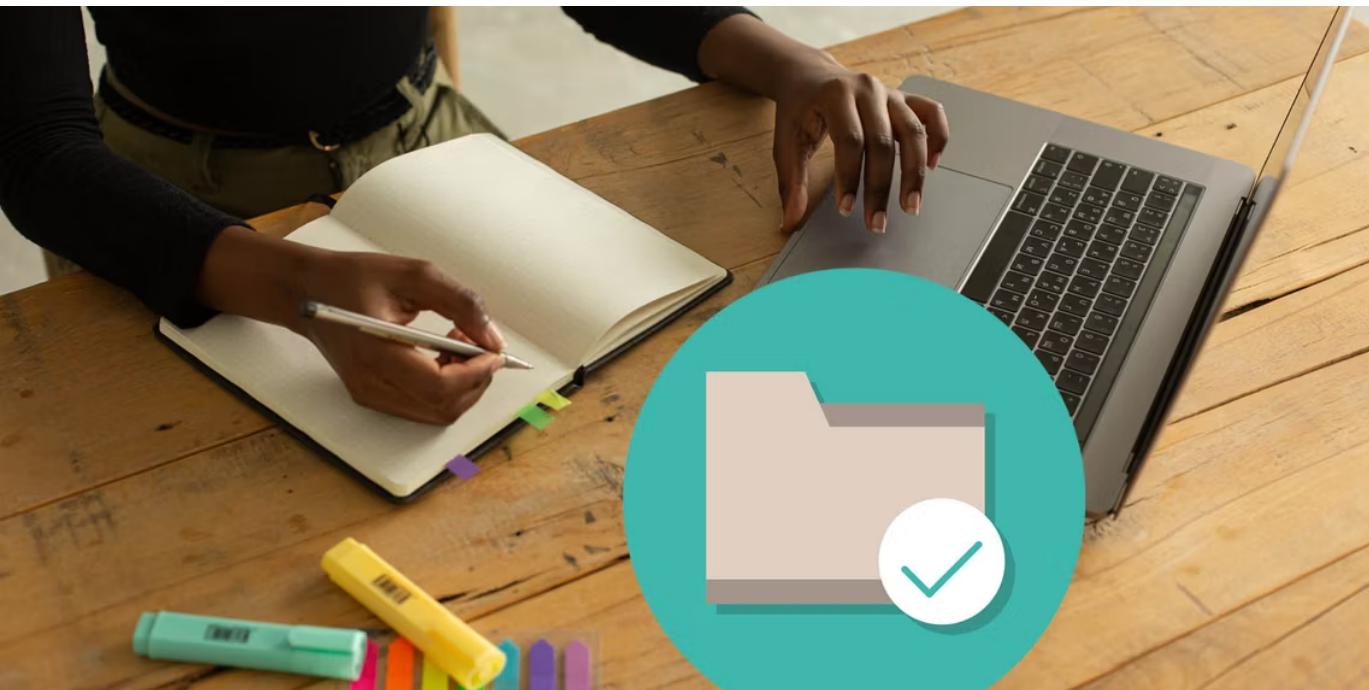


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How to Change Folder View Globally in Windows 10

If you're not too chuffed about having to set the Windows 10 file view for every single folder, here's a quick fix.

BY ANINDRA Z. SIQUEIRA PUBLISHED APR 14, 2022



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Windows 10, by default automatically sets folder view for you. It does this based on file type within a particular folder. What this means is that, if you fill a folder with one type of file, all your files will have been automatically set to a specific view when you revisit or refresh the folder.

This can be an annoying issue if you have all your files organized neatly (read: obsessively) into many folders and sub-folders. So what if you could change the way Windows 10 displays files based on type? Luckily, there is an easy fix.

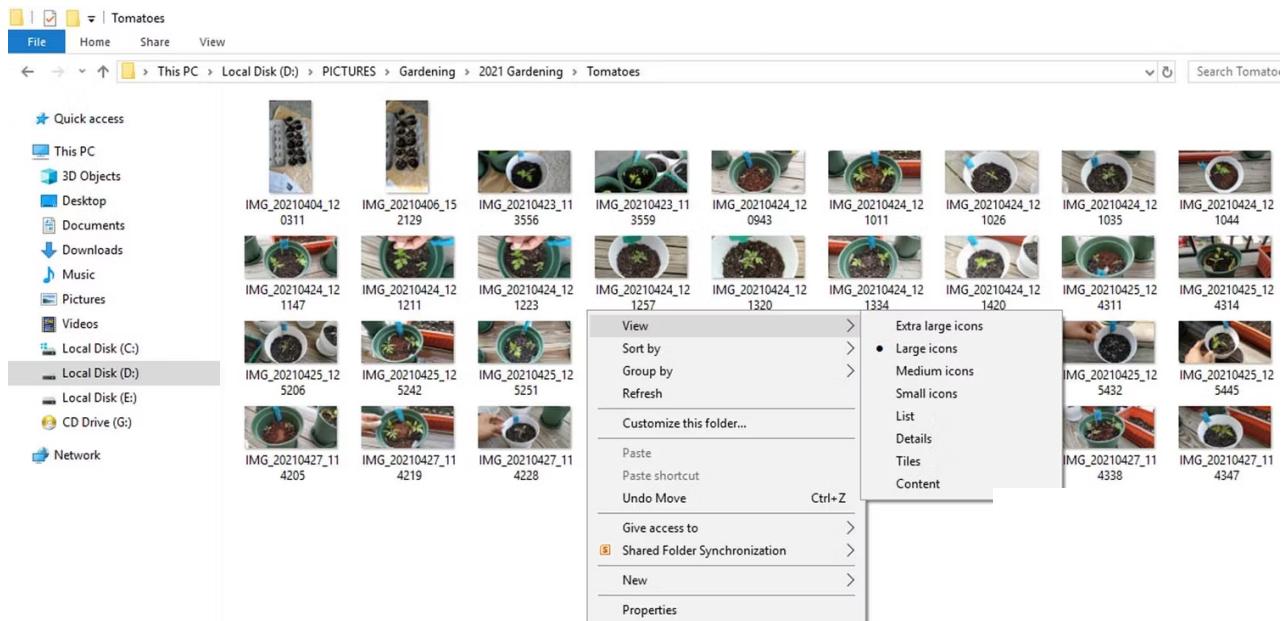


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How to Change Folder View Globally in Windows 10 File Explorer

This is one of many Windows 10 File Explorer tricks and tweaks you can use to get more out of your work. To change the folder view in Windows 10 globally, you first have to set things up in a specific folder.

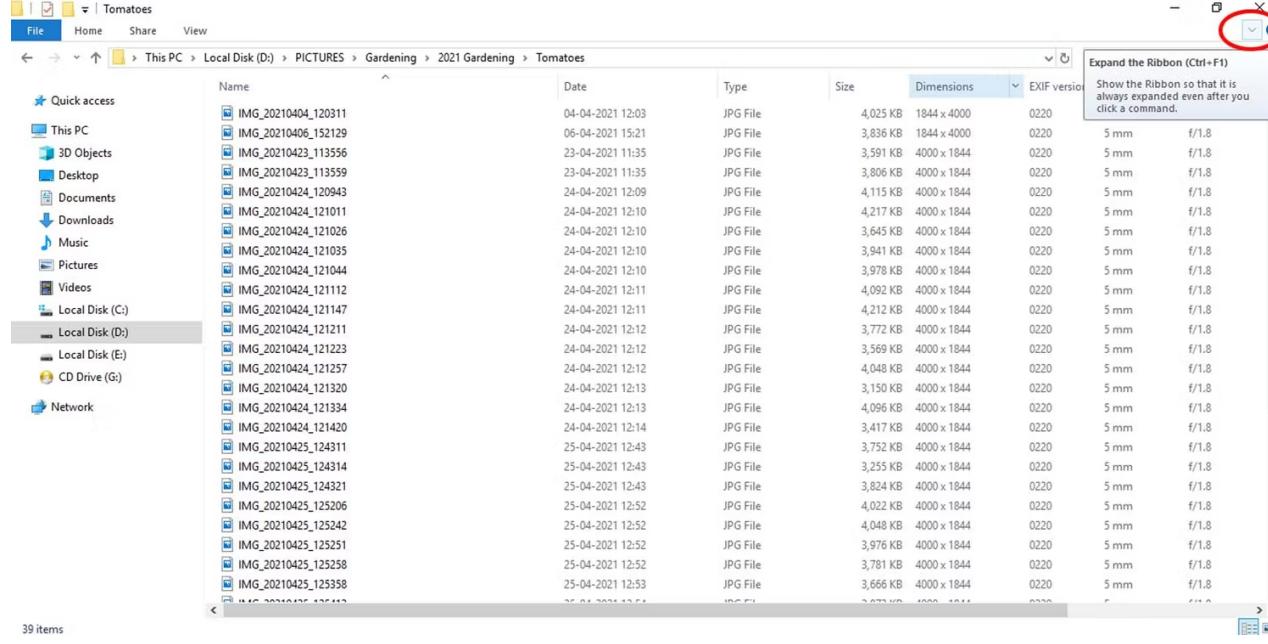
1. Navigate to a folder which contains the files you want viewed in a specific style.



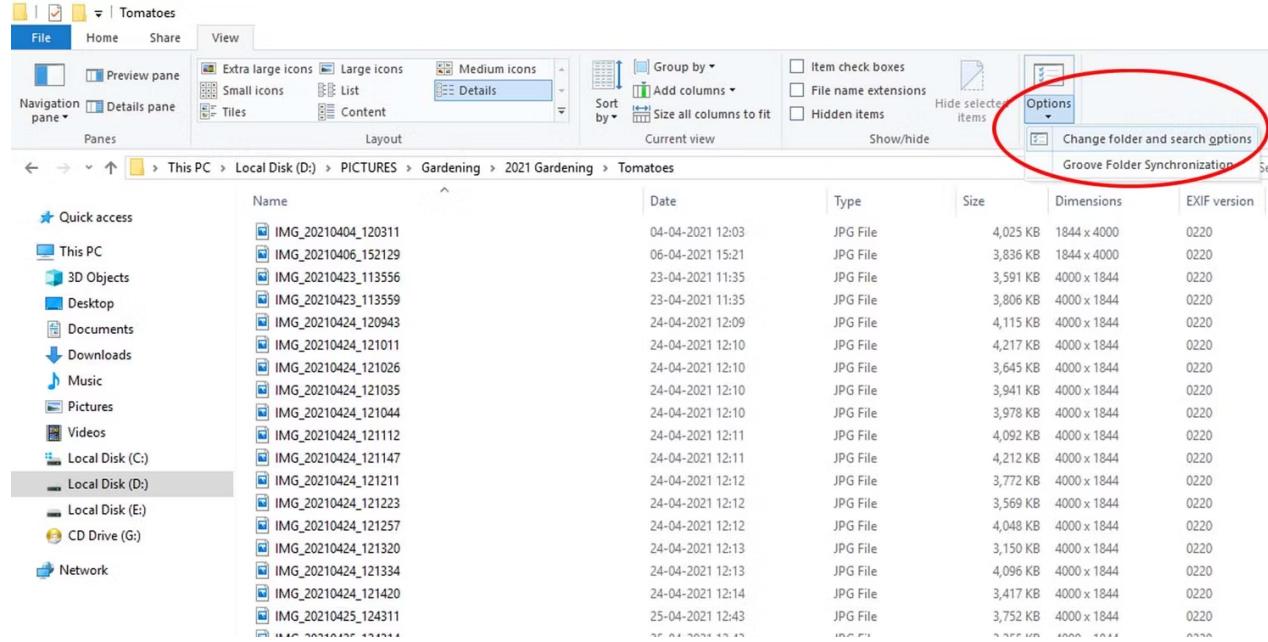
2. You can change other factors depending on the specific view. For instance, in Wind can add and remove columns and change their size. These options will then be app containing files of the same type.

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3 Go to the **View** tab on the Windows Explorer Ribbon. You can toggle the Ribbon on and off by click on the **Link copied to clipboard** of the screen or with the shortcut **Ctrl + F1**.



4. Click the arrow under **Options** on the far right of the **View** tab, and click on **Change folder and search options**.

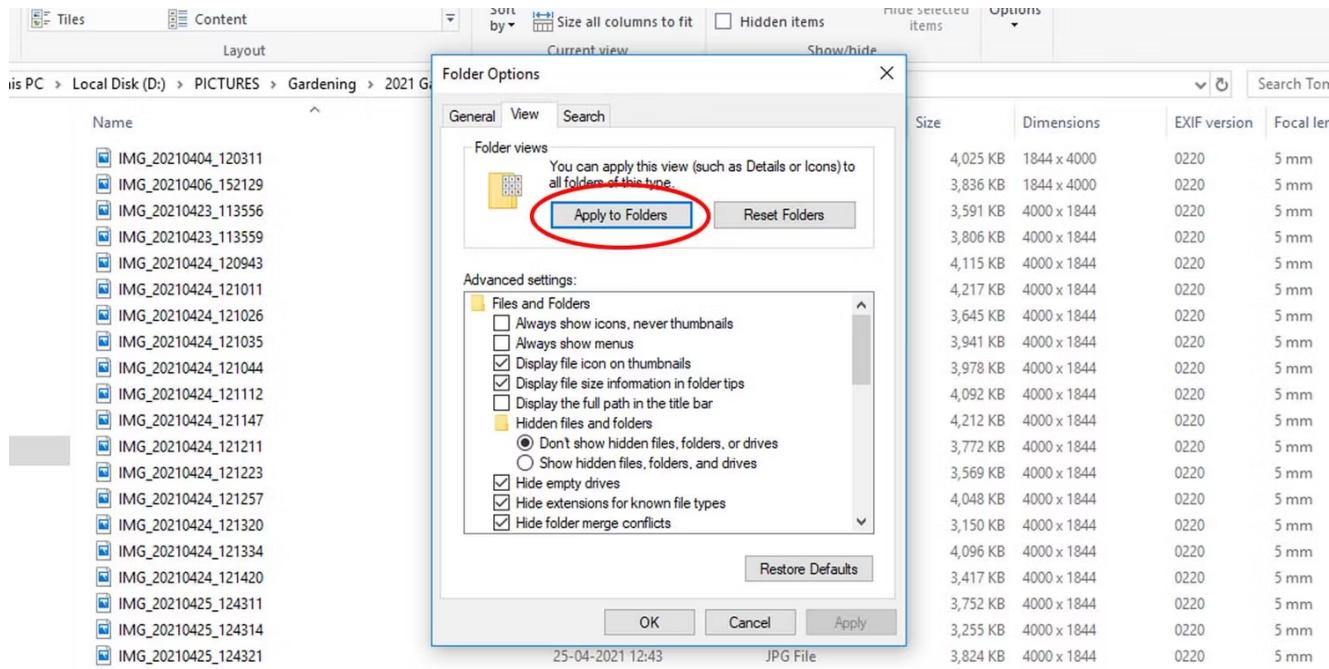


5. A pop-up window for **Folder Options** will open, presenting you with **General**, **View**, and **Search** tabs. Under the **View** tab, click on the **Apply to Folders** option.

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That's it! All folders containing this file type will be adjusted to your preferred view. You can check by navigating to another folder with files of the same type.

How to Set the Default Global View for All Folders in Windows 10

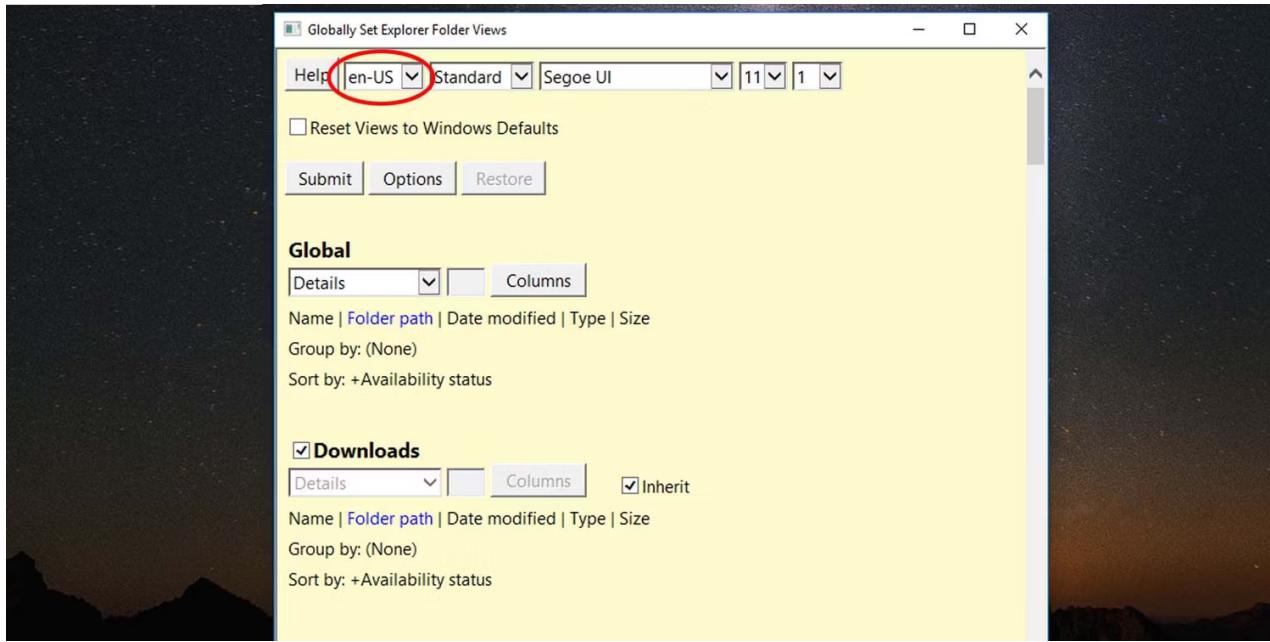
With the method above, you'll still have to change the folder view for each file type. This can be tedious if you want to set one global view for all file types in Windows 10. To truly get the most out of File Explorer, you'll need an external application.

WinSetView is a standalone app that doesn't require installation. It is an easy way to globally set Windows Explorer folder views. To set the default folder view using WinSetView, follow these steps:

1. Download the compressed file from the link above, extract it, and run the **WinSetView.exe** file.
2. Select the language you want to use. This option should default to the language of your Windows 10, but you can change it here.

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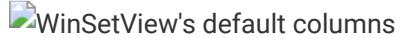


3. Under the **Global** option, select the view you want for most of your folders. If you choose any of the **icons** options, you can manually set the size by typing it into the box on the right.

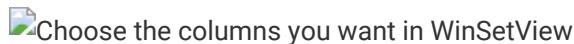
You can manually set icon size

4. You can also choose which columns you see with some folder view types. If you are alright with the ones WinSetView uses as default, you're all set.

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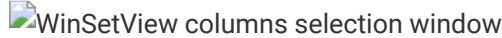


5. If you want to change the columns that appear in File Explorer, click on the **Columns** box.



6. This will bring up a window to select column headings. You can choose which you want and you can even order and group them. Go back once you've selected the columns you want.

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7. To set a default folder view for other folders such as **Downloads**, **Documents**, and **Pictures**, uncheck the **Inherit** box and set your preferred folder views here as well.



8. When you're happy with what you have, click on the **Submit** box at the top and you will have set the default folder view globally on your Windows 10 machine.

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See Your Files How You Want

Now you know how to change your folder views in Windows 10, either for a specific file type via the File Explorer options, or with a third party application on a more global scale. If you're not comfortable about using an external app, simply use Microsoft's built-in method to view your files how you want them.



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ABOUT THE AUTHOR

Anindra Z. Siqueira

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Anindra has spent his career writing and editing for the web (tech, video games and health websites) and print content). When not background-editing anything he can get his hands on or that falls upon his ear, he enjoys s

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