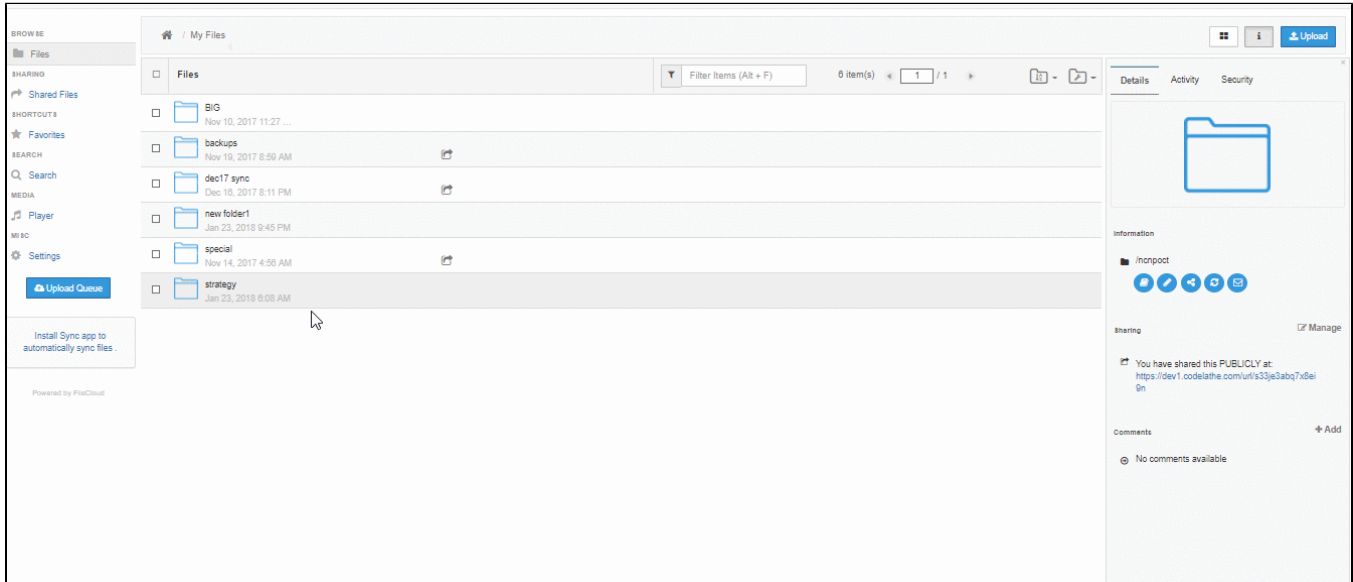# 20.1 Selecting items in a folder

Selecting Single Item

Any item(file or folder) in the list view can be selected by clicking on the checkbox next to it or any where in the item row.

Right click to show the context menu or select the context menu from the top.

Selecting Multiple Items

Multiple items(file or folder) in the list view can be selected by clicking on the checkbox next to each row or by clicking anywhere on each row by holding 'Ctrl + Click'.