











## ADD MOUSE-FRIENDLY CHECKBOXES TO ICONS

For every person who swears by keyboard shortcuts, there are a dozen casual users who rely on their mice. Activating icon checkboxes lets you select multiple files to manage simultaneously, *without* having to hold down the Ctrl button as you click each one, unless you add checkboxes to Windows icons, that is.

In Windows 10, just open Windows Explorer (Windows + E), open the "View" tab, and check the "Item check boxes" box in the Show/Hide section.

You will need to do this operation only one time for it to “stick.” In the sample screen below, every other file has been selected in a single left-click pass.

<input type="checkbox"/> Name	Date modified	Type	Size
<input checked="" type="checkbox"/>  Add a Free Merriam-Webster Dictionary to Your Taskbar.docx	6/6/2015 4:16 PM	Microsoft Word D...	293 KB
<input type="checkbox"/>  Add mouse-friendly checkboxes to icons.docx	6/14/2015 2:07 PM	Microsoft Word D...	13 KB
<input checked="" type="checkbox"/>  Block Annoying Ads From the Web.docx	6/13/2015 9:18 PM	Microsoft Word D...	15 KB
<input type="checkbox"/>  Consider Having More Than One Browser.docx	6/13/2015 9:39 PM	Microsoft Word D...	13 KB
<input checked="" type="checkbox"/>  Create a System Restore Point Icon on Desktop.doc	5/19/2015 10:33 PM	Microsoft Word 97...	28 KB
<input type="checkbox"/>  Free Programs that You will want on Your Computer.docx	5/16/2015 9:09 PM	Microsoft Word D...	20 KB
<input checked="" type="checkbox"/>  How Can Your Email Account be Hijacked.docx	6/13/2015 9:55 PM	Microsoft Word D...	17 KB
<input type="checkbox"/>  Secrets of the Windows Control Panel.docx	6/3/2015 9:00 PM	Microsoft Word D...	64 KB
<input checked="" type="checkbox"/>  Text Size in Email.docx	6/14/2015 1:54 PM	Microsoft Word D...	13 KB
<input type="checkbox"/>  Two Outstanding and Free Backup Programs.docx	6/13/2015 9:23 PM	Microsoft Word D...	13 KB