

# How to create a folder on Windows 10 simply

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Are you new to computers and don't know how to create a folder? Don't worry, TipsMake's article below will show you how to create folders on Windows 10 in the simplest way!

## Method 1: Create a new folder with a keyboard shortcut

Extremely simple, you just need to follow these 3 steps:

1. **Step 1:** First, to create a new folder, select the drive where you want to create the new folder.

Picture 1 of How to create a folder on Windows 10 simply

1. **Step 2:** Move the mouse so that the cursor specifies the correct location where you will create the folder and then press the key combination **Ctrl + Shift + N** to create a new **folder tree** .

Picture 2 of How to create a folder on Windows 10 simply

1. **Step 3:** Click on the newly created folder and press the **F2** button on the keyboard to enter the name you want to give the folder.

Picture 3 of How to create a folder on Windows 10 simply

## Method 2: How to create a new folder by mouse operation

Besides the method mentioned above, **what else should we do to create a folder** ? A quick and equally popular way to create files on your computer is to use the mouse. The steps are as follows:

1. **Step 1:** Similarly, open the drive where you want to create a folder.

Picture 4 of How to create a folder on Windows 10 simply

1. **Step 2:** Right-click where you want to create a folder, click **New** and then **Folder** to create the folder.

Picture 5 of How to create a folder on Windows 10 simply

1. **Step 3:** Click on the newly created folder, continue to right-click on it and select **Rename** to rename the folder as desired.

Picture 6 of How to create a folder on Windows 10 simply

## Method 3: Create a new folder using the command line

Besides the above two ways, users often use the command button to create a new folder on drive C. The steps are as follows:

1. **Step 1:** In the search bar on the desktop, enter the keyword **Command Prompt** and then click to open the software.

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1. **Step 2:** On the CMD screen, right at the mouse cursor position, enter the command with the syntax **Drive name:** then press the **Enter** button to run.

For example, if you want to create a folder in drive D, enter **D:** then press **Enter** . In which, D is the drive name and the colon is a required character.

Picture 8 of How to create a folder on Windows 10 simply

1. **Step 3:** At this time, the CMD screen will display line **D:** , type the command according to the syntax **mkdir folder name** then press **Enter** to run.

For example, if you want to create a folder named HuyKhangPC, you will enter **mkdir HuyKhangPC** and press **Enter**.

Picture 9 of How to create a folder on Windows 10 simply

## Method 4: Create a new folder using the Ribbon Menu

Another way to create a folder tree that TipsMake wants to share with you is to use the Ribbon Menu. To create a new folder, follow these steps:

1. **Step 1:** First, open the drive where you want to create the folder , click on the **New folder** icon in the Menu bar at the top.

Picture 10 of How to create a folder on Windows 10 simply

1. **Step 2:** Next, click on the newly created folder and press the **F2** button to rename it as desired.

Picture 11 of How to create a folder on Windows 10 simply

## Instructional videos:

So you know how **to create a folder, right** ? If you know any other way to **create a folder tree** , don't hesitate to share it with TipsMake immediately.

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