KNOWLEDGE BASE ARTICLE

Enabling or Disabling File Actions in Folder Tree



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Configure commands

1 Edit the page and open **Settings**.
2 Expand **Actions**.
3 Enable or disable the commands that fit the page's purpose.
4 Save or republish the page and test with a representative visitor account.

Opening in the browser, opening in a desktop app, preview, download, copying links, sharing, uploading, creating folders, renaming, recycling items and opening the library each have a separate switch. All are enabled in the initial configuration, but SharePoint permissions still determine whether a user can complete an operation.

Control upload methods

Upload controls file upload availability. **Allow drag-and-drop upload** additionally controls the drag-and-drop route. Turning off drag and drop does not turn off the upload button. Turning off upload prevents either route, even if drag and drop remains enabled. **New folder** is configured independently.

Warning

Disabling a command removes that route from this web part; it does not revoke SharePoint permissions or block the same operation elsewhere. Use SharePoint permission management when access itself must change.

Review a reading-focused page

For a page intended mainly for reading, consider disabling upload, new-folder creation, rename and recycling while retaining the required opening or preview commands. Review **Open in library** separately if the page should not offer a direct route to the full library interface. Disabling browser opening does not automatically disable preview, download or desktop-app opening.