

## **CHECK FOLDER SIZES AT A GLANCE**

When you view Windows Explorer (Windows key + E) in Details view, the Size column shows the space consumed by individual files but provides no information on the size of folders.

To find the total size of any folder (or nested folder) contents, right-click on the target folder, and then click on Properties. The total size of that folder's contents will appear.

This information is especially important if you are planning to copy the entire contents of a folder to another medium, e.g., a flash drive.