

Tutorial 1: *Programming with JavaScript*

How to Display Filename Extensions in Windows

A filename extension is a suffix to the name of a computer file applied to indicate the encoding convention (file format) of its contents. Here are some filename extension examples:

- In the file name `example.docx`, `docx` is the filename extension and it indicates that the file is a Microsoft *Word* document.
- In the file name `example.htm`, `htm` is the filename extension and it indicates that the file is a Web page.
- In the file name `My Pet Solution.sln`, `sln` is the filename extension and it indicates that the file is a Visual Basic solution file

Windows, by default, hides filename extensions from users. *Windows* has for some time been attempting to emulate the Apple Macintosh environment forcing users to determine the type of file through icons (small pictures) associated with files.

The problem is that hiding the filename extensions causes problems in the *Windows* environment. Students often end up with filenames that contain two filename extensions. For example, a student will create a file named `mpl.htm.htm`. The file should have been named `mpl.htm` with only one “.htm”. The student is unaware that there are two filename extensions in their filename because *Windows* is hiding the first “.htm” filename extension from view.

It is recommended that students follow these steps to display the filename extensions in **Windows**:

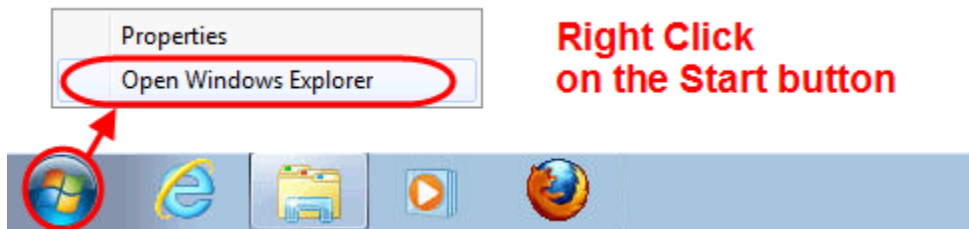
1. Open **Windows Explorer** (not the Web browser named *Internet Explorer*) by right clicking (not left clicking) on the Start button
2. Choose the **Explore...** command from the shortcut menu
3. Windows Xp: Click on the **Tools** menu
Windows Vista/7: Click on the **Organize** button
4. Windows Xp: Select the **Folder Options...** command
Windows Vista/7: Click on the **Folder and Search Options** command
5. Click the **View** tab
6. Uncheck the **Hide extensions for known file types** checkbox
7. Important: Click the **Apply to Folders** button (located in the top left area of the *Folder Options* dialog box)
8. Click the **OK** button (located in the bottom left of the *Folders Options* dialog box)
9. Close and Restart *Windows Explorer*

Windows 7:

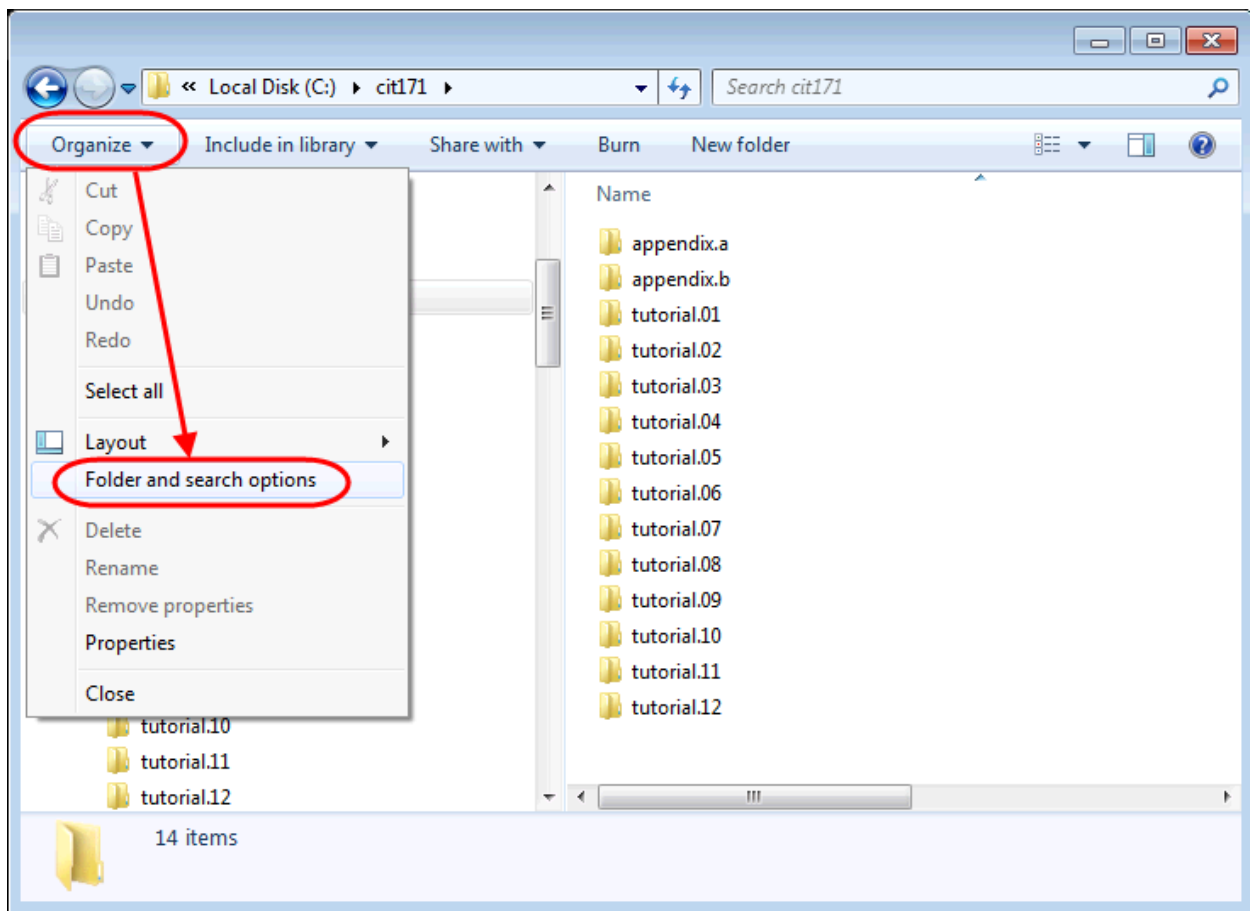
Here's a visual reference on how to display file name extensions in *Windows 7*:

Step 1 of 5

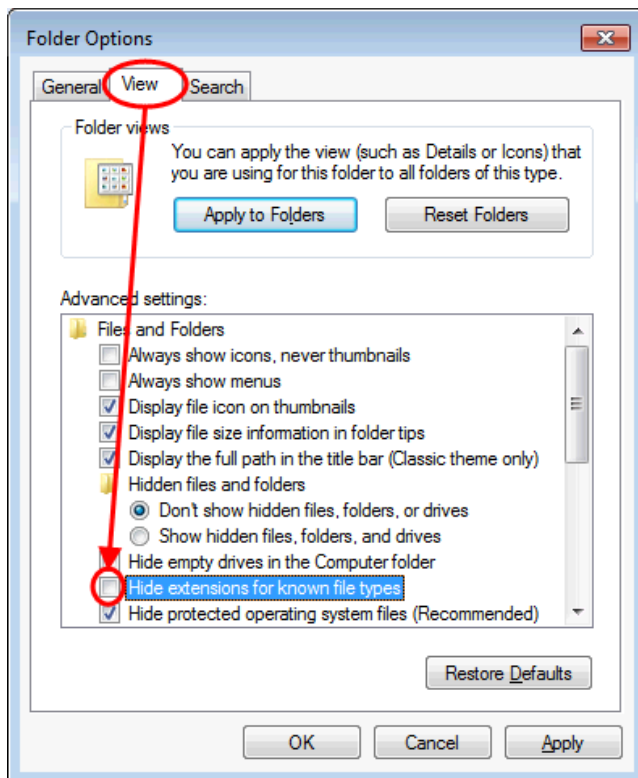
Right click on the **Start** button and select the **Open Windows Explorer** command.



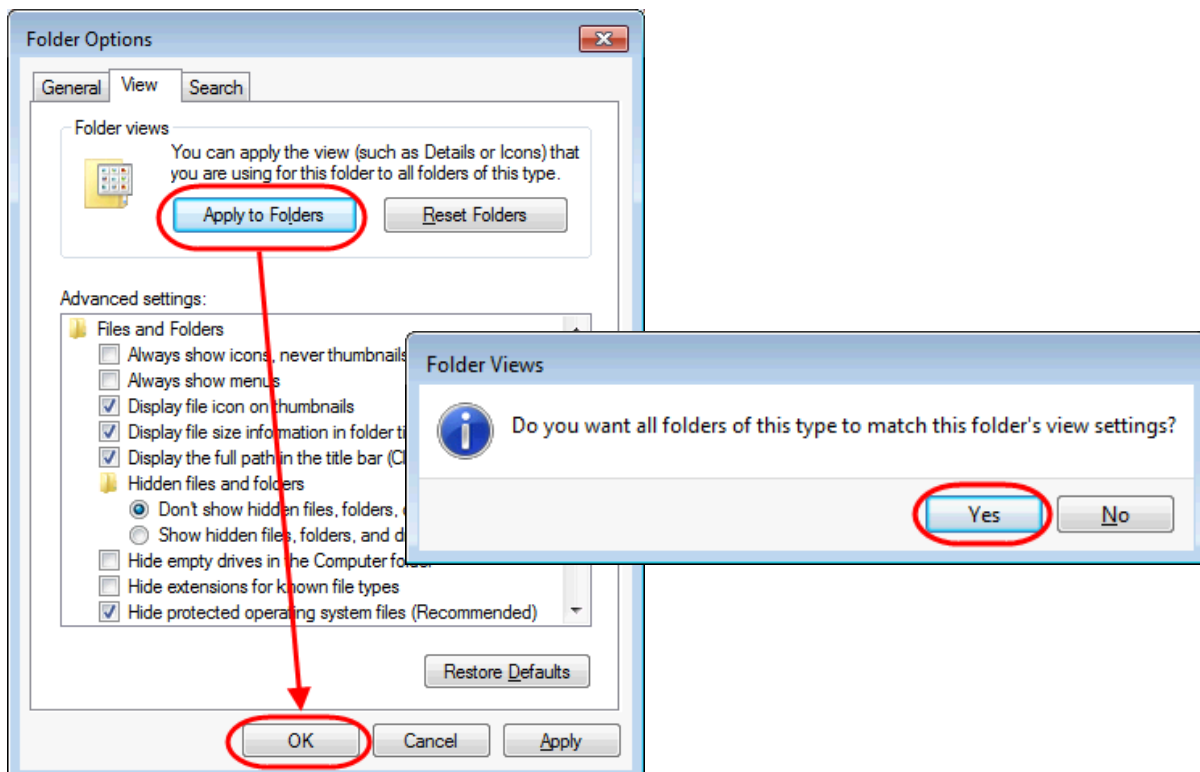
Step 2 of 5



Step 3 of 5



Step 4 of 5



Step 5 of 5

