<urlfolder>

For example, if the tool is installed in the Site Assets library of the Explorer site and the tree should open in the site named “MyTeamSite” with the library named “Shared Documents” use the following link

https://slimapplications.sharepoint.com/SiteAssets/SLIM_Companion_Explorer.aspx?starturl=https://slimapplications.sharepoint.com/sites/MyTeamSite/Shared Documents

Note #1: the parameters like “startsite” are in lowercase.
Note #2: the URL for the site+library does not contain parts like /Forms/AllItems.aspx
Note #3: use the full URL including the protocol and domain name like slimapplications.sharepoint.com
Note #4: make sure that the start location provided is valid by simply opening the parameter value in a separate tab or window.
Note #5: the parameter “startfolderexclusive” will open the specified folder in Explorer. All other folders and documents outside this folder and the ancestor structure will not be shown.
Note #6: the poperties “STARTURLOTHERLIBRARIES” and “STARTURLOTHERSUBSITES” in the properties.txt file can be used to hide other libraries/list or subsites. See Appendix I.

2.11 Configuring Google Maps

SLIM Companion Explorer 1.8 and later provide integration with Google Maps. Users can view selected document(s) or all documents on a map. The tool can also be used for geotagging documents by using Google Maps.

Administrators do not have to add and configure web parts or add custom scripts for individual libraries. Explorer will detect if the library contains a column of type location and then adds the option “View in Google Maps” to the libraries’ context menu.

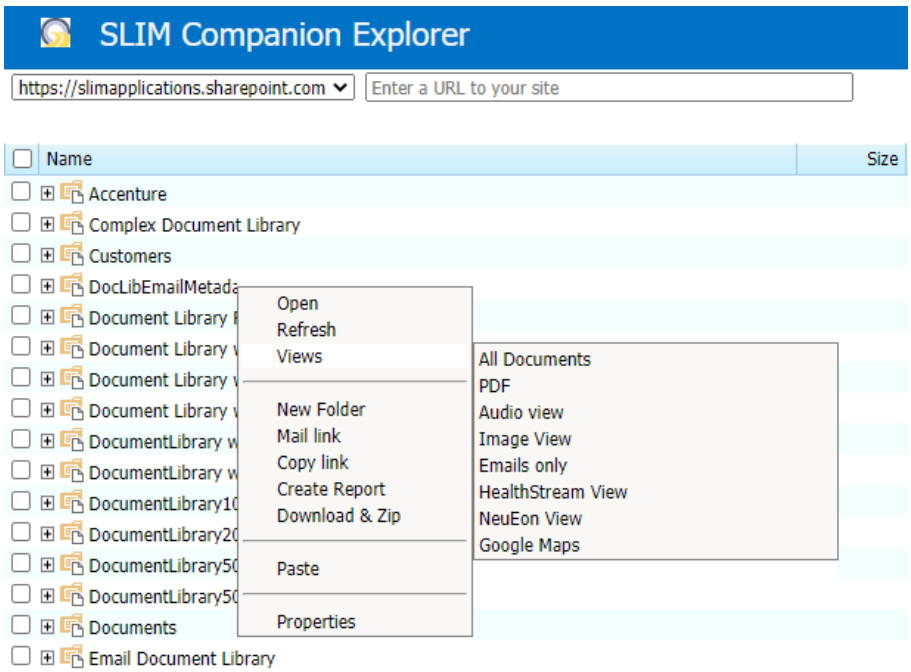


Figure 11. Library with the option “View in Google Maps”

The use of Google Maps requires the specification of the key through the properties.txt file.

```
# type, property name in original file (case sensitive), SharePoint internal column name
# Configuration
GOOGLE,key,AIzaSyBwBc3VgBpHl7Mi54nXHW8rSfzpAmgxxxx
#LISTS,key,101:109:700:851
#HEADERTITLE,key,SLIM Applications
#HEADERMENU,key,hide
#HEADERCOLOR,key,#FF4337
#HEADERLOGO,key,img-jpg-wsp-red.jpg
#HEADERSITES,key,hide
# type, property name in original file (case sensitive), SharePoint internal column name
# Maps
GOOGLE,key,AIzaSyBwBc3VgBpHl7Mi54nXHW8rSfzpAmgxxxx
```

Figure 12. Google Maps key in the properies.txt file

NB: only change the value part and do not change the “GOOGLE,key,” part.

The instruction to configure a Google Maps key are described in https://www.slimapplications.com/wp-content/uploads/2020/11/Instructions-to-use-SLIM-Companion-Explorer-with-Google-Maps.pdf

2.12 Viewing Office email attachments in the browser

This feature is available only for SharePoint Online and SharePoint Server Subscription Edition with Office Online Server. SLIM Companion Explorer 2.0.6 and later support viewing of Office email attachments directly in the browser. This also applies to Office files in zip files that can be viewed in the browser without downloading the entire zip file.

This feature uses a central library as a cache location in the cloud. The Office files do not need to be downloaded to the end users’ local machine for viewing. This feature increases the adoption of SharePoint Online, increases user productivity, eliminates the need to have Office apps installed on the end users’ computer (e.g., mac OS) and reduces exposure of sensitive content via the local computer (compliance).

Execute the following steps to configure this central cache location in a separate site:

1. Login as site collection admin for the Explorer support site
2. Browse to the Explorer site and open “Site content”
3. Click “New” and create a new library. For example: Cache
4. Browse to the Settings page of the library and click “Permissions for this document library”
   - stop inheriting permissions
   - remove existing groups (3x)
   - grant access to “everyone except external users” with permission level = Contribute
5. Browse to the Settings page of the library and select “Versioning Settings”
   - Require content approval: checked

- Draft Item Security = Only users who can approve items (and the author of the item)
- click “OK”

6. Browse to the Settings page of the library and select “Advanced settings”:
   - “Allow items from this document library to appear in search results?” No
   - click “OK”
7. Edit the properties.txt file[1] and change the parts marked in bold
   *VIEWOFFICEATTACHMENTSSHAREPOINTONLINE,key,**show***
   *VIEWOFFICEATTACHMENTSSHAREPOINTONLINEURL,key,**<url of the cache library>***
   For example, https://slimapplications.sharepoint.com/sites/Explorer/Cache

The cache library has the following characteristics.

1. The site is not directly accessible for users.
2. Users can only open the cache library.
3. Users will only see their own document(s) because of the configuration of the library with content approval.
   Documents from other users are not visible.
4. The documents in the cache library are not indexed by the search engine.
5. Cached documents are automatically purged when the user views a different Office attachment, and the cached document(s) exceeds the threshold (1 hour).
6. Purged Office documents are not placed in the site’s recycle bin; they are permanently deleted.
7. The site collection administrator who created the site can view all documents present in the Cache library.

Testing

Login as User A, open the cache library in the site and upload a document
Login as User B, open the cache library in the site and upload a document
User B can only see his/her own document
User A can only see his/her own document
Login as site collection administrator: both documents are visible

[1] This can be done in multiple ways. One way is to download the properties.txt file, apply changes, save the file and upload the modified file. Another way is to the edit the properties.txt file directly in the browser using the standard SharePoint Online’s “Open in Text Editor”.

3. Configuration options

The JavaScript code of the tool is obfuscated and minimized. A typical fragment will look like

```
for(var a=0;a<l;a++){v704.push({name:v1005[k].name,Created:m[a].Created,Size:m[a].Size,UniqueId:
v1005[k].UniqueId,
```

The "Settings" menu option in the tool allows users to modify selected settings for SLIM Companion Explorer. The changed values are only valid throughout the user's session and the original values (centrally managed) will be used when re-opening the tool. The changed values from one user does not affect the behavior of the tool for other users.

3.1 Customize appearance

The properties.txt file allows for customization of the tool's appearance.

```
# Configuration
INCLUDEDMANAGEDPATHS,key,sites:teams
INCLUDEDLISTIDS,key,101:109:115:700:851
EXCLUDEDSITES,key,SLIM Companion Explorer App:App Catalog Site:App Catalog
EXCLUDEDLIBRARIES,key,Form Templates:Style Library:_catalogs/hubsite
EXCLUDEDFOLDERS,key,Forms:_w:_t:_vti
INCLUDEDSITEOPTIONS,key,OpenInSharePoint:HR:MailLink:CopyLink
INCLUDEDLIBRARYOPTIONS,key,OpenInSharePoint:Refresh:HR:Sort:Views:NewFolder:MailLink:CopyLink:Download&Zip:CreateReport:HR:Paste:HR:Properties
INCLUDEDFOLDEROPTIONS,key,OpenInSharePoint:Refresh:HR:Sort:NewFolder:MailLink:CopyLink:MailAsAttachment:CreateReport:Download&Zip:Export:HR:Paste:HR:Rename:Delete:HR:Properties
INCLUDEDDOCUMENTOPTIONS,key,Preview:PreviewInSharePoint:Attachments:ViewInGoogleMaps:ViewInApp:EditInApp:HR:MailLink:CopyLink:MailAsAttachment:Download:Download&Zip:Export:Versions:HR:Copy:Move:HR:Rename:Delete:HR:Properties
INCLUDEDLIBRARYPROPERTIES,key,Name:URL:Item count:Modified:Template:ForceCheckout
INCLUDEDFOLDERPROPERTIES,key,Name:URL
INCLUDEDDOCUMENTPROPERTIES,key,Name:URL:Size:Modified:Modified by:Check in/out:Document Properties:<custom fields separated by : characters>
STARTURLOTHERLIBRARIES,key,hide
STARTURLOTHERSUBSITES,key,hide
GOOGLE,key,AIzaSyBy_gGzxZ97wNSi9CIWw6_5xVquLvZmprI
HEADERTITLE,key,<site>
#HEADERMENU,key,hide
#HEADERCOLOR,key,#E4032E
#HEADERLOGO,key,logo.png
#HEADERSITES,key,hide
HEADERBACKBUTTON,key,show
```

Figure 13. Customization options in the properties.txt file

A # character at the start of the line indicates that the line is commented out. The LISTS field controls which library types are displayed in the Explorer tree. The default behavior is to show lists of types 101 (Document Library). 109 (Picture Library), 700 (MySite Document Library and 851 (Asset Library). The colon character ":" is used to separate multiple values.

For example, to only show Picture enter the following line
LISTS,key,109

The HEADERTITLE field is the text shown in the header of the page. See figure below.

Figure 14. SLIM Companion Explorer header with the HEADERTITLE (marked in green), the HEADERLOGO (marked in amber), the HEADERMENU (marked in grey) and the HEADERSITES (marked in red).

The HEADERTITLE can contain a static text, but it can also be used with dynamic replacement tags to show the title of the current site or the URL of the current site. The following example shows the syntax

for using these dynamic replacement tags.

HEADERTITLE,key,<site> (<url>)

The HEADERLOGO refers to an image in the same location of Explorer tool. The HEADERCOLOR denotes the color of the header background.

The HEADERBACKBUTTON adds a button below the HEADERTITLE. This is typically used with the menus in the right-hand side hidden.

The HEADERMENU property controls the menu options shown at the top right of the page. For example *HEADERMENU,key,Exit* will only show the Exit option.

The allowed values are:

Value	Presentation
Hide	Do not show any option
Show	Settings Help About Exit
Combinations with one or more of the options separated by a : character	
Exit	Exit
Settings:Exit	Settings Exit
Help:About:Exit	Help About Exit

The color of the section below the header can be changed using the following property
SUBHEADERCOLOR,key,#f0efeb

Another special property is the behavior of folders after uploading items. By default, the folder will expand after uploading items.
It is possible to modify this behavior using the property
OPENFOLDERAFTERUPLOAD,key,false
This will prevent the expanding of the folder after uploading items. Note: if the folder was already expanded then the contents will be refreshed to show the current items present.

3.2 Performance for large lists (SharePoint Online only)

This feature was introduced in Explorer 2.2.5. The performance for large lists exceeding the list view threshold can be improved by setting the following parameters in the properties.txt file:
MAXIMUMTHREADSLARGELISTS,key,3
OPTIMIZELARGELIST,key,true
SCALEFACTORLARGELIST,key,1.5

MAXIMUMTHREADSLARGELISTS allows the use of multiple parallel processes when a list exceeds the list view threshold. The default value is 3 but it can be modified via the properties.txt to suit your

environment's requirements.

OPTIMIZELARGELIST can have values true (default) or false. In the former case a smart way is used to increase performance. This uses search. Hence when the search is not working properly this approach is not recommended. Change the value to false in the properties.txt to disable this way of optimization.

The SCALEFACTORLARGELIST allows the use of an adaptive ID range when processing requests for large lists. Instead of using a fixed ID range it will increase the range if possible. In case of errors, it automatically scales down to the original value (5000). The scale factor is typically a value between 1 and 2. For example 1.5

Appendices

Appendix A Instructions to allow multiple downloads in Chrome

Users can change the setting in the top bar.
Alternatively, they can open
chrome://settings/contentExceptions#multiple-automatic-downloads
and under “Automatic Downloads” | Manage Exceptions add the hostname for SharePoint (e.g., *.sharepoint.com) and for behavior click “Allow”
Click “Done” 2x and then close the settings tab

Appendix B Instructions to allow multiple downloads in Opera

Users can change the setting in the popup window the first time they download multiple files.
Alternatively, they can open
opera://settings/contentExceptions#multiple-automatic-downloads
and under “Automatic Downloads” | Manage Exceptions add the hostname for SharePoint (e.g., *.sharepoint.com) and for behavior click “Allow”
Click “Done” and close the settings tab

Appendix C Instructions to allow multiple downloads in Edge

Users can change the setting in Edge
Open edge://settings/content/automaticDownloads
Disable “Ask when a site tries to download multiple files automatically (recommended)”
Or use the “Add” button to add your SharePoint URL

Appendix D Metadata mapping

The Explorer tool allows mapping of metadata from several file types to SharePoint columns available on your system. This mapping is established through the properties.txt file.

An example of a properties file is listed below. For example, the metadata field “Subject” from PDF files is mapped to a SharePoint column with the internal name “Subject”.

```
# type, property name in original file (case sensitive), SharePoint internal column name
# PDF metadata
PDF,Title,Title
PDF,Author,_Author
PDF,Subject,Subject
PDF,Keywords,Keywords
PDF,Create Date,Creation_x0020_Date
PDF,Modify Date,Modification_x0020_Date
PDF,Creator,Application
PDF,Producer,Producer
PDF,Source Modified,Compression
PDF,Company,Conversation
# JPG metadata
JPG,GPSLatitudeRef,JPG_x003A_GPS_x0020_Latitude_x0020_Ref
JPG,GPSLatitude,JPG_x003A_GPS_x0020_Latitude
JPG,GPSLongitudeRef,JPG_x003A_GPS_x0020_Longitude_x0020_Ref
JPG,GPSLongitude,JPG_x003A_GPS_x0020_Longitude
JPG,GPSAltitudeRef,JPG_x003A_GPS_x0020_Altitude_x0020_Ref
JPG,GPSAltitude,JPG_x003A_GPS_x0020_Altitude
JPG,GPSImgDirectionRef,JPG_x003A_GPS_x0020_Img_x0020_Direction_x0020_Ref
JPG,GPSImgDirection,JPG_x003A_GPS_x0020_Img_x0020_Direction
…
```

Instructions:

1. A # character at the beginning of a line denotes the line is a comment
2. Enter mapping details using the following syntax:

<type>,<source property name>,<SharePoint column name (internal name)>

NB: there are no additional spaces

3. The supported values for <type> are:

PDF, JPG, GIF, PNG, TIF, BMP, SVG, OFFICE, HTML, EMAIL, AUDIO and VIDEO

NB: the values are capitalized.

4. The <source property name> values are extracted from the source files for PDF, OFFICE, HTML, EMAIL, AUDIO and VIDEO.

For images the property names are best determined using SLIM Companion Explorer. Upload a document to SharePoint, right-click on the document and select Properties to list the available properties. See figure 15.

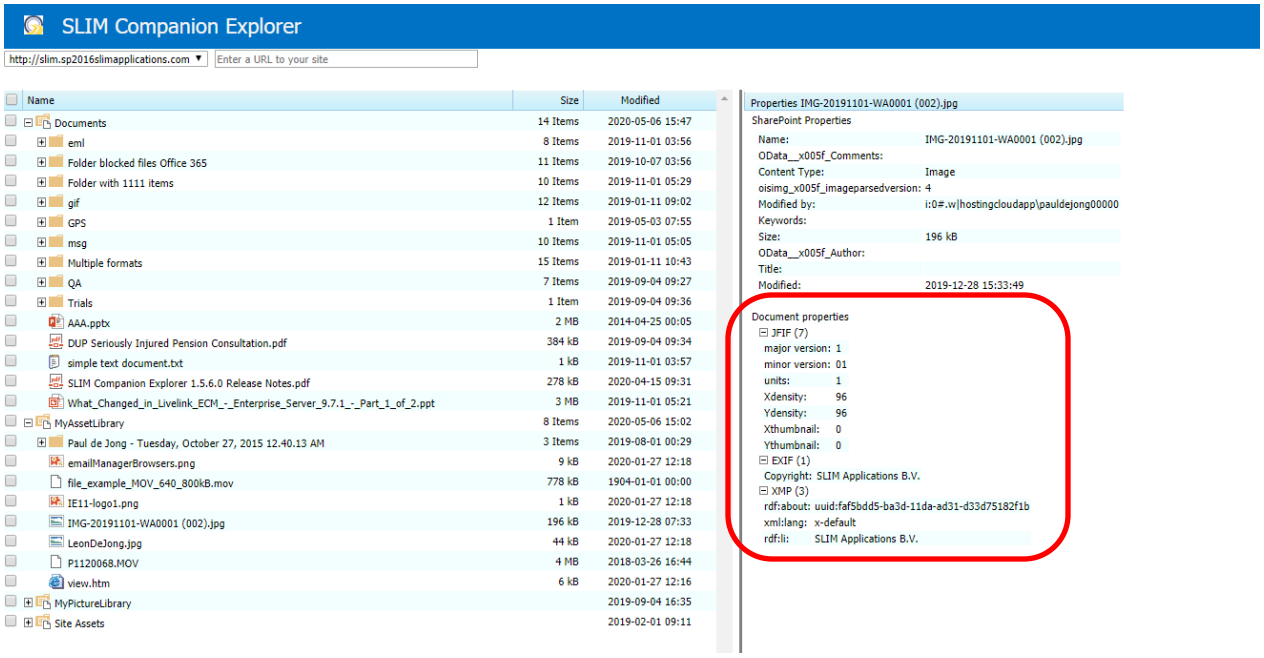


Figure 15. List with properties available in the selected file.

For example, the name for the copyright property is “Copyright”.

5. The <SharePoint column name (internal name)> are best determined using the tool’s Settings. In the last part under “List details” the details for each list are show.

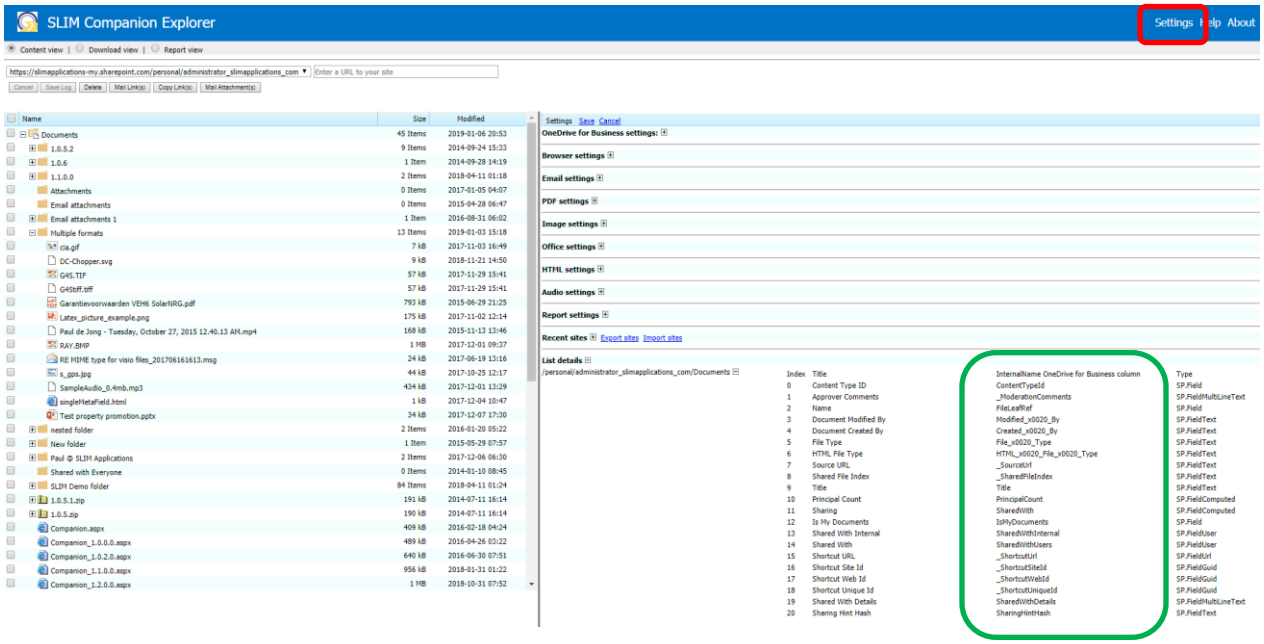


Figure 16. Screenshot SLIM Companion Explorer with the internal column names (marked in green) for a selected list.

Update the properties file on your local computer and upload the file to the same location as the Explorer tool.

The mapped properties are listed under Settings.

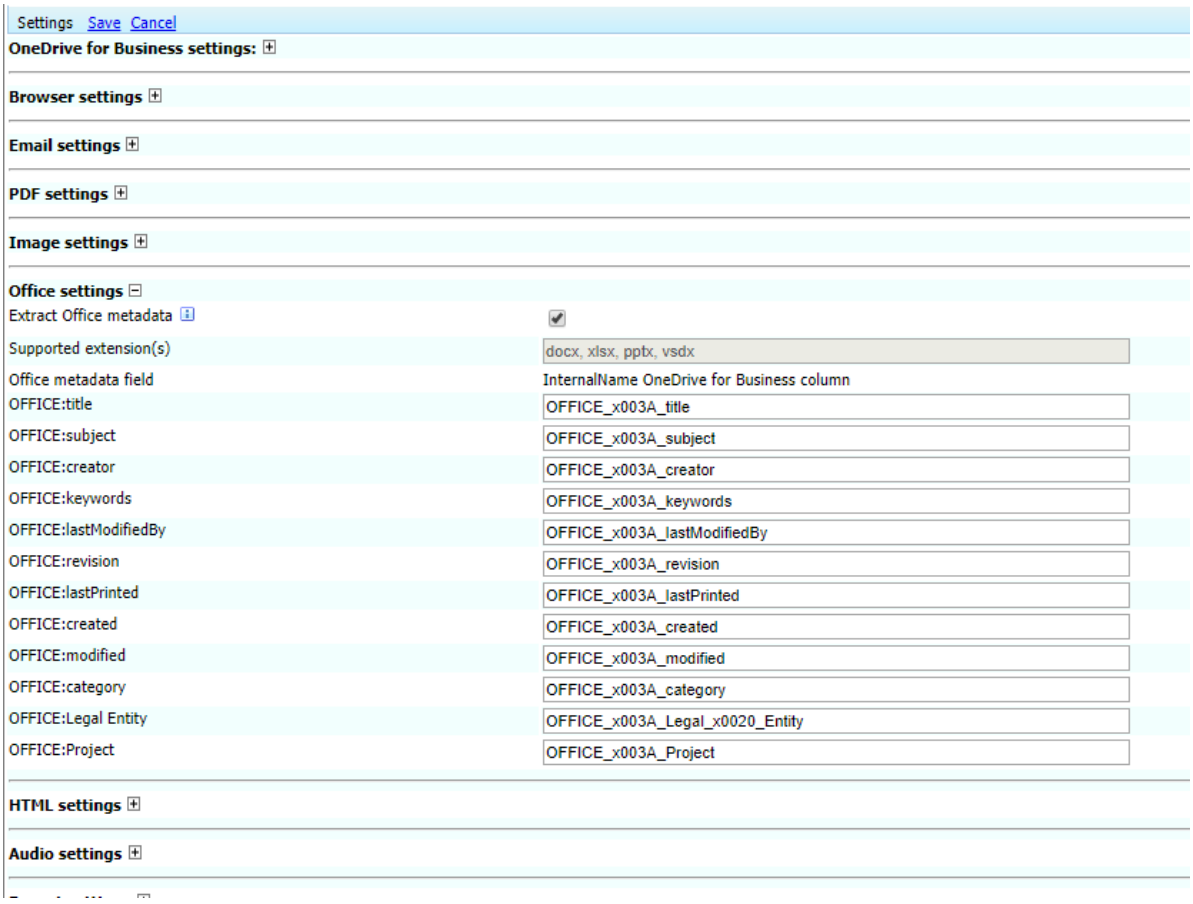


Figure 17. Screenshot of the “Settings” page showing the mapped properties for Office files.

There are separate sections for Email, PDF files, Images, Office files, HTML files and audio files.

The supported email metadata properties are:

```
# msg metadata
EMAIL,From,Email_x003A_From
EMAIL,FromAddress,Email_x003A_FromAddress
EMAIL,To,Email_x003A_To
EMAIL,ToAddress,Email_x003A_ToAddress
EMAIL,CC,Email_x003A_CC
EMAIL,CCAddress,Email_x003A_CCAddress
EMAIL,BCC,Email_x003A_BCC
EMAIL,BCCAddress,Email_x003A_BCCAddress
EMAIL,Subject,Email_x003A_Subject
EMAIL,Conversation,Email_x003A_Conversation
EMAIL,SentDate,Email_x003A_SentDate
EMAIL,ReceivedDate,Email_x003A_ReceivedDate
EMAIL,hasAttachment,Email_x003A_Attachments
EMAIL,Importance,Email_x003A_Importance
EMAIL,Sensitivity,Email_x003A_Sensitivity
EMAIL,Categories,Email_x003A_Categories
```

Appendix E Excluding sites, libraries or folders by name

The tool supports excluding sites, libraries, or folders from the tree. Classic examples are the "_w" folders in Picture libraries, the "Form Templates" libraries or an app catalog site.

Execute the following steps to exclude items from the Explorer tree.

1. Download the properties.txt file from your SharePoint system.

2. Open the file in an editor.

Add the following lines if they are not present.

```
# Configuration
EXCLUDEDSITES,key,SLIM Companion Explorer App:App Catalog Site:App Catalog
EXCLUDEDLIBRARIES,key,Form Templates:Style Library:_catalogs/hubsite
EXCLUDEDFOLDERS,key,Forms:_w:_t:_vti
```

3. Specify the sites to be excluded in the row containing "EXCLUDEDSITES". Separate the sites using a semi-colon character.

4. Change the EXCLUDEDLIBRARIES and EXCLUDEDFOLDERS if necessary.

5. Save the properties.txt file and upload the file to your SharePoint library. Overwrite the existing properties.txt file. Refresh the Explorer tool to ensure the modified properties.txt file is loaded.

Appendix F Excluding context menu options

The tool supports excluding context menu options for sites, libraries, folders, and documents.
For example, using the properties.txt it is possible to hide the option "Mail as Attachment" for end-users.

Execute the following steps to excluded context menu options.

1. Download the properties.txt file from your SharePoint system.

2. Open the file in an editor.

Add the following lines if they are not present. The location in the properties.txt file is not relevant.

```
INCLUDEDSITEOPTIONS,key,OpenInSharePoint:HR:MailLink:CopyLink
INCLUDEDLIBRARYOPTIONS,key,OpenInSharePoint:HR:Refresh:Views:NewFolder:MailLink:CopyLink:Download&Zip:CreateReport:HR:Paste:HR:Properties
INCLUDEDFOLDEROPTIONS,key,OpenInSharePoint:Refresh:HR:NewFolder:MailLink:CopyLink:MailAsAttachment:CreateReport:Download&Zip:Export:HR:Paste:HR:Rename:Delete:HR:Properties
INCLUDEDDOCUMENTOPTIONS,key,Preview:PreviewInSharePoint:Attachments:ViewInGoogleMaps:ViewInApp:EditInApp:HR:MailLink:CopyLink:MailAsAttachment:Download:Download&Zip:Export:Versions:HR:Copy:Move:HR:Rename:Delete:HR:Properties
```

3. Specify the options to be included in the row containing “INCLUDEDSITEOPTIONS”. Separate the options using a semi-colon character.

4. Change the INCLUDEDLIBRARYOPTIONS, INCLUDEDFOLDEROPTIONS and INCLUDEDDOCUMENTOPTIONS properties if necessary.

5. Save the properties.txt file and upload the file to your SharePoint library. Overwrite the existing properties.txt file. Refresh the Explorer tool to ensure the modified properties.txt file is loaded.

Comments
- HR is used to add a separator between the options
- the order is relevant
- the names for the options are case sensitive

Appendix G Including custom managed paths

SharePoint Online only supports the managed paths /sites and /teams. On-premises SharePoint systems allow the use of custom managed paths (e.g., /support). The custom paths need to be configured in the properties.txt file to ensure the list with sites in the Explorer tree and the sites drop-down list contain all sites.

Administrators can configure the custom managed paths used via property "INCLUDEDMANAGEDPATHS" in the properties.txt file

Execute the following steps to include custom managed paths.

1. Download the properties.txt file from your SharePoint system.

2. Open the file in an editor.

Add the following line if this is not present. The location in the properties.txt file is not relevant.

```
INCLUDEDMANAGEDPATHS,key,teams:sites
```

3. Specify the managed paths to be included using a semi-colon character as a separator.

4. Save the properties.txt file and upload the file to your SharePoint library. Overwrite the existing properties.txt file. Refresh the Explorer tool to ensure the modified properties.txt file is loaded.

Appendix H Including list IDs

Explorer supports multiple lists. The lists specified in the property INCLUDEDLISTIDS are shown.
By default, the following list types are shown: 101:109:115:700:851 with
101 = Document library
109 = Picture library
115: Forms library
700: MySite document library
851 = Asset Library

Administrators can configure which lists are shown via the property “INCLUDEDLISTIDS” in the properties.txt file

Execute the following steps to include custom managed paths.

1. Download the properties.txt file from your SharePoint system.

2. Open the file in an editor.

Add the following line if this is not present. The location in the properties.txt file is not relevant.

INCLUDEDLISTIDS,key,101:109:115:700:851

3. Specify the lists to be included using a semi-colon character as a separator.

4. Save the properties.txt file and upload the file to your SharePoint library. Overwrite the existing properties.txt file. Refresh the Explorer tool to ensure the modified properties.txt file is loaded.

Appendix I Using starturl and hide other libraries/list and subsites

If the tool should only show the library specified through the starturl parameter, then configure the following parameters in the properties.txt file.

Execute the following steps to hide libraries/list and/or subsites:

1. Download the properties.txt file from your SharePoint system.

2. Open the file in an editor.

Add the following lines if they are not present. The location in the properties.txt file is not relevant.

```
STARTURLOTHERLIBRARIES,key,hide
STARTURLOTHERSUBSITES,key,hide
```

3. Save the properties.txt file and upload the file to your SharePoint library. Overwrite the existing properties.txt file. Refresh the Explorer tool to ensure the modified properties.txt file is loaded.

To revert to the original configuration comment out the lines by adding a # character at the beginning of the line or remove the lines.

Appendix J Configuring the fields to show under the Properties option

This section is relevant if the Explorer tool should only show specific fields under the Properties option for libraries, folders and documents.

Execute the following steps to configure the fields shown:

1. Download the properties.txt file from your SharePoint system.

2. Open the file in an editor.

Add the following lines if they are not present. The location in the properties.txt file is not relevant.

INCLUDEDLIBRARYPROPERTIES,key,Name:URL:Item count:Modified:Template
INCLUDEDFOLDERPROPERTIES,key,Name:URL:Modified:Modified by
INCLUDEDDOCUMENTPROPERTIES,key,Name:URL:Size:Modified:Modified by:Document Properties<custom fields separated by : characters>

The fields to be shown are separated by semicolon characters. In the above example the fields Name, URL, Item count, Modified and Template are shown for libraries.

The "Document Properties" is a special field that is only available for documents. It will add a separate section with the properties that are extracted from the document itself. For example, EXIF metadata or PDF keywords.

The custom fields are simply appended by using a semicolon character as separated. The simplest way to find the names to be used is to use a wildcard to list the names.
*INCLUDEDDOCUMENTPROPERTIES,key,**

3. Save the properties.txt file and upload the file to your SharePoint library. Overwrite the existing properties.txt file. Refresh the Explorer tool to ensure the modified properties.txt file is loaded.

To revert to the original configuration comment out the lines by adding a # character at the beginning of the line or remove the lines.

Appendix K Disable custom metadata dialog and metadata extraction

The custom metadata dialog windows can be disabled by changing the following line in the properties.txt file

CUSTOMMETADATADIALOG,key,false

The supported values are true and false. Disabling the dialog results in documents being uploaded with the default document content type.

It is possible to hide the custom metadata dialog and extract metadata from the uploaded documents. This is controlled via the following property

CUSTOMMETADATAENABLED,key,true

The combination of CUSTOMMETADATADIALOG=false and CUSTOMMETADATAENABLED=true is useful when the Explorer tool is mainly used for uploading one type of documents (e.g., emails) and the email metadata need to be extracted.

Appendix L Custom column names

Explorer shows by default the same columns (Modified, Type and Size) as Windows Explorer.

This can be customized to show the fields of interest. For example, for SharePoint systems containing primarily emails it is possible to show key email metadata. The custom column can also be sorted via the parent folder's context menu. The following properties have been added to the properties.txt file:

DYNAMICCOLUMNNAMES contains the internal column names.
DYNAMICCOLUMNLABELS contains the labels that are shown at the top of the Explorer tree.
DYNAMICCOLUMNTYPES contains the type. This is necessary to properly format the values (e.g., date, or file size, icon for attachments, …).

The following table lists the supports column types.

ID	Type	Comment
1	Number	
2	Single line of text	
4	Date and Time	The date time is shown in the user's local time.
6	Choice	
31	Location Coordinates	
100	Size	
101	Importance	
102	Sensitivity	
103	Attachments	

Which custom columns can be selected?
CheckOutType
Length
Name
ServerRelativeUrl
UniqueId
UIVersionLabel (this shows the version as 2.1)
Sensitivity label (use the internal name "_DisplayName")
plus custom columns that are include into the content type(s).

Not all standard SharePoint fields are available. For example, the Modified By field. Please let us know which columns of interest are not available.

From Explorer 2.3.5.0 and up it is possible to use an alternative column in case the preferred column is empty. The alternative column needs to be specified using a | character. For example,
to use the FromAddress column if the From column is empty use the following syntax
DYNAMICCOLUMNNAMES,key, Attachments:From|FromAddress:ReceivedDate:Length

Note: the alternative column needs to be of the same type (e.g., text) as the primary column.

Example 1. Only show the column Size

```
DYNAMICCOLUMNNAMES,key,Length
DYNAMICCOLUMNLABELS,key,Size
DYNAMICCOLUMNTYPES,key,100
```

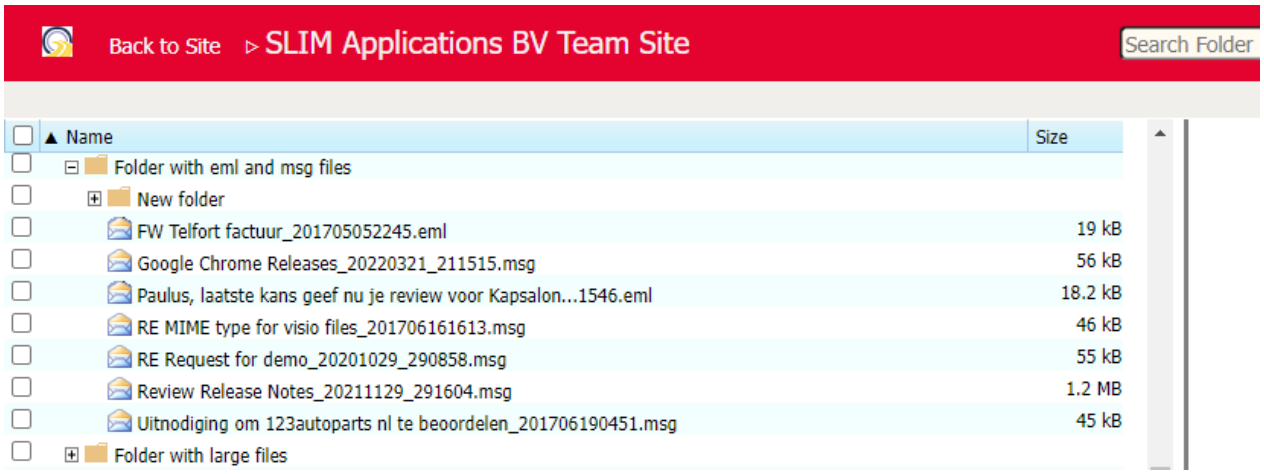


Figure 18. Explorer tree with only size column.

Example 2. Show Attachments, From, Received date and Size

```
DYNAMICCOLUMNNAMES,key,EMAIL_x003A_Attachments:EMAIL_x003A_From:EMAIL_x003A_Received Date:Length
DYNAMICCOLUMNLABELS,key,&#128206;:From:Received:Size
DYNAMICCOLUMNTYPES,key,103:2:4:100
```

The values are separated by : characters. Do not include additional space.

Figure 19. Explorer tree with 4 custom columns.

Example 3. GPS coordinates. Modified and Size

DYNAMICCOLUMNNAMES,key,GeoLoc:Modified:Length
DYNAMICCOLUMNLABELS,key,Location:Modified:Size
DYNAMICCOLUMNTYPES,key,31:4:100

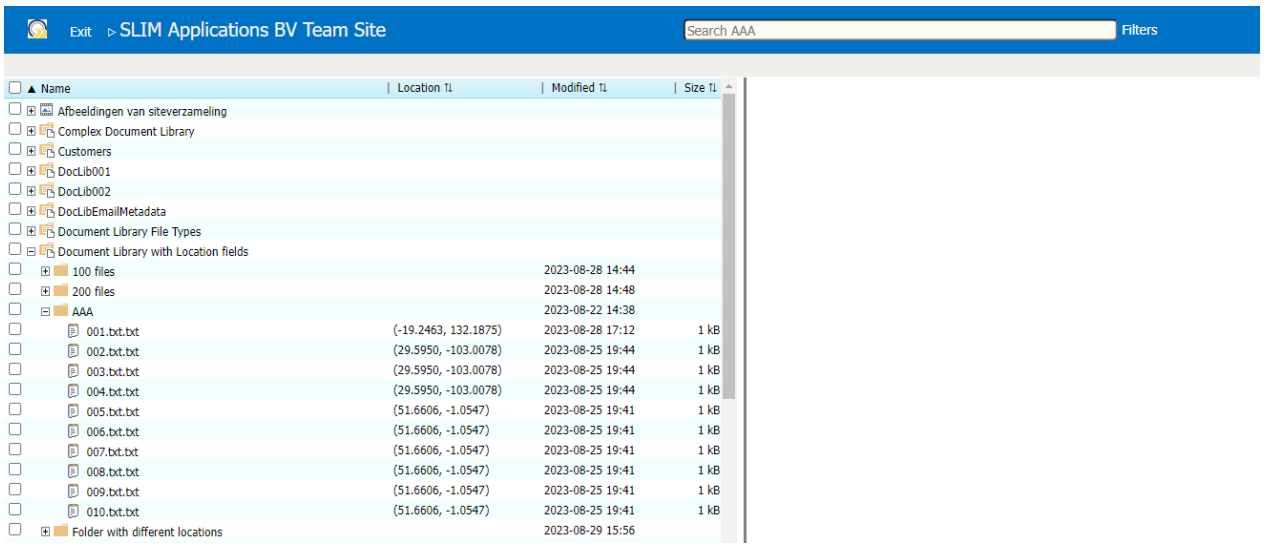


Figure 20. Explorer tree with Location coordinates as a custom column.

Important: use the Settings > List details to expand the library containing the custom columns to find the internal column names of interest.

Appendix M Quick Search

The “Quick Search” feature provides a simple and fast way to select items in a folder by entering part of a name. It does not use Microsoft search and only shows items in the selected folder. It does not show items in nested folder structures.

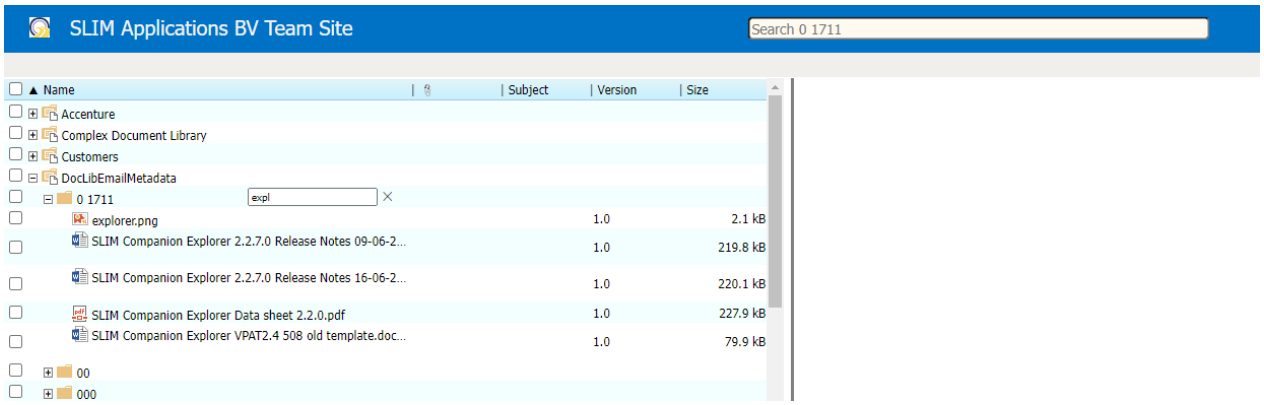


Figure 21. Explorer tree with Quick Search

The feature is enabled by default in Explorer 2.2.7 and up. It can be disabled by setting the parameter to hide. For example,
QUICKSEARCH,key,hide

To include the option into the context menu of sites, libraries or folders include the string QuickSearch into the corresponding property.
For example,

INCLUDEDSITEOPTIONS,key,OpenInSharePoint:HR:QuickSearch:MailLink:CopyLink
INCLUDEDLIBRARYOPTIONS,key,OpenInSharePoint:Refresh:HR:Sort:QuickSearch:Views:NewFolder:MailLink:CopyLink:Download&Zip:CreateReport:HR:Paste:HR:Properties
INCLUDEDFOLDEROPTIONS,key,OpenInSharePoint:Refresh:HR:Sort:QuickSearch:NewFolder:MailLink:CopyLink:MailAsAttachment:CreateReport:Download&Zip:Export:HR:Copy:Move:Paste:HR:Rename:Delete:HR:Properties

Appendix N Binary Office properties (doc, xls and ppt)

The following properties are supported.

Binary Office property	SharePoint column type
Title	Single line of text
Subject	Single line of text
Create Time/Date	Date and Time
Last saved Time/Date	Date and Time
Last Printed	Date and Time
Author	Single line of text
Keywords	Single line of text
Comments	Single line of text
Template	Single line of text
Last Saved By	Single line of text
Revision Number	Number
Name of Creating Application	Single line of text
Total Editing Time	Number
Number of Pages	Number
Number of Words	Number
Number of Characters	Number
Security	Choice with values: NONE PASSWORD READONLYRECOMMEND NOREADONLYENFORCED LOCKED
Company	Single line of text
PresentationTarget	Single line of text
Slides	Number
Paragraphs	Number
Category	Single line of text
Bytes	Number
Lines	Number
HiddenSlides	Number
Manager	Single line of text

The mapping between the binary Office properties uses the same syntax as for the other file formats. For example, to map the “Last Saved By” property from a binary Office file into the SharePoint column with the internal name “LastSavedBy” use the following line into the properties.txt file.
BINARYOFFICE,Last Saved By,LastSavedBy

Appendix O View Thumbnails

The “View Thumbnails” option is only available for SharePoint Online and OneDrive. It mimics the “View Icons” in Windows Explorer.

The feature is enabled by adding “ViewThumbnails” to the INCLUDEDLIBRARYOPTIONS, INCLUDEDFOLDEROPTIONS or INCLUDEDDOCUMENTOPTIONS properties.

For example,
INCLUDEDLIBRARYOPTIONS,key,OpenInSharePoint:ViewThumbnails:Refresh:HR:Sort:QuickSearch:Views:NewFolder:MailLink:CopyLink:Download&Zip:CreateReport:HR:Paste:HR:Properties

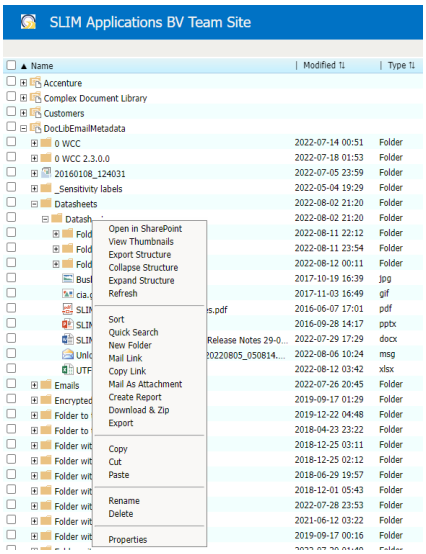


Figure 22. Context menu with the option “View Thumbnails”.

The thumbnails are displayed in the right-hand pane.

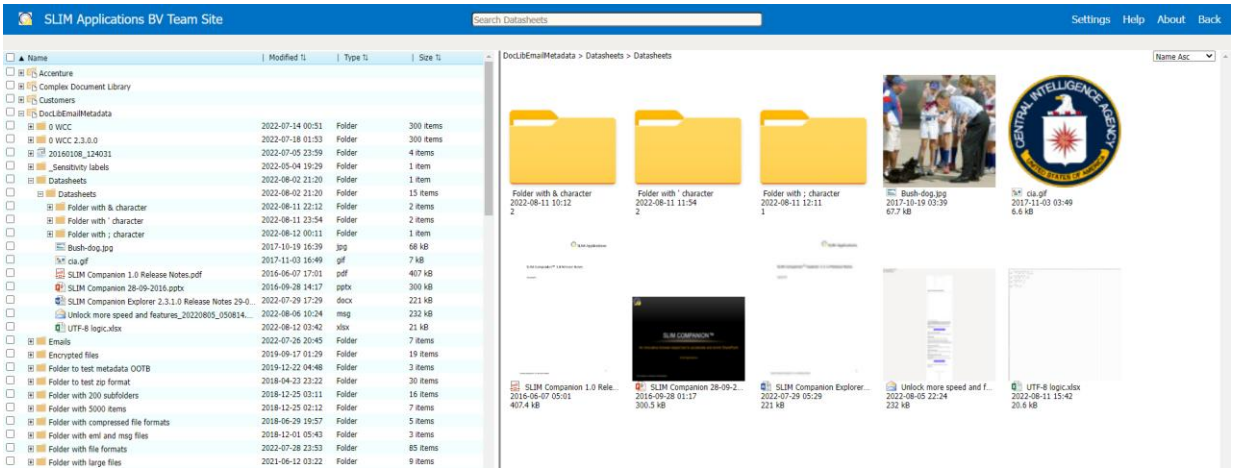


Figure 23. Right-hand pane with thumbnails.

Clicking on a folder opens the folder using thumbnails. Clicking on a document opens a dialog window with the selected document.

Figure 24. Dialog window with the selected file.

The dialog offers a navigation control to view the previous or next item.

Appendix P Export structure

This feature is not enabled by default and is enabled by adding “ExportStructure” to the INCLUDEDLIBRARYOPTIONS and/or INCLUDEDFOLDEROPTIONS parameters in the properties.txt file. For example,

INCLUDEDLIBRARYOPTIONS,key,OpenInSharePoint:ExportStructure:Refresh:HR:Sort:QuickSearch:Views:NewFolder:MailLink:CopyLink:Download&Zip:CreateReport:HR:Paste:HR:Properties

Selecting “Export structure” generate an html file with the contents of the selected item. The file contains the URL for the selected item and the export date.

https://slimapplications.sharepoint.com/DocLibEmailMetadata/Datasheets/Datasheets on 20220812_144440

Name	Modified	Type	Size
Datasheets	2022-08-02 21:20	Folder	15 items
Folder with & character	2022-08-11 22:12	Folder	2 items
AAA	2022-08-11 23:49	Folder	0 items
SLIM Companion Explorer 2.3.1.0 Release Notes 31-07-2022.docx	2022-08-02 17:08	docx	221 kB
Folder with ' character	2022-08-11 23:54	Folder	2 items
AAA	2022-08-11 23:55	Folder	1 item
SLIM Companion Explorer 2.2.9.0 Release Notes.pdf	2022-07-06 14:32	pdf	423 kB
SLIM Companion Explorer 2.3.1.0 Release Notes 22-07-2022.docx	2022-07-22 16:21	docx	220 kB
Folder with ; character	2022-08-12 00:11	Folder	1 item
AAA	2022-08-12 00:11	Folder	0 items
Bush-dog.jpg	2017-10-19 16:39	jpg	68 kB
cia.gif	2017-11-03 16:49	gif	7 kB
SLIM Companion 1.0 Release Notes.pdf	2016-06-07 17:01	pdf	407 kB
SLIM Companion 28-09-2016.pptx	2016-09-28 14:17	pptx	300 kB
SLIM Companion Explorer 2.3.1.0 Release Notes 29-07-2022.docx	2022-07-29 17:29	docx	221 kB
Unlock more speed and features_20220805_050814.msg	2022-08-06 10:24	msg	232 kB
UTF-8 logic.xlsx	2022-08-12 03:42	xlsx	21 kB

Figure 25. HTML file with the exported structure.

The html file provides links to the original items in SharePoint. This feature is typically used with the “Expand Structure” to show the full structure.

Appendix Q Collapse structure / Expand structure

These options are not enabled by default and require adding “CollapseStructure” and “ExpandStructure” to the INCLUDEDLIBRARYOPTIONS and/or INCLUDEDFOLDEROPTIONS parameters in the properties.txt file. For example,
For example,
INCLUDEDLIBRARYOPTIONS,key,OpenInSharePoint:CollapseStructure:ExpandStructure:Refresh:HR:Sort:QuickSearch:Views:NewFolder:MailLink:CopyLink:Download&Zip:CreateReport:HR:Paste:HR:Properties

Selecting “Expand structure” will expand every folder within the selected library or folder.
It is recommended to not use this feature for very large libraries.

Appendix R Customize colors context menu

The context menu displays the options in black (#000000) on a neutral background (#F9F8F6) like Windows Explorer.

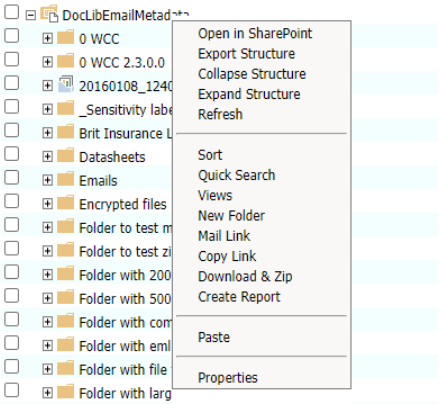


Figure 26. Default context menu colours.

From Explorer 2.3.4.0 and up it is possible to customize the colors used. For example,

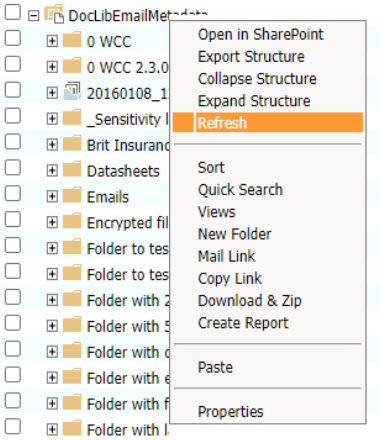


Figure 27. Customized context menu colours.

The colors used for the context menu are controlled by the optional parameter CONTEXTMENUCOLORS. For example, CONTEXTMENUCOLORS,key,#F9F8F6:#000000:#FF9933:#FFFFFF

The 4 colors (separated by a semi-colon character) denote respectively:
background color
color for text
background color for highlighted item
color for the highlighted item

Appendix S View in app / Edit in app

The parameters VIEWINAPPEXTENSIONS and EDITINAPPEXTENSIONS allow for granular control when the view and edit options need to be displayed in the right-click context menus.

For example,
VIEWINAPPEXTENSIONS,key,pdf:docx:xlsx:pptx:vsdx:csv:doc:xls:ppt:docm:xlsm:pptm

This will show the "View in app" option for PDF files, Office files, binary Office files, files with Office macro's and csv files.

The extensions need to be separated by semicolon characters without additional spaces.

Note: these parameters are obsolete when "ViewInApp" and "EditInApp" are not part of the INCLUDEDDOCUMENTOPTIONS parameters.

Appendix T DELETEUSINGRECYCLEBIN

The optional parameter DELETEUSINGRECYCLEBIN controls whether a delete request uses the recycle bin. The allowed values are true and false.
For example,
DELETEUSINGRECYCLEBIN,key,true

If the parameter is not present in the properties.txt file then the recycle bin will be used.

Note: in Explorer versions 2.3.4.0 and earlier the default behavior was to by-pass the recycle bin.

Appendix U TRUNCATEX500ADDRESSS

The optional parameter TRUNCATEX500ADDRESSS controls whether an X500 address is displayed in the Explorer email preview or if only the smtp part should be shown. The allowed values are true and false.
For example,
TRUNCATEX500ADDRESSS,key,true

If the parameter is not present in the properties.txt file then the full X500 address will be used.

Appendix V Filter and Sort features search

Use the "Sort By" options to sort the search results by "Name", "Type", "Size" or "Modified Date". The "CSV" link allows downloading of the search results.

The Filters pane allows filtering the search by “Name”, “Type”, “Size” and “Modified Date”. Changes results in re-execution of the search request.

Appendix W Skip retrieval of accessible sites

In large environments where users have access to many sites (10000’s) the opening of the Explorer tool will be slowed down. This is caused by the multiple search requests that are executed to retrieve a list with accessible sites.

The retrieval of all sites can be excluded by using the parameter RETRIEVESITES. For example, to skip the retrieval of sites add the following line to the properties.txt file
RETRIEVESITES,key,false

The allowed values are true and false. Subsites in the current site will be listed
If the parameter is not present then the Explorer’s default behavior is to retrieve the list with sites using search.

Appendix X Configuring the number of threads

The default number of threads in Explorer is set to 3 to avoid throttling by SharePoint when the tool exceeds the SharePoint request thresholds. SharePoint will then return so-called 429 responses and new requests for a limited period (typically 300 s) are not serviced.
The number of threads can be reduced by the parameter PARALLELTHREADS in the properties.txt file
PARALLELTHREADS,key,1

Appendix X Disable automatic overwriting of files

The default behaviour of Explorer when a file is uploaded, and the file already exists is to add a document version. This behaviour can be controlled via the parameter AUTOMATICDOCUMENTOVERWRITE. For example, to avoid overwriting existing files use
AUTOMATICDOCUMENTOVERWRITE,key,false
This will block the file from overwriting the existing file.

Appendix Y Exclude columns in the metadata dialog

This feature allows for using the default column values configured in SharePoint (e.g., separate project code per folder) and avoids overwriting the default column value with a blank value. For example, to

exclude the ProjectCode column use:
EXCLUDEDCOLUMNS,key,ProjectCode

Appendix Z Override default column values

This feature allows for overriding the column default value for selected columns. This may be useful in cases where the user needs to select a value instead of automatically using the default value. The user can be forced to enter a value by making the column required.

For example, to override the default column values for the columns ChoiceRadioWithDefault and CurrencyColumn use:
OVERRIDEDEFAULTVALUECOLUMNS,key,ChoiceRadioWithDefault:CurrencyColumn

Note: use : as a separator if case multiple column names

Appendix AA Incremental uploads

This feature was introduced in Explorer 2.5.1.0
Data migrations cannot always be completed in a single batch and additional upload requests are required to upload the missing / new items.

Explorer supports this scenario by checking if the folders/documents already exist in SharePoint prior to making the individual upload requests. This avoids adding versions to existing documents and circumvents additional steps to remove the obsolete versions. This feature also improves performance because it strongly reduces the number of items that need to be uploaded. If there are existing items, the user is informed by the following message.

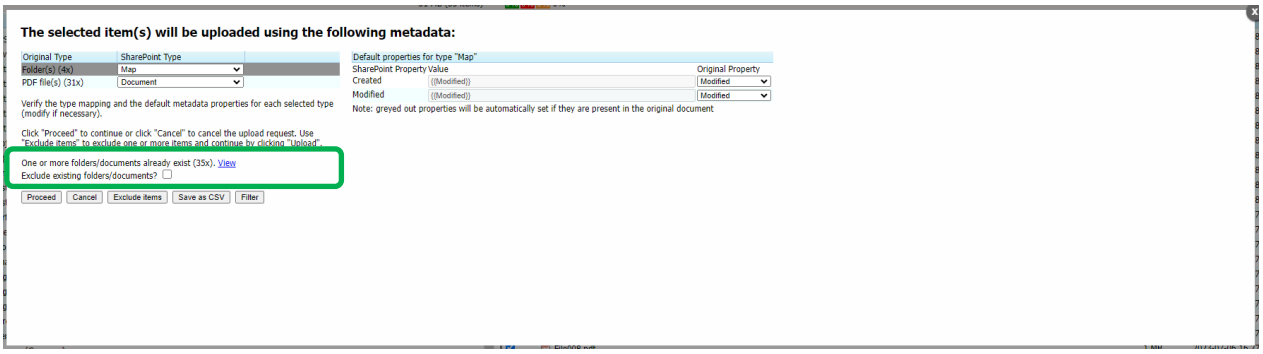


Figure 28. Message to inform the user that part of the folders/documents already exist in SharePoint.

Click on “View” to temporary close the dialog window and show the tree with selected folders and

documents. The existing items are displayed in purple. Note that the items remain selected.

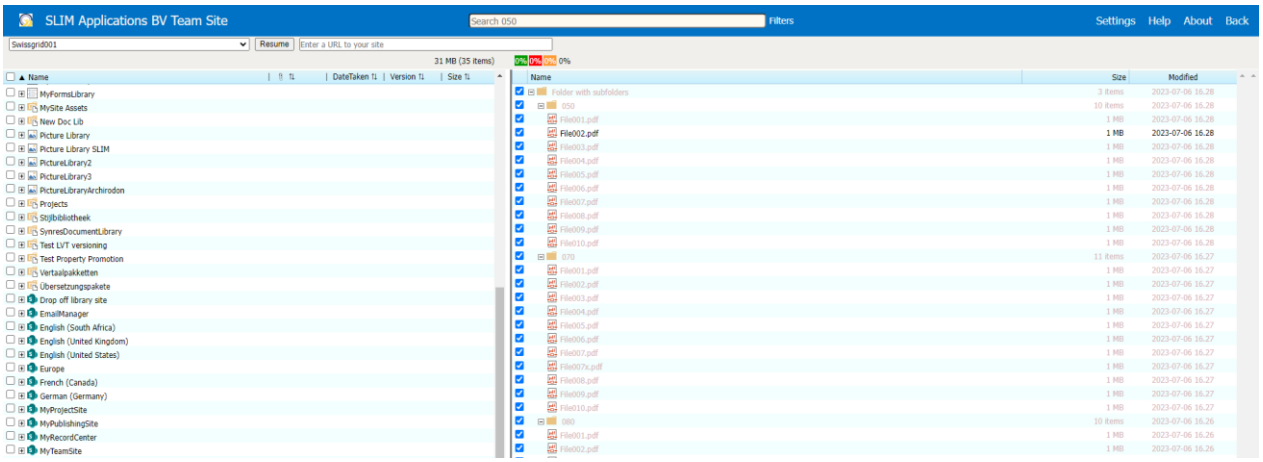


Figure 29. Existing items marked in purple. The “Resume” button is marked in green.

Click “Resume” to re-open the dialog window.
Note: the existing items are not automatically skipped. This requires selection of the checkbox:

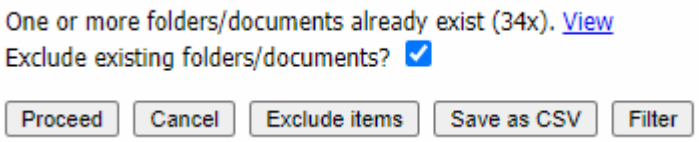


Figure 30. Select the checkbox to exclude existing folders/documents.

Click “Proceed” to upload the folders/documents that do not yet exist in SharePoint.

Note: Explorer does not compare the modified dates of items in SharePoint with the modified dates of the source system. It merely detects if a folder or document already exists.

Appendix AB Display Library metric

This feature was introduced in Explorer 2.5.2.0
Explorer will display the total number of items (folders + files) in a library in the default size column.

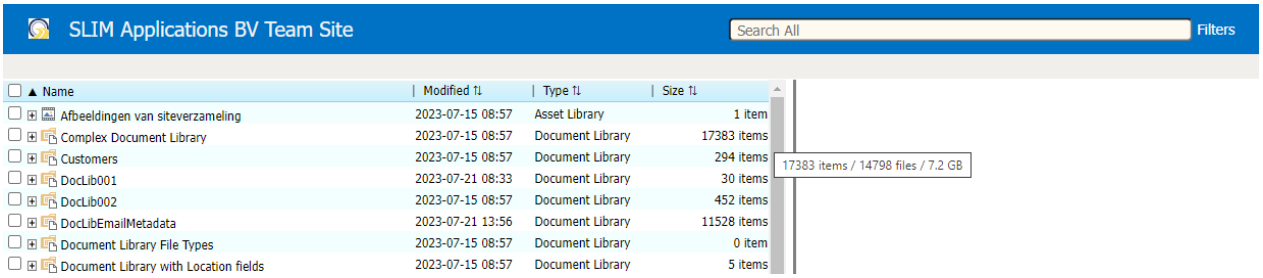


Figure 31. Explorer displaying the total number of items per library.

The total number of files can be displayed by using the parameter LIBRARYSIZEDISPLAY. For example, to display the total number of files use the following parameter in the properties.txt file
LIBRARYSIZEDISPLAY,key,files

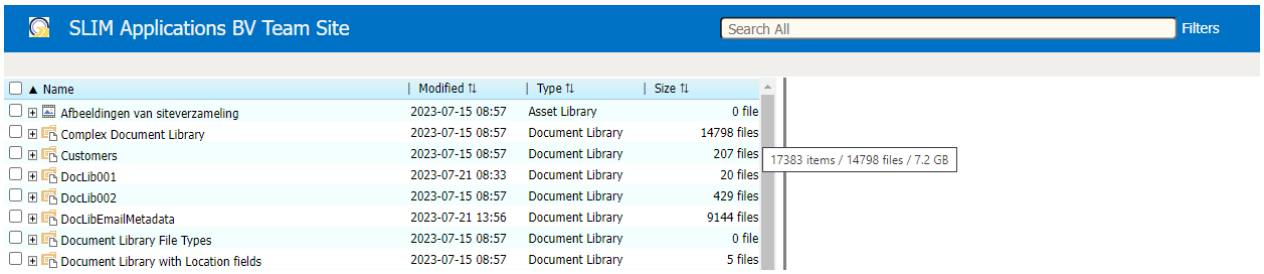


Figure 32. Explorer displaying the total number of files per library.

The parameter LIBRARYSIZEDISPLAY can have the values:
- items
- files

The default value is items.

Note #1: hovering over the displayed value shows the total number of items / total number of files / total size
Note #2: the total size includes the size consumed by document versions

Appendix AC Google Maps Type

This feature was introduced in Explorer 2.5.2.0 and allows selecting a default type for opening Google Maps.

The behaviour is controlled via the parameter GOOGLEMAPSTYPE. For example, to open Google Maps in satellite view add the following line to the properties.txt file:
GOOGLEMAPSTYPE,key,satellite

The parameter GOOGLEMAPSTYPE can have the values:
- roadmap
- satellite
- hybrid
- terrain

The default value is roadmap.

Note: Google Maps integration requires use of a valid Google Maps license key. See section 2.11

Appendix AD Include size to check for existing documents

This feature was introduced in Explorer 2.5.3.0 and allows testing if a document already exists in SharePoint by checking the URL and the size. It is an additional filter for the incremental upload feature described in “Appendix AA Incremental uploads”.

The testing on the document size behaviour is controlled via the parameter CHECKEXISTINGDOCUMENTSIZE. For example, to test if the document already exists in SharePoint and has a size equal to or larger than the size of the upload document use:
CHECKEXISTINGDOCUMENTSIZE,key,true

The allowed values are *true* and *false*. The default value is false, and a document will be considered to exist if the URL already exists irrespective of the document size. For example, if a failed upload has created a document of 1 kB and the user tries to upload a 100 MB file then Explorer will consider the file to already exist if the parameter value is false or the parameter is not present in the properties.txt file.

Appendix AE Geotagging existing SharePoint documents

This feature was introduced in Explorer 2.5.4.0 and allows users to add GPS Location coordinates to existing SharePoint documents.

The administrator needs to add the string “EditGPSProperties” to the existing parameter “INCLUDEDDOCUMENTOPTIONS” to expose the feature to users. For example,

*INCLUDEDDOCUMENTOPTIONS,key,Preview:PreviewInSharePoint:ViewThumbnails:Attachments:ViewInGoogleMaps:ViewInApp:EditInApp:HR:MailLink:CopyLink:MailAsAttachment:Download:Download&Zip:Export:Versions:HR:Copy:Move:HR:Rename:Delete:HR:EditProperties:**EditGPSProperties**:Properties*

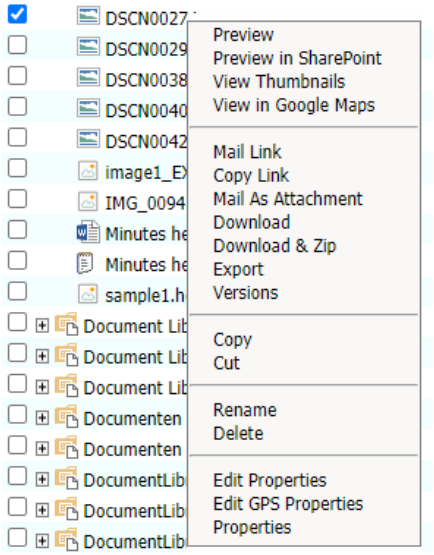


Figure 33. Explorer right-click menu with the “Edit GPS Properties” option.

Note #1: the menu option “Edit GPS Properties” is only shown when the following conditions are met:
1. The library contains a column of type “Location”
2. The properties.txt file contains a valid Google Maps key.

Note #2: the maximum number of documents that can selected for geotagging is limited to 100 per request. Larger data sets need to be processed in chunks of 100.

Note #3: see also Appendix AG about capturing the latitude and longitude into separate columns.

Appendix AF Upload documents with new created and modified dates

This feature was introduced in Explorer 2.5.6.0 and allows users to upload documents with newly created and modified dates. The default behavior for Explorer is to use the original modify date as the SharePoint created and SharePoint modified dates.

The default behavior is controlled using the parameter KEEPMODIFYDATE. For example, to use a new created and modified date add the following line to the properties.txt file
KEEPMODIFYDATE,key,false

Appendix AG Capture latitude and longitude into separate columns when using "Edit GPS Properties"

This feature was introduced in Explorer 2.5.7.0 and allows users to capture the latitude and longitude values into separate columns when using the "Edit GPS Properties".

These separate columns of type number may have been defined to allow for Power BI reporting, geosearching or other purposes.

To use this feature add the following lines to the properties.txt file
EDITGPSLATITUDEDD,key,<internal SharePoint column name for latitude>
EDITGPSLONGITUDEDD,key, ,<internal SharePoint column name for longitude>

Appendix AH Show “Upload files” and/or “Upload folder” buttons

This feature was introduced in Explorer 2.6.0.0 and shows buttons to upload files or upload a folder in the Explorer header. This complements the existing functionality to add files/folders using drag and drop.

The “Upload files” button can displayed by adding the following line to the properties.txt file
SHOWUPLOADBUTTONFILES,key,show

The “Upload folders” button can displayed by adding the following line to the properties.txt file
SHOWUPLOADBUTTONFOLDERS,key,show

Figure 34. Explorer with additional “Select folder” and “Select files” buttons.

The default value is “hide”.

Appendix AI Show number of selected items

This feature was introduced in Explorer 2.6.0.0 and shows the number of selected items (similar to File Explorer).

The number of selected items can displayed by adding the following line to the properties.txt file
SHOWSELECTEDITEMSCOUNT,key,show

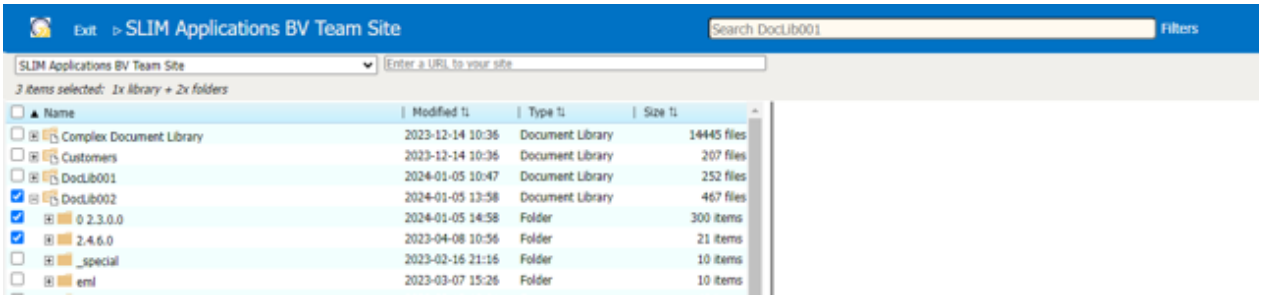


Figure 35. Explorer with showing the number of selected items.

The default value is “hide”.

Appendix AI Open in current location

This feature was introduced in Explorer 2.6.0.0 and allows to users to click on the “Explorer” button and then Explorer will open the tree in the current location.

This way users do not have to spent time browsing to a subfolder.

This feature is enabled by adding the following line to the properties.txt file
OPENINCURRENTLOCATION,key,true

Appendix AJ Integration with Nitro Pro and Nitro Pro Business

This feature was introduced in Explorer 2.6.5.0 and allows to users to edit pdf documents in SharePoint using the Nitro Pro (Business) application installed on the user's computer.

The right-click menu for pdf files is extended with an option "Edit in Nitro Pro". This is similar to the "edit in Nitro Pro" option in the SharePoint Modern View when using the Nitro Pro SPFx App.

Add the string "EditInNitroPro:" to the INCLUDEDDOCUMENTOPTIONS property. For example, *INCLUDEDDOCUMENTOPTIONS,key,Preview:…:**EditInNitroPro**: …:Properties*

Note #1: this feature requires that the configuration of the client computer (registry setting) is present and that the Nitro Pro application has been installed. Please refer to the Nitro Pro (Business) instructions.

Note #2: the option "Edit in App" is not shown when the option "Edit in Nitro Pro" is shown.

Note #3: if a pdf document has been left checked out by Nitro Pro in a previous editing session then Explorer will show a checked out icon to inform the user that the file is already checked out. This is also the case in document libraries that do not use Check In / Check Out.

Appendix AK Support for Advanced Markers in Google Maps

Explorer 2.7.0.0 and up support advanced markers. This offers multiple advantages:
- faster than previous markers
- customize markers
- move markers using drag and drop

To use the advanced markers a so-called map ID needs to be created in the Google Cloud console and the value needs to be set as a property in the properties.txt file

To create the map ID see https://www.slimapplications.com/wp-content/uploads/2024/08/Instructions-to-configure-Google-map-ID.pdf

Appendix AL Restrict use of Explorer using start parameters

Explorer 2.7.5.1 and up supports restricting the use of Explorer to a specific site, library or folder.

Use the property REQUIREDSTARTLOCATION to enforce that one of the supported start parameters is present in the URL and then use the property ALLOWEDSTARTLOCATIONS to restrict to one or more specific URL(s).

The supported start parameters are presented in the following table.

Parameter name	Description	Example of URL value
startsite	URL to a site	*https://ikapaholding.sharepoint.com/sites/QA15*
starturl	URL to a library	*https://ikapaholding.sharepoint.com/sites/QA15/Shared Documents*
startfolder	URL to a folder	For example, to limit users to opening the *https://ikapaholding.sharepoint.com/sites/QA15/Shared Documents*/2.7.5.0
startfolderexclusive	URL to a folder	For example, to limit users to opening the *https://ikapaholding.sharepoint.com/sites/QA15/Shared Documents*/2.7.5.0

For example, to limit users to opening the *https://ikapaholding.sharepoint.com/sites/QA15/Shared Documents*/2.7.5.0 folder with Explorer add the following lines to the properties.txt file
REQUIREDSTARTLOCATION,key,true
ALLOWEDSTARTLOCATIONS*,key,https://ikapaholding.sharepoint.com/sites/QA15/Shared Documents/2.7.5.0*

Note #1: the value of the ALLOWEDSTARTLOCATIONS key is the full URL to a site, library or folder
Note #2: to use multiple allowed values use | as a separator (without additional spaces). For example, ALLOWEDSTARTLOCATIONS*,key,https://ikapaholding.sharepoint.com/sites/QA15/Shared Documents/2.7.5.0|https://ikapaholding.sharepoint.com/sites/QA15/Shared Documents/2.7.4.0*

Provide users with the following URL:
https://<tenant>.sharepoint.com/sites/explorer/siteassets/SLIM_Companion_Explorer.aspx?startfolder=https://ikapaholding.sharepoint.com/sites/QA15/Shared Documents/2.7.5.0

Appendix AM Localisation

Explorer 2.8.2.0 and up support showing the user interface in a different language.

This is controlled by the property LocaleValues. For example, to provide the users with both a FR and an EN interface add the following line to the properties.txt file
LocaleValues,key,FR=fr-CA:EN=en-US

Note: contact info@slimapplications.com for a list with available language packs.

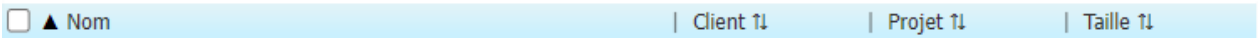
Appendix AN Localised custom column names

Explorer 2.9.0.0 and up support the use of localised custom column names.

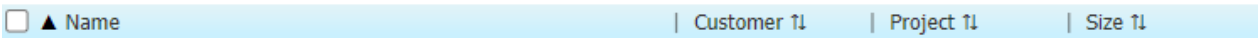
This is controlled by the property DYNAMICCOLUMNLABELS in the properties.txt file.

Add multiple entries in the property DYNAMICCOLUMNLABELS separated by / characters and precede each entry by the 2-letter language in capitals followed by a= character. For example, *DYNAMICCOLUMNLABELS,key,EN=Customer/NL=Klant/FR=Client:EN=Project/NL=Project/FR=Projet:EN=Size/NL=Grootte/FR=Taille*

For the locale FR this shows the header as



and for the locale EN this is shown as



Note #1: the use of : character remains the same and separates the different custom columns.
Note #2: the localised column names are also shown under “Properties” and “Edit Properties”

Appendix AO Automatic viewing document thumbnails

Explorer 2.9.1.0 and up support viewing of document thumbnails in the right-hand pane by hovering over a document name in the Explorer tree. This optional feature is only available for SharePoint Online and is disabled by default.

Use the AUTOMATICPREVIEWEXTENSIONS property to define which file extensions should automatically show a preview. For example:
AUTOMATICPREVIEWEXTENSIONS,key,pdf:docx:xlsx:pptx:jpg:heic:heif:mp4:mov:dwg:dng

The size of the thumbnail is controlled by the property AUTOMATICPREVIEWSIZE. For example:
AUTOMATICPREVIEWSIZE,key,2

Thumbnail size values:
0 → 176×176 pixels
1 → 300×300 pixels
2 → 600×600 pixels

This feature helps users quickly identify the document they need without downloading each file individually.

Appendix AP Show Recycle bins

Explorer 3.0.3 and up support showing the first stage and second stage recycle bins. To enable it, add this line to the properties.txt:
SHOWRECYCLEBIN,key,true

It is off by default.

The “Advanced Search” option for the recycle bin shows a search form with filter capabilities like Name, Type, Date deleted, ...

Note #1: users will only see their own files in the first stage recycle bin. The second stage recycle bin is only visible for the site collection administrator.

Note #2: there is no preview functionality for files in the recycle bins.

Appendix AQ Show Preservation Hold Library

Explorer 3.0.3 and up support showing the preservation hold library if it is present. To enable it, add this line to the properties.txt:
SHOWPHL,key,true

It is off by default. The functionality for items is limited.
SharePoint creates this hidden library when retention or an eDiscovery hold applies to the site and content is first edited or deleted. The feature allows opening of that library from Explorer instead of building the PreservationHoldLibrary URL manually. The library is intended for site collection administrators, not everyday users.

Note #1: users will only see their own files in the first stage recycle bin. The second stage recycle bin is only visible for the site collection administrator.

Note #2: there is no preview functionality for files in the recycle bins.

SLIM Applications B.V.
Rotterdamseweg 402H
2629 HH Delft, The Netherlands
https://www.slimapplications.com/
info@slimapplications.com