



# Findex Product Guide

1.1.57 · Every feature, with real product screens

Samitech Inc. · 2026-07-14

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# From install to first search in five minutes

On first launch Findex opens a setup wizard. Follow it in order — language → window mode → document folders → AI assistant → preparation — and you are ready to search.

## STEP 1

### Download and install

#### 1 Download the installer

Get it from the [download page](#). Korean environments receive an MSI; other languages receive the multilingual EXE installer.

#### 2 Run the installer

Windows 10/11 on x86-64 (x64). ARM-based devices are not supported. If the WebView2 runtime is missing it is installed automatically.

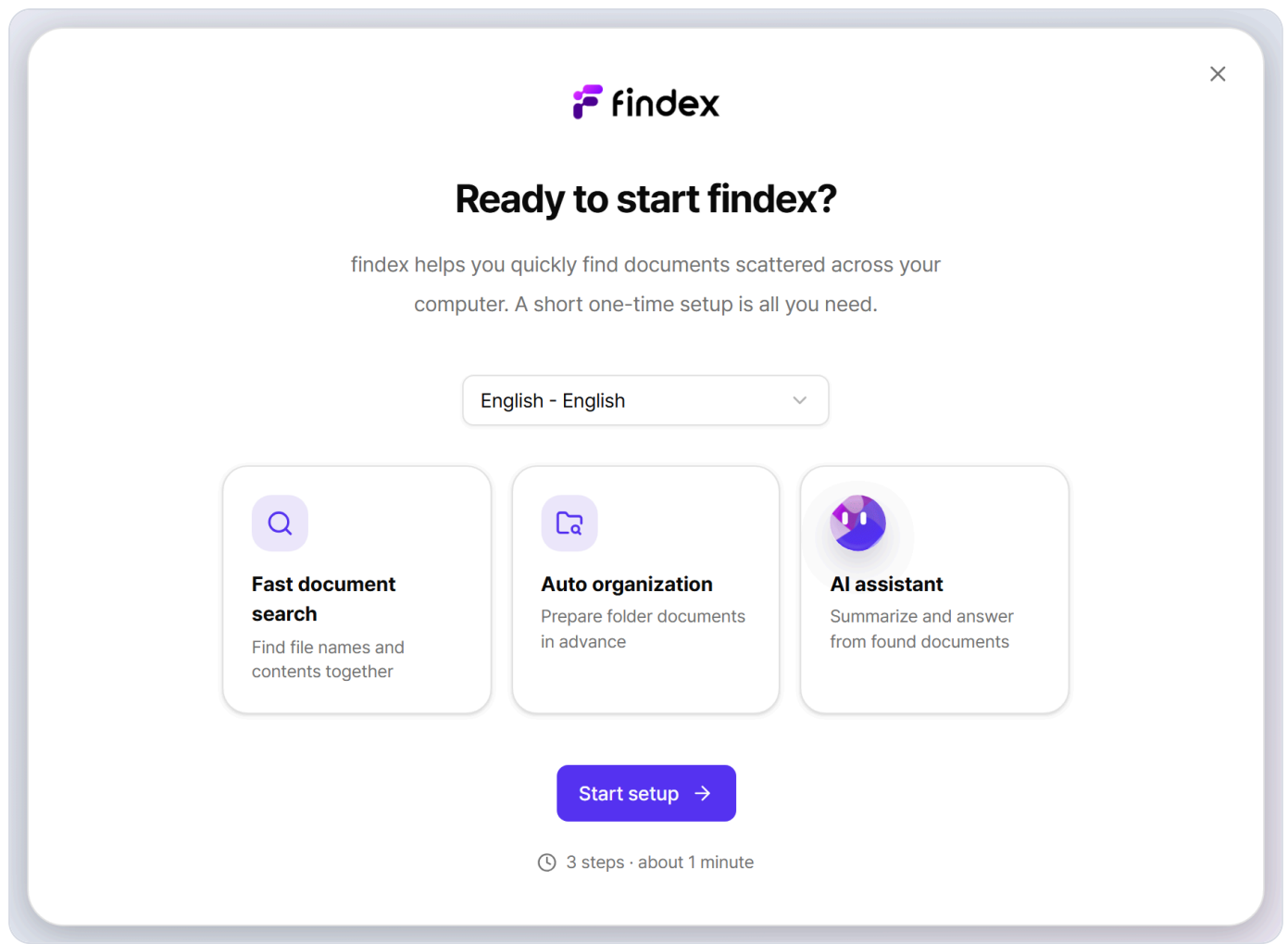
#### 3 Launch Findex

After installation Findex starts and shows the one-time setup wizard.

## STEP 2

### Welcome screen — choose your language

The first screen introduces Findex and lets you pick the **display language**. Twelve languages are supported (한국어, English, 日本語, ...). Your choice applies to the whole UI, notifications, and Luna's response language, and can be changed anytime in Settings → General.

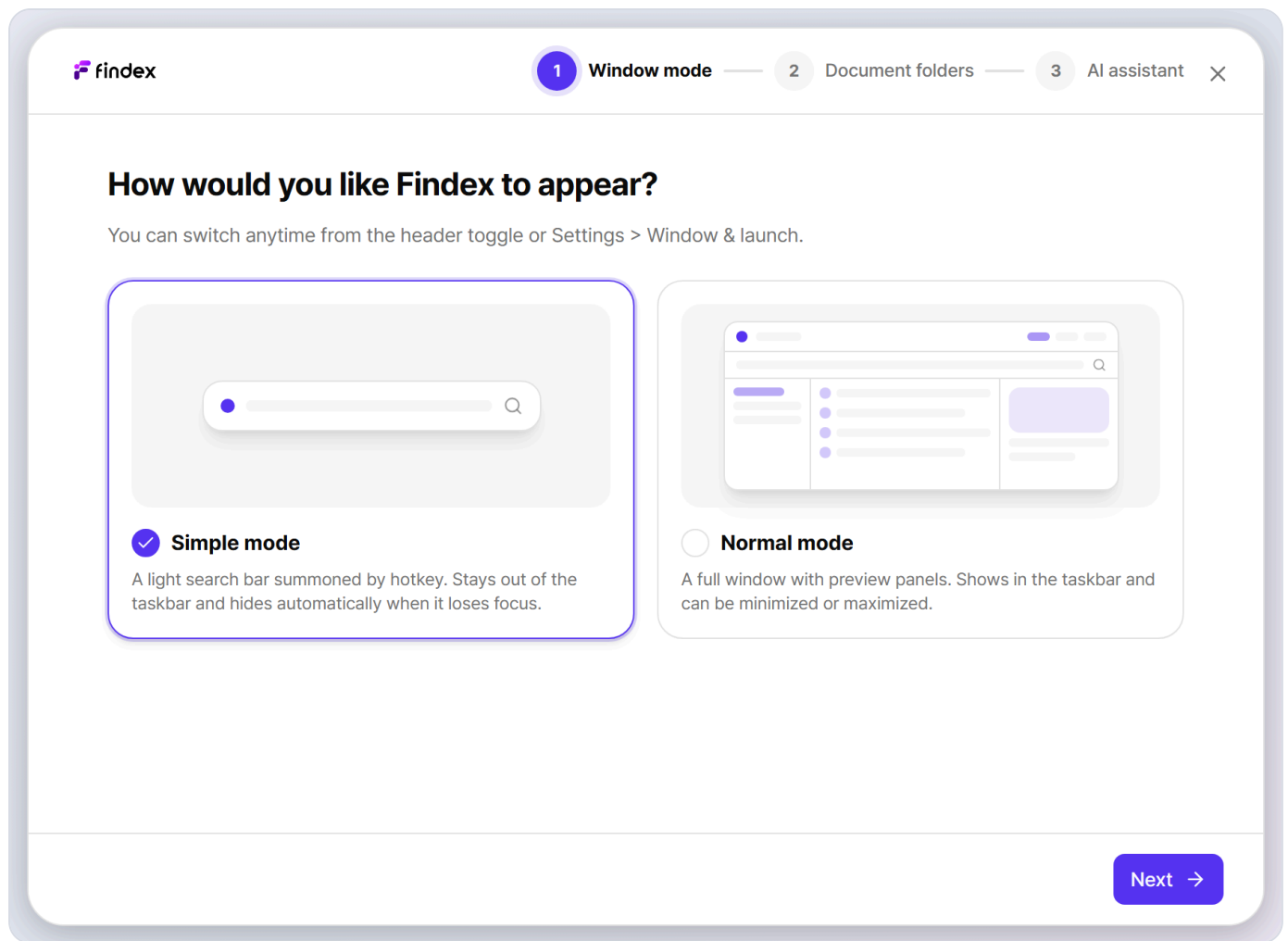


The welcome screen. Choose a language, then click **Start setup**.

### STEP 3

## Choose Simple or Normal mode

Choose how Findex opens. Both modes provide Quick and Precise Search, but their **workspace and window behavior** differ. The choice is saved and can be changed later from the header toggle or **Settings → General → Window & launch**.



The window-mode step. Review each preview and choose the mode that fits your workflow.

### Simple mode

A lightweight search bar summoned by shortcut. It stays out of the taskbar and hides when it loses focus.

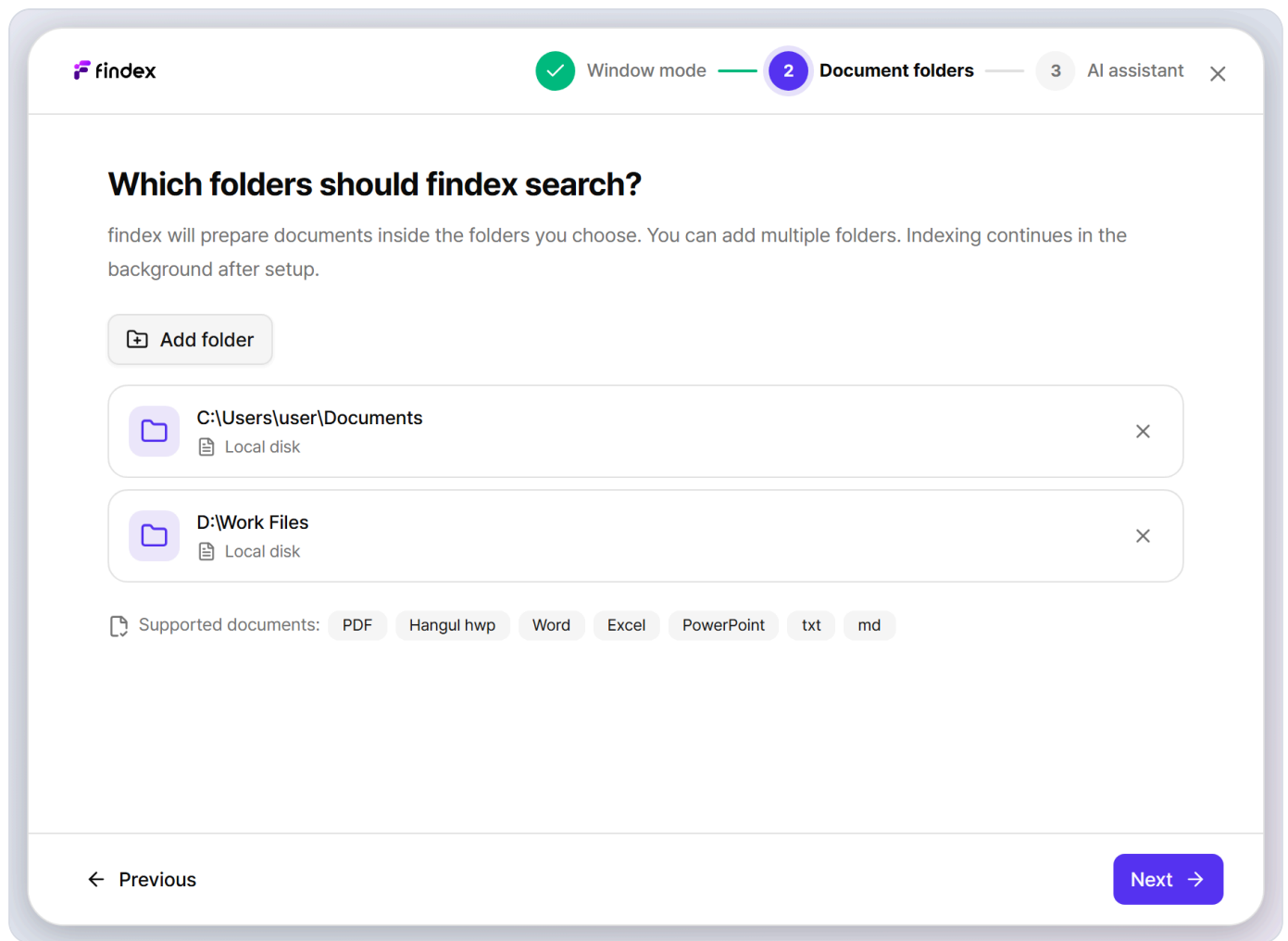
### Normal mode

A full window with filters, recent documents, and preview panels. It appears in the taskbar, supports minimize/maximize, and remains open when focus moves away.

## STEP 4

# Pick document folders — the most important step

Here you decide **which folders Findex searches**. Click **Add folder** and choose one or more folders where your documents actually live. These become “watched folders”: their documents are indexed automatically and kept up to date as files change.



The folder step. Each folder shows whether it is a local disk or a network path; remove one with the X button.

## Which folders should I pick?

- **Recommended:** roots where documents are concentrated, like Documents or a work-files folder.
- **Avoid:** entire drives such as C:\. The first scan takes much longer and unrelated files pollute results.
- **Network folders (NAS, shares):** supported, but the first sync can be slow and change watching may be limited. If updates seem missing, run a manual rescan from Settings → Engine.



You can add or remove folders anytime later in **Settings → Folders**, so start light.

STEP 5

# Connect an AI assistant (optional)

Connecting an LLM enables Luna and other AI features. **This step is optional** — click **Start without AI assistant** to skip it. Quick and precise search work fully without an LLM.

findex

✓ Window mode

✓ Document folders

3 AI assistant

### Connect an AI assistant? (Optional)

When connected, it can summarize found documents and answer questions. You can skip this and connect later.

This step is optional. Document search still works without connecting an AI assistant.

S

**SAMI-GPT**  
Private LLM · API key

GPT

**ChatGPT**  
OpenAI · login/key

C

**Claude**  
Anthropic · API key

G

**Gemini**  
Google · API key

OR

**OpenRouter**  
Gateway · API key

**Ollama**  
This PC · free

**Custom**  
Compatible server

← Previous

Start without AI assistant

✓ Complete setup

The AI assistant step: pick a provider, enter a key, and test the connection.

Supported providers are listed below. If your security policy requires it, choose a local model that runs on your PC (Ollama, LM Studio) instead of a cloud provider.

| Provider | Type             | How to connect                   |
|----------|------------------|----------------------------------|
| SAMI-GPT | Private endpoint | Base URL + API key               |
| OpenAI   | Cloud            | API key or ChatGPT OAuth sign-in |
| Claude   | Cloud            | API key                          |

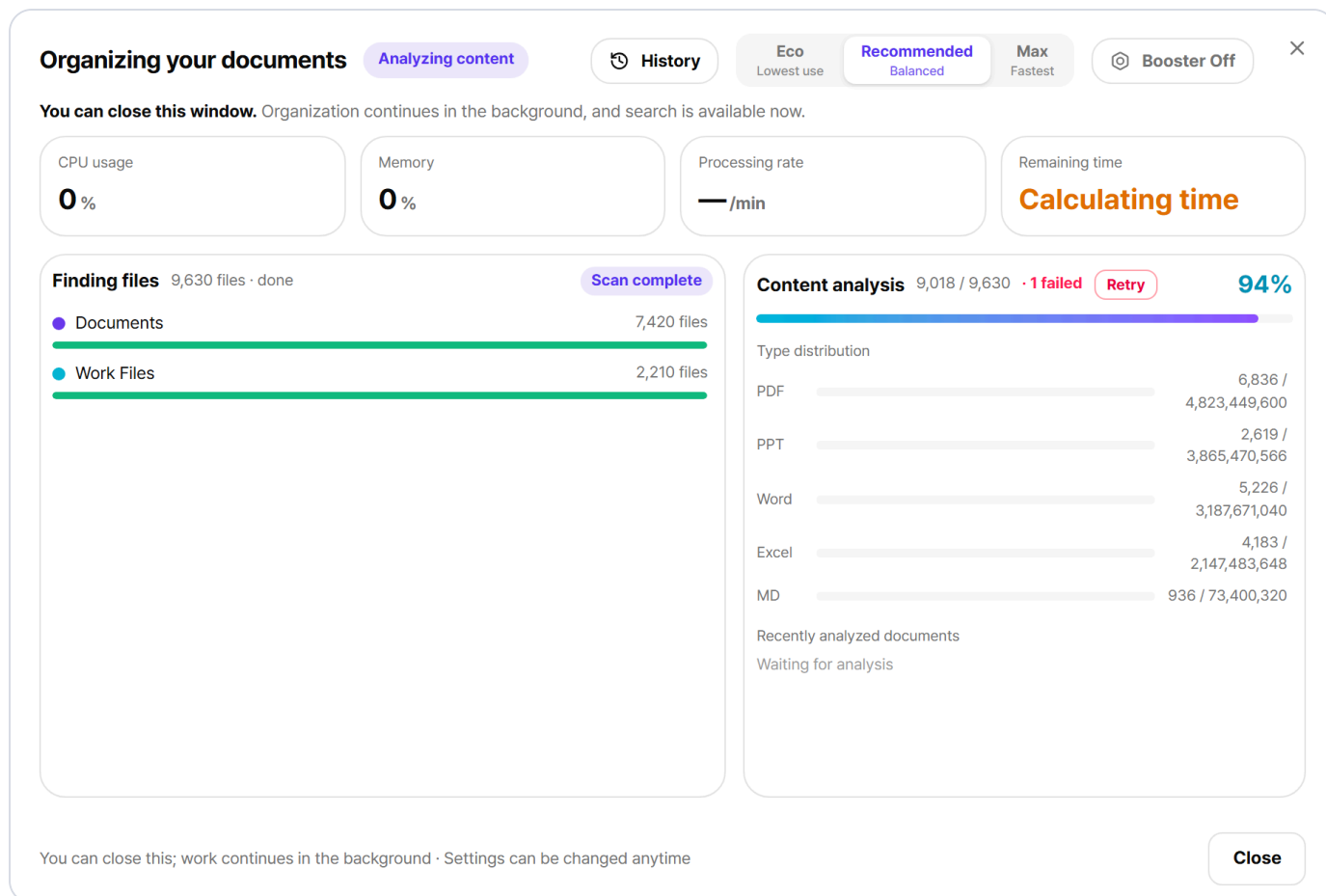
|                          |         |                                       |
|--------------------------|---------|---------------------------------------|
| <b>Gemini</b>            | Cloud   | API key                               |
| <b>OpenRouter</b>        | Gateway | API key                               |
| <b>Ollama</b>            | Local   | Connects to Ollama running on your PC |
| <b>LM Studio</b>         | Local   | Connects to LM Studio on your PC      |
| <b>OpenAI-compatible</b> | Custom  | Enter any compatible server URL       |

STEP 6

Preparation — engine start and indexing

Findex then wakes up the search engine and prepares the index. When it is ready, click **Start findex** to reach the main window. Indexing continues in the background — you can search right away, and precise-search results get richer as indexing progresses.



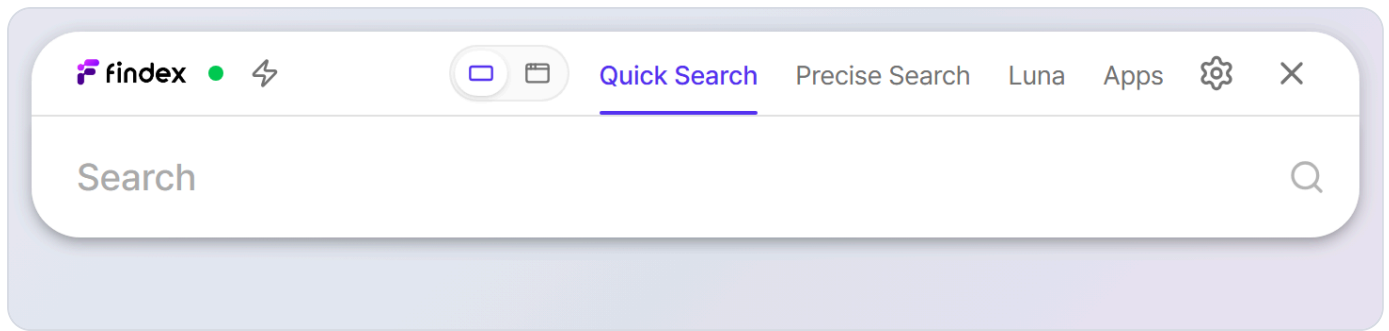


The preparation progress window shows per-folder scan and indexing progress. You can reopen it later from Settings → Folders.

## STEP 7

# Run your first search

Press **Ctrl** + **Shift** + **F** anywhere to open Findex. **Simple mode** starts as a slim input and grows with the results; **Normal mode** opens directly into the Command Center with filters, recent searches, and recent documents.



Simple mode just after opening. The green dot next to the logo means the engine is ready; while indexing, a progress pill appears below.

- Results update live once you type at least two characters.
- Move through results with  $\uparrow/\downarrow$  and open a file with **Enter**.
- **Esc** closes an open filter first, then hides the current window. It does not change the saved window mode.

## STEP 8

# The tray icon and the global shortcut

Findex keeps running in the **system tray** after you dismiss the window — that is what makes the instant shortcut possible.

- **Click the tray icon:** show/hide the search window
- **Right-click menu:** Open, Settings, Exit
- **Change the shortcut:** Settings  $\rightarrow$  General  $\rightarrow$  Global shortcut
- **Autostart:** enable “Start Findex at login” in Settings  $\rightarrow$  General to start quietly in the tray after boot.

 **Setup complete!** Continue to the [Search chapter](#) to get the most out of quick and precise search.

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Guide Home

**Next**  
Search 

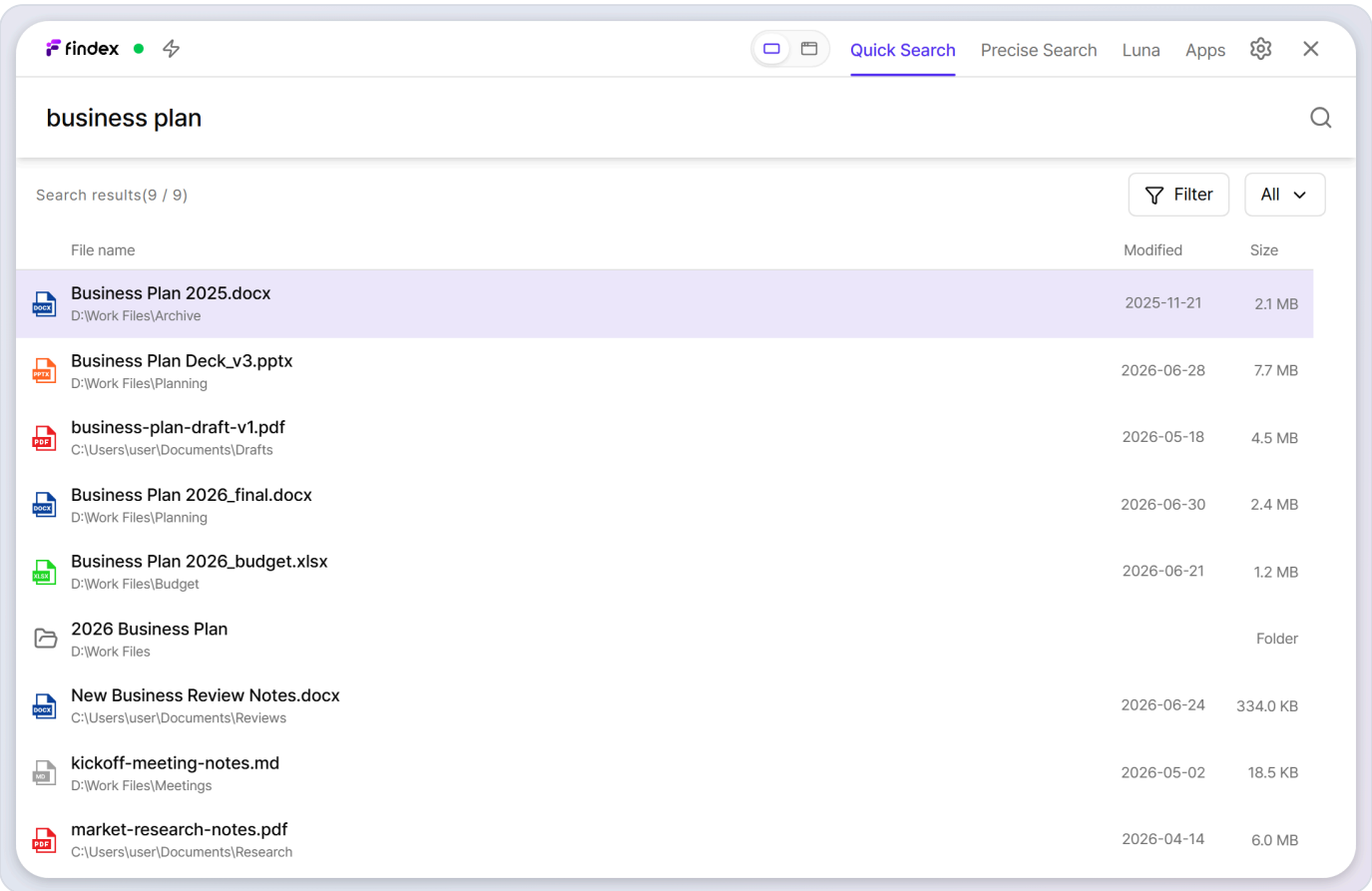
# Quick Search and Precise Search, used well

If your clue is a file name or path, use **Quick Search**; if it is a word or sentence inside the document, use **Precise Search**. Run either search in the lightweight **Simple mode** or the preview-rich **Normal mode (Command Center)**.

## Layout

### Four tabs, two window modes

The top tabs are **Quick Search · Precise Search · Luna · Apps**. The **green dot** by the logo shows engine status and the **lightning button** controls Boost. The window-mode button before the tabs switches between **Simple** and **Normal** mode and saves the choice; the gear opens Settings.

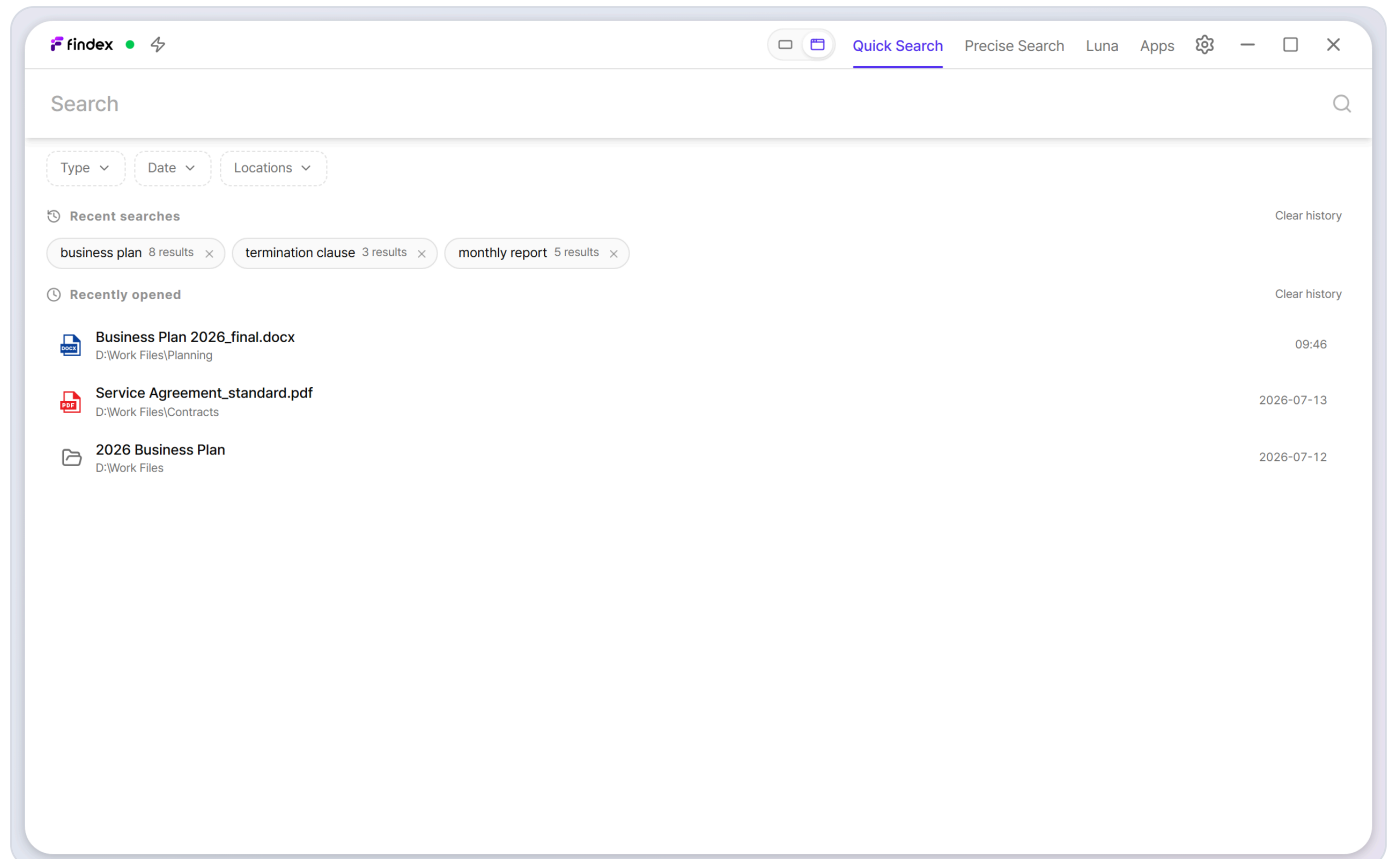


Quick Search in Simple mode. It hides on focus loss and stays out of the taskbar.

## Normal mode

# A Command Center that is useful before you search

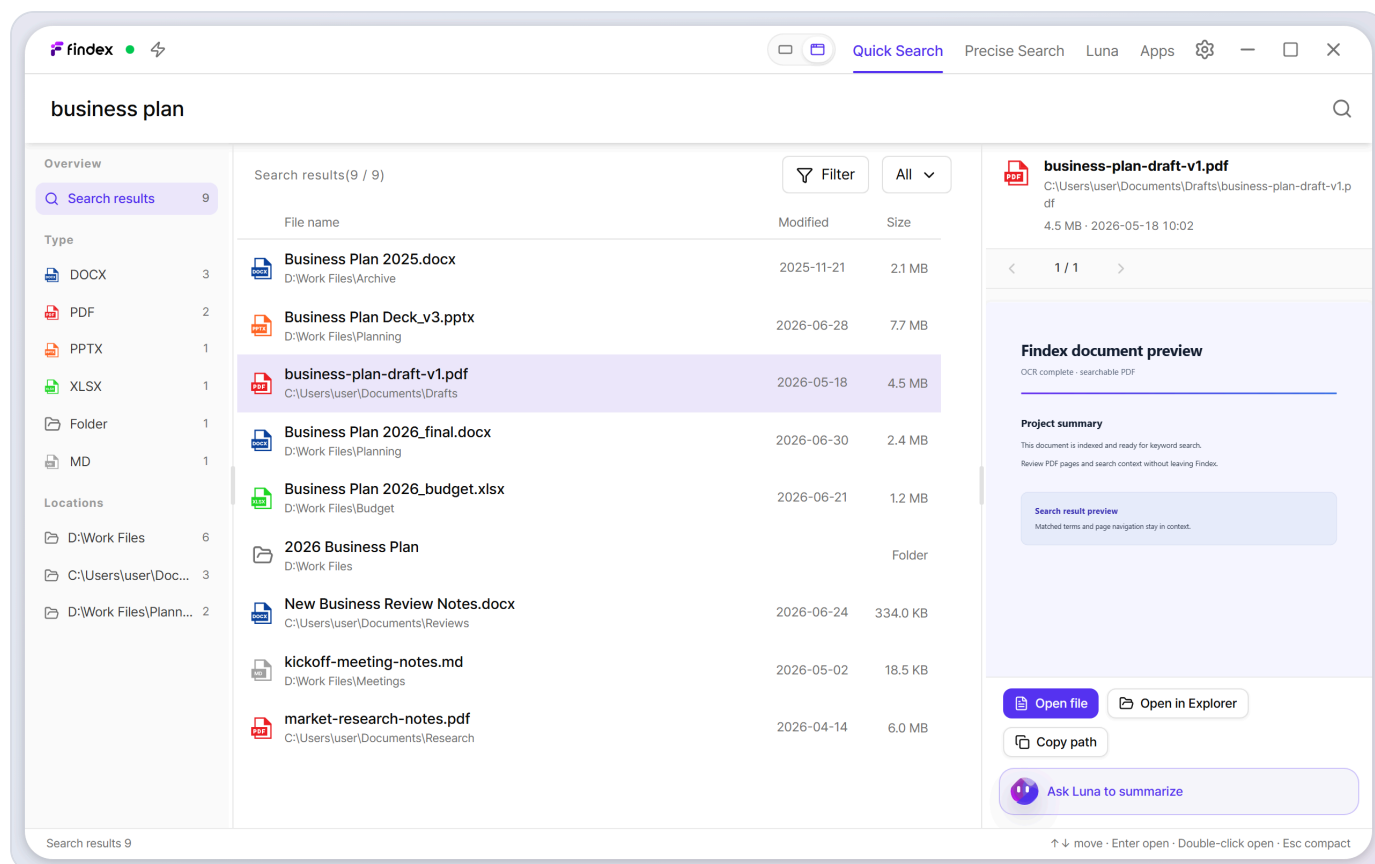
Normal mode is a full window that stays in the taskbar and supports minimize/maximize. Even with no query it shows **filter chips**, **recent searches**, and **recent documents**, so you can reopen familiar material or set conditions before typing.



The Command Center start screen: type/date/location filters, recent successful queries, and recently opened documents.

- **Filter chips:** preselect a type (HWP, PDF, Word, Excel, PPT, text, image), a date preset from today through the last year, or a watched-folder location.
- **Recent searches:** successful queries appear with result counts; select one to run it again using the current search mode and filters.
- **Recent documents:** keeps up to 50 files or folders opened from search. Until that history exists, recently registered or modified documents are shown instead.

## Results expand into three panels



File-type facets on the left, results in the center, and file details with PDF preview on the right.

- **Select and open:** single-click to preview a result on the right; double-click to open the original.
- **PDF preview:** page through and zoom the PDF in place. A precise-search result jumps to its matching page.
- **Quick actions:** open the file, reveal it in Explorer, copy its path, or ask Luna to summarize it from the right panel.
- **Panel width:** drag either divider or use the arrow keys; double-click a divider to restore its default width.

### Search 1

## Quick Search — instant lookup by name, folder, path

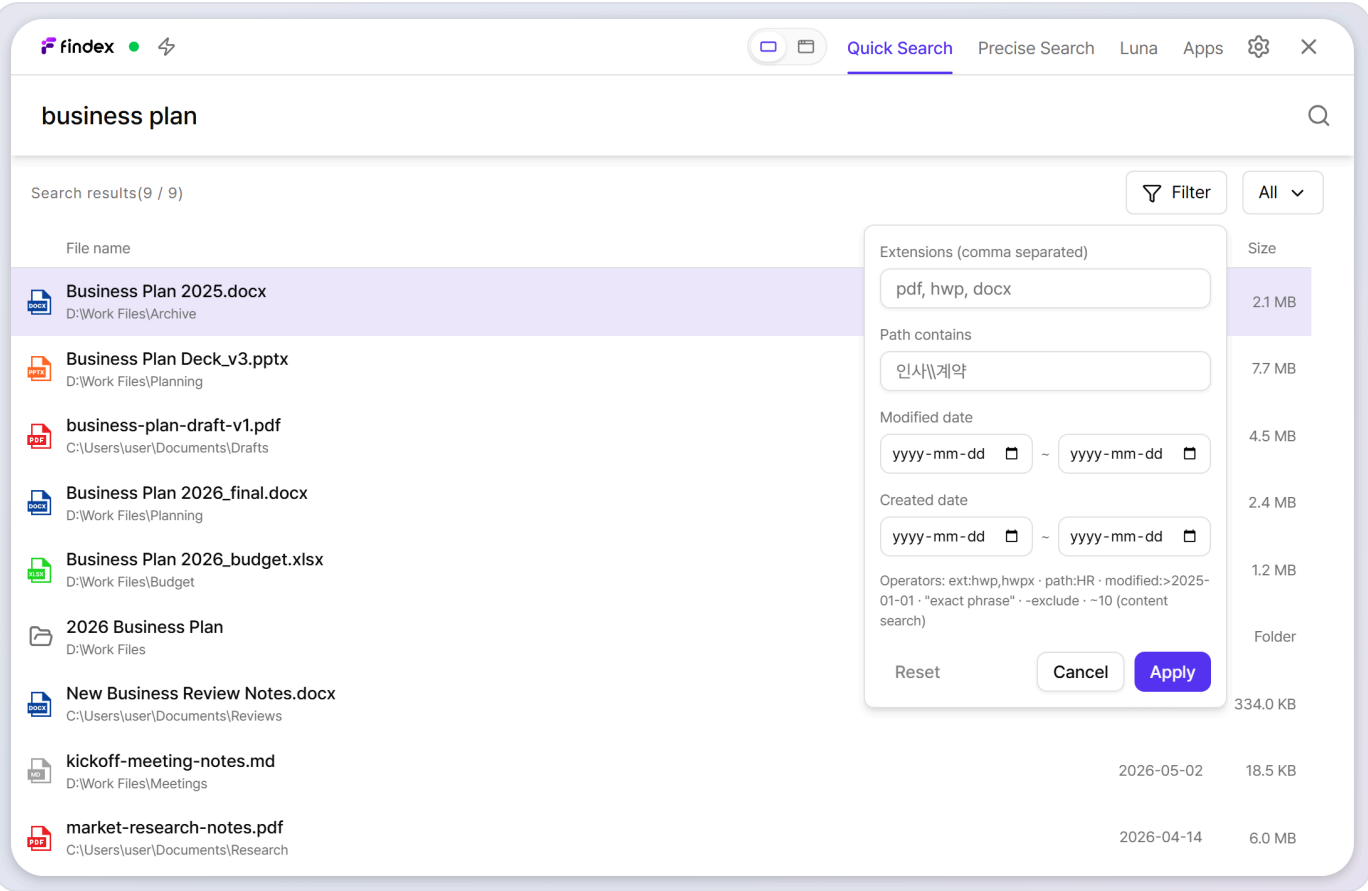
Type two or more characters and matches on file and folder names appear instantly (up to 500). Each row shows the file name, parent path, modified date, and size; matching folders appear as folder rows.

- **Open a file:** in Simple mode click the row or press **Enter** . In Normal mode, single-click to preview and double-click to open.
- **Right-click menu:** Open file, or Open folder (reveals the file in Explorer).
- **Sorting:** use the column headers to sort by relevance, name, modified date, or size.
- **Search target count:** a pill under the input shows how many files are currently indexed.

Narrow it down

# The filter panel and search operators

When there are too many results, open **Filter** to constrain extension, modified date, created date, and path. The same constraints can be typed as operators; Precise Search also supports exact phrases, exclusions, and word-distance matching.



Edit extension, date, and path constraints directly below the button that opened the panel. Cancel discards temporary changes; applied constraints appear as chips beside the input.

| Operator | Example | Meaning |
|----------|---------|---------|
|----------|---------|---------|

|                                               |                                                     |                                                                                                            |
|-----------------------------------------------|-----------------------------------------------------|------------------------------------------------------------------------------------------------------------|
| <code>ext: /</code><br><code>filetype:</code> | <code>plan ext:docx,pdf</code>                      | Only the listed extensions; separate with commas.                                                          |
| <code>modified:</code>                        | <code>contract modified:&gt;2026-01-01</code>       | Modified-date condition. Supports <code>&gt;</code> , <code>&lt;</code> , and <code>start..end</code> .    |
| <code>created:</code>                         | <code>minutes created:2026-05-01..2026-06-30</code> | Created-date condition. Dates use <code>YYYY-MM-DD</code> .                                                |
| <code>path:</code>                            | <code>contract path:"Legal 2026"</code>             | Only results whose path contains the text. Quote values containing spaces. Supported in both search modes. |
| <code>"정확한 구문"</code>                         | <code>"termination notice period"</code>            | Finds document text containing the quoted phrase exactly. Use in Precise Search.                           |
| <code>-제외어</code>                             | <code>contract -draft</code>                        | Excludes document text containing that term. Multiple exclusions can be combined.                          |
| <code>~N</code>                               | <code>damage compensation ~5</code>                 | Requires the query terms to appear within N words of one another (N is 1–100). Use in Precise Search.      |

💡 Active extension, date, and path constraints appear as **filter chips** beside the input. "phrases", -exclusions, and ~N apply only to Precise Search over document contents.

Document types

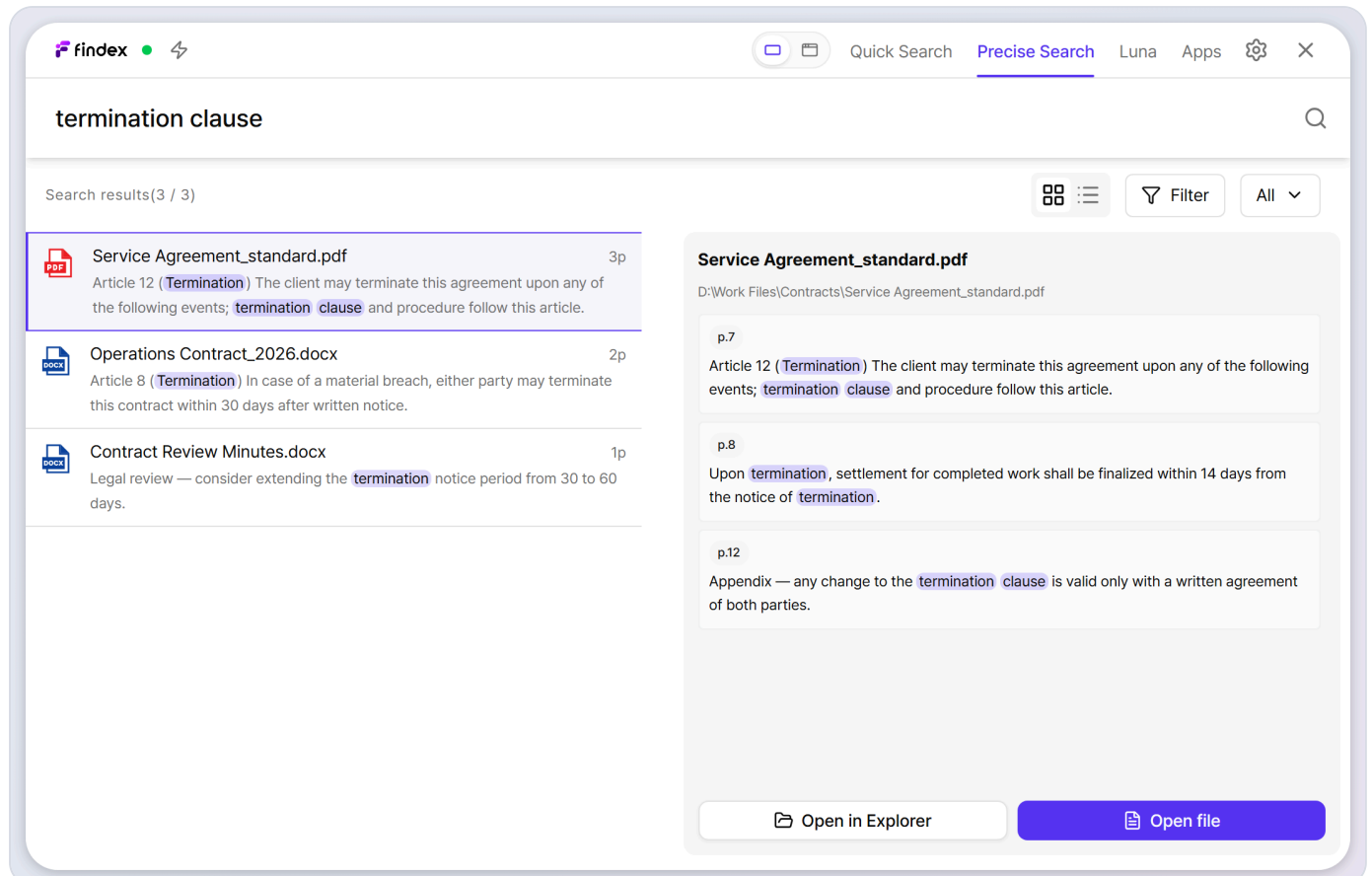
# "Reports only" — narrowing by document type

The **All** dropdown above the results narrows them by **document type** — Report, Proposal, Contract, Minutes, and so on. Types are assigned automatically from file names and content keywords, and the classification rules are fully editable in [Settings → Analysis](#).

## Search 2

# Precise Search — find by sentences inside documents

Use this when you cannot remember the file name and instead know a **word, phrase, or sentence** inside the document. Matches appear as snippets grouped by file and page. Check the source in Simple mode's evidence panel or Normal mode's detail and PDF preview.



Precise-search results. Matching words are highlighted, and the right panel shows evidence per page (p.7 / p.8 / p.12).

- **Open file / Open in Explorer:** buttons under the evidence panel jump to the document or its location.
- **Grid/list toggle:** switch between card and list layouts with the icons above the results.
- **Evidence units:** pages for PDF/HWP, slides for PPT, sheets for Excel, paragraphs for text formats.
- **Shared filters:** extension/date filters and the document-type selection also apply here.



**Best for:** "a sentence somewhere in a report", "a clause inside a table", or "I do not know the title, but I remember words from the body". While indexing is running, coverage grows — retry shortly for a newly added folder.



## Behind the results

# Reading the indexing status

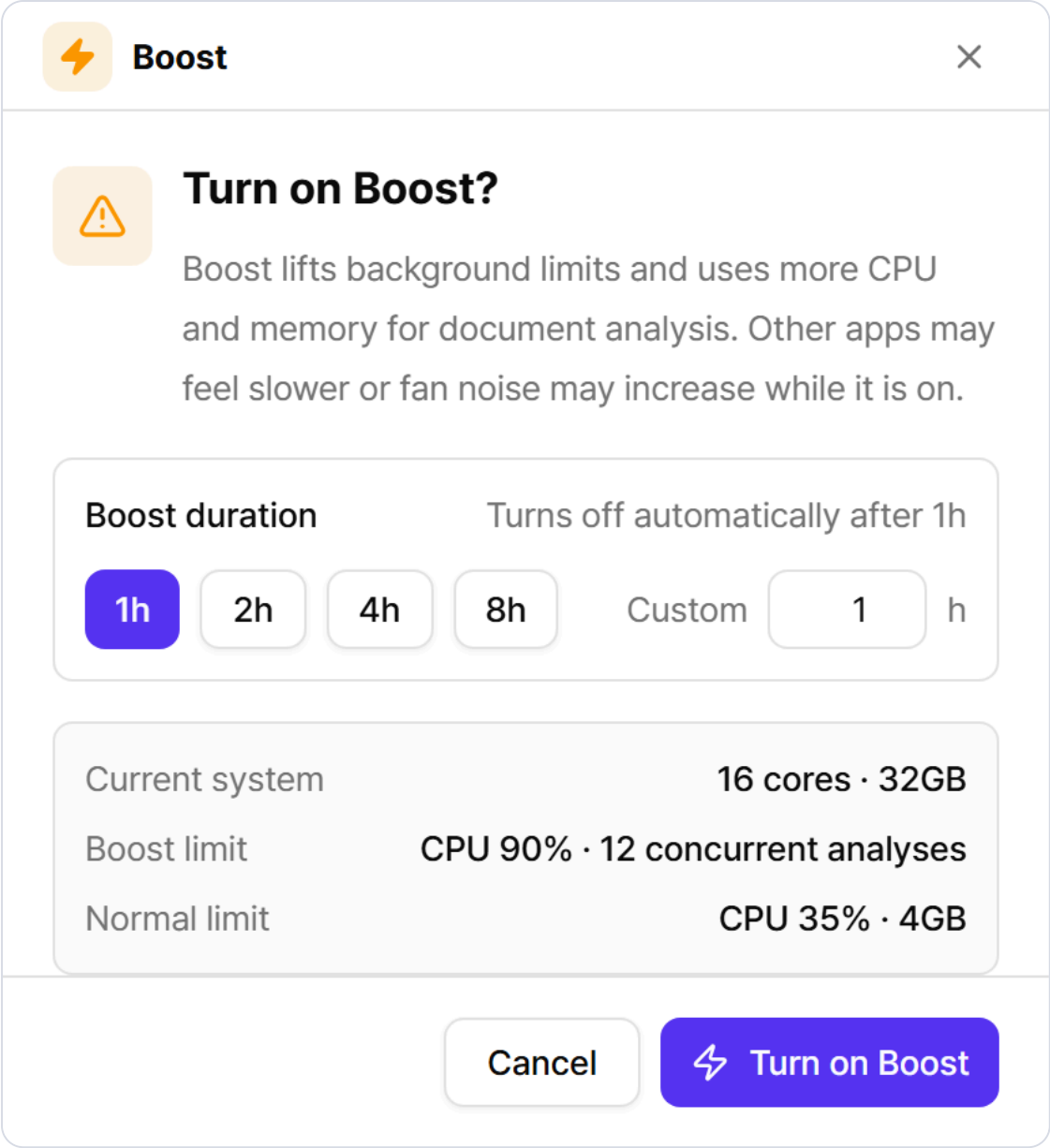
Findex processes watched folders in two phases: ① **file scan** — collecting names, paths, and dates for quick search, and ② **document indexing** — reading contents for precise search. Progress appears in the pill under the search bar and in the preparation window.

- Quick search is fully functional as soon as the scan finishes.
- Precise-search coverage grows as document indexing progresses.
- Per-folder progress is visible in Settings → Folders or the preparation window.

## Boost

# Boost — when you want indexing done fast

Normally Findex caps its CPU and memory so it never disturbs your work. To finish indexing faster, click the **lightning button** to enable Boost. A confirmation window asks for a duration (1 / 2 / 4 / 8 hours, or custom up to 24h), and limits return to normal automatically when it expires.



The Boost confirmation window shows normal vs. boosted CPU/memory limits.

 Other apps may slow down while Boost is on — best used when you are away from the PC. For automatic speed-up during idle hours, use **Idle Boost** in [Settings → Performance](#).

Reference

Search shortcuts

| Keys | Action |
|------|--------|
|------|--------|

|                              |                                                                                                                      |
|------------------------------|----------------------------------------------------------------------------------------------------------------------|
| <div>Ctrl + Shift + F</div>  | Open the search window from anywhere (configurable)                                                                  |
| <div>↑ / ↓</div>             | Move up/down in the results                                                                                          |
| <div>Enter</div>             | Open the selected file                                                                                               |
| <div>Tab / Shift + Tab</div> | Move between neighboring tabs in the simple view; in Command Center results, move between panels and action controls |
| <div>Esc</div>               | Close an open filter/menu first, otherwise hide the current window (window mode stays unchanged)                     |



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Luna



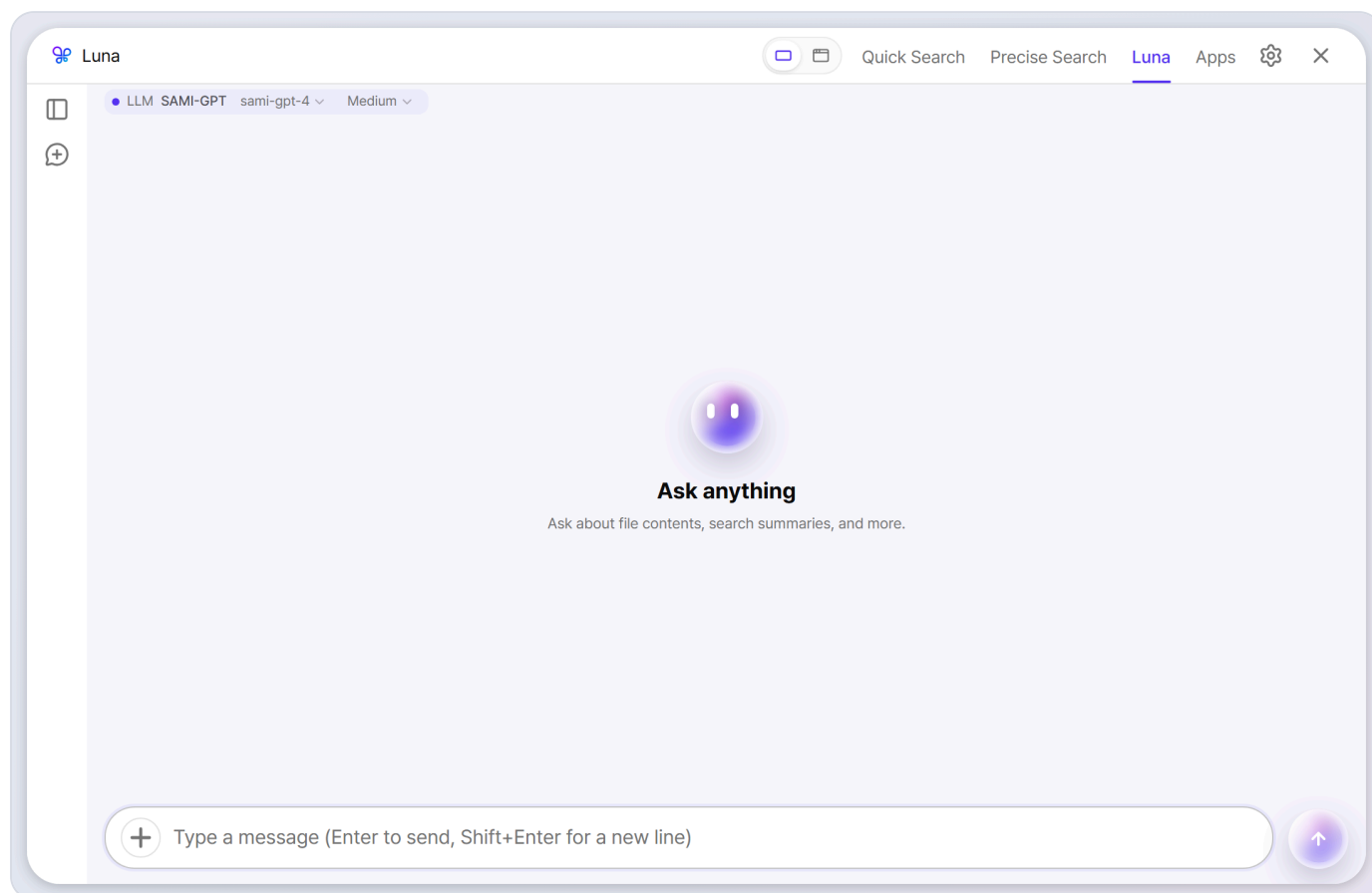
# Ask in sentences — the Luna AI assistant

Luna is an agentic assistant that understands your request and **searches, reads, and compares documents on its own** before answering. One sentence — “find the quarterly report and summarize it” — covers search, reading, and summarizing.

## Prerequisite

## Luna activates when an LLM is connected

Click the **Luna** tab in the main window to open the chat. The badge at the top shows the connected **provider and model** — click it to switch models. If no LLM is connected yet, set one up in [Settings](#) → [LLM](#).



Luna's start screen. The left rail opens chat history and starts a new chat.

## Basics

# Ask, stop, and retry

- **Send:** **Enter** — new line with **Shift** + **Enter** .
- **Stop:** cut a long response short with the stop button.
- **Retry / copy:** buttons under each answer re-ask the question or copy the whole response.
- **Edit your message:** use the pencil button to revise an earlier prompt. **All later messages are removed** and a new answer is generated, but completed **tool actions are not rolled back** — including files already created or changed and data already sent externally.
- **Tables and code:** responses render as Markdown — tables, lists, and code blocks display cleanly.

The screenshot shows the Luna chat interface. On the left is a sidebar with a 'New chat' button and a list of recent chats: 'Scanned document wo...', 'Summarize 2026 ...', 'Review termination cla...', and 'Trip report cleanup'. The main chat area has a header with 'Luna' and search options. The conversation history shows a prompt: 'Team: plan to add 4 engineers and 2 sales reps'. The response includes a table with quarterly milestones and a text block: 'I can compare this with the budget sheet (Business Plan 2026\_budget.xlsx) if you like.' Below this is a blue button with the text 'What changed compared to last year's plan?'. The chat then shows tool actions: 'Read document' (Read the summary of Business Plan 2025.docx) and 'Compare documents' (Compared the extracted text of both documents.). The final response is: 'Compared with the 2025 plan: 1. Higher revenue target: raised from 18% to 32% growth 2. New item: on-premise supply plan for public institutions was added 3. Removed item: the overseas reseller channel plan was dropped 4. Budget structure: marketing budget shifted from ads to a partner program'. At the bottom is a text input field with a plus icon and the placeholder 'Type a message', and a send button with an upward arrow.

| Quarter | Milestone                       |
|---------|---------------------------------|
| Q1      | New product beta launch         |
| Q2      | Public procurement registration |
| Q3      | Partner channel expansion       |
| Q4      | Annual performance review       |

I can compare this with the budget sheet (Business Plan 2026\_budget.xlsx) if you like.

What changed compared to last year's plan?

✓ Read document Read the summary of Business Plan 2025.docx.

✓ Compare documents Compared the extracted text of both documents.

Compared with the 2025 plan:

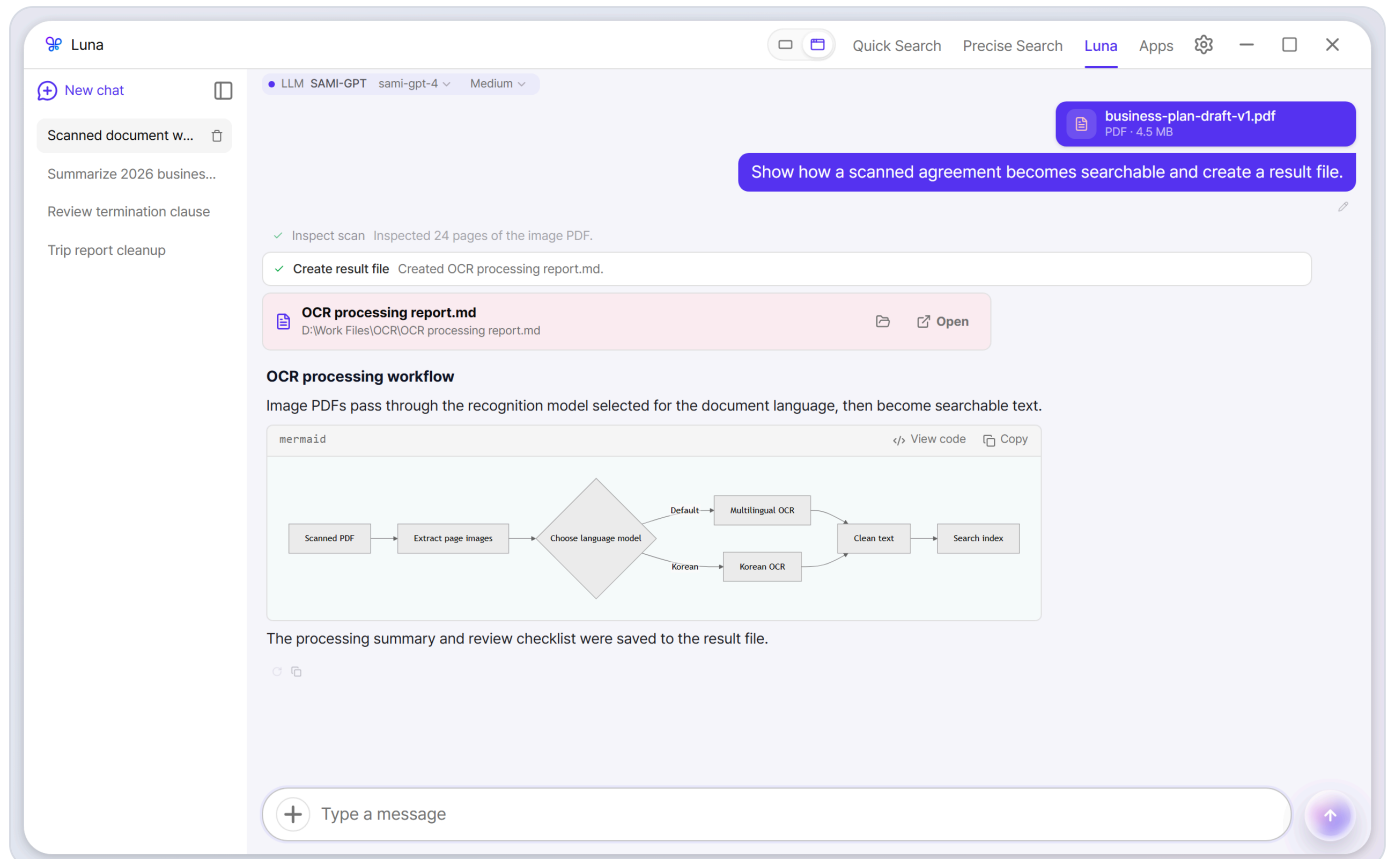
1. **Higher revenue target:** raised from 18% to **32% growth**
2. **New item:** on-premise supply plan for public institutions was added
3. **Removed item:** the overseas reseller channel plan was dropped
4. **Budget structure:** marketing budget shifted from ads to a partner program

A real conversation. The gray rows above the answer are the tools Luna ran (file search, document read); the answer renders a summary with a table.

## Rich output

# Mermaid diagrams and sandboxed HTML preview

When Luna visualizes a structure or proposes a small interface, you can inspect the result instead of reading code alone. Completed `mermaid` blocks render as diagrams, and `html` blocks gain a separate preview action.



Switch a Mermaid result between diagram and source; inspect HTML in an isolated preview dialog.

- **Mermaid:** renders after the response finishes. Toggle between diagram and code; syntax failures leave the source available with an error state.
- **HTML:** the preview opens in a sandboxed frame with **scripts disabled**. Use it to inspect layout, and review the source for anything important.

Agentic behavior

# Understanding Luna's tool runs

Before answering, Luna runs whatever tools it needs and shows each run inline — the tool name plus a result summary (e.g. “found 3 related documents”), so you can see **what the answer is based on**.

| Tool               | What it does                                                                                    |
|--------------------|-------------------------------------------------------------------------------------------------|
| Search files       | Finds documents in watched folders by name and content.                                         |
| Read document      | Reads pages or sections of a document as evidence for the answer.                               |
| Compare documents  | Compares the extracted text of two documents; results appear as a collapsible diff card.        |
| Folder tree        | Reads the folder/file structure inside watched folders.                                         |
| External MCP tools | External tools enabled in Connection Center (web search, ...); may ask for your approval first. |

 Tool rows record what Luna read. AI answers can still be wrong, so for important decisions verify the **source document, page, and original text**.

Attachments

# Focus the question on specific files

If your question is about specific documents, attach them — Luna analyzes attached files first.

- **+ button:** opens a file picker (multi-select, up to 10 files).
- **Drag & drop:** drop files from Explorer straight into the chat.
- **Paste from clipboard:** press Ctrl + V in the composer to attach files copied from Explorer or clipboard images. Files transferred as clipboard data are limited to 25MB each.
- **Supported formats:** same as search — PDF, HWP/HWPX, Word, Excel, PowerPoint, TXT, MD.
- **Files outside watched folders:** can be analyzed in that conversation, but are not added to the index.



**Large attachments:** files at or above 100MB show a warning. Documents with many pages can also take much longer to analyze. Attach only what the question needs and identify the relevant range or pages when possible.

## History

# Managing chat sessions

- **New chat:** the + button in the left rail. Starting fresh per topic keeps answers sharp.
- **Open history:** expand the sidebar with the panel button; titles are generated from the first question.
- **Delete:** trash icon per session; delete everything via “Clear chat history” in Settings → Engine.
- **Storage:** up to 100 sessions, stored only on your PC.

## In practice

# Prompts that work well

| Example request                                              | What Luna does                                            |
|--------------------------------------------------------------|-----------------------------------------------------------|
| “Find the 2026 business plan and summarize the key points”   | Search → read → bullet/table summary                      |
| “Find the termination clause in this contract”<br>(attached) | Locates and quotes the clause with its page               |
| “Compare last year's plan with this year's”                  | Reads both and produces a diff card with a change list    |
| “Show me the structure of this project folder”               | Reads the folder tree (inside watched folders only)       |
| “Extract only the decisions from the minutes as a table”     | Finds and reads the minutes, then tabulates the decisions |



MCP

# Approving external (MCP) tools

Enable external MCP servers in the [Connection Center](#) and Luna can also use tools like web search. When a tool requires confirmation, an **approval card** appears in the chat — choose allow once, always allow, or deny. Deny anything you did not expect.



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Apps



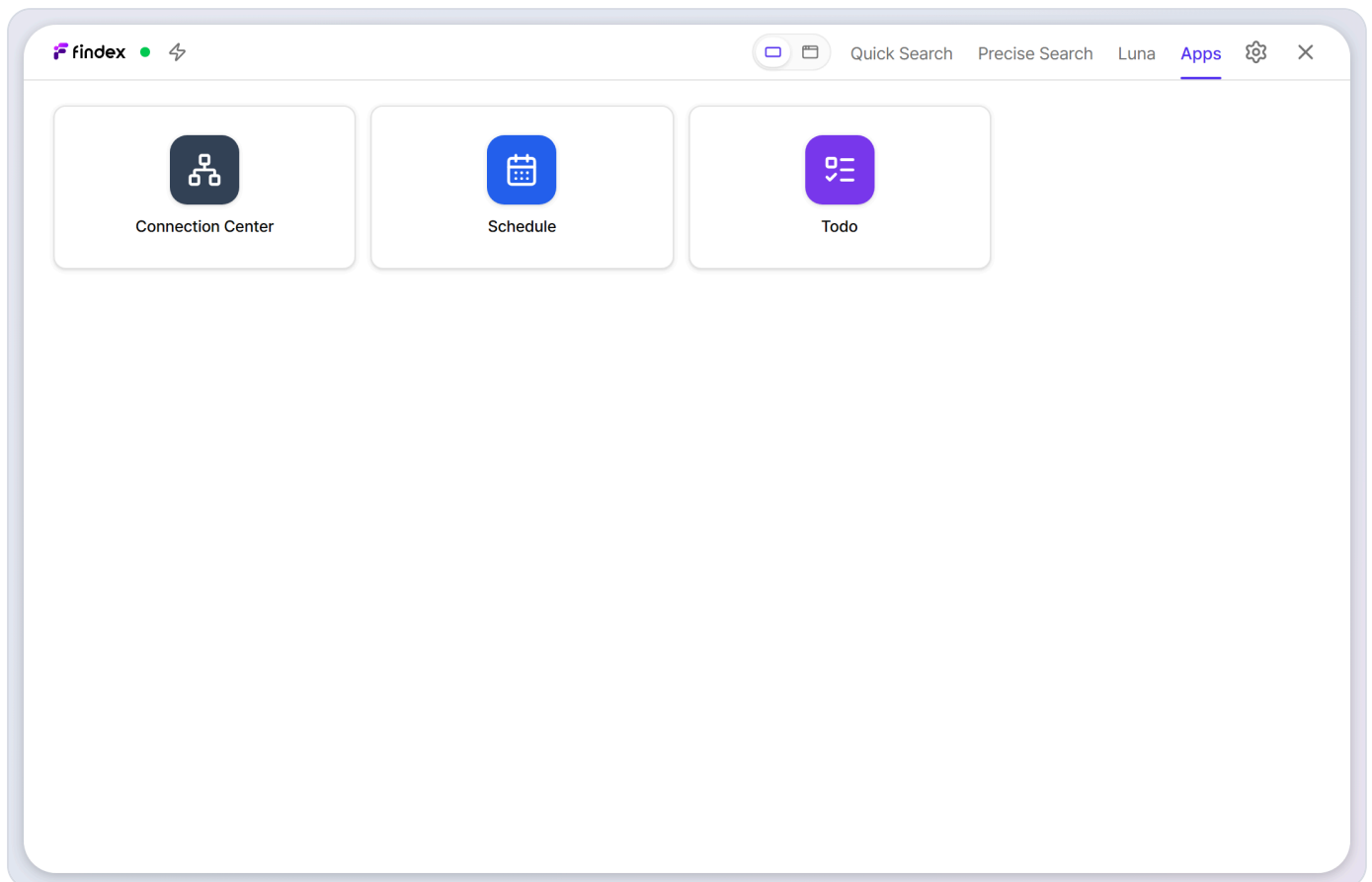
# Work tools that extend the search window

The **Apps** tab in the main window hosts productivity apps. Each opens in its own window; Schedule and To-do also offer desktop widgets and integrate with Luna.

## Entry point

## The Apps tab — where apps open

Click a card and the app opens in **its own window** (or refocuses if already open). Connection Center appears only when **MCP integration** is enabled in Settings → General.



The Apps tab ships with three apps: Connection Center, Schedule, and To-do.

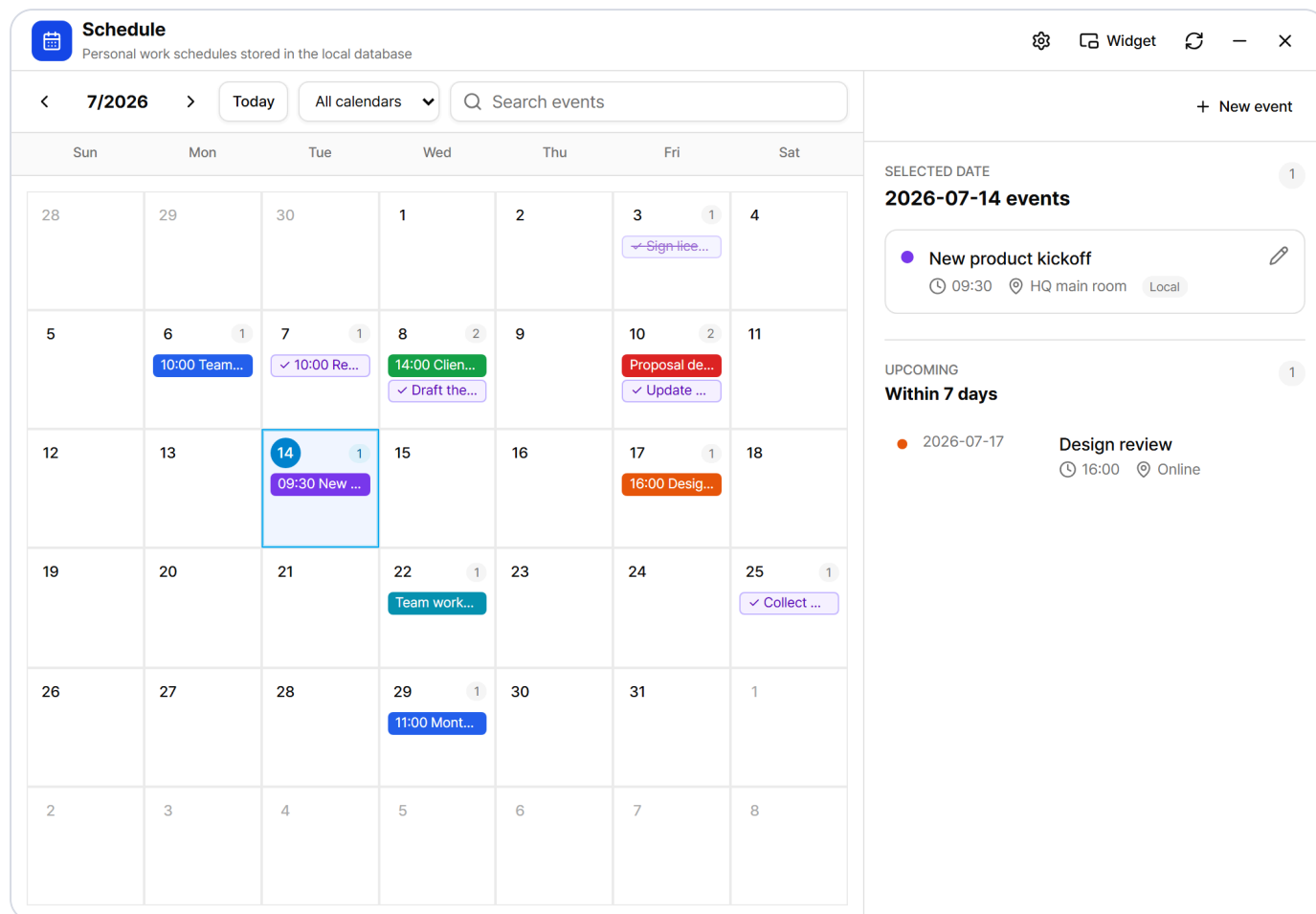


**Folder Organizer** — an AI-assisted folder cleanup tool — is still in testing and not part of the default app set. It will be documented here once released.

## App 1

# Schedule — your work calendar, stored locally

Manage events on a monthly calendar. Everything is stored in a **local database on your PC**.

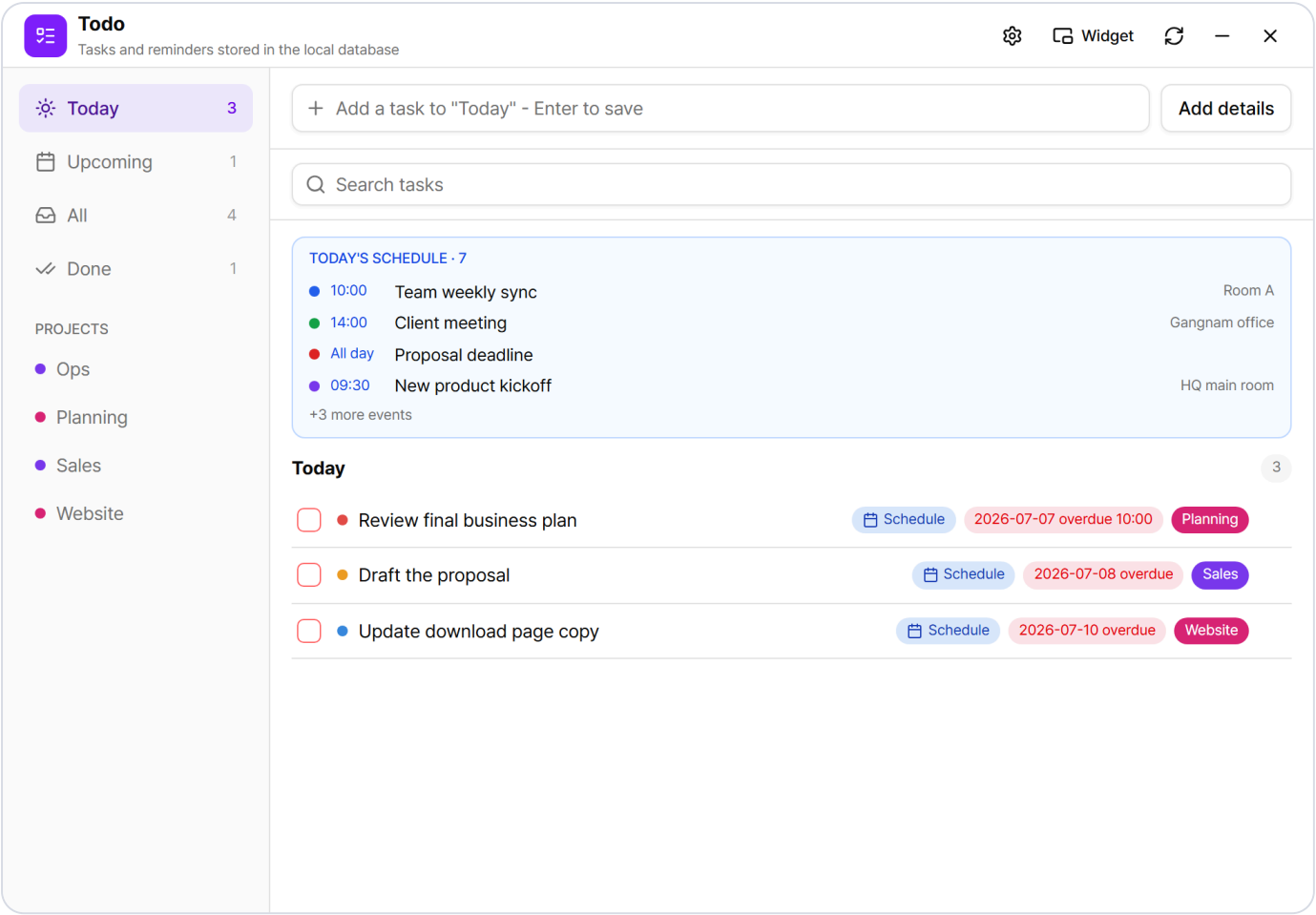


Schedule: monthly calendar on the left; the selected day's events and the next 7 days on the right. Check-marked items come from the To-do app.

- **New event:** click **+ New event** or a day cell. Enter title, date/time (or all-day), color, description, and location.
- **Edit/delete:** click an event, then use the pencil icon.
- **Search:** the top search box matches titles, descriptions, and locations.
- **Reminders:** get notified at event time (Settings → General → Notifications).
- **Luna integration:** ask things like "what's on next week?" or "add a meeting Friday at 3pm".

App 2

To-do — tasks with due dates and priorities



The To-do app: project colors, priorities, and due dates at a glance; completed items collect below.

- **Task fields:** title, notes, project, priority (high/medium/low), due date & time, and a reminder time.
- **Projects:** tasks group by project color so multiple workstreams stay readable.
- **Show in Schedule:** enable it and the task appears on the calendar by its due date.
- **Reminders:** Windows notifications at the time you choose.
- **Luna integration:** ask "what's due tomorrow?" or "add a task to review the report".

## Widgets

# Keep them visible with desktop widgets

Click the **Widget** button at the top of Schedule or To-do to open an always-on-top mini widget on your desktop. Widgets collapse/expand, remember their position, and restore automatically on the next launch. The To-do widget even supports quick-add.

## App 3

# Connection Center — Luna's external tools (MCP)

Connection Center manages your **MCP (Model Context Protocol)** connections. With a server enabled, Luna can call external tools — web search, internal systems, and more — during conversations. The window has three tabs — **Browse · My connections · Findex MCP** — and the **On/Off** badge at the top right is the master MCP switch (the same setting as “MCP servers & tools” in Settings → General). The subtitle shows how many connections and tools are currently active.

## Browse — add from the catalog

Connection Center  
1 connected · 2 tools in use

On

Browse

My connections (2)

Index MCP

Q Search tools to connect - e.g. my documents, Notion, GitHub

Ready to use · no setup

 Sequential thinking  
AI reasoning · recommended  
Offline Verified

+ Add

 Memory notes  
Notes · recommended  
Offline Verified

+ Add

 Web search  
Internet  
Internet required Verified

✓ Added

 Fetch webpage  
Internet · intranet  
Intranet ready Verified

+ Add

 Time and date  
Utility  
Offline Verified

+ Add

My files and folders

 My documents folder  
Files · popular  
Offline Verified

+ Add

 HWPX documents  
Document automation  
Offline Verified

+ Add

Work integrations · key/login required

 GitHub  
Development · code  
Internet required 4.9

+ Add

 Notion  
Notes · docs  
Internet required 4.6

+ Add

 Slack  
Messages · collaboration  
Internet required 4.5

+ Add

 Korean law  
Legal · search  
Internet required Verified

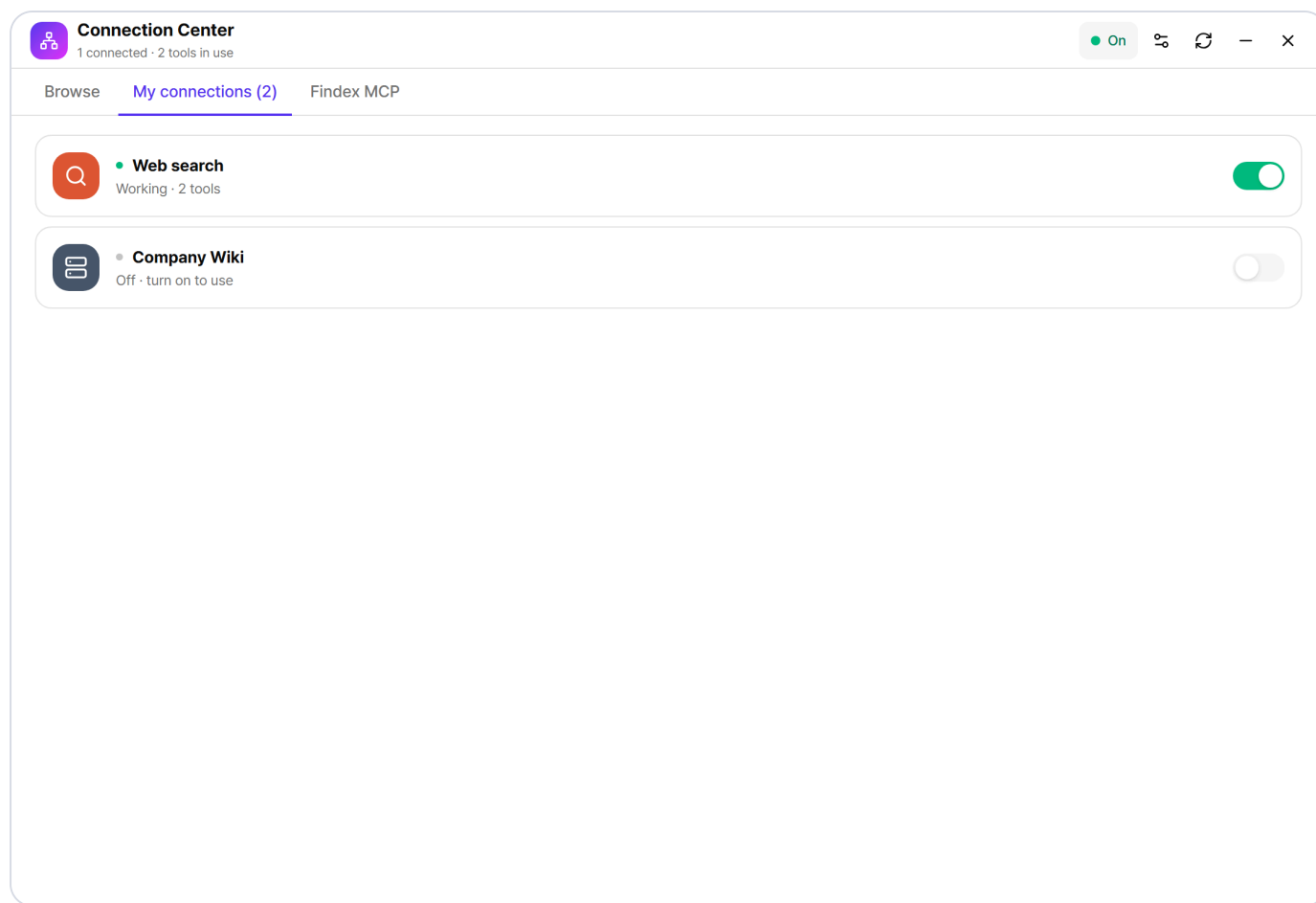
+ Add

Advanced: connect a server manually (command/env vars)

The Browse tab: connect verified MCP tools from the catalog with one click.

- **Catalog:** commonly used tools are ready to add — sequential thinking, memory notes, web search, page fetch, documents folder, **HWPX documents**, GitHub, Notion, Slack, and more.
- **Badges:** “Offline” works without internet, “Internet required” talks to external services, and “Verified” marks vetted servers.
- **Manual setup:** servers not in the catalog can be added via the advanced option — both command (stdio) and URL servers, with env vars, headers, and timeouts.

## My connections — manage servers and tools



My connections shows each server's status and tools, with enablement and permission controls at server and tool level.

- **Enable/disable servers:** toggle each registered server; only enabled servers expose tools to Luna.
- **Test before saving:** the connection test verifies the server responds and lists its tools.
- **Per-tool control:** enable each tool individually and set its permission — ask, always allow, or block.



External MCP tools may talk to outside services. Register only servers you trust, and keep new tools on "ask" permission at first.

### Document automation

## HWPX documents — from reading to form filling

Add **HWPX documents** in Connection Center and Luna can read, find, edit, and fill HWPX files inside the work folder you select. The required Python runtime is bundled with Findex, so there is nothing

extra to install.

### 1 Add HWPX documents from Browse

Choose one HWPX work folder. The tools are restricted to HWPX files inside that folder.

### 2 Enable the server and tools in My connections

Keep edit and create tools on "ask" at first, then review the file and proposed action before approving.

### 3 Ask Luna for the change

Be explicit about the target and edit, such as "fill the company details in this form" or "rename the proposal title".

## Attachments outside the work folder

When you attach an HWPX from outside the work folder, Findex gives the tool a temporary working copy inside the allowed folder. After a successful edit, it syncs the changed copy back and creates a `.sami-sync.bak` safety backup beside the original. An unchanged or empty output never overwrites the original.



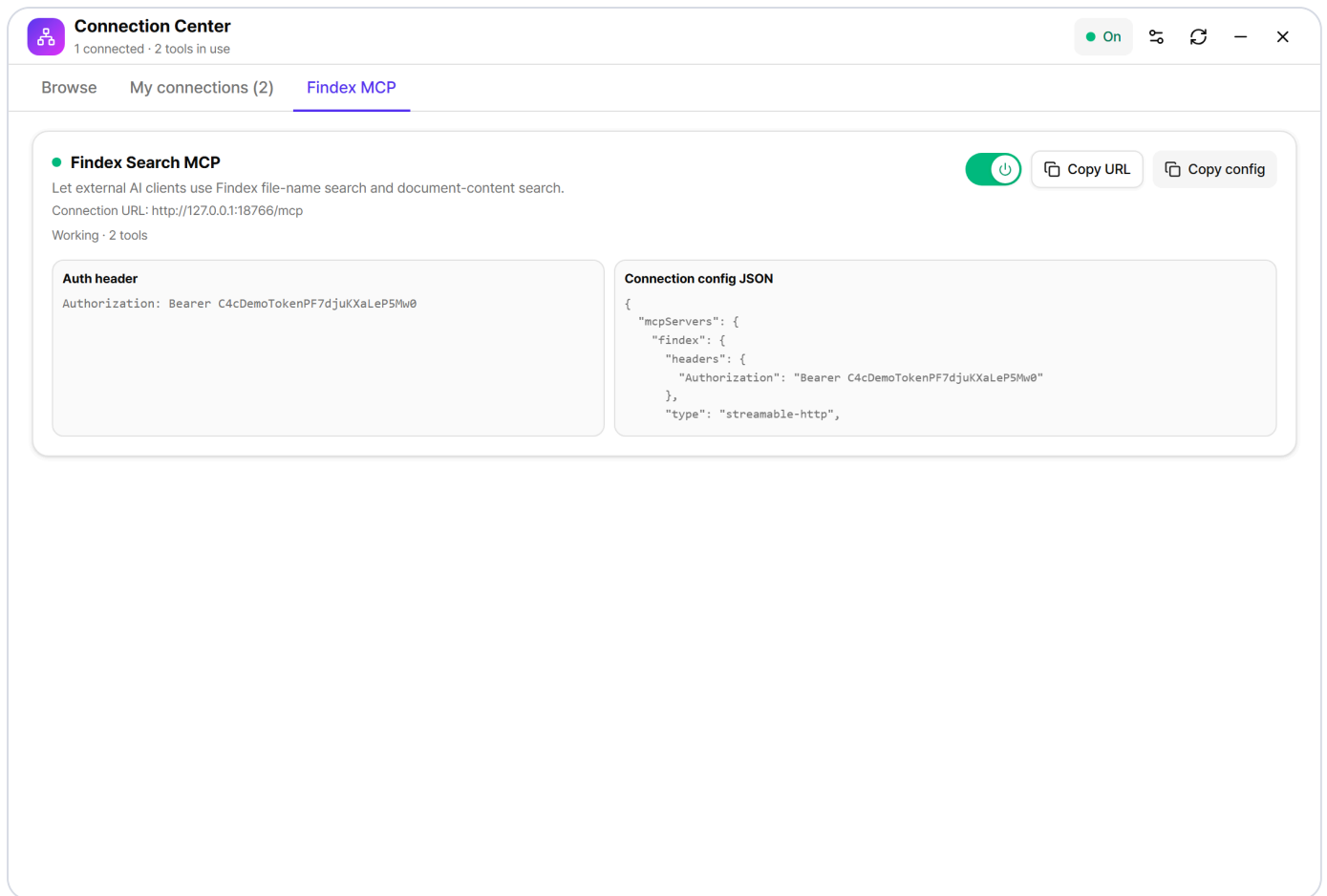
Editing an earlier Luna message regenerates the later chat, but **completed tool actions such as HWPX creation or editing are not rolled back**. Verify the target before approval and review the result with its backup.

## Findex MCP

## Findex MCP — lend your document search to other AIs

The **Findex MCP** tab manages the reverse direction: Findex itself acts as an MCP server so **external AI clients (e.g. Claude Desktop) can use Findex's file-name and content search**. A dedicated **On/Off toggle** lets you stop sharing at any time.





The Findex MCP tab shows status, the connection URL, and tool count, with copyable auth header and config JSON.

### 1 Turn the toggle on

A green dot with “running · N tools” means it is ready. The endpoint is served only inside your PC (127.0.0.1).

### 2 Copy URL or Copy config

Use **Copy URL** for just the address, or **Copy config** for a ready-made mcpServers JSON to paste into Claude Desktop and similar clients.

### 3 Paste into your AI client

The Authorization header is required — treat the token as a secret and never share it.

# The settings window is Findex's control room

Open it with the **gear button** in the search window or **Settings** in the tray menu. Its six tabs cover everything from window mode to the OCR languages used for image-only PDFs. Saved changes apply immediately.

## Tab 1

## General — language, shortcut, window behavior, extensions

Settings

General

Folders

Analysis

LLM

Performance

Engine

Language

English · English

Global shortcut

Ctrl+Shift+F

Engine port

8765

Window and launch

Window mode

Default search window style (simple bar or full window)

Simple mode

Normal mode

Start Findex when signing in

Start quietly in the tray after reboot.

Show the main window in the taskbar

Keep the main window visible even when Findex starts automatically.

Hide Findex after opening a result

Keep the search window open when this is off.

Extensions

MCP servers and tools

Install external MCP servers and use them inside Findex.

Notifications

About

License

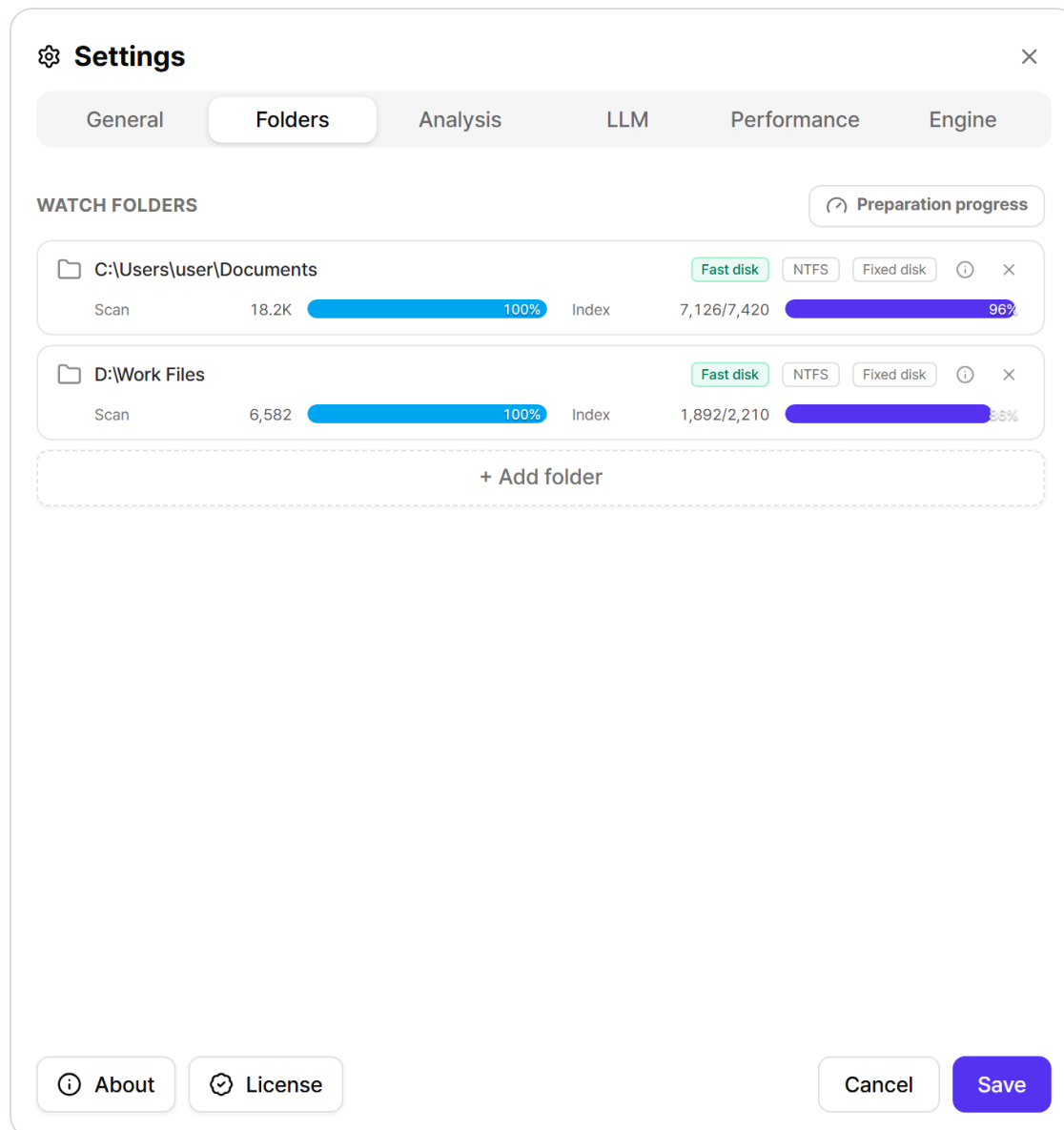
Cancel

Save

The General tab: language, shortcut, engine port, window behavior, MCP, notifications.

| Setting                     | What it does                                                                                                                                                                                                                                                                                   |
|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Language                    | UI, notification, and Luna response language. 12 languages.                                                                                                                                                                                                                                    |
| Global shortcut             | The summon key (default Ctrl+Shift+F). Click the field and press your combination.                                                                                                                                                                                                             |
| Engine port                 | Local port for the internal engine (default 8765). Change only on a port conflict.                                                                                                                                                                                                             |
| Start at login              | Starts quietly in the tray after boot.                                                                                                                                                                                                                                                         |
| Window mode                 | <b>Simple mode</b> is a compact search bar that stays off the taskbar and hides when it loses focus. <b>Normal mode</b> is the full Command Center with filters, recent documents, preview, taskbar presence, and minimize/maximize controls. You can switch modes from the search header too. |
| Hide after opening a result | Dismisses the window when you open a file; off keeps it visible.                                                                                                                                                                                                                               |
| MCP integration             | Enables external MCP tools and the Connection Center app.                                                                                                                                                                                                                                      |
| Notifications               | Master switch for app notifications, including to-do and schedule reminders.                                                                                                                                                                                                                   |
| Theme                       | Light / Dark / Glass / Dark Glass.                                                                                                                                                                                                                                                             |

## Folders — what gets indexed, and progress



The Folders tab shows each folder's type (local/network) and scan/indexing progress.

- **Add/remove folders:** adding starts a scan automatically; removing cleans up that folder's index.
- **Folder profile:** each folder shows its drive type (fixed/removable/network) and scan tier so you can spot slow sources.
- **Progress:** per-folder scan and indexing progress, plus a button to open the preparation window.

## Analysis — what to read and how

**Settings** [Close]

General Folders **Analysis** LLM Performance Engine

Document analysis Classification

**Precise search file types** 10 enabled

Only selected types are used for content analysis and precise search indexing.

- ☒ PDF Document
- ☒ HWP HWP
- ☒ HWPX HWP
- ☒ DOC Word
- ☒ DOCX Word
- ☒ PPT Presentation
- ☒ PPTX Presentation
- ☒ XLS Excel
- ☒ XLSX Excel
- ☒ MD Markdown
- ☐ TXT Optional
- ☐ DXF CAD
- ☐ DWG CAD experimental

**Maximum file size**

100 MB

[About] [License] [Cancel] [Save]

The Analysis tab: file types used for precise search and the document-type rules.

- **Precise-search file types:** only checked formats are content-indexed. Unchecking unused formats lightens indexing.
- **Document-type rules:** add or edit **label + keywords** rules (e.g. "Report = report, results, summary"). The document-type dropdown in search follows these rules.
- **Max file size:** documents above the limit are skipped for content analysis. Lower it if giant PDFs slow indexing.

## LLM — managing the AI connection

**Settings** [X]

General Folders Analysis **LLM** Performance Engine

**LLM connection** Use GPT **ON**

|                                    |                                             |
|------------------------------------|---------------------------------------------|
| <b>SAMI-GPT</b><br>Custom endpoint | <b>OpenAI</b><br>Cloud                      |
| <b>Claude</b><br>Cloud             | <b>Gemini</b><br>Cloud                      |
| <b>OpenRouter</b><br>Gateway       | <b>Ollama</b><br>Local                      |
| <b>LM Studio</b><br>Local          | <b>OpenAI-compatible</b><br>Custom endpoint |

**API Key**

SAMITECH private OpenAI-compatible LLM endpoint. Enter the base URL and Findex will derive the chat and model endpoints.

LLM Base URL

https://llm.samitech.kr

API Key

.....

[About] [License] [Cancel] [Save]

The LLM tab: provider, authentication, model selection, and connection test in one place.

- **LLM on/off:** the switch at the top right toggles all LLM features. Off disables Luna; search keeps working.
- **Provider:** SAMI-GPT, OpenAI, Claude, Gemini, OpenRouter, Ollama, LM Studio, or OpenAI-compatible. Each provider's settings are stored separately, so switching back never loses your keys.
- **Auth:** API key by default; OpenAI also supports ChatGPT OAuth sign-in.
- **Fetch models:** pulls the available model list from the provider.
- **Connection test:** runs a real streaming request to validate key, URL, and model — the first thing to try when Luna is not working.

Tab 5

Performance — resource usage that fits your PC

Settings

General

Folders

Analysis

LLM

Performance

Engine

Performance settings

Detected system: 32.0GB memory · 16 cores - Preset values are calculated for this PC, and actual concurrency adjusts with load.

Lowest use

Minimize impact on other work

Memory 2.0GB · CPU 20% · max concurrent 2

Recommended

Recommended

Automatically adjusts to available resources

Memory 4.0GB · CPU 35% · max concurrent 6

Maximum

Index faster with higher limits

Memory 8.0GB · CPU 90% · max concurrent 12

Custom

Adjust details manually

Applied limits

Recalculated from system resources when saved.

|                               |         |                          |     |
|-------------------------------|---------|--------------------------|-----|
| Maximum memory                | 4096 MB | CPU limit                | 35% |
| File indexing max concurrency | 6       | LLM request concurrency  | 4   |
| Indexing timeout              | 180s    | Max rows per Excel sheet | 300 |
| Maximum analysis file size    | 100 MB  |                          |     |

Idle boost

Use more indexing resources when there is no user input and the time window matches.

On

About

License

Cancel

Save

The Performance tab: detected system specs, presets, and Idle Boost.

Based on your detected memory and CPU, four presets are available. **Recommended** is right for most people; use **Custom** only when you want to hand-tune the limits.

| Preset      | When to use                                                     |
|-------------|-----------------------------------------------------------------|
| Eco         | Minimal impact on other work — for modest PCs or always-on use. |
| Recommended | The default — auto-tuned to your system.                        |

|               |                                                                                                     |
|---------------|-----------------------------------------------------------------------------------------------------|
| <b>Max</b>    | High limits for fast indexing — good for the initial pass over large libraries.                     |
| <b>Custom</b> | Hand-tune memory cap, CPU limit, concurrency, per-document timeout, Excel rows per sheet, and more. |

### Idle Boost

To speed up indexing only while you are away, enable **Idle Boost**: limits are relaxed only after N idle minutes and within the allowed time window (e.g. 19:00–08:00). Any mouse or keyboard activity restores normal limits immediately.



Tab 6

# Engine — diagnostics, restart, reset, OCR

Settings

General

Folders

Analysis

LLM

Performance

Engine

Engine status

Ready

Search and file scanning are available.

Engine tasks

Restart engine

File scan

Engine integration test

LLM stream test

OCR for image PDFs

On

Extract text from scanned PDFs. Luna document analysis is prioritized so OCR can be used immediately when needed.

Background processing

Idle only

Balanced

Built-in recognition languages

✓ Korean

✓ English

Chinese (Simplified and Traditional)

Japanese

OCR model folder

Detected optional language folders appear as choices above and remain off until you select them.

C:\Users\user\AppData\Local\Findex\ocr-models

Open folder

Refresh

Folder structure example

Follow the format exactly

About

License

Cancel

Save

The Engine tab collects status checks, maintenance actions, and OCR runtime settings.

| Action                 | What it does / caution                                                                            |
|------------------------|---------------------------------------------------------------------------------------------------|
| Start / Restart engine | Starts or restarts the backend runtime. A restart briefly interrupts running search and indexing. |
| File scan              | Rescans all watched folders — useful when network-folder changes were missed.                     |
| Engine test            | Runs a self-diagnostic across health, search, and document search.                                |
| LLM stream test        | Fetches a real response stream with the current LLM settings.                                     |

|                           |                                                                                                                                      |
|---------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| <b>Clear chat history</b> | Deletes Luna sessions only; index, folders, and LLM settings stay.                                                                   |
| <b>Reset search data</b>  | Wipes metadata and indexes, then rescans and re-indexes automatically. Results may look empty until the rescan finishes.             |
| <b>Reset everything</b>   | Erases sessions, indexes, folders, LLM connection, and settings, returning to the setup wizard. <b>Irreversible</b> — use with care. |



The status area also shows retry countdowns and workload details (e.g. queued PDF parses). For recurring errors, see the log guide in the [Troubleshooting](#) chapter.

Engine tab · OCR

# Search image-only PDFs with official PP-OCRv5 recognition models

A scanned PDF without a text layer needs OCR before its contents can be indexed. OCR is off by default. In the Engine tab, **enable OCR, select recognition languages, and save**. Findex runs recognition locally and loads only the smallest model set required by your selection.

**Settings**
×

General

Folders

Analysis

LLM

Performance

Engine

**OCR for image PDFs**

On

Extract text from scanned PDFs. Luna document analysis is prioritized so OCR can be used immediately when needed.

Background processing

**Idle only**

Make minimal progress while the PC is in use, then process actively after a long idle period.

**Balanced**

Start sooner when CPU and memory have headroom, while yielding to active work.

Built-in recognition languages

✓ Korean

✓ English

Chinese (Simplified and Traditional)

Japanese

OCR model folder

Detected optional language folders appear as choices above and remain off until you select them.

C:\Users\user\AppData\Local\Findex\ocr-models

Open folder

Refresh

**Folder structure example**

```

ocr-models/
├─ det.onnx
├─ default/
│   └─ inference.onnx
│   └─ inference.yml
└─ ko/
    └─ inference.onnx
    └─ inference.yml

```

**Follow the format exactly**

Place the shared det.onnx directly under ocr-models. The bundled default and ko folders, and every optional language folder, must each contain non-empty inference.onnx and inference.yml files. Folder names may contain only lowercase ASCII letters, digits, and hyphens.

Loaded models

✓ default Built-in inference.onnx + inference.yml

✓ ko Built-in inference.onnx + inference.yml

Selected built-in languages use the smallest required set of default and Korean models. Choose any detected additional language above, then select Save to apply it.

**Data management**

Clean up search indexes and chat history.

Remove all

Remove all

Remove all

About

License

Cancel

Save

Choose the OCR run mode and recognition languages. After adding a model, refresh, select it, and save to activate it.

## Bundled models and languages

| Model                | Recognition coverage                                      |
|----------------------|-----------------------------------------------------------|
| default · PP-OCRv5   | Simplified and Traditional Chinese, English, and Japanese |
| ko · Korean PP-OCRv5 | Korean, English, and digits                               |

- Load only what you select:** Korean-only work can use the ko model alone; selecting Chinese or Japanese adds the default model. Findex keeps the loaded set minimal.

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- **Run mode:** Idle-only processes OCR while the PC is unattended; Balanced continues during active use while limiting resource pressure.
- **Luna priority:** OCR requested for Luna's current answer may be processed ahead of normal queued work.

## Add a custom language model

Create a lowercase language-code folder under `%LOCALAPPDATA%\Findex\ocr-models`, then place the two files from an official PaddleOCR ONNX recognition model together in that folder. The shared detector, `det.onnx`, belongs directly under `ocr-models`.

```
ocr-models\det.onnx
ocr-models\default\inference.onnx + inference.yml
ocr-models\ko\inference.onnx + inference.yml
ocr-models\<lang>\inference.onnx + inference.yml
```

### 1 Add the two-file pair

Both `inference.onnx` and `inference.yml` are required. Incomplete folders are ignored.

### 2 Refresh OCR models

Findex discovers the new language folder and adds it to the choices. Discovery alone does not enable it.

### 3 Select the language and save

Only checked languages are loaded and used for OCR.



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Apps

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Troubleshooting



# When something is off, check the status first

Most issues come down to four things: ① engine status (the dot next to the logo), ② indexing progress, ③ OCR model status, and ④ the LLM connection. Find your symptom below and follow the checks in order.

## Checklist

### Symptom → check → fix

| Symptom                            | What to check                                                                                                                               | Fix                                                                                                                                           |
|------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Very few results</b>            | Are folders registered in Settings → Folders? Is a scan or indexing still in progress?                                                      | Add the folders that hold your documents; run a file scan from Settings → Engine if needed.                                                   |
| <b>Precise search empty</b>        | Is the file type enabled in Settings → Analysis? Is the file under the size limit? Has document indexing finished?                          | Enable the type or raise the size limit, then rescan. If indexing is still running, retry shortly.                                            |
| <b>Luna is disabled</b>            | In Settings → LLM, check the on/off switch and the provider, key, and model.                                                                | Configure a provider and run the <b>connection test</b> . If it fails, verify the key, URL, and network (proxy/firewall).                     |
| <b>New files missing</b>           | Is the file inside a watched folder? Is it on a network path where change watching is limited?                                              | Run a manual file scan from Settings → Engine. Split overly broad network roots into subfolders.                                              |
| <b>PDF content not found</b>       | For a scanned-image PDF, check OCR on/off, recognition languages, model load status, and indexing progress in Settings → Engine.            | Enable OCR, select the document language, and save. If you added a model, refresh → select the language → save, then run the file scan again. |
| <b>Custom OCR language missing</b> | Is the <code>ocr-models\&lt;lang&gt;</code> folder lowercase, with both <code>inference.onnx</code> and <code>inference.yml</code> present? | Correct the names and location, then refresh OCR models. Once listed, check the language and save before it will be used.                     |

|                                |                                                                                              |                                                                                                                |
|--------------------------------|----------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|
| <b>Indexing too slow</b>       | Is the performance preset set to Eco?<br>Are unnecessary huge folders being watched?         | Turn on Boost (lightning button), raise the preset, or let Idle Boost work overnight.                          |
| <b>Window won't open</b>       | Is the tray icon present? Does the shortcut clash with another app?                          | Open from the tray icon; change the shortcut in Settings → General if it clashes. If no icon, relaunch Findex. |
| <b>Recurring engine errors</b> | Check the status message and engine test in Settings → Engine, and look for a port conflict. | Try engine restart → change the port → reset search data; if it persists, contact us with the logs below.      |

## Image-only PDFs

# What to check when OCR does not run

## 1 Confirm that the PDF is image-only

If text on the page cannot be selected, the document likely needs OCR.

## 2 Enable OCR, choose languages, and save

In Settings → Engine, select the document language. Korean uses the ko recognition model; Chinese and Japanese use the default official PP-OCRv5 recognition model.

## 3 Check the run mode and queue

Idle-only waits while the PC is in use. Switch to Balanced for continuous processing, and allow extra time for large scanned documents while watching indexing progress.

## 4 Run the file scan again

After saving, use File scan in the Engine tab so the document is picked up again.



**Custom model folder:** %LOCALAPPDATA%\Findex\ocr-models\<lang>\ must contain both `inference.onnx` and `inference.yml`. Put the shared `det.onnx` directly under `ocr-models`. See [OCR settings](#) for the full structure and language coverage.

## FAQ

# Frequently asked questions

### Q. Are my documents uploaded anywhere?

No — indexing, search, and OCR happen on your PC. However, **when you use Luna with a cloud LLM connected**, questions and conversation, relevant document content, filenames and metadata, and tool results may be sent to that provider. When an MCP tool runs, selected files and tool input/output may also be sent. If you don't want that, use a local model (Ollama, LM Studio) or keep the LLM off.

### Q. Can I use Findex without an LLM?

Yes. Quick and precise search work fully without one. An LLM is needed for Luna's answers and the document or external-tool workflows Luna runs.

### Q. How much disk space does the index use?

It depends on your library — typically hundreds of MB up to a few GB. To reduce it, limit the analyzed file types or lower the max file size in Settings → Analysis.

### Q. Does indexing restart from scratch after a relaunch?

No — progress is saved and resumes on the next launch.

### Q. Which languages do the bundled OCR models read?

The **default** model recognizes Simplified and Traditional Chinese, English, and Japanese. The **ko** model recognizes Korean, English, and digits. Selecting only the languages you need keeps the loaded model set minimal.

### Q. How do I start over completely?

Run **Reset everything** in Settings → Engine. All data is erased and the setup wizard starts again. This cannot be undone.

## Finding logs and contacting support

For anything unresolved, sending the logs speeds things up a lot. You can find them here:

**1 Paste into the Explorer address bar:** `%LOCALAPPDATA%\Findex\logs`

Open Windows Explorer, paste the path, and press Enter.

**2 Grab the recent files**

Pick the app (Tauri) and engine logs closest to when the problem occurred.

**3 Email [sami\\_info@samitech.kr](mailto:sami_info@samitech.kr)**

Include the symptom, when it happened, the logs, and ideally your Windows and Findex versions.



**Keep reading:** [Getting Started](#) · [Search](#) · [Luna](#) · [Settings](#)



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