

## **File changes using CTRL Rightclick**

Normally, when you right-click a file in Windows Explorer, a Dropdown menu appears with options to open, view, cut, copy, rename files and so forth. But if you hold the CTRL key while you right-click a file, you'll see an entirely different dropdown menu.

The CTRL right-click menu allows you to alter the file view (so you can see small or large icons, details, and so on), rearrange the icons, or create a new folder or file.

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