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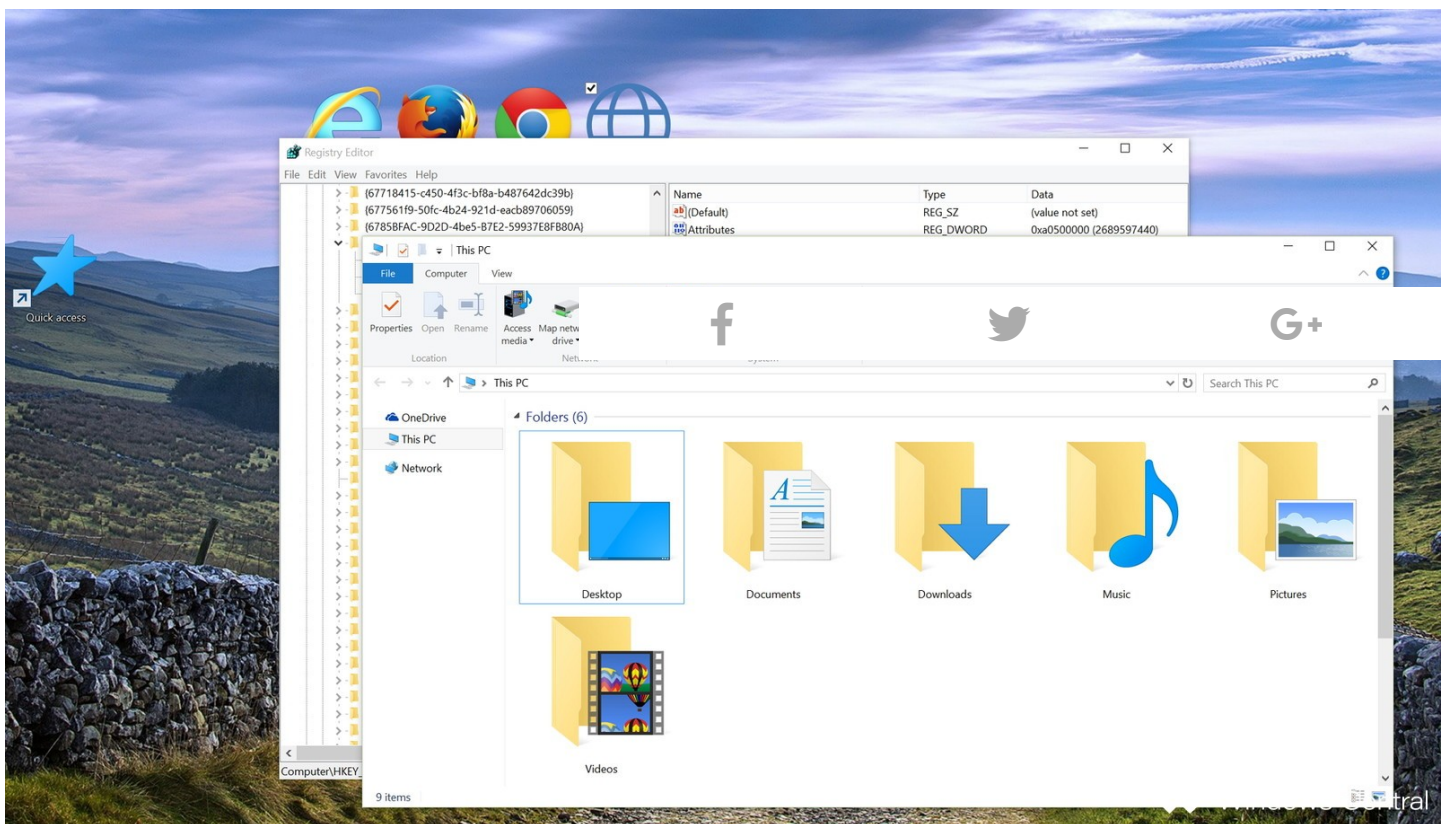
#### WINDOWS 10 TIP

## How to remove Quick access from File Explorer in Windows 10

In Windows 10, Microsoft is adding a number of changes to File Explorer. Besides the new icons, a few new user interface tweaks, and listing new drives outside of "This PC", the company is replacing the "Favorites listing" in favor of the new "Quick access".

MAURO HUCULAK 18 Jun 2015

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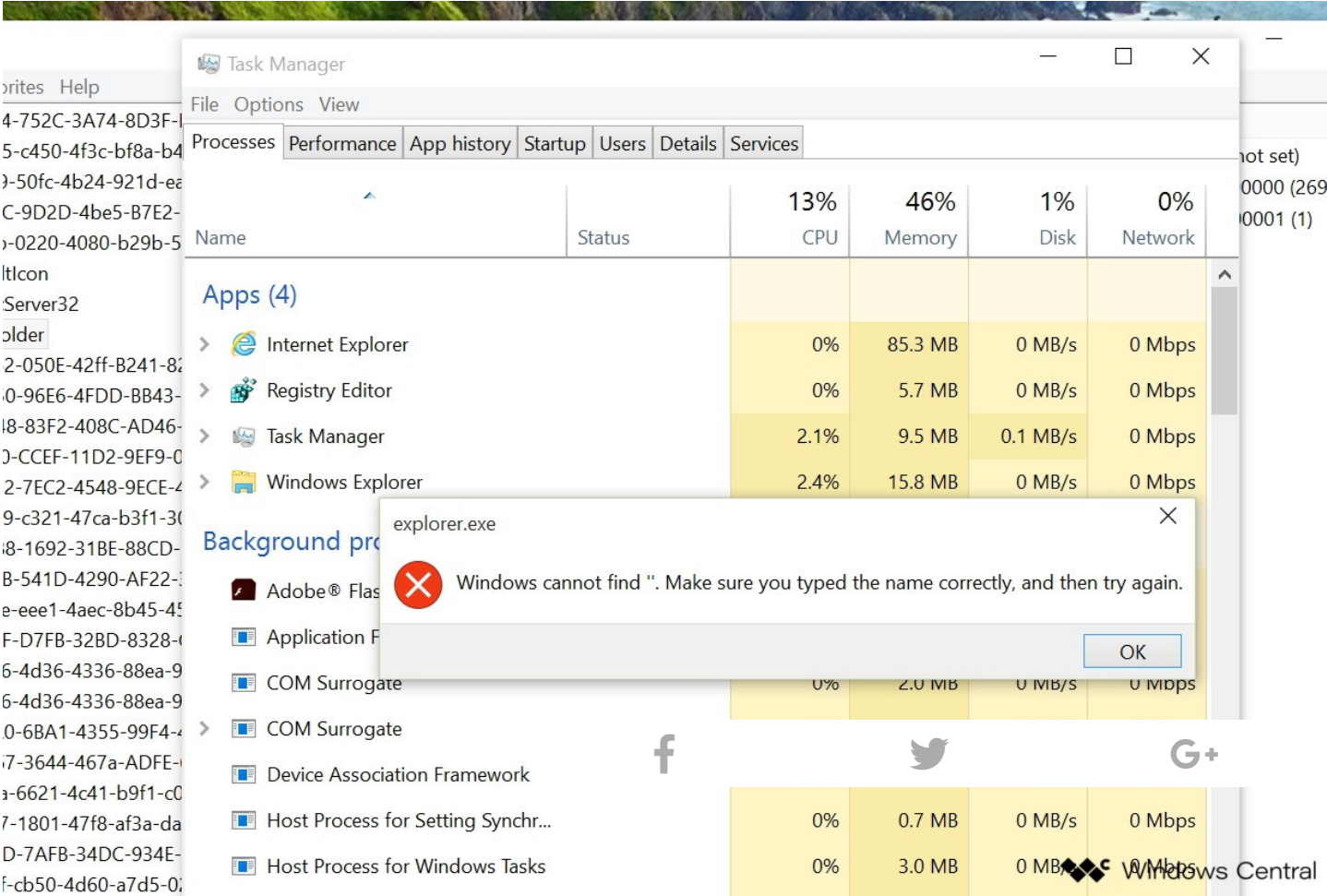


**Q** uick access is the new default location when opening File Explorer and it helps users by listing links of the most frequently accessed files and folders. This content is grouped by "Frequent folders" and "Recent files", and by default, settings can display up to ten folders and twenty files.

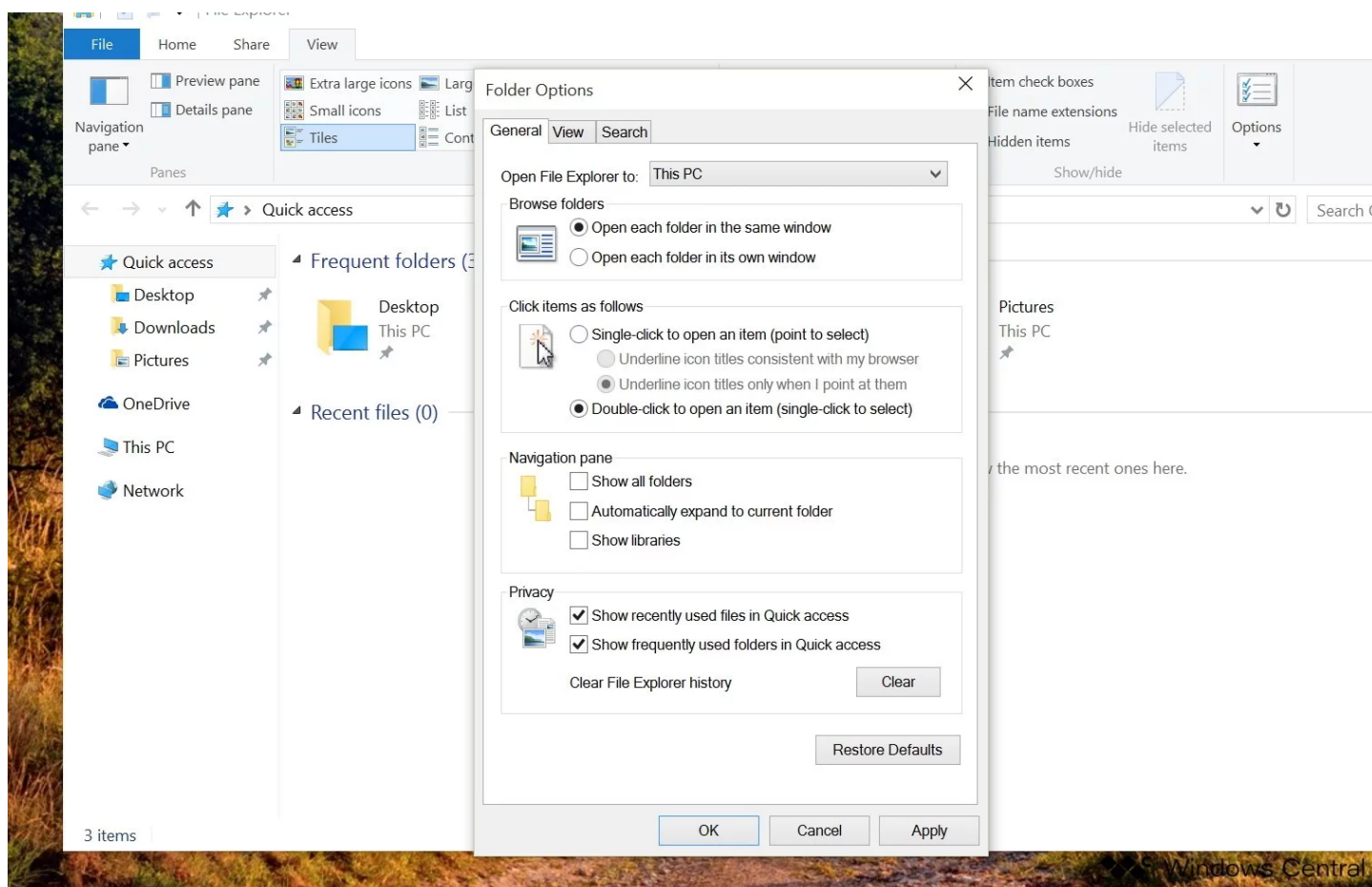
...in the new how-to guide, we will go through the steps to remove it from the navigation pane in File Explorer.

### Step 1

**Warning!** Before removing quick access, make sure to set File Explorer to access "This PC" by default. If you don't do this, after changing the settings you'll get an error like in the image below.



To do this, open File Explorer, navigate to **View**, click **Options** to access "Folder Options", and on the "General" tab, change **Open File Explorer** to "This PC".



Keep in mind that removing quick access doesn't clear the File Explorer history, as such this is a good time to disable **Show recently used files in Quick access** and **Show frequently used folders in Quick access**, and click the **Clear** button to erase the File Explorer history.

Then click **Apply** and **OK**.



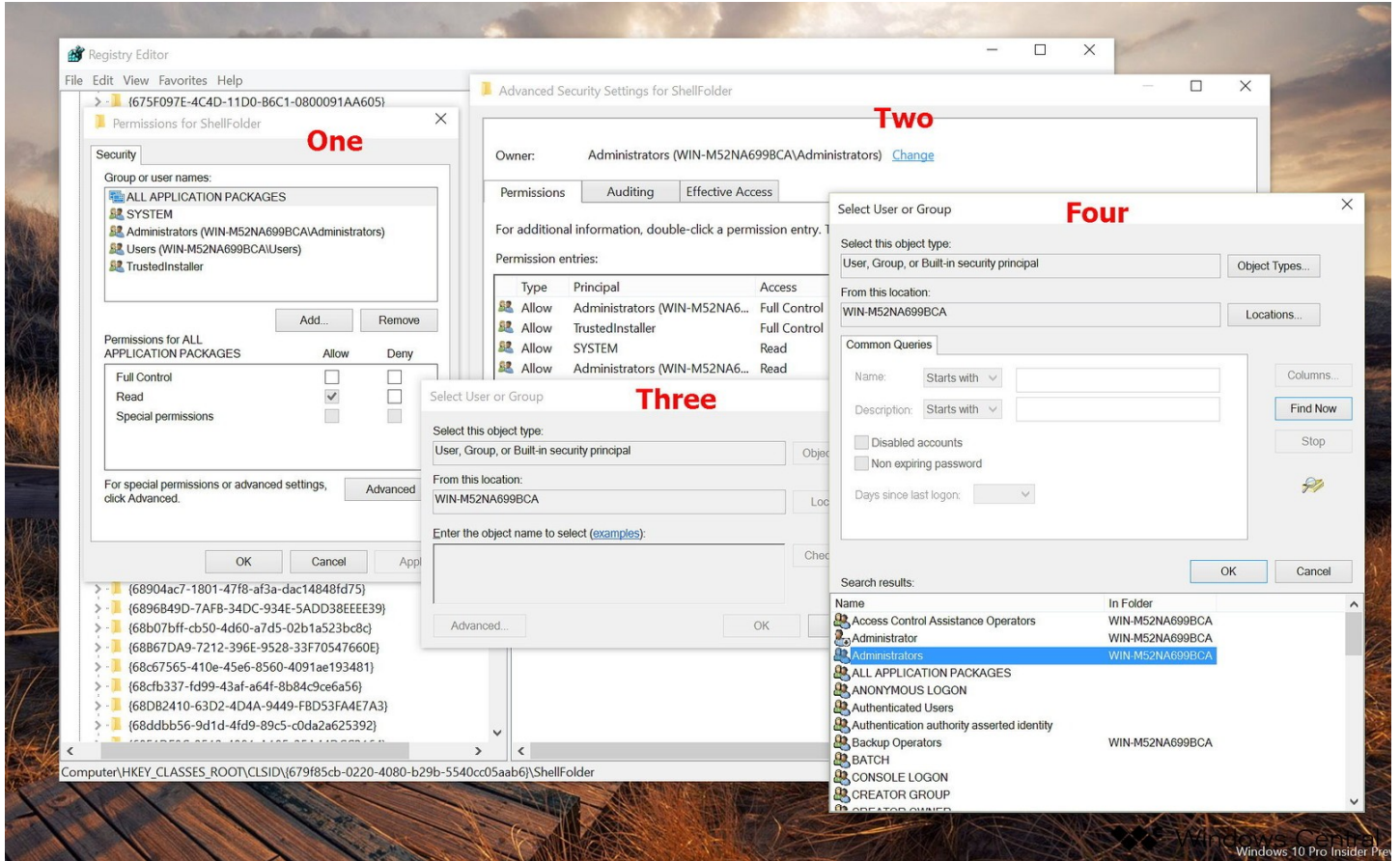
## Step 2

In this step we will give the local administrator accounts full control over ShellFolder, which will allow us to modify the registry keys located in this particular shell folder.

1. Open the Windows Registry as an administrator by launching the Run command using the **Windows + R** keyboard shortcut, typing "regedit", and hitting **Enter**.
2. Navigate to the following registry path: **HKEY\_CLASSES\_ROOT\CLSID{679f85cb-0220-4080-b29b-5540cc05aab6}**
3. Now you need to change the permissions of ShellFolder, right-click **ShellFolder**, select **Permissions**, then click the **Advanced** button.



the folder to "Administrators". To do this, click **Change**, click **Advanced**, click the **Find Now** button, and from "search results" select "Administrators", then click OK, OK again, then **Apply**, hit OK, and hit OK one last time to close the ShellFolder Permissions box.

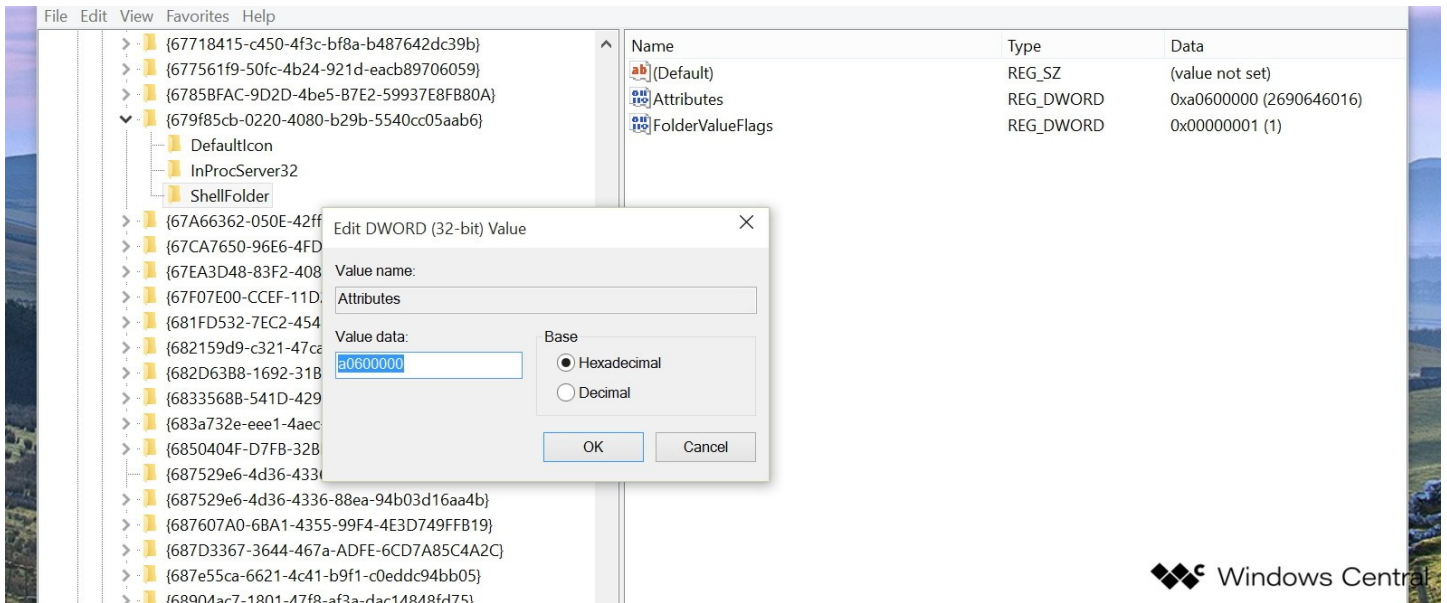


### Step 3



With step 2 completed, we can now change the settings to remove quick access from File Explorer.

Inside "ShellFolder", double-click **Attributes**, and change data value from a0100000 to a0600000, and click OK.



**Warning!** Making changes to the Windows Registry can cause errors and other serious problems. Make sure to make a full backup of your PC before proceeding.

## Step 4

You can now either restart Windows 10 or open the Task Manager, find and select **Windows Explorer**, and click **Restart** from bottom-right corner.



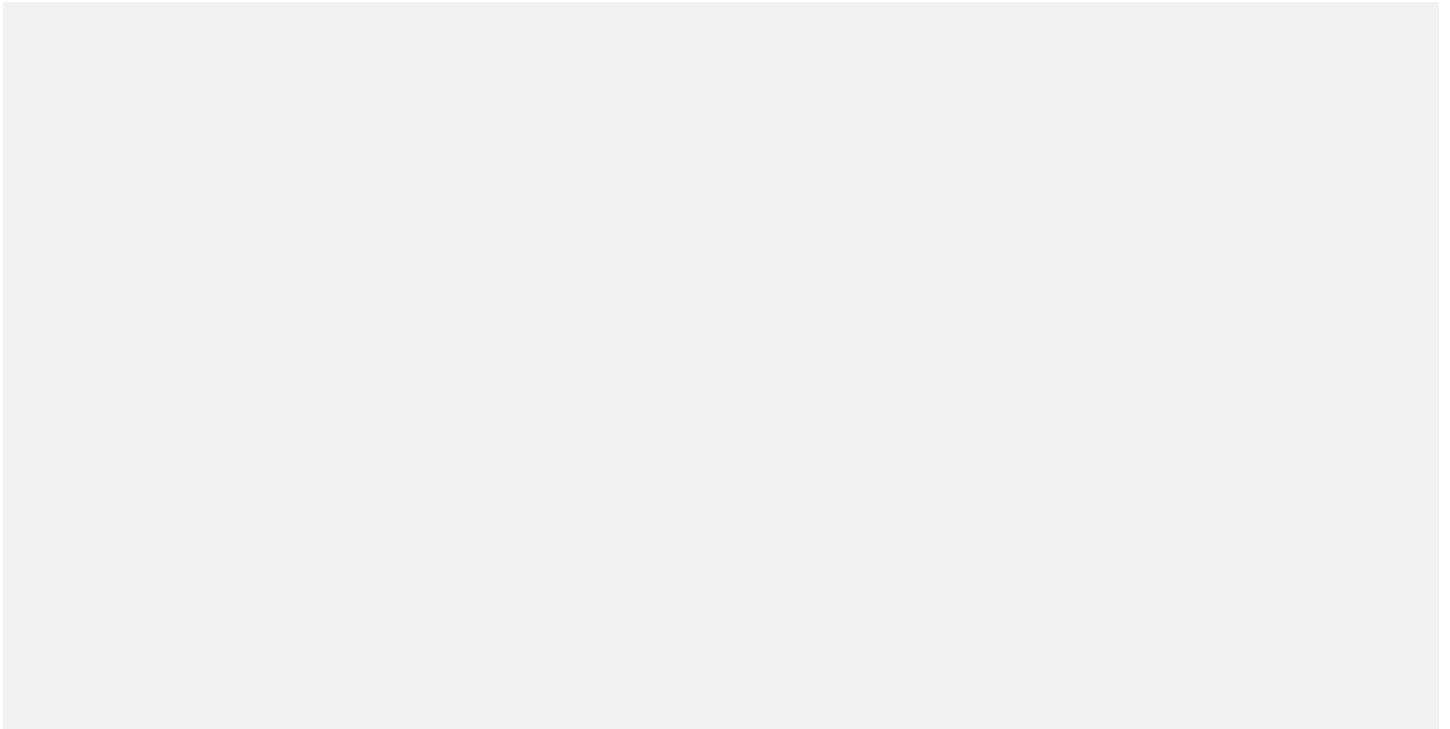
The screenshot shows the Windows Task Manager window with the 'Performance' tab selected. The window title is 'Task Manager'. The menu bar includes 'File', 'Options', and 'View'. The tabs at the top are 'Processes', 'Performance', 'App history', 'Startup', 'Users', 'Details', and 'Services'. The 'Performance' tab is active, showing a list of system components with their respective CPU and Memory usage percentages. The background of the desktop is a scenic image of a wooden walkway leading through a field towards a sunset over hills.

Name	Status	CPU	Memory
> Service Host: Local Service (No ...)		0%	7.1%
> Service Host: Local System (16)		0%	14.1%
> Service Host: Local System (Net...)		0%	4.1%
> Service Host: Network Service (4)		0%	4.1%
> Service Host: Remote Procedure...		0%	3.1%
Services and Controller app		0%	1.1%
System		0%	93.1%
System interrupts		0.5%	
> utcsvc		0%	16.1%
Windows Explorer		1.5%	21.1%
Windows Logon Application		0%	0.1%
Windows Session Manager		0%	0.1%
Windows Start-Up Application		0%	0.1%
> wsappx		0%	0.1%

At the bottom of the Task Manager window, there is a 'Fewer details' button and a 'Restart' button.

Now try to open the File Explorer and if everything worked as planned, you shouldn't see quick access on the navigation pane anymore.





If you want to see quick access again, simply follow step 3 again and change the data on **Attributes** from **a0600000** to **a0100000**, and click OK.

*Do you like the new Quick access feature in Windows 10?* Leave your option in the comments below.



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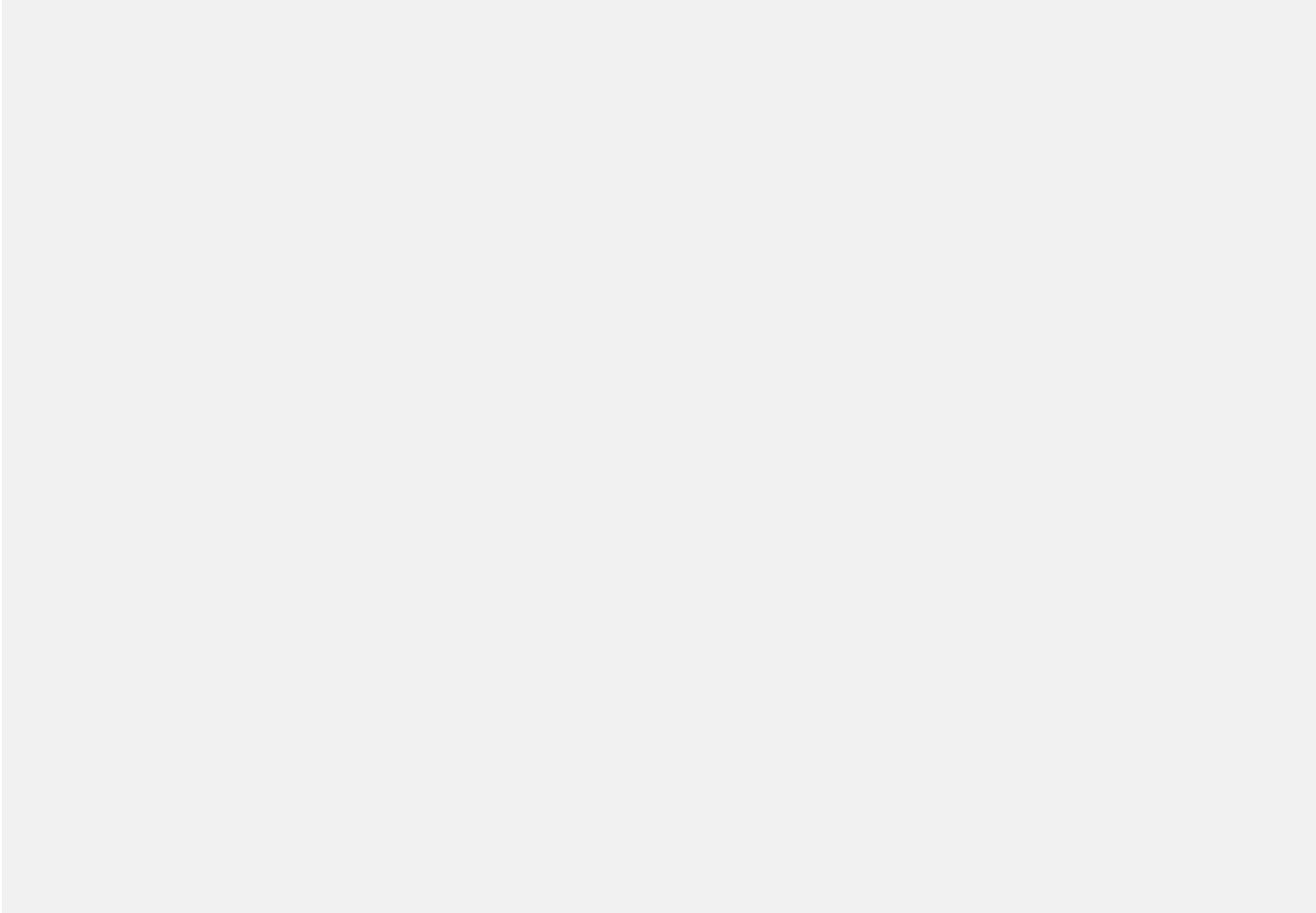


AUTOMATED BACKUP




## How to backup your PC automatically on Windows 10

Windows 10 includes an automated tool to backup your PC, and in this guide, we'll show you the steps to use it.





**C**reating frequent backups is one of the best strategies at your disposal to protect your documents, pictures, videos, custom configurations, and Windows 10 files against software problems, hardware failure, and malware attacks.

Although you can find many third-party    legacy Backup and Restore experience, which allows you to create full backups automatically at regular intervals.

A full backup with this tool means that Windows 10 will make a copy of everything on your computer, including installation files, settings, apps, and all your files stored in the primary drive as well as those files stored in different locations. Then when your device suddenly stops working, a critical error prevents a successful boot, or files get corrupted, you can use the Backup and Restore feature to recover individual files or the entire system as necessary.

In this [Windows 10 guide](#), we'll walk you through the steps to set up full backups of your computer automatically.

- [How to configure automatic backups on Windows 10](#)

- How to restore data from backup on Windows 10

## How to configure automatic backups on Windows 10

Although you can find many third-party tools to backup your system, Windows 10 still includes the Backup and Restore feature to keep your system and files protected automatically.

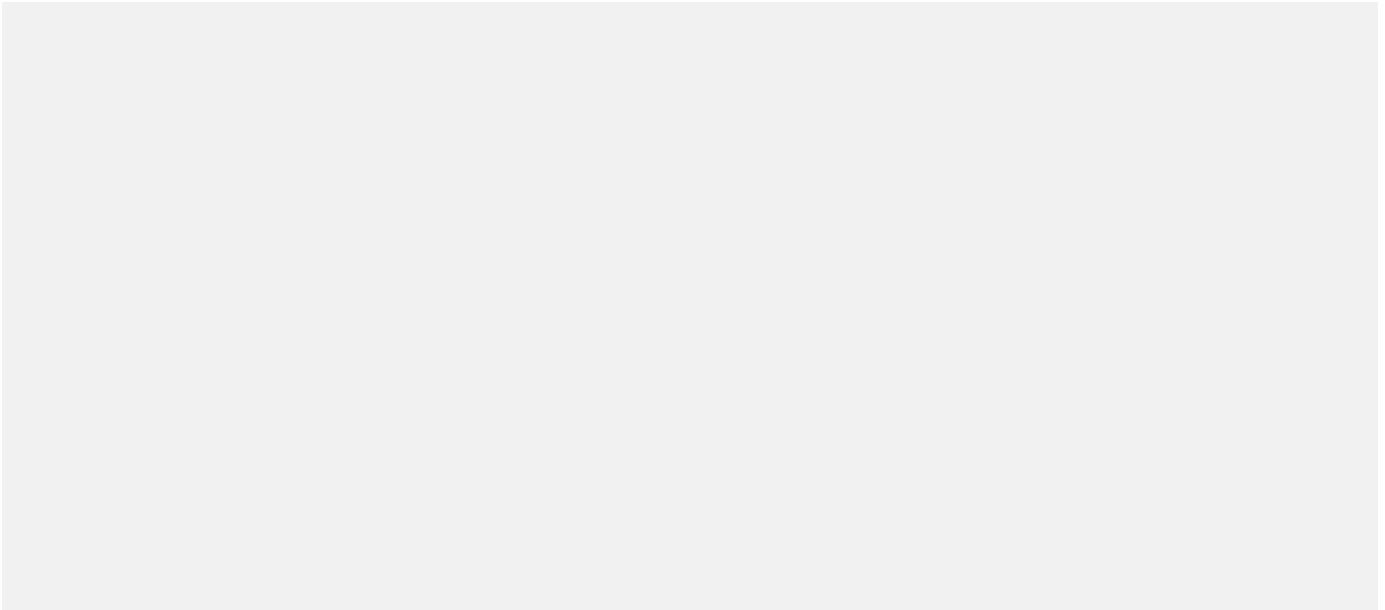
**Important:** Backup and Restore is no longer a maintained feature on Windows 10. You can still use it, but in the future, it may stop working. Also, as a deprecated feature, the company can decide to remove this tool in future releases completely.

To configure automatic backups on Windows 10, use these steps:

1. Open Control Panel.
2. Click on System and Security.
3. Click on Backup and Restore (Windows 7).



4. Under the "Backup" section, click the Set up backup option on the right.



**5.** Select the removable drive to store the backup.





- 6.** Click the **Next** button.
- 7.** Under the "What do you want to backup?" section, select the **Let me choose** option.



**Quick tip:** You can select the **Let Windows choose** option, but if you want to make sure that everything you want is getting backed up, the **Let me choose** is the option that you want to select.

- 8.** Click the **Next** button.
- 9.** Under the "Data Files" section, check all the items as required.
- 10.** Under the "Computer" section, check the **Local Disk (C:)**. (If you have multiple drives, they will also appear in this list.)
- 11.** Check the **Include a system of drives: System Reserved, (C:)** option.

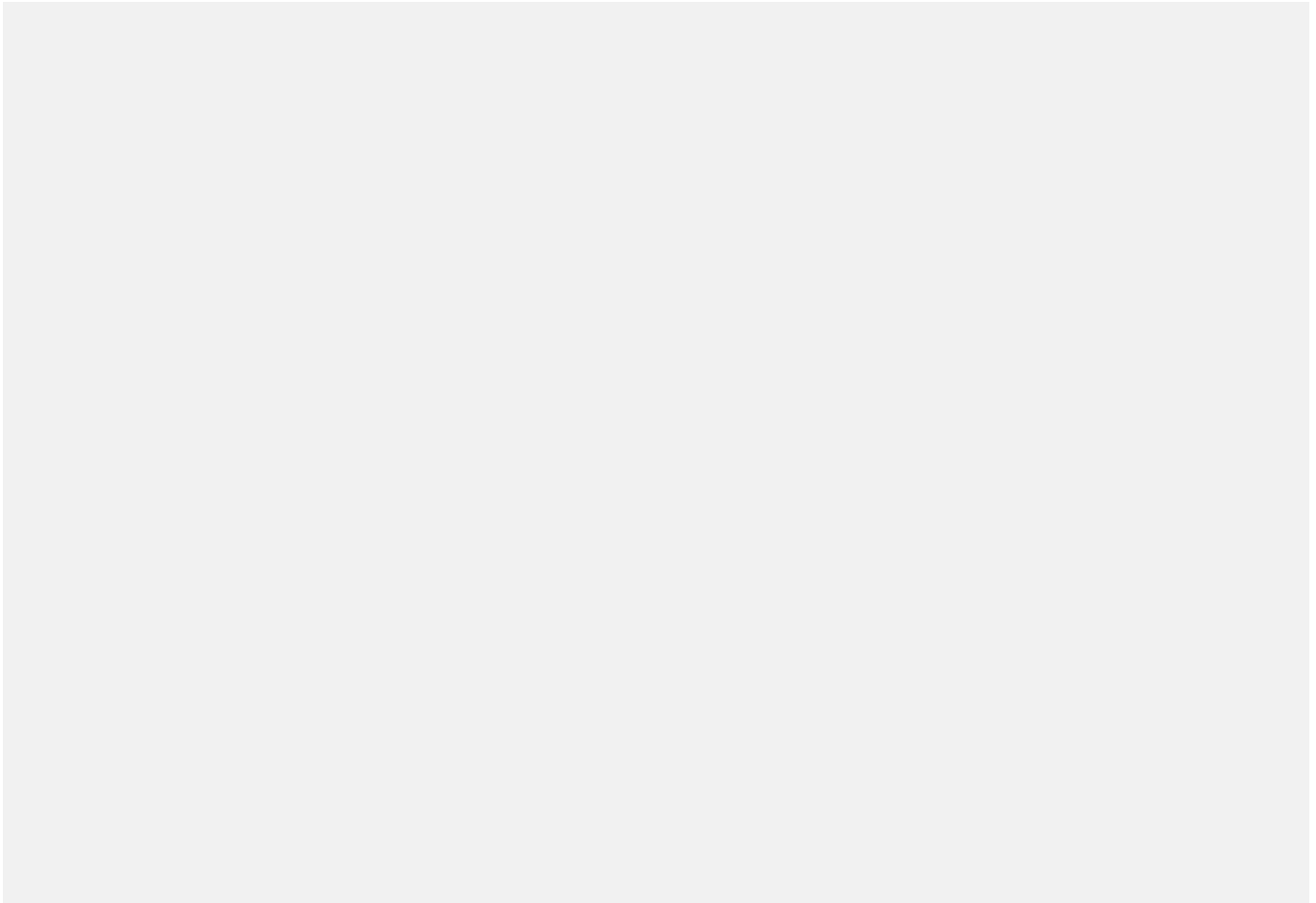




- 12.** Click the Next button.
- 13.** Click the Change schedule option.



- 14.** Check the **Run backup on a schedule** option.
- 15.** Specify the frequency, date, and time when Windows 10 should backup your computer.



**16.** Click the OK button.

**17.** Click the Save settings and exit button.

Once you complete the steps, an initial backup of your device will be created, and then incremental backups will be performed.



During the process, you can click the **View details** button to see more information about the files being copied and an option to interrupt the process (if required). After the backup is complete, in the "Backup" section, you'll be able to view the current size of the backup and drive location as well as the date and time of the next and previous backup.

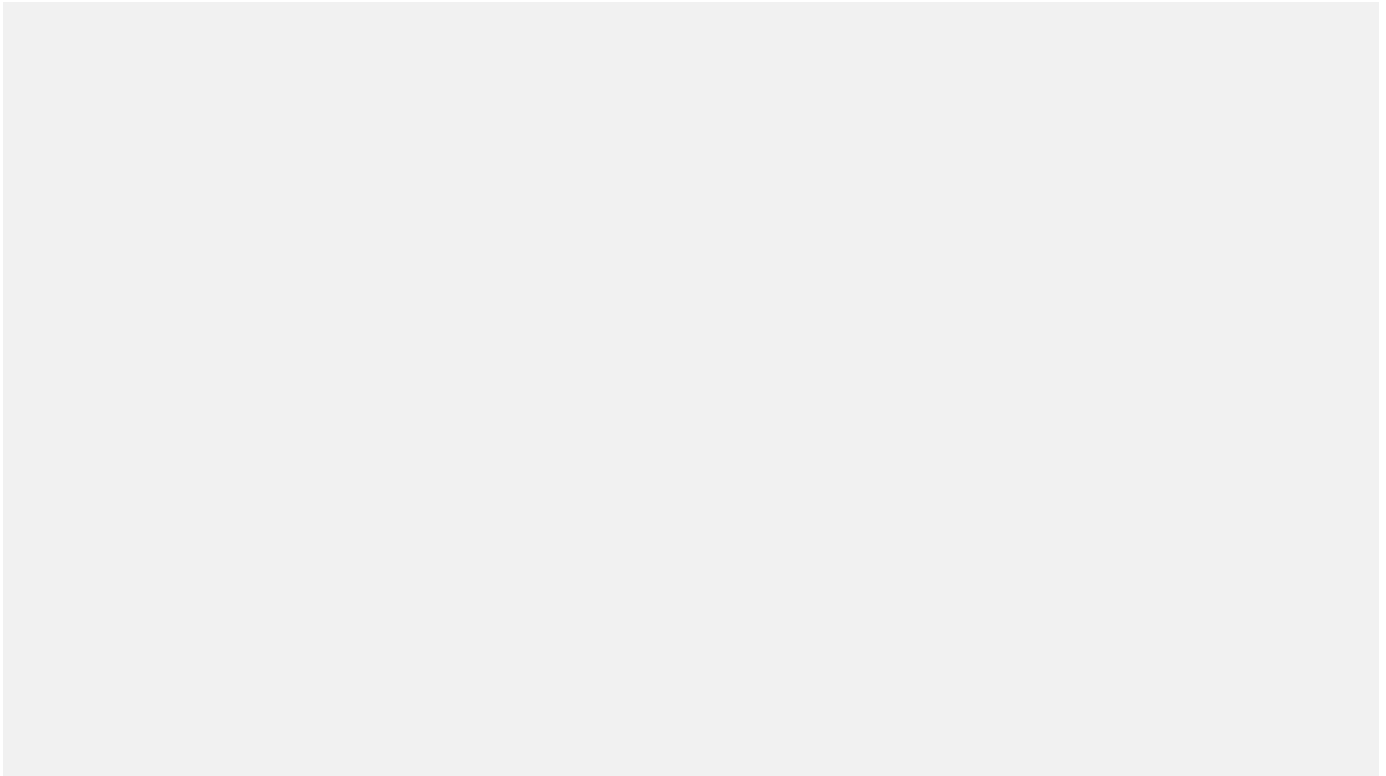
## How to manage backup settings on Windows 10

After configuring the automatic backup feature, you can continue managing many of the settings to prevent running out of space in the backup drive and changing the schedule to a different date and time.

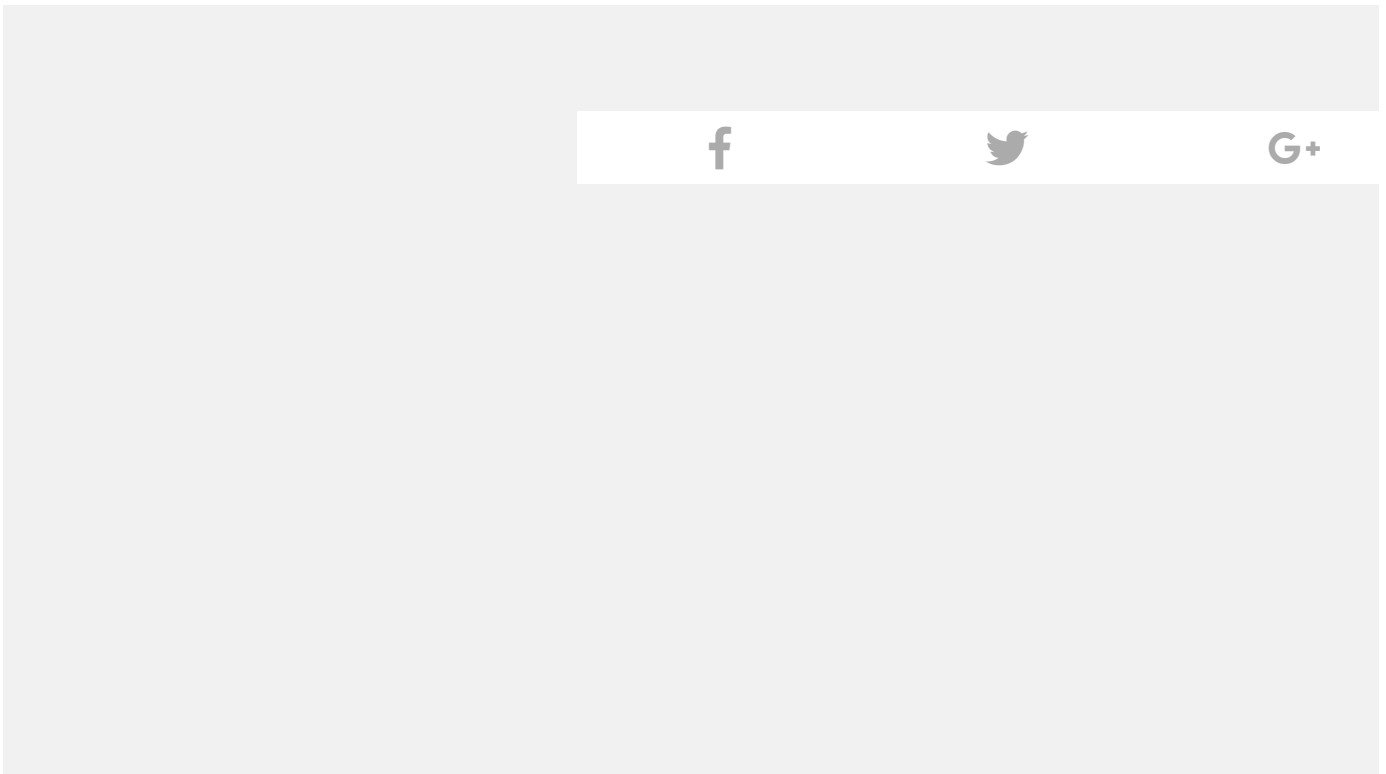
### Managing space

To free up space in the backup drive, use these steps:

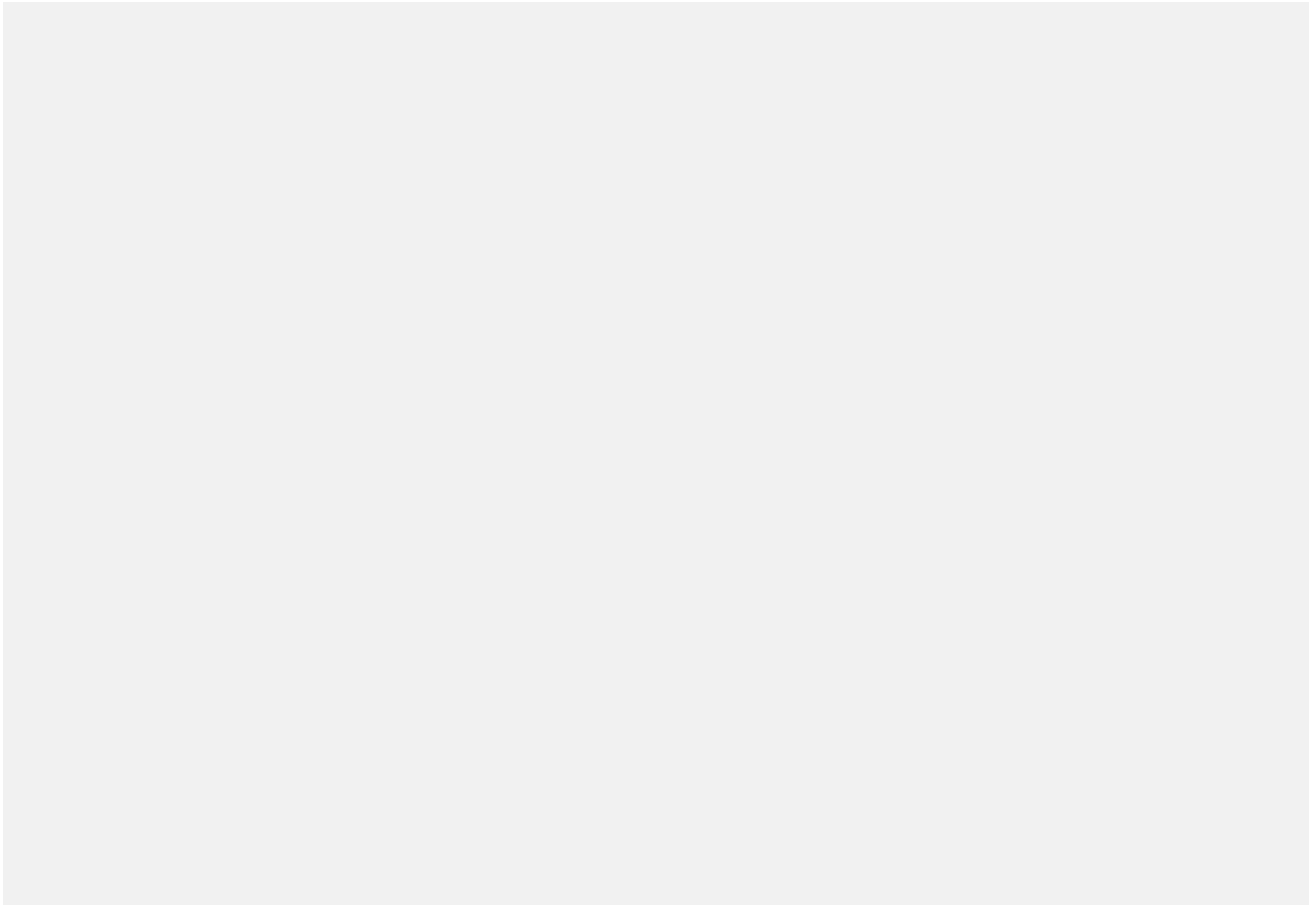
2. Click on **System and Security**.
3. Click on **Backup and Restore (Windows 7)**.



4. Under the "Backup" section, click the **Manage space** option.



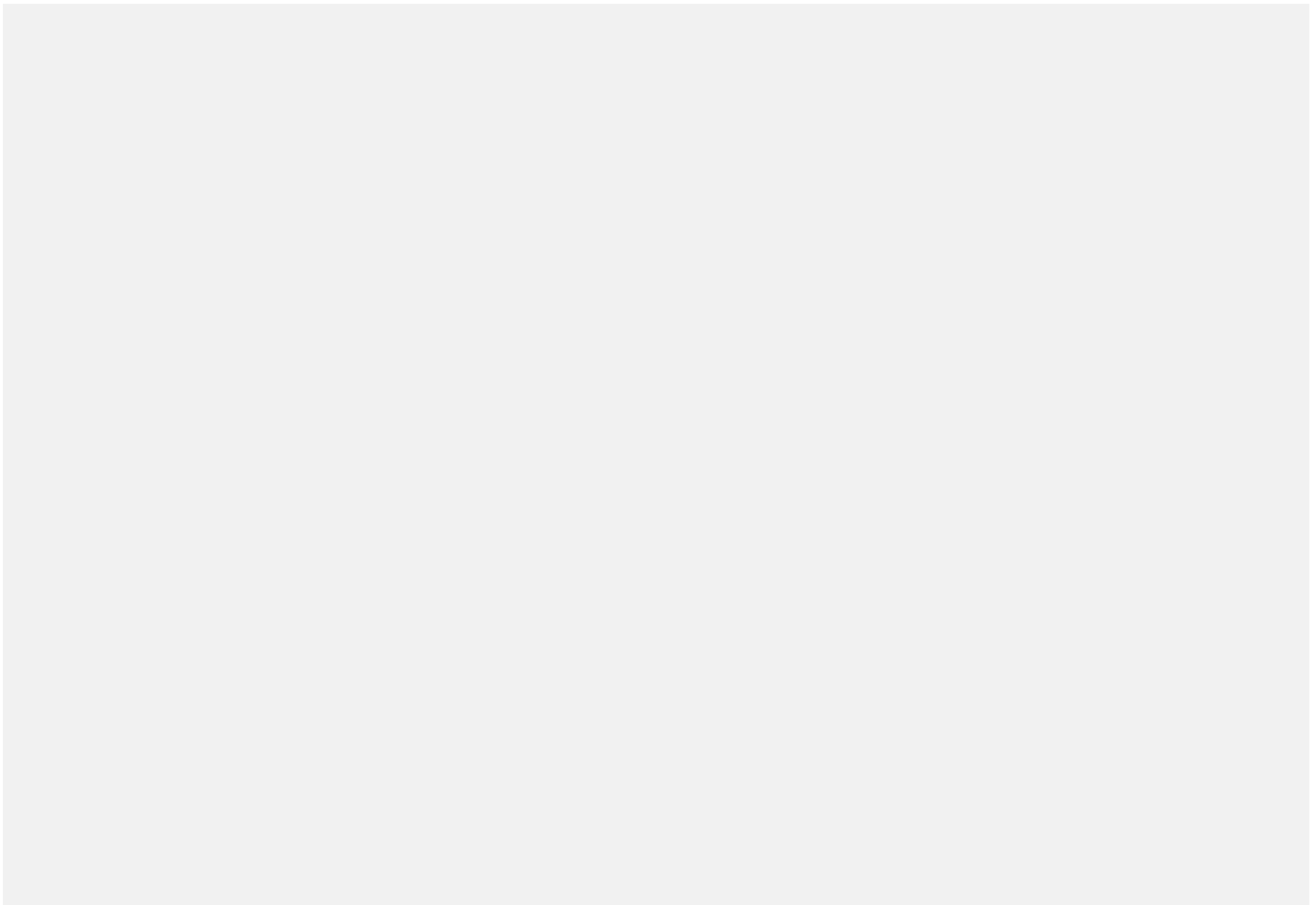
5. Under the "Data file backup" section, click the **View backups** button.



**6.** Select the oldest backup.

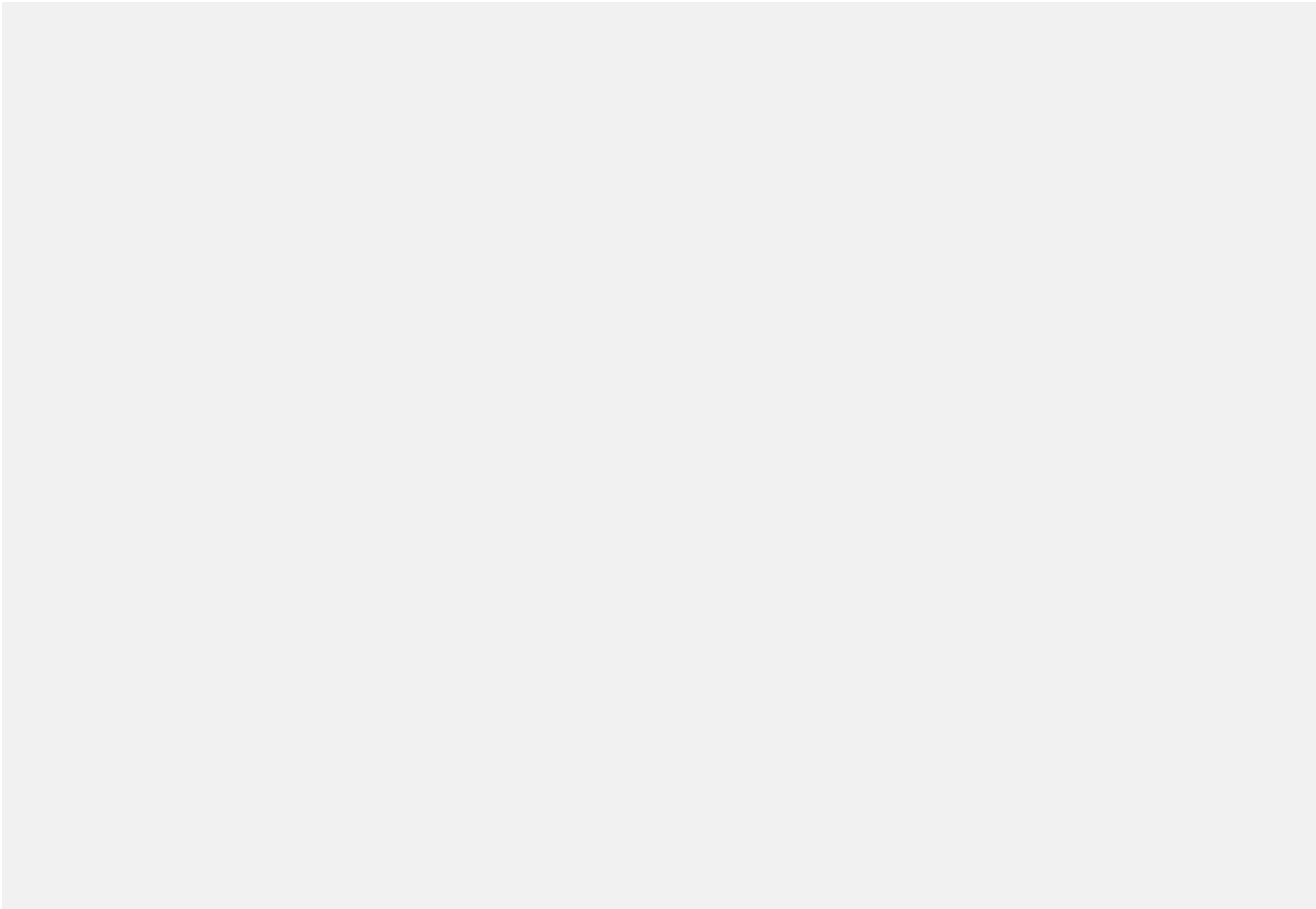




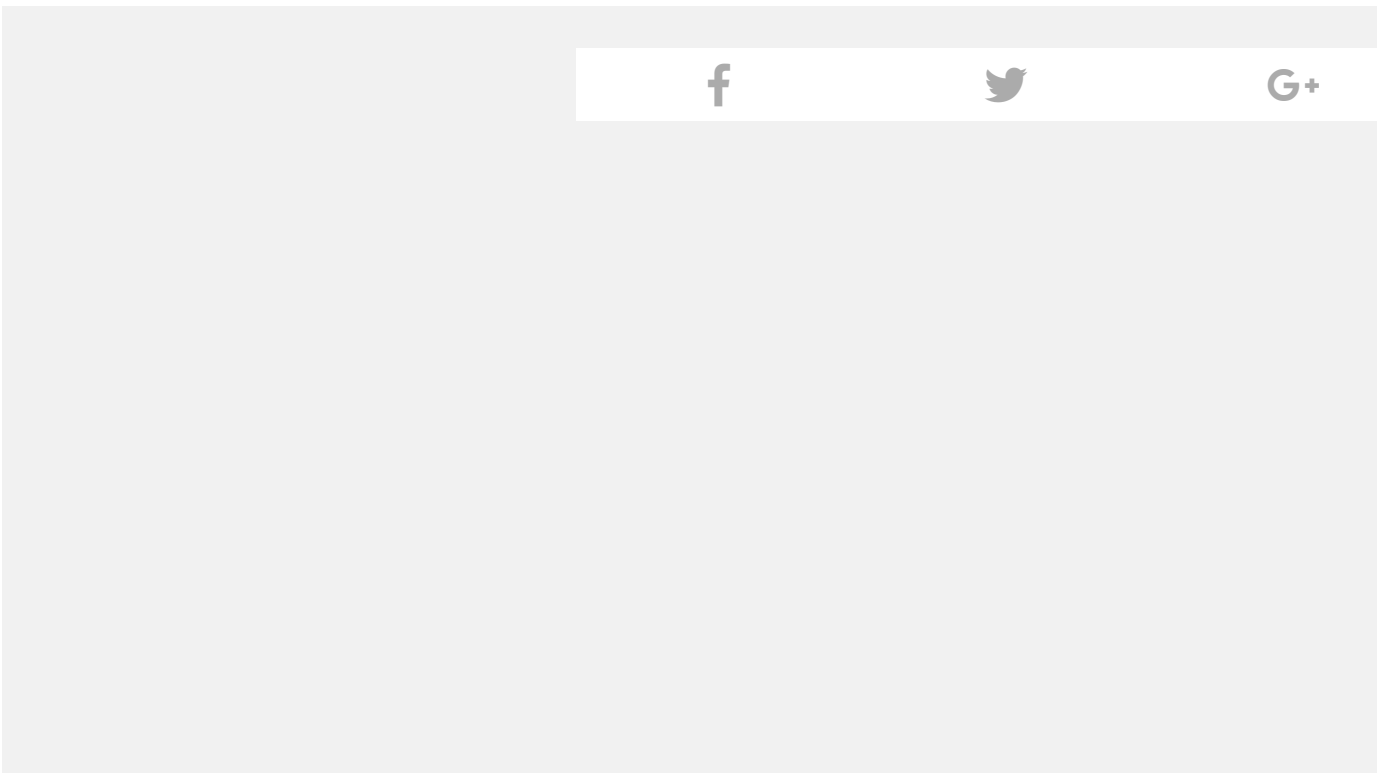


- 7.** Click the **Delete** button.
- 8.** Repeat **steps No. 6** and **7** to delete additional backups as necessary.
- 9.** Click the **Close** button.
- 10.** Under the "System image" secti





- 11.** Select the Keep only the latest system image and minimize space used by backup option.



**13.** Click the **Close** button.

After you complete the steps, the external drive should have more space to allocate future backups.

If you have a lot of data to protect and optimizing the backup drive storage doesn't make a difference, you should consider getting a larger external storage. If you don't know which one to pick, check out our [external hard drive guide](#) to select the best option for you.

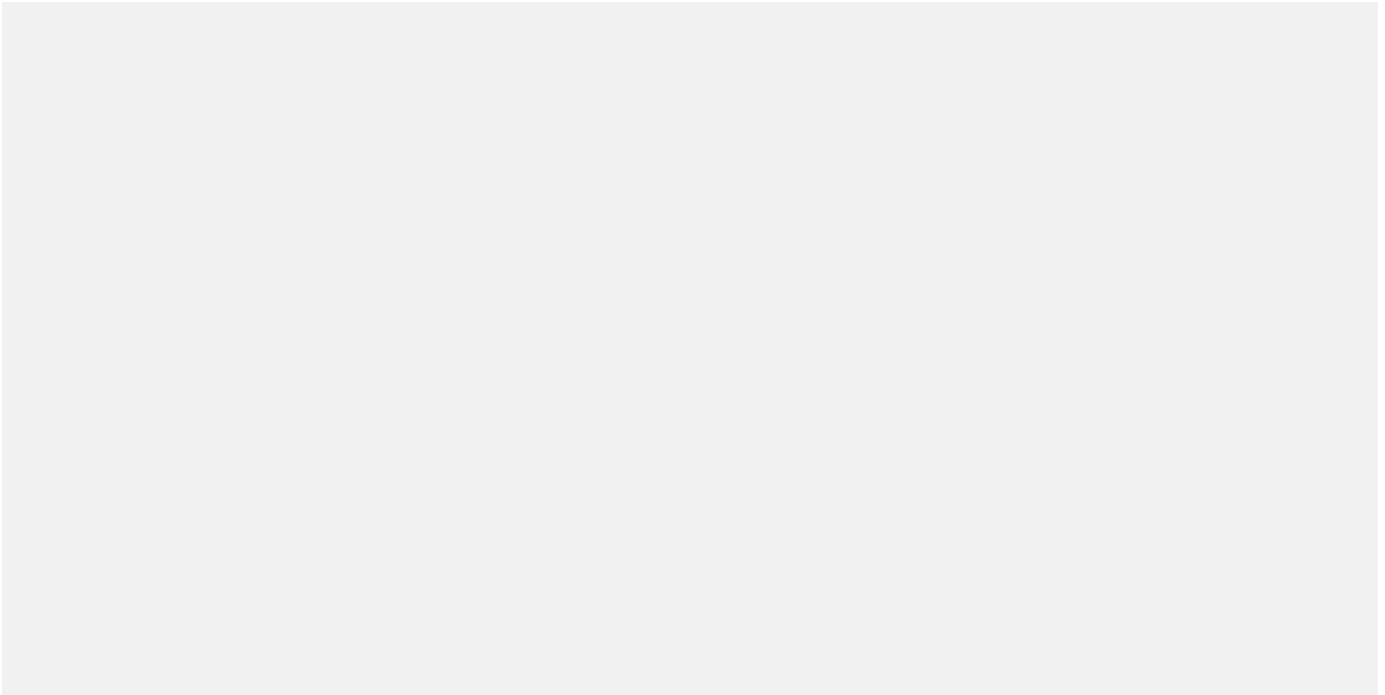
## Changing schedule

If you need to set a different schedule to run backups automatically, use these steps:

- 1.** Open Control Panel.
- 2.** Click on **System and Security**.
- 3.** Click on **Backup and Restore (Windows 7)**.



- 4.** Under the "Schedule" section, click the **Change settings** link.



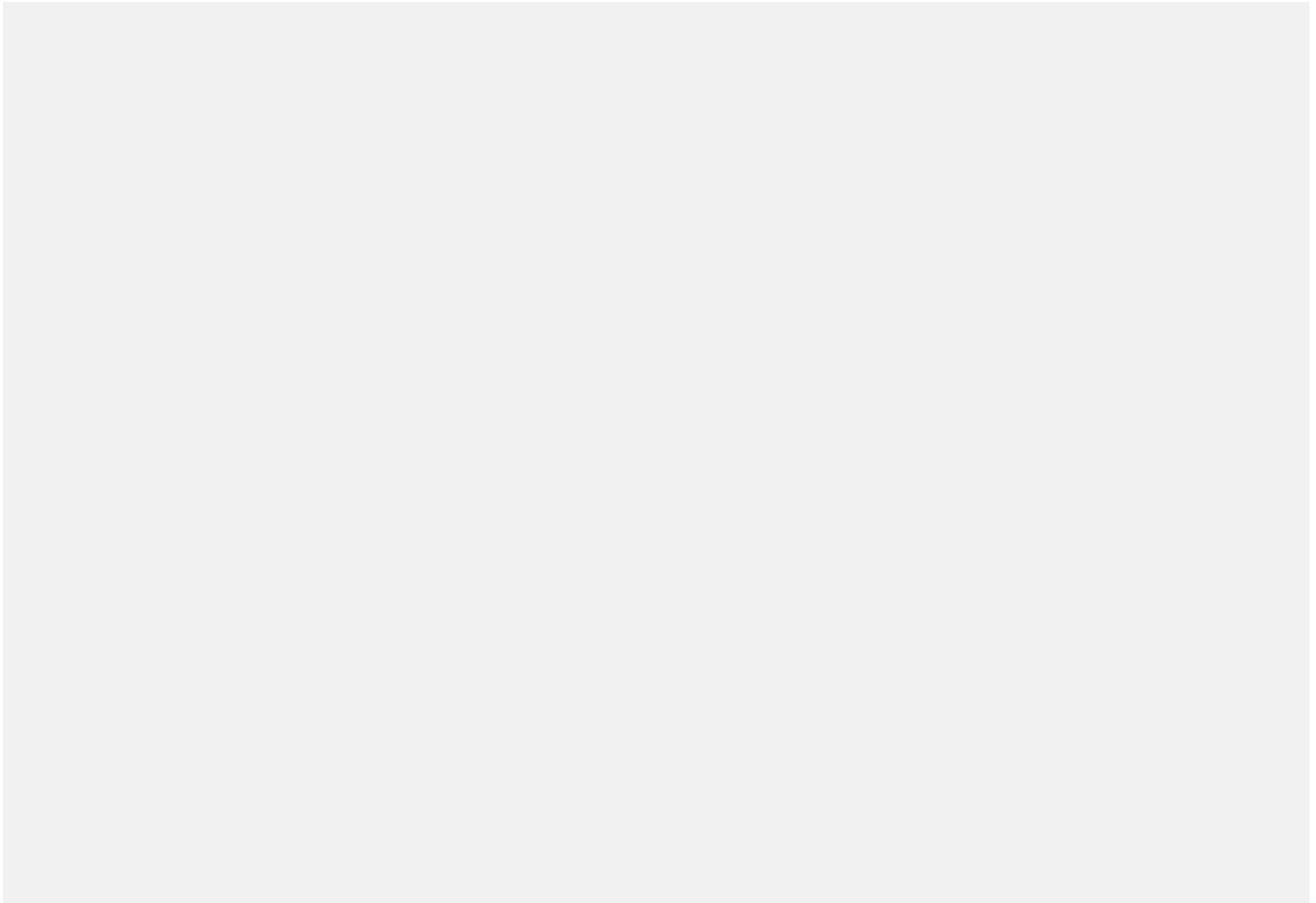
5. Continue with the on-screen directions until you arrive in the **Review your backup settings** page.
6. Click the **Change schedule** option.





**7.** Specify a new schedule for the backup.





8. Click the OK button.
9. Click the Save settings and exit button.

Once you complete the steps, backups will run automatically during the new schedule that you specified.



## Creating restore media

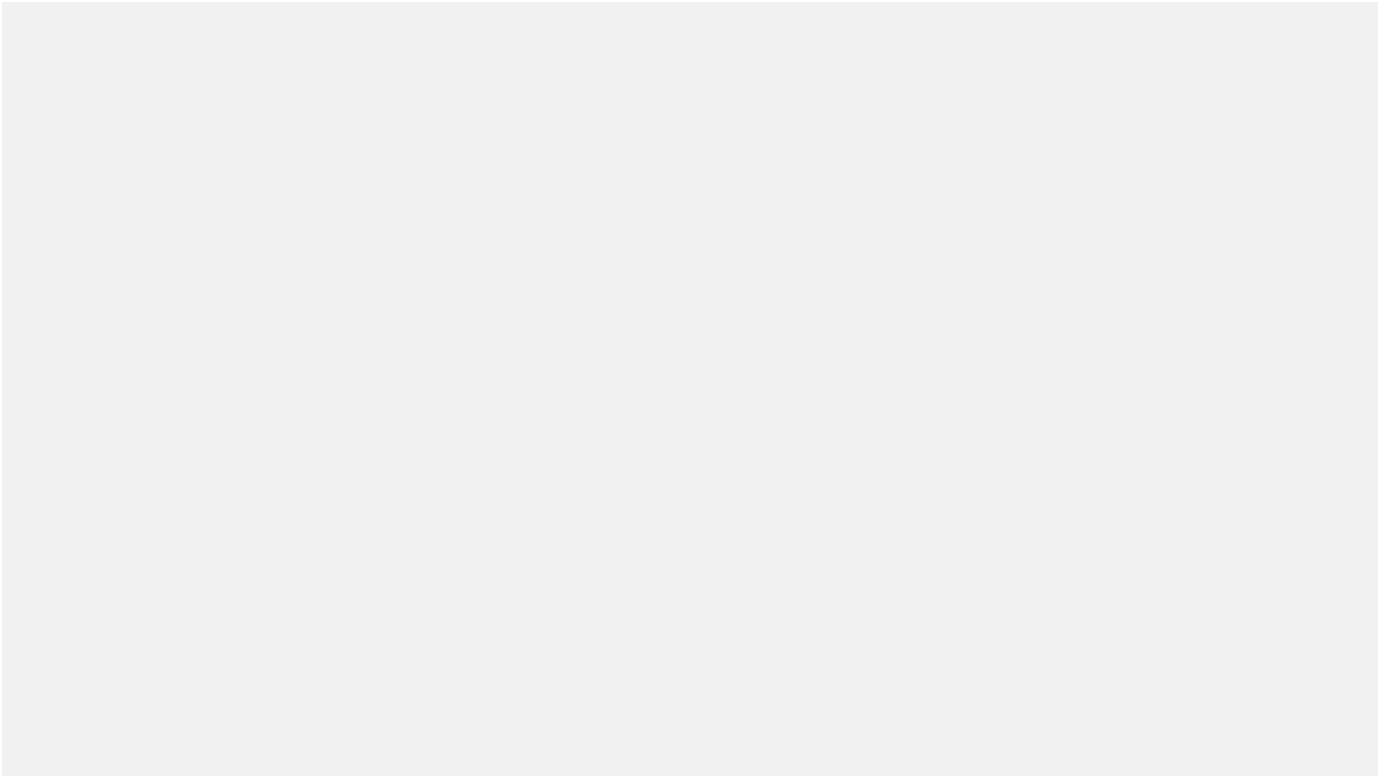
When the time comes to restore your data, you'll need a bootable media. Although the tool includes an option to create a disc to boot your device to restore a backup, newer devices don't come with disc drives anymore.

If you don't have a disc drive, you'll need to use the [Media Creation Tool](#) to create a USB bootable media, which you can use to access the recovery mode when your computer doesn't boot.

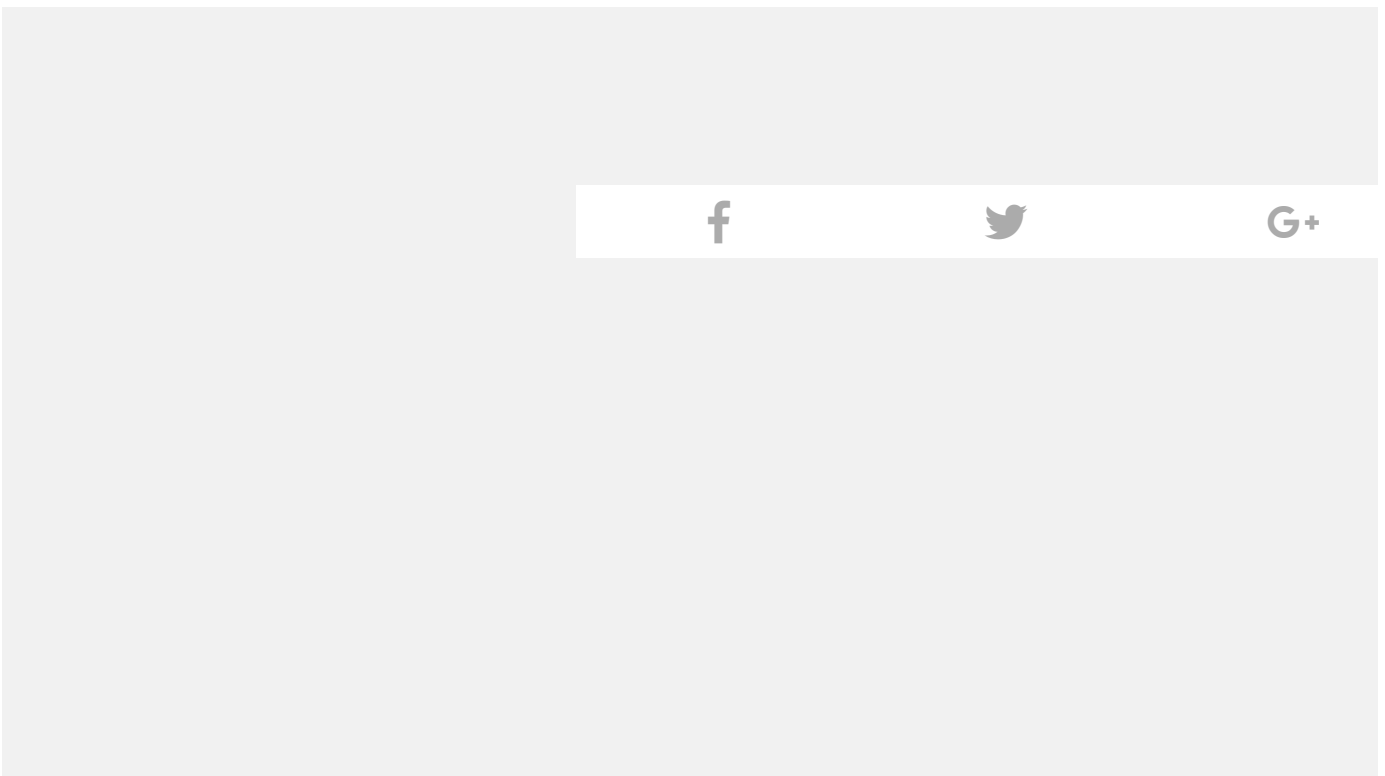
In the case that you still have a disc drive, insert a blank disc, and use these steps:

1. Open Control Panel.

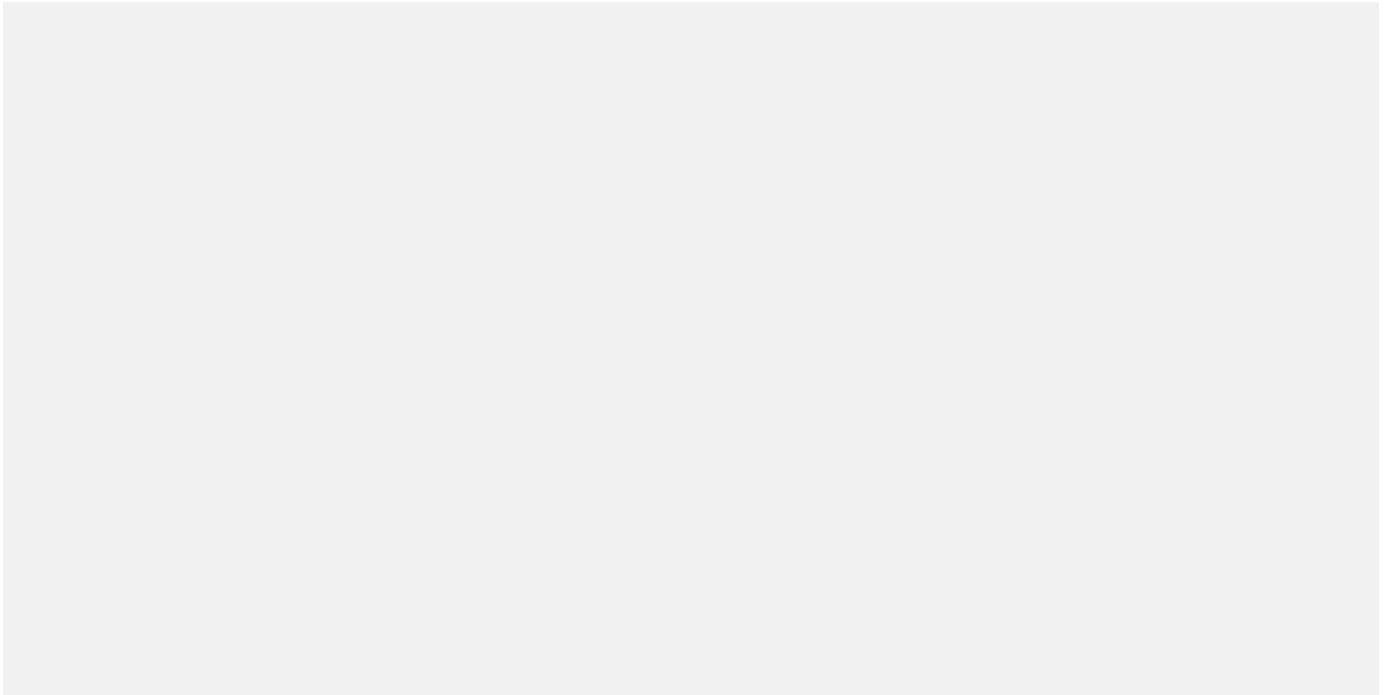
3. Click on Backup and Restore (Windows 7).



4. Click the Create a system repair disc option from the left pane.



5. Click the Create disc button.



After you complete the steps, you can use the disc or USB bootable media to start your computer in the Advanced startup mode to recover your files.

## How to restore data from backup on Windows 10

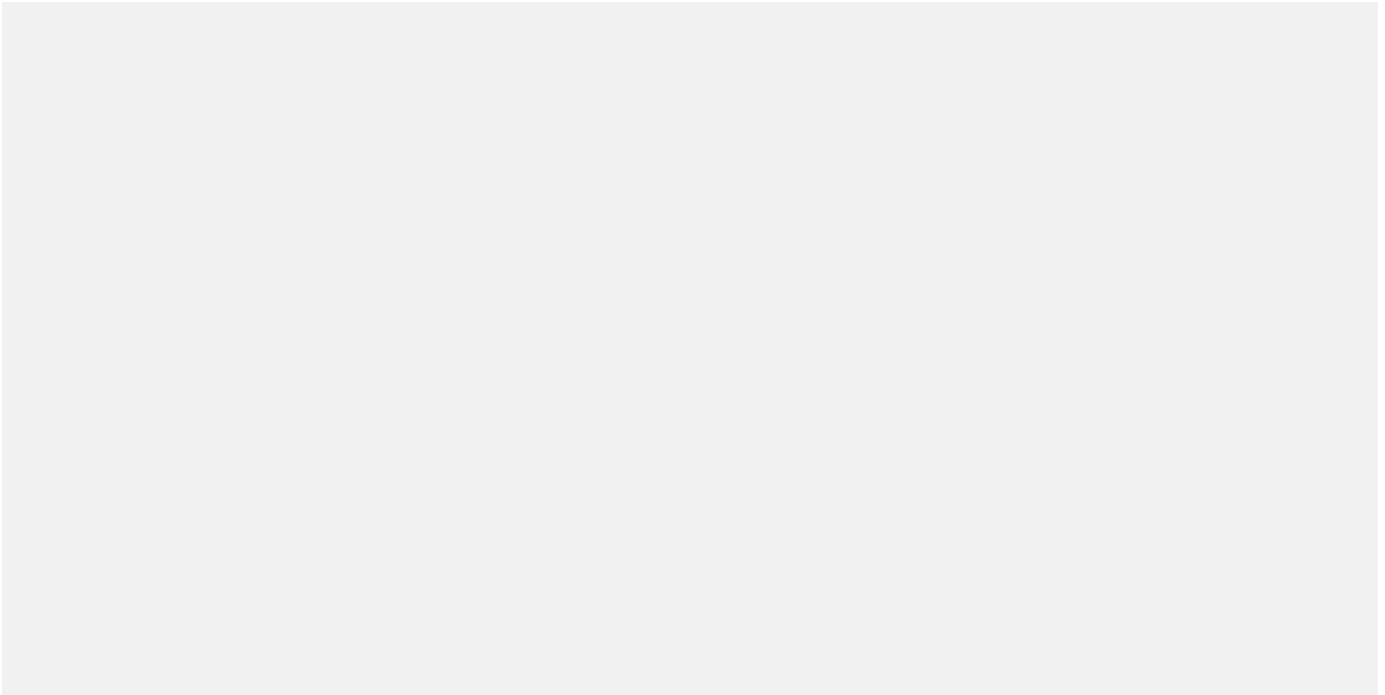
When the unexpected happens, you can use the Backup and Restore feature to restore files individually or recover your entire system and data.

### Restoring files using full backup

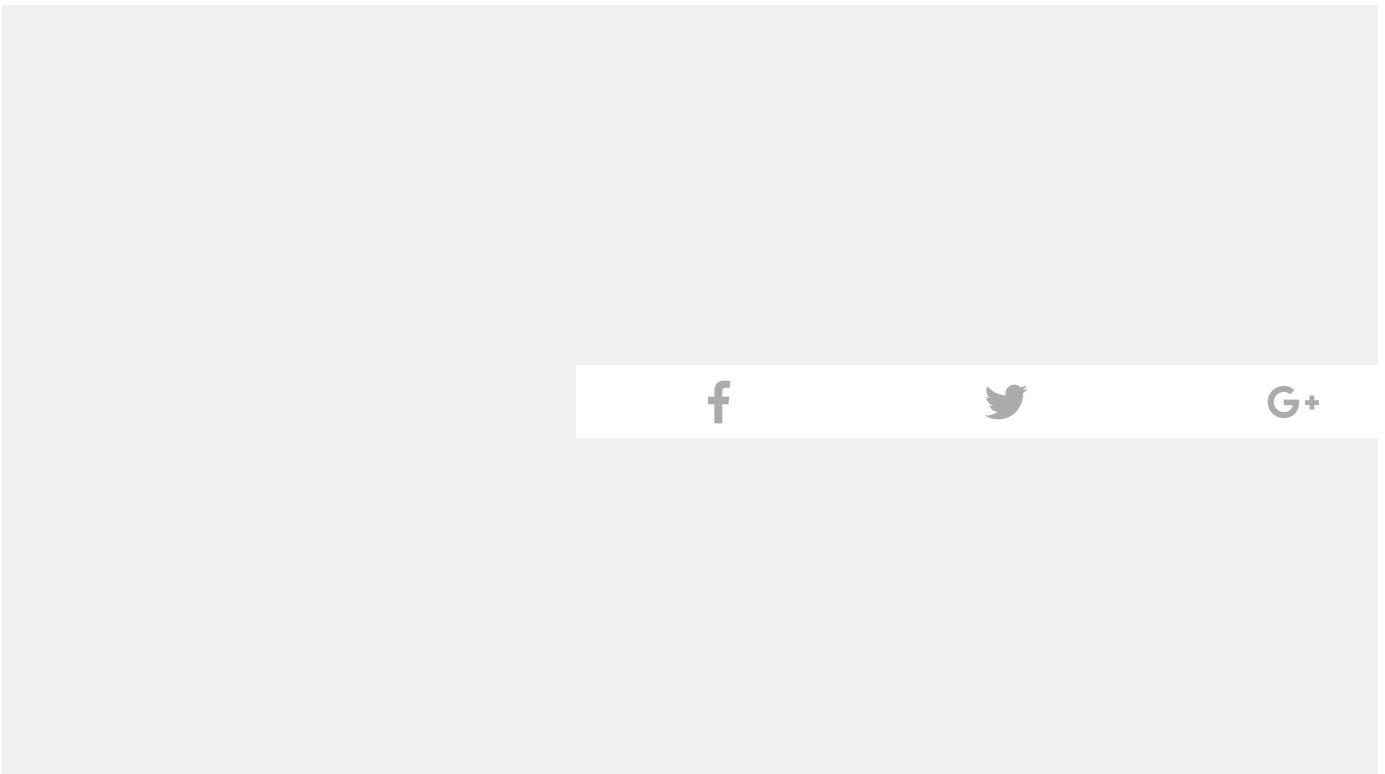
To restore one or multiple files and folders, use these steps.



1. Open Control Panel.
2. Click on System and Security.
3. Click on Backup and Restore (Windows 7).



4. Under the "Restore" section, click the **Restore my files** button.

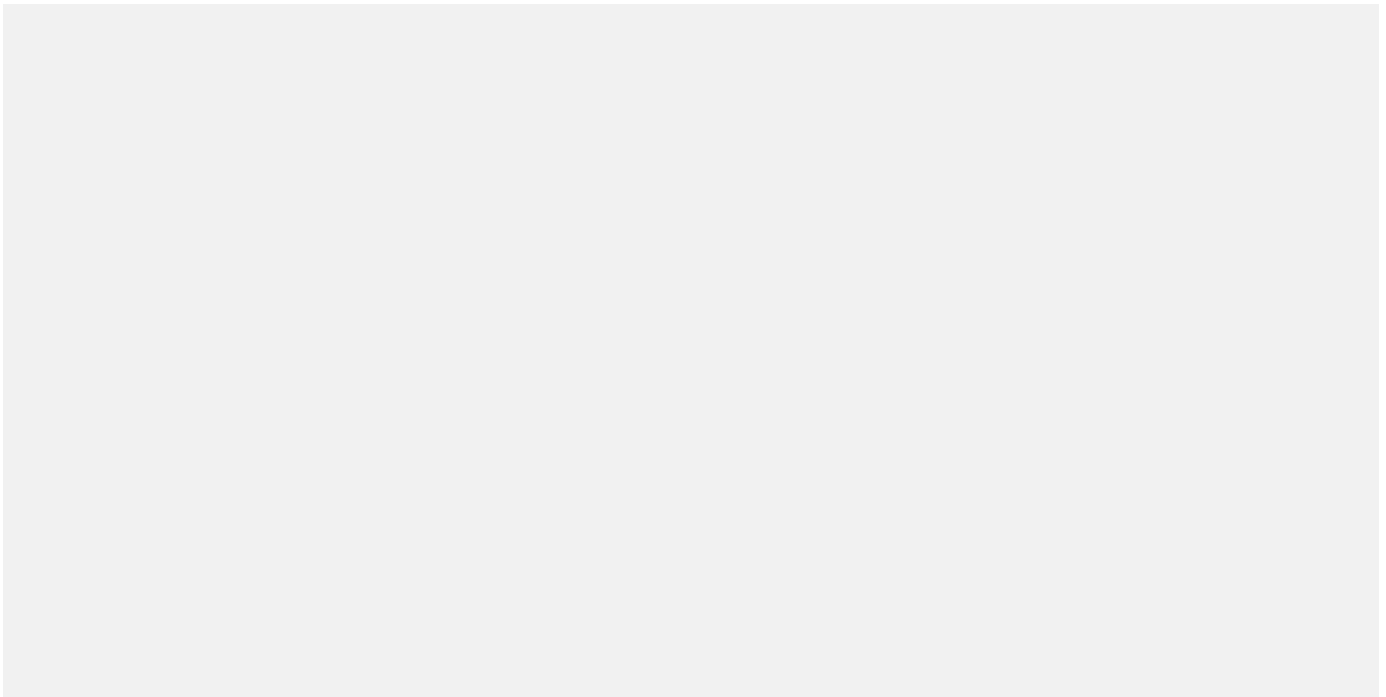


5. Click the **Browse for files** button.

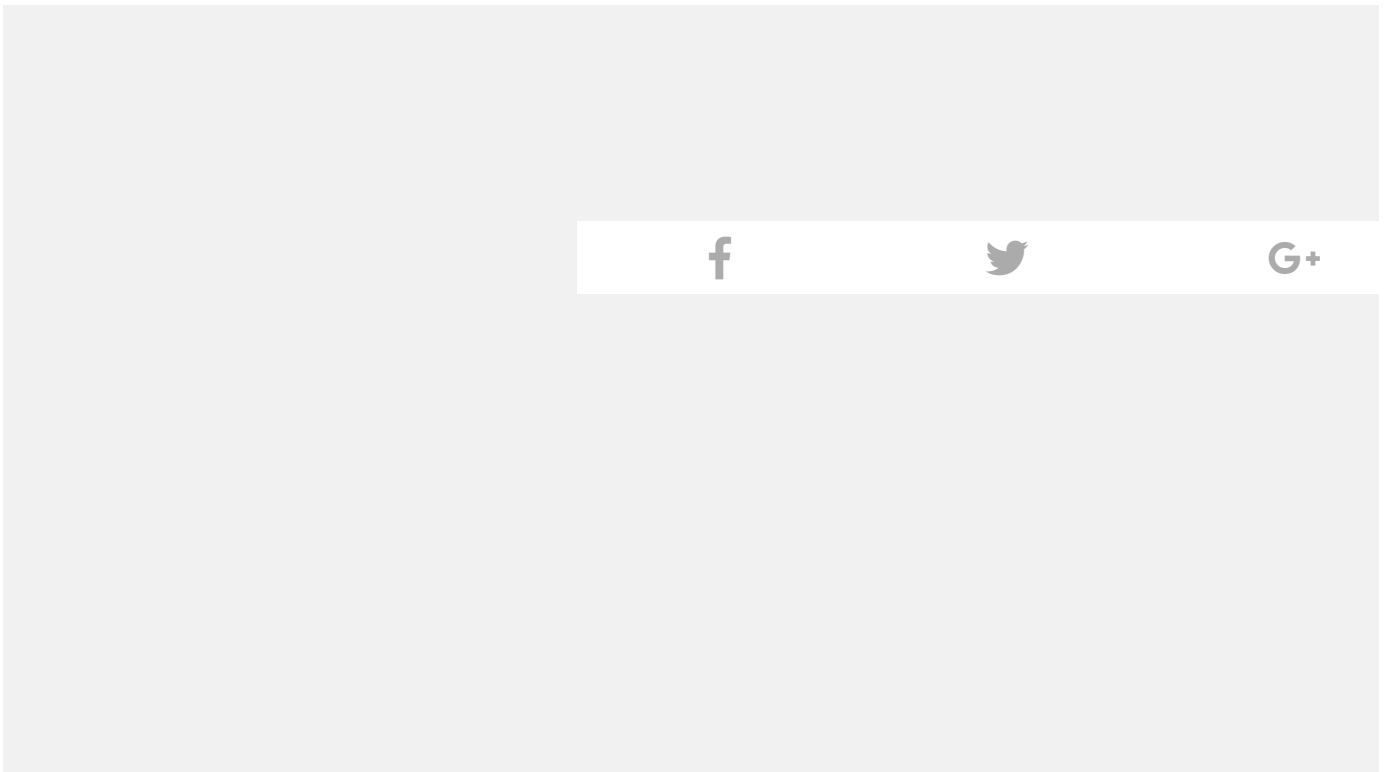


**6.** Select the files that you want to restore.





- 7.** Click the **Add files** button.
- 8.** Click the **Browse for folders** button.
- 9.** Select the folders that you want to restore.



- 10.** (Optional) If you don't know the location of the file, use the **Search** button to find it.
- 11.** Click the **Next** button.



- 12.** Select the **In the following location** option (recommended).
- 13.** Click the **Browse** button.
- 14.** Select the restore location.



**15.** Click the OK button.

**16.** Click the Restore button.



**17.** Click the **Finish** button.

Once you complete the steps, you'll be able to access the files and folders from the location that you specified during the recovery process.

## **Restoring computer using full backup**

If your computer doesn't boot or you're replacing the hard drive, you can restore your device completely using the most recent backup. However, before you can proceed, you have to make sure the computer can start from USB (or CD-ROM drive), which means that you may need to change the boot order inside the Basic Input/Output System (BIOS) or Unified Extensible Firmware Interface (UEFI) firmware on your device.

the ESC, or Delete key, as soon as the device starts. The only caveat is that the process is often different depending on the manufacturer and even computer model. So make sure to check your device manufacturer's support website for more specific instructions.

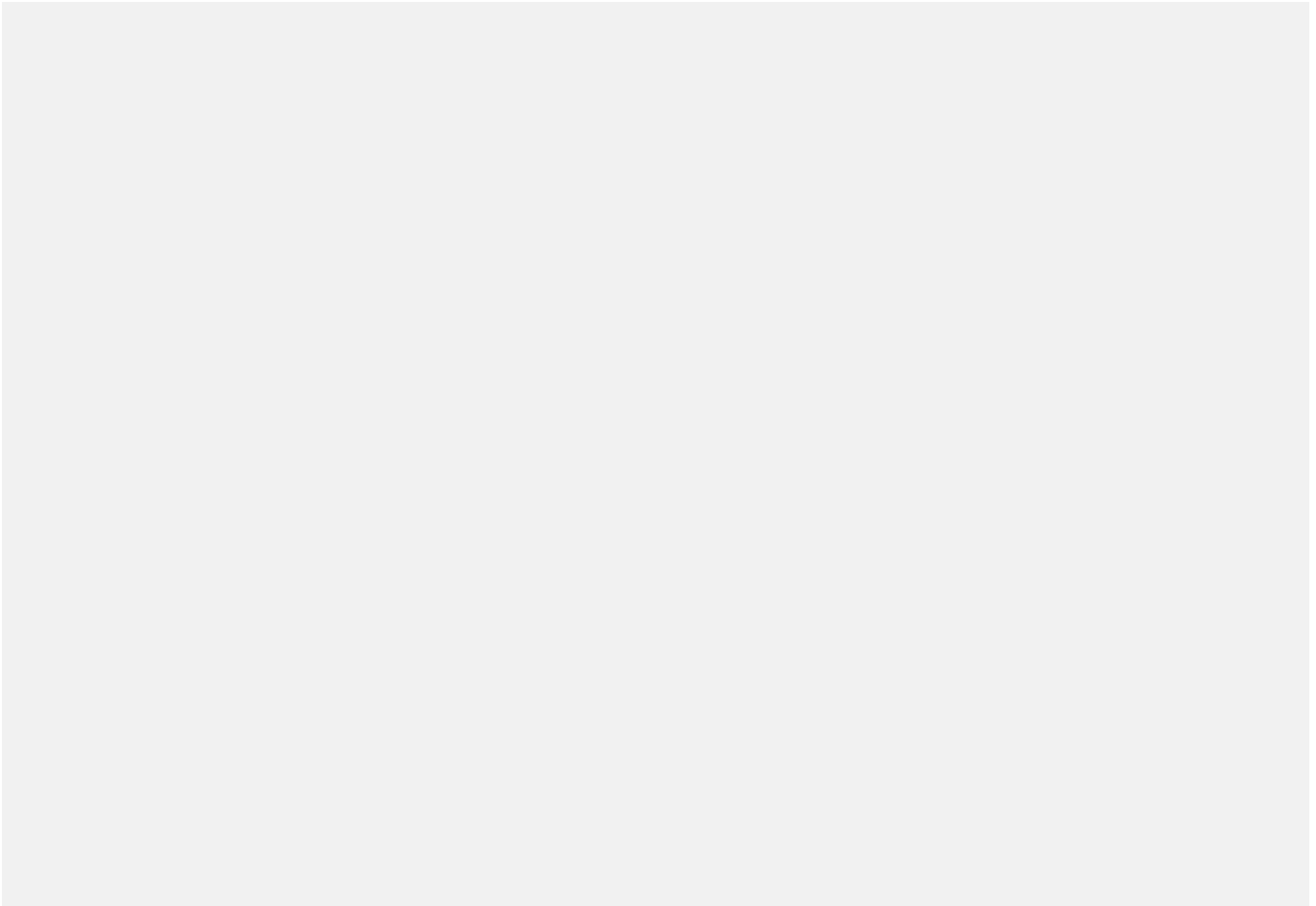
While in the firmware interface, find the "Boot" section, and configure the boot order to start from the USB bootable drive (or CD-ROM drive), and save the new changes.

To perform a system restore, connect the bootable media to your device, and use these steps:

1. Start PC with bootable media drive.
2. On "Windows Setup," click the **Next** button.

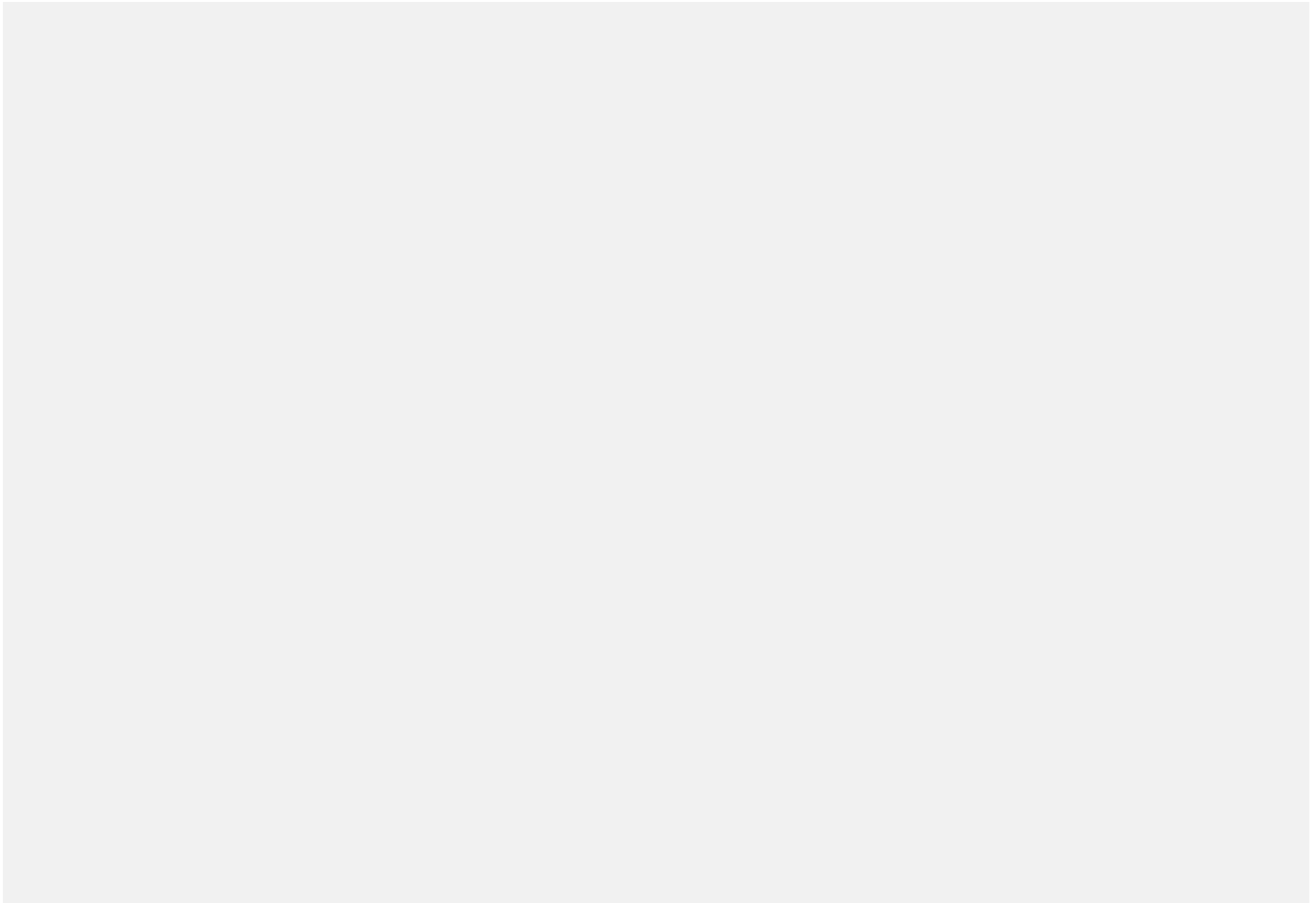


3. Click the **Repair your computer** link located at the bottom-left corner.



**4.** Click the Troubleshoot option.

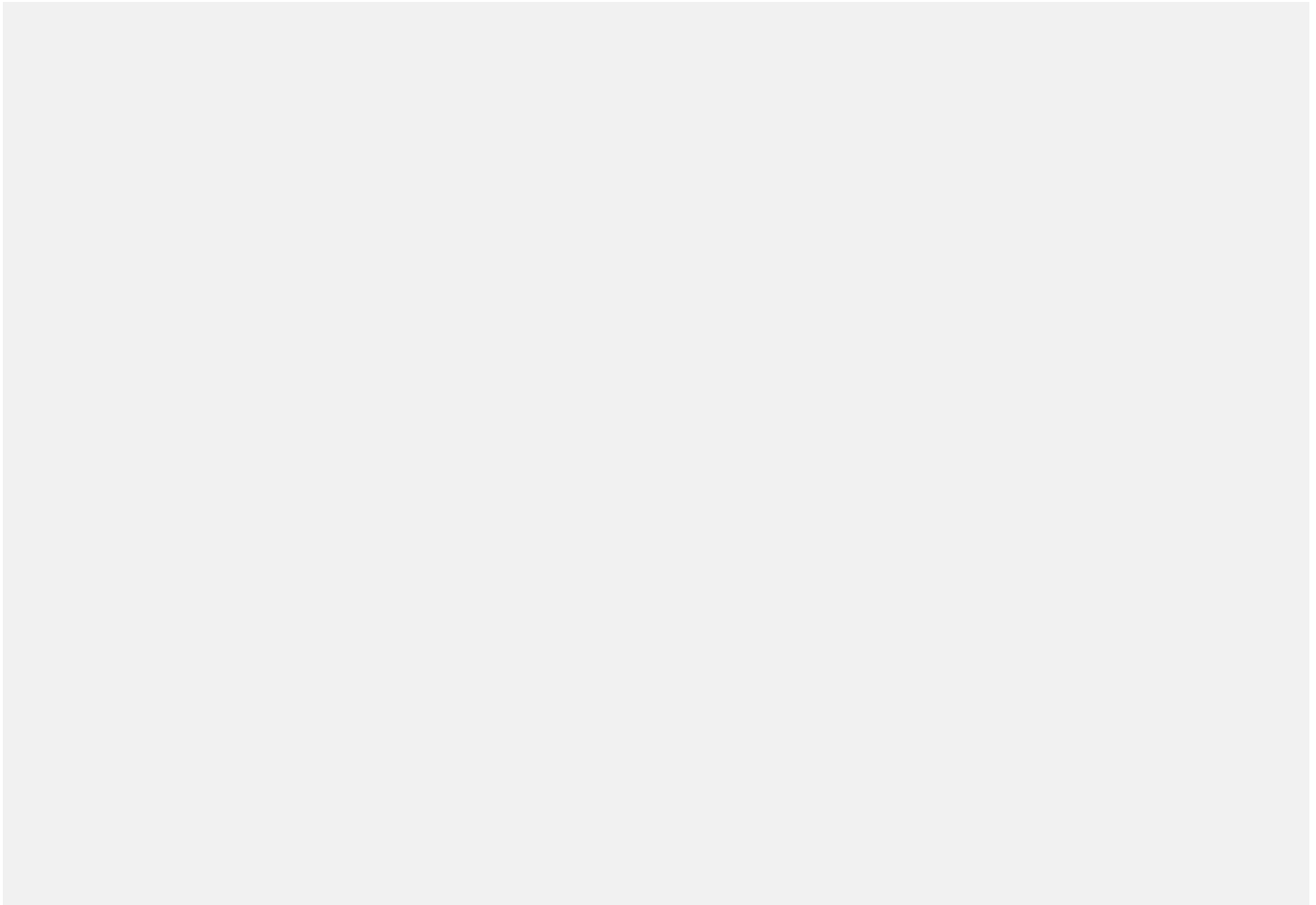




**Quick tip:** If you need to restore your device from backup, and you still have access to the desktop, you can access the Advanced startup settings from **Settings > Update & Security > Recovery**, and click the **Restart now** button from the "Advanced startup" section.



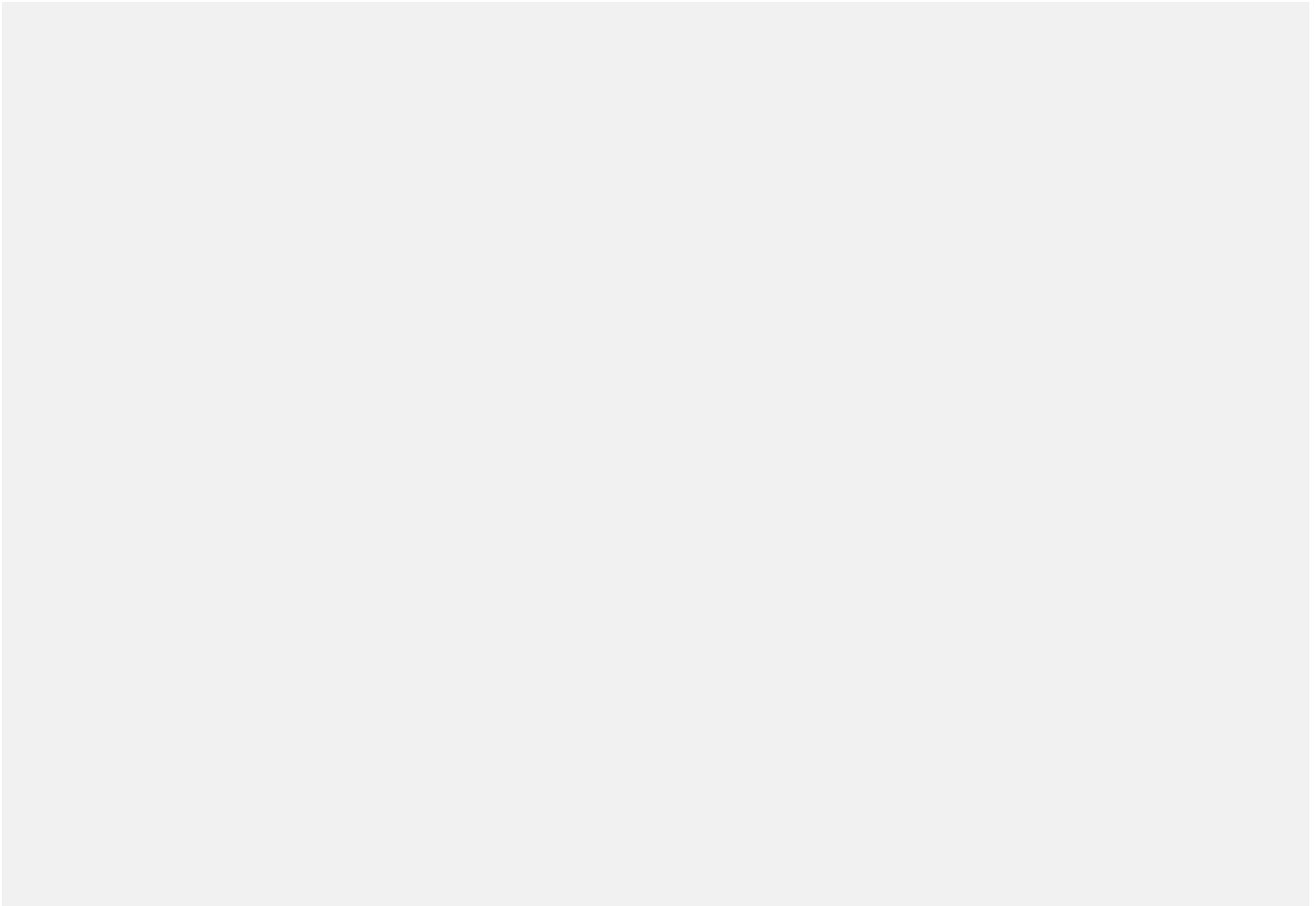
5. Click the **System Image Recovery** option.



- 6.** Select the Windows 10 option as the target.
- 7.** Select the **Use the latest available system image** option.

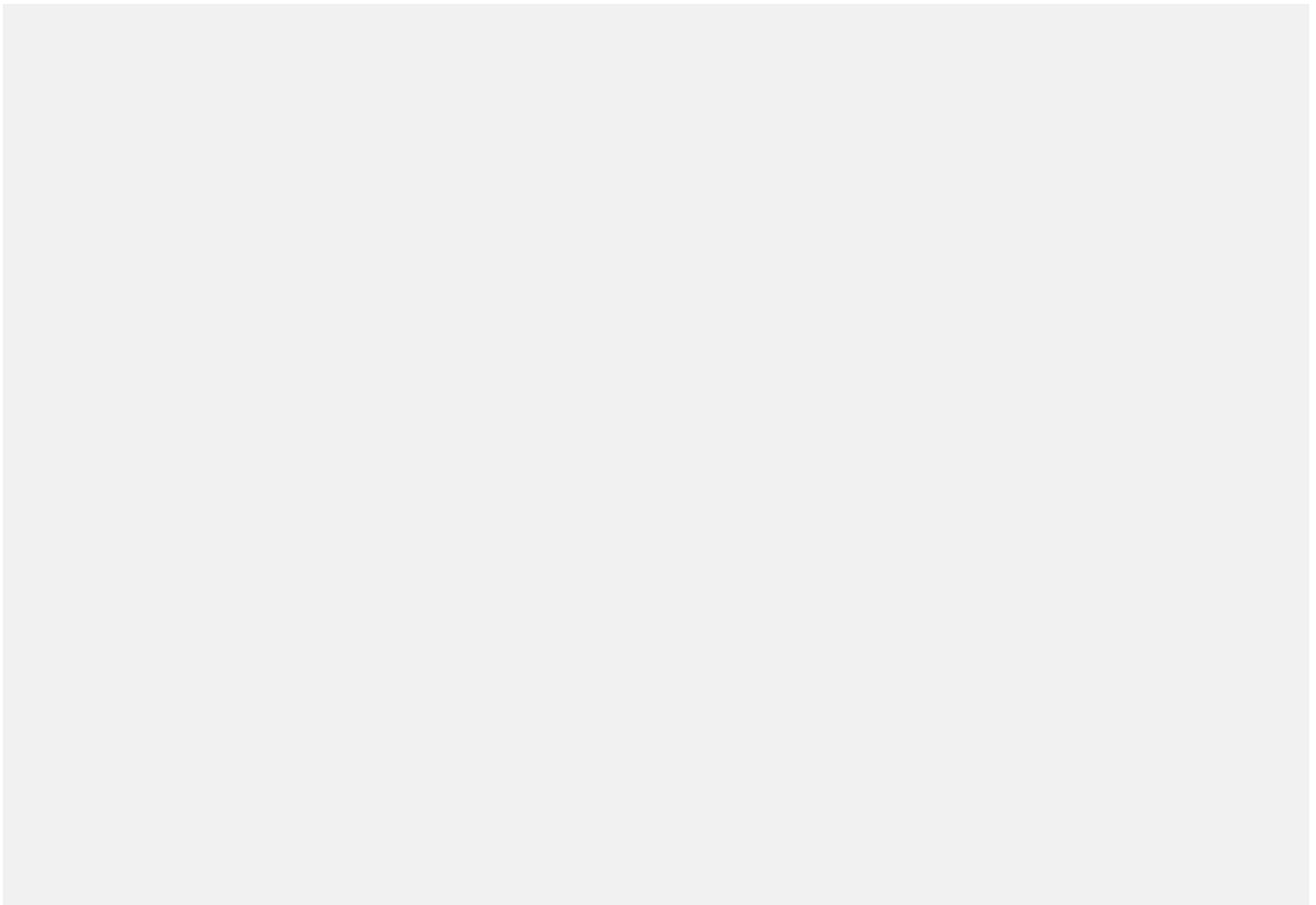






- 8.** Click the **Next** button.
- 9.** Select the **Format and repartition disks** option if you're restoring a full backup to your computer or replacing the hard drive.



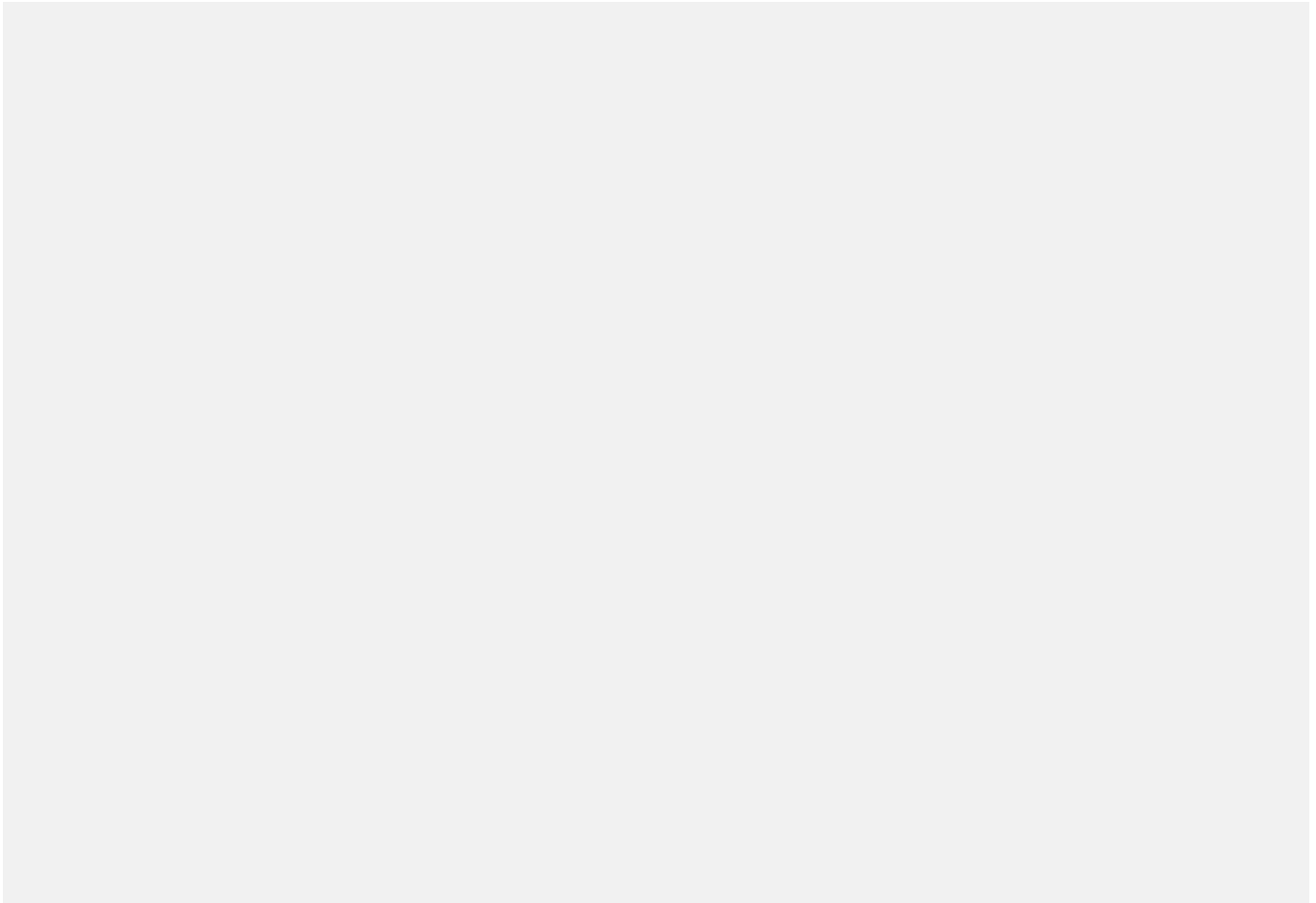


**Important:** If you have multiple drives with data that you don't want to erase, make sure to click the **Exclude disks** button to change the settings to prevent the process from wiping out those drives.

**10.** Click the **Next** button.



**11.** Click the **Finish** button.



**12.** Click the Yes button.

After you complete the steps, the system recovery process will start, and it'll restore everything since the last backup. The completion time will depend upon the data and hardware configuration.



If you work with files frequently, and you don't create backups daily, it's recommended to complement the backup with another kind of file backup. For instance, using a OneDrive subscription allows you to keep a more up-to-date copy of all your personal files in the cloud.

## **Backup and Restore vs. system image backup**

Alongside the Backup and Restore tool, you can also use the system image backup tool to create a full copy of your entire computer, but there are a few key differences between the two solutions.

When using Backup and Restore, you can create automatic backups during a specified schedule, and you get more options. For example, you can configure the data that you want to protect, manage the storage, and you can restore one or multiple files as well as the entire device.

backups automatically, it means that the backup drive has to be always connected to the computer, which can be a risk as if a malware infects the device, it can also damage the backup.

In contrast, the system image backup feature allows you to create a full backup, but you must go through the process manually every time that you want to protect your system. Usually, this feature is more suited as a temporary backup when modifying the system settings or replacing the hard drive.

One important benefit is that unlike the automatic option, you can always disconnect the backup drive and store it in a safe location, which can protect your data from malware as well as from a natural disaster.

Similar to the other feature, system image backup also has a few caveats. For example, you can only restore files since the last time you ran the feature. As a result, if you're not proactive in creating backups, you could lose a lot of data during the restore process. In addition, this feature is meant to restore your entire system, not individual files.

We're focusing this guide on Windows 10, but the Backup and Restore tool has been around for a long time, which means that you can use this guide on Windows 8.1 and even Windows 7.

## More Windows 10 resources

For more helpful articles, coverage, and answers to common questions about Windows 10, visit the following resources:

👉 [Windows 10 on Windows Central](#)

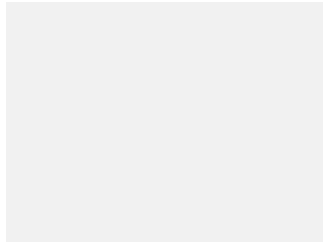


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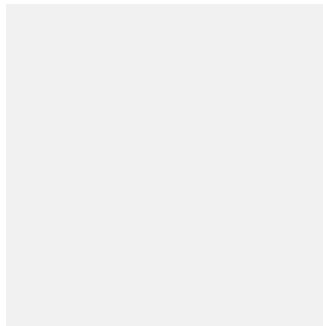
## Mauro recommends all these affordable accessories

Hi, I'm Mauro Huculak, Windows Central's help and how-to guru. I wrote the post you're reading now, and I know the Windows OS inside and out. But I'm also a bit of a hardware geek. These are some of the affordable gadgets on my desk today.



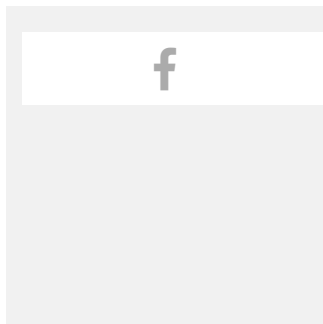
### **Logitech MX Master Wireless Mouse (\$72 at Amazon)**

I know mice, and this is the one I use every day. The MX Master is a wireless high-precision mouse that's very comfortable to use and has many great features, including the ability to connect with multiple devices, an infinite scroll wheel, back and forward buttons, all of which you can customize.



### **Ktrio Extended Gaming Mouse Pad (\$12 at Amazon)**

If you spend a lot of time typing, your palms and mouse will leave tracks on your desk. My solution was to start using gaming mouse pads, which are big enough for you to use the keyboard and the mouse comfortably. This is the one I use and recommend.



### **Supernight LED light strip (\$20 at Amazon)**

You could just use a regular light bulb in your office, but if you want to add some ambient lighting with different colors, an RGB LED strip is the way to go. This one is Mauro-approved.

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