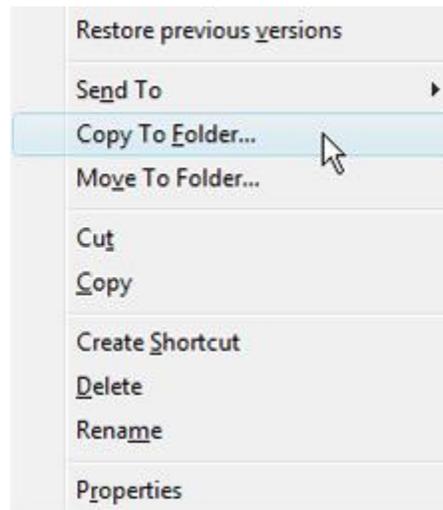**ADD COPY AND MOVE OPTIONS TO THE RIGHT CLICK MENU**

One of the serious drawbacks regarding Windows file management tools is that there is no option to copy a file or folder directly from the right click context menu. Neither is there an option to move a file or folder from the right click context menu.

You have to copy / cut a file or folder, open the target directory and then paste it. This can be very time consuming, especially when you are working with dozens of documents, images, or other files and want a quick and easy option to move files across different folders.

What if you can get the following two options to appear in your Windows Context menu?
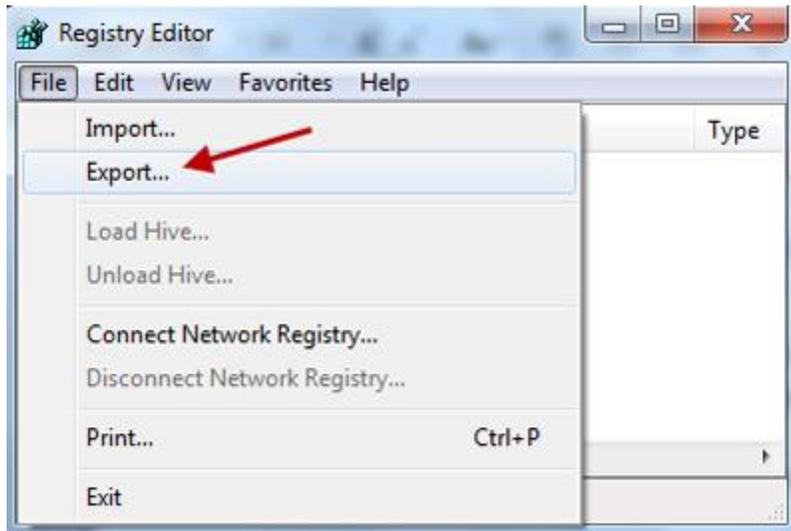

Right clicking a file and choosing one of the two entries will open a file copy dialog box, simply choose the target directory and you are done copying or moving the file to the specific directory. Here are the steps that need to be done.

Back up The Current Windows Registry

First perform a full backup of your current Windows registry. This will be required if you want to revert the changes later. To do this, carefully follow the steps mentioned below:

1. At the Search box, type **regedit**.

2. Click on **regedit** as it appears at the top of the column.

3. At the User Account Control dialogue box, click Yes

4. This will open the **Registry Editor** Window. (Look for it as an icon on the Taskbar.)

5. Click the **File** menu and choose the **Export** option as shown below:

6. This will open the **Export Registry File** dialog window. Enter a name of the registry backup (suggestion: Registry Backup) and click **Save** to the Desktop.

7. Now that you have a backup of the Windows registry, it's safe to add the **Copy to Folder** and **Move to Folder** entries.
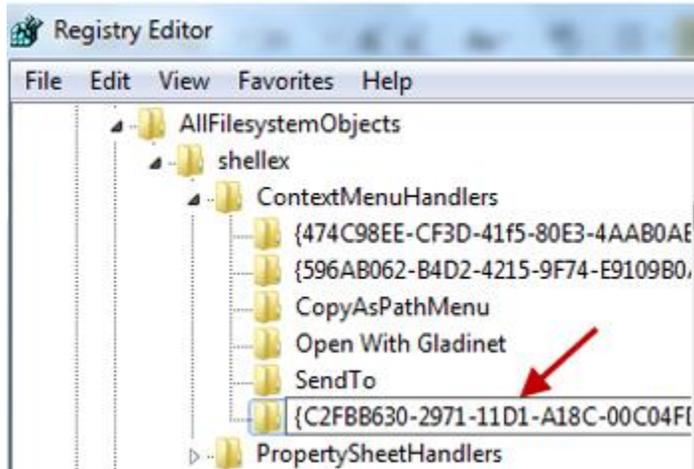
Adding the *Copy to Folder* and *Move to Folder* Entries to Windows Registry

1. Open the **Registry Editor** window, as described in the above section.

2.   Click the **HKEY_CLASSES_ROOT** dropdown arrow.

3. Scroll down and you will find an entry named **AllFilesystemObjects**

4. Under **AllFilesystemObjects** – you will see a sub entry named **shellex**. Under shellex, you will see two sub entries – **Contextmenuhandlers** and **Propertysheethandlers**.

5. Double click the **Contextmenuhandlers** entry to expand it.

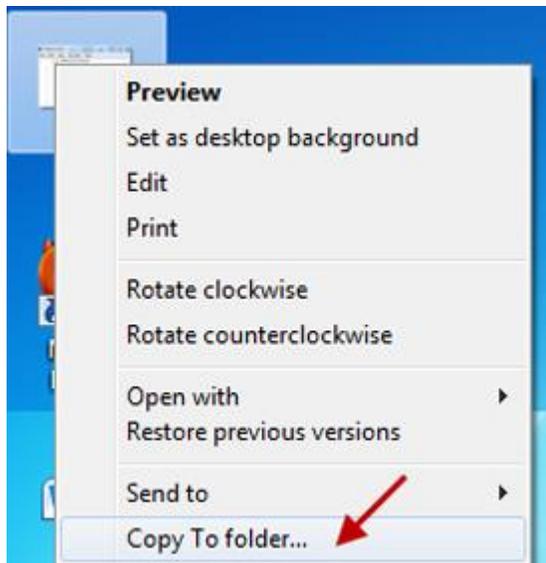6. Right click on the **Contextmenuhandlers** entry and select **New > Key.**

7. This will create a new entry. Name it the following (suggestion: copy and paste this entry: don't forget the brackets)
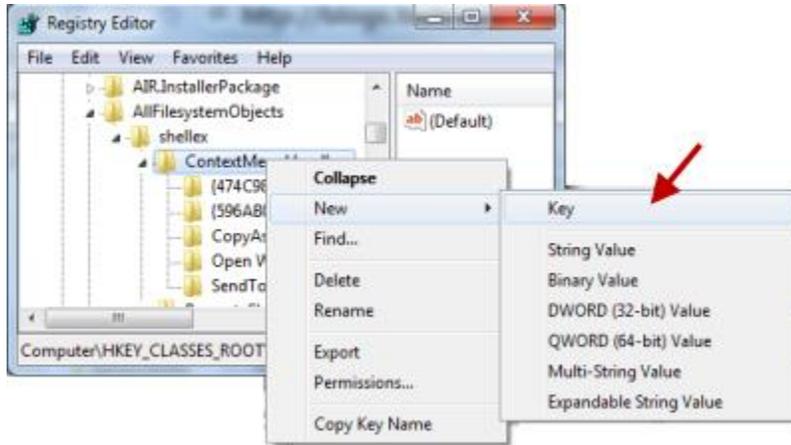
{C2FBB630-2971-11D1-A18C-00C04FD75D13}

8. Here is how it's going to look after you have entered the above name to the entry:

9. After this, hit the **Enter** key and the **Copy to Folder** entry will be added to Windows right click context menu. To test it, right click a file and you will see the new options.
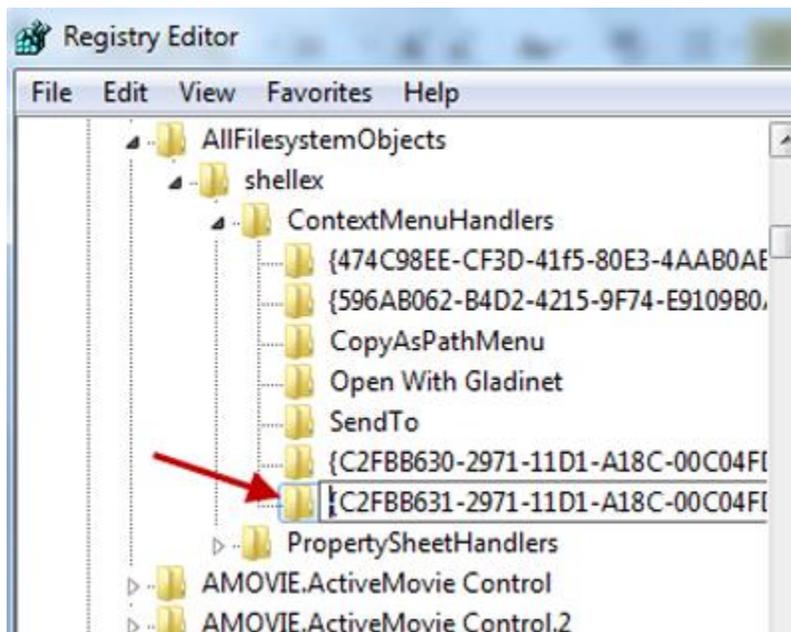
10.   Now, it's time to add the **Move to Folder** entry in Windows registry. Switch back to the Registry editor window and right click **ContextMenuHandlers** key, as shown below:

11.   This will create a new entry, name it the following (don't forget the brackets)
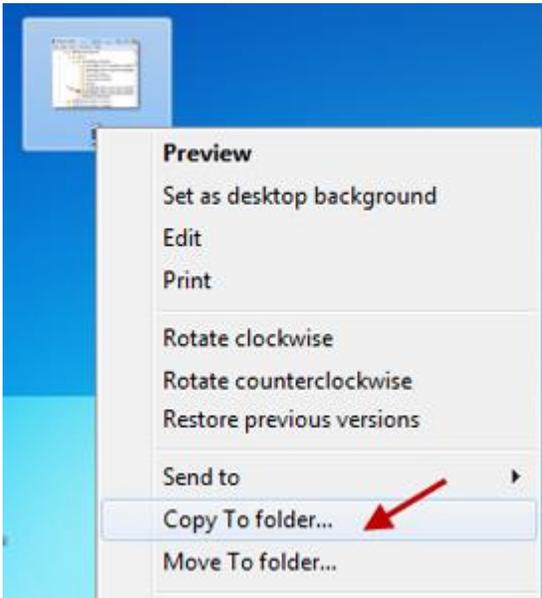
{C2FBB631-2971-11D1-A18C-00C04FD75D13}

12.   Here is how it's going to look after you have entered the above name to the entry:

13.   Now hit the **Enter** key from keyboard and it's done. The Move to Folder entry has been successfully added to the Windows registry. To test it, right click any

file on Windows Explorer and you will see two new options – **Copy to Folder** and **Move to Folder**.

Removing the Options Later

Later, you might want to remove the two options from Windows right click menu. There are two ways to achieve this:

– Double click the registry file backed up earlier. This will restore the earlier settings to Windows registry and thus the options will be automatically removed.
– Otherwise, you can open the Windows registry editor and navigate to the corresponding keys one by one. Right click each key and click **Delete**.

If you have a registry backup, it's advised to continue with the first step. If not, you can manually delete the keys as well.

It's much easier to move or copy files to different Windows folders using the right click options. Give it a try!