



Open With One Click

Double clicking is the standard method for opening files and apps in Windows 10. However some people may prefer to open files or apps with just a single click. If this is you, here's how to do it.

File Explorer () > View > Options > Change Folder and Search Options

Under the “General” tab click the radio button next to “Single click to open an item (point to select)”. Now click “apply” and then “OK”.

NOTE: Once you apply these changes you will no longer be able to use a single click to select files or apps as before. To select files and apps without opening them you'll need to activate the “Use check boxes to select items” option. To do this:

File Explorer () > View > Options > Change Folder and Search Options

Under the “View” tab place a check mark in the “Use check boxes to select items” option. Now click “apply” and then “OK”.

Now when you hover over an item a small box will appear next to the items name. Clicking in that box will select the item without opening it allowing you to make multiple selections. A single click on the items name itself will open it.