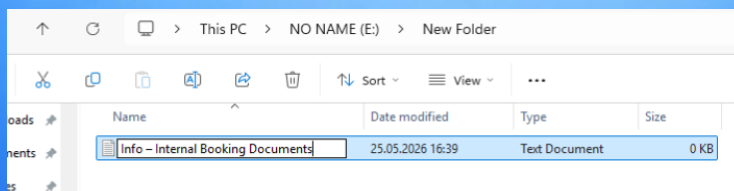
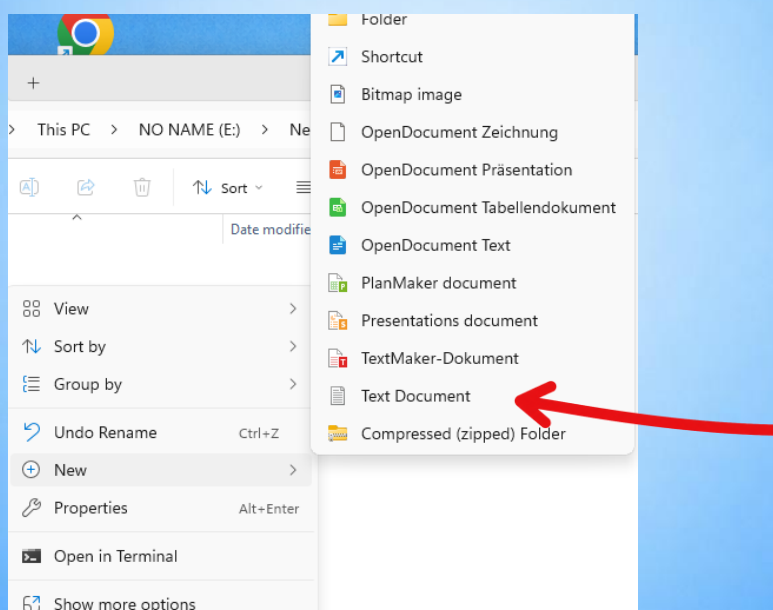


Creating an info file in new folders

New folders often contain only a few files at first.
If necessary, create a text file with a brief description right away.

This ensures the folder's purpose remains immediately apparent later on.

You can easily create the text file by right-clicking and selecting New → Text Document.



Often, using the filename directly for the information is sufficient.
Of course, you can also write additional information into the file.