Double-click on a volume to open the categories window and the files window.

## Renaming a category

To rename an existing category, click on it once to select it and a second time to make its name editable. Change its name and then press the <return> or <enter> key to leave the edit mode. When you are in edit mode, you can edit the next category by typing the <tab> key.

## Creating a new category

Use the New Category menu to create a new category. The edit mode is automatically invoked so you can change its name directly.

Modifying categories settings