

January 17, 2006

Setting Windows Explorer display options including the column headers.

- The window below is how my Windows Explorer displays when I start the application. Note that the below is a reduction of the full window display.
- Start Windows Explorer and size the window to your preference. I then click on the View option at the top and select "Details". The columns then will display Size, Type and Date Modified. The preferred headers can be selected by right clicking in the header area such as to the right of "Name" and selecting or deselecting the desired headers. The width of each column can be adjusted by dragging the vertical bars in the header area.
- The column shown below titled "Folder Size" is an add-on program that can be installed as explained in my next tip below.
- To save the window setup select Tools at the top of the Windows Explorer screen, Folder Options, View, and then click the box "Apply to All Folders".

