

How to create folders in Windows 10 Mail?

You have to create them in the mail account you have Windows 10 Mail linked to. See below.

I've been asked this question quite a bit more than I expected, and the plain answer is 'No.' It's not possible to use the Windows 10 Mail app to create new folders or to delete folders for your email account. You have to create or delete folders using either the web interface or another email client (Outlook if using a company Exchange account) and then they will show up automatically in the Windows 10 Mail app.

I hear a lot of people complain about the Mail app for Windows 10, but it is what it is. It's not a full-featured email client and probably never will be. I'm sure improvements and new features will surface soon, but don't expect it to replace Outlook anytime soon.

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How to turn on file extensions?

1. Right click on **start button** and select **Control Panel**.
2. Click on **File Explorer Options**.
3. Select **View Tab**.
4. In **advanced settings** window uncheck **Hide Extensions for Known File Types**.
5. Click **Apply**
6. Click **Okay**