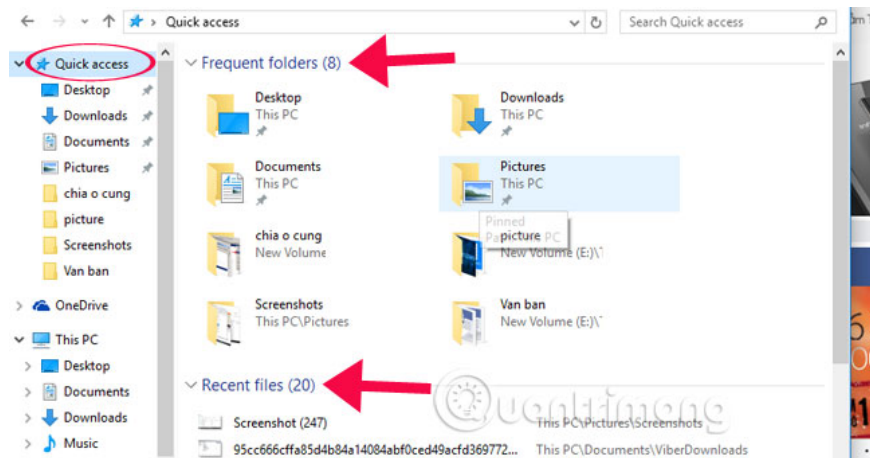


# How to hide / show Recent Files and Frequently Folders in Quick access Window 10

Recent Files and Frequently Folders in Quick access on Windows 10 are places to keep your activity history on your computer.

Recent Files and Frequently Folders in Quick access on Windows 10 are places to store your usage history on your computer. Newly opened files or regular open folders are saved by Quick access. For those who often use the same computer, this means that everyone else will know all your actions.

In this article, Network Administrator will guide users how to hide or show Recent Files and Frequently Folders in Quick access on Windows 10.

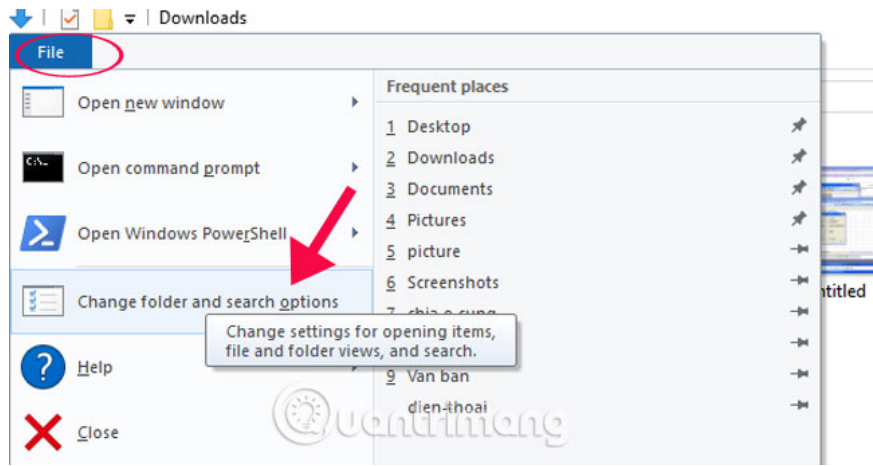


## Step 1:

Open any folder in your computer.

## Step 2:

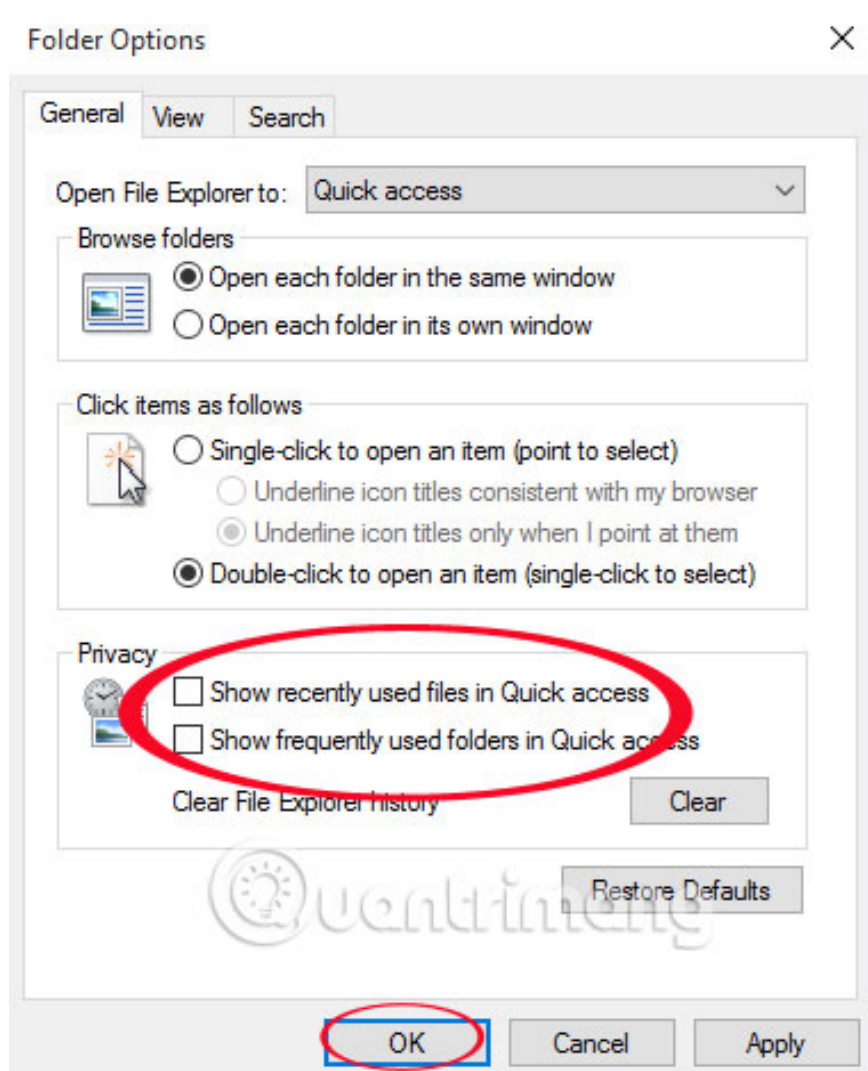
Click **File** on the menu of the folder window, select **Change folder and search options** .



### Step 3:

Appearing the **General** tab, unchecking at the **Show recently used files in Quick access** and **Show frequently used folders in Quick access** .

Click **OK** to save the changes. If you want to show the activity history, you just need to tick the above 2 items.



Thus, you can completely hide all your operations on the computer in 3 simple steps.

### Refer to the following articles:

1. 4 ways to do this will help your Windows 10 "as fast as the wind"
1. Open, watching photos on Windows 10 too slow? This is how to fix it!
1. Ways to turn off your computer on Windows 10

### Hope this article is useful to you!

You finished reading the article "**How to hide / show Recent Files and Frequently Folders in Quick access Window 10**" edited by the [TipsMake](#) team. We hope this article has provided you with many useful tech tips and tricks. You can search for similar articles on tips and guides. Thank you for reading and for following us regularly.