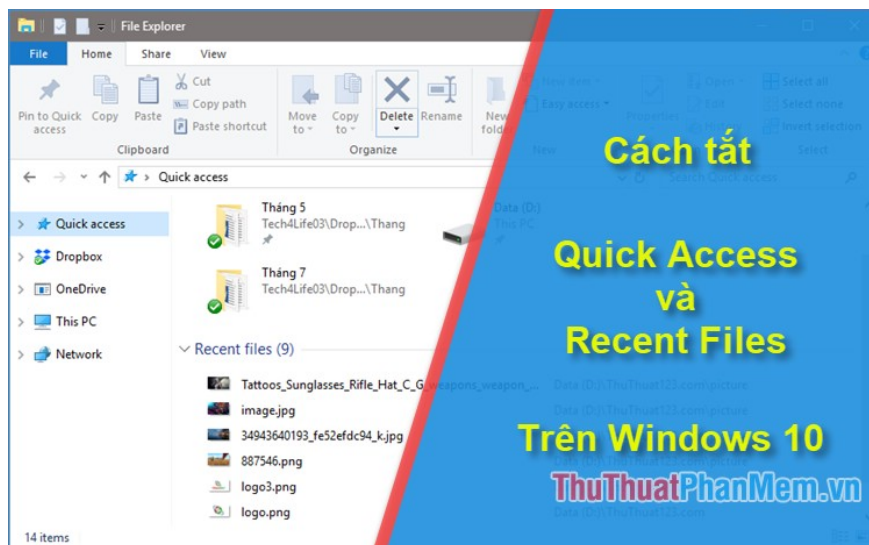


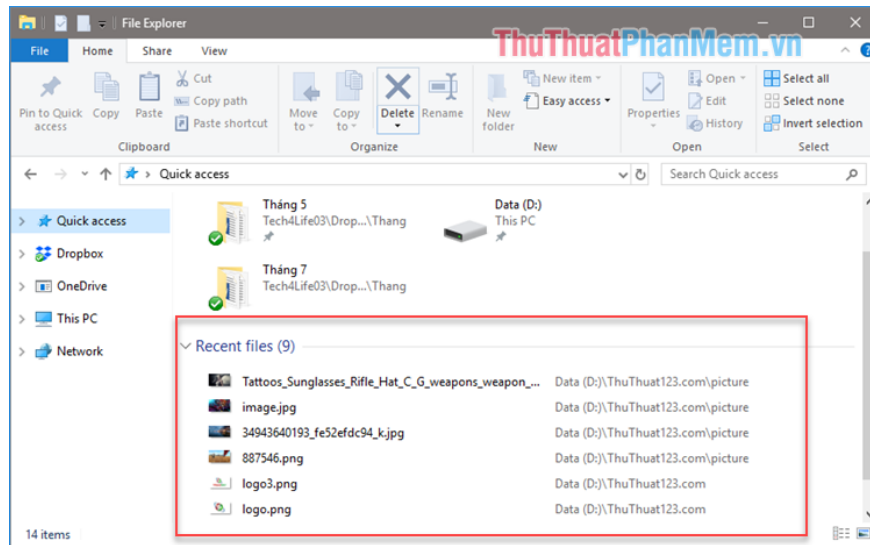
# How to turn off Recent Files and Quick Access on Windows 10

How to turn off Recent Files and Quick Access on Windows 10. Quick Access as well as Recent Files is a feature designed by Microsoft to help users quickly find the data they need, frequently or recently opened with just one open. Windows Explorer

Quick Access, as well as Recent Files, is a feature designed by Microsoft to help users quickly find the data they need, frequently or recently opened with just one open Windows Explorer (click on the icon under the taskbar or press Windows key + E). In terms of meaning, these features are great because they save time. But for some users who have "sensitive" data and they don't want to appear when they turn on Windows Explorer. Not just personal data but even the corporate environment, there are important documents that computer users don't want others to see. Therefore, in the following article, TipsMake.com will guide you how to turn off Recent Files and Quick Access on Windows 10.

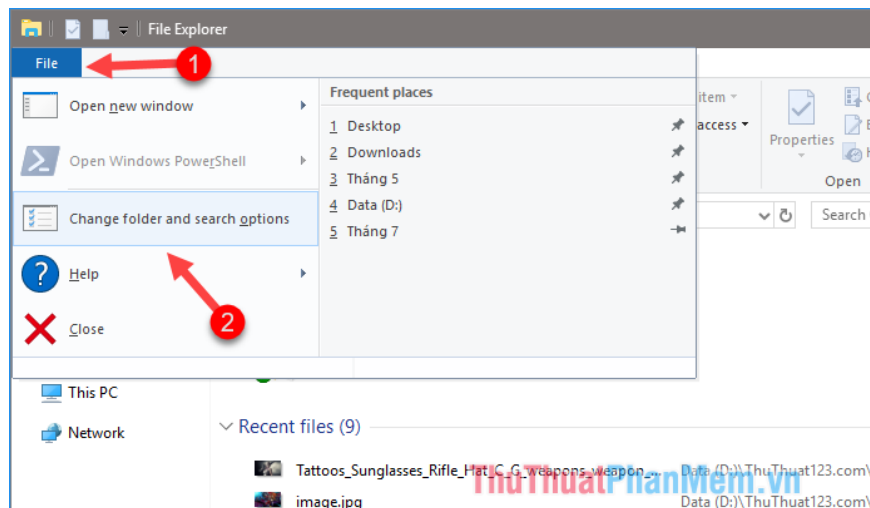


As you can see every time we turn on Windows Explore, the files we have recently used will appear on the screen:



To turn off Quick Access and Recent Files, follow these steps:

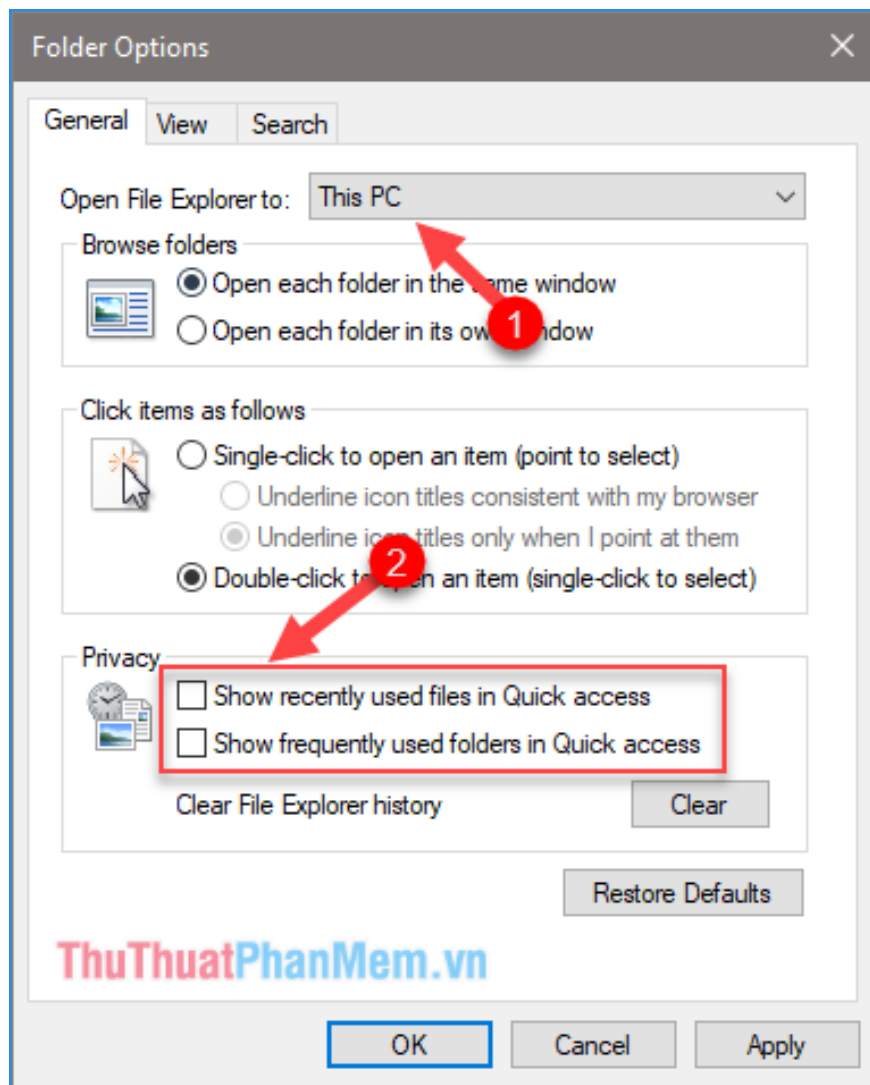
**Step 1 :** Choose **File -> Change folder and search options**



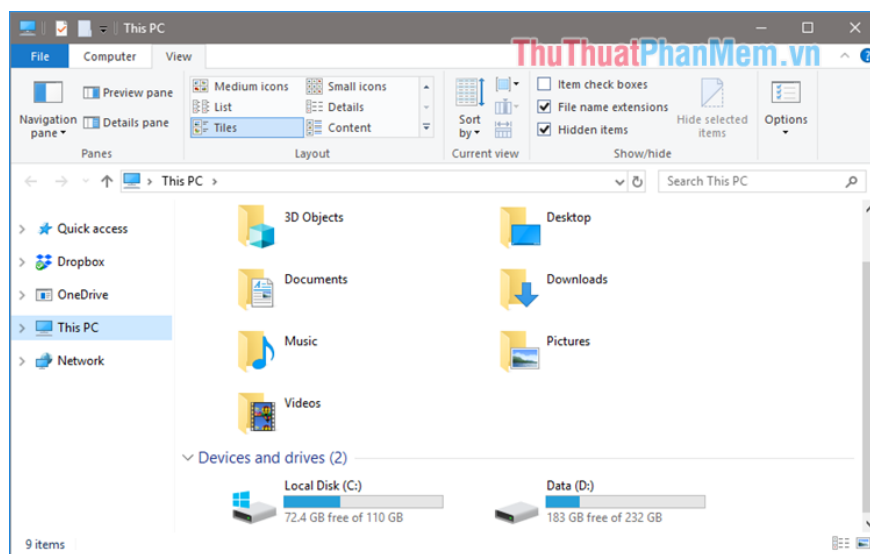
**Step 2 :** The Folder options window appears in the **Open File Explorer section** for you to select **This PC** (the default of Windows 10 is Quick Access). Selecting this will cause Windows Explorer to open This PC by default (no longer opening Quick Access).

Then in the lower part **Privacy**, you **uncheck the 2 lines Show recently used files in the quick access and Show Quick Access Frequently used folders printing.**

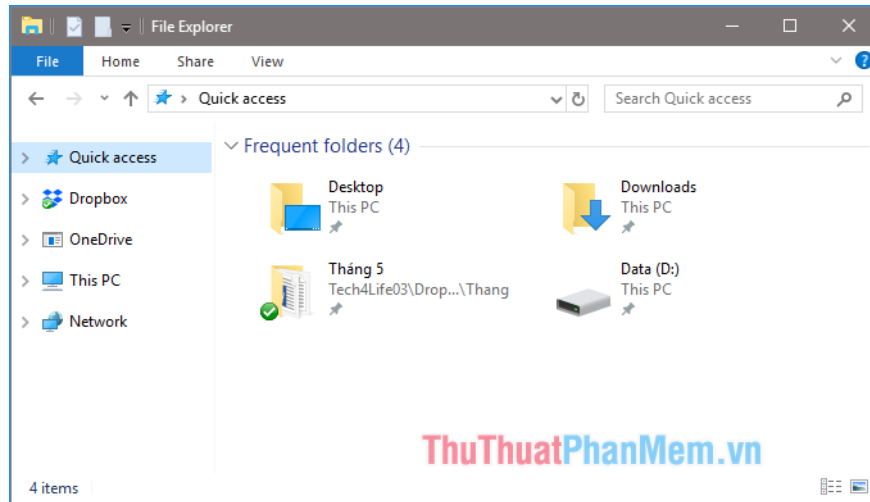
Finally click Apply and OK.



Now when you try to open Windows Explorer (Windows + E), you will not see Quick Access anymore.



You click on Quick Access also no longer see the recently used files (Recent Files) appear.



Above is a tutorial on how to turn off Recent Files and Quick Access on Windows 10 with just a few simple steps. Thank you for watching the article!

You finished reading the article "**How to turn off Recent Files and Quick Access on Windows 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.