



WordPerfect Office: How do I delete the recent items listing in my file menu ?

- WordPerfect Office Suite

The following document provides instructions on how to remove the recent items listing for Corel® Wordperfect®, Presentations? and Quattro Pro?.

To resolve this issue, disable the recent item listing and re-enable it again. To do this, follow the steps outlined below:

For WordPerfect

1. Go up to the Tools menu and go down to Settings. Click on the Environment option.
2. In Environment click on the Interface tab.
3. Remove the check mark from 'Last opened documents on the file menu'. Click Ok.
4. Go back into Environment and click on the Interface tab. Recheck the option 'Last opened documents on the file menu'.
5. Click Ok and click Close

For Quattro Pro

NOTE: The following steps are intended for intermediate to advanced users only. Corel will not take responsibility for any registry or system damage which might occur.

1. Click on Start and go up to Run. In the "Open:" box type REGEDIT and click on "Ok".
2. Click on the + next to HKEY_CURRENT_USER.
3. Click on the + next to Software.
4. Click on the + next to Corel.
5. Click on the + next to User Assistant
6. Click on the + next to the version of Quattro Pro your using.
(e.g. 11, 12, 13 for X3, 14 for X4)
7. Click on the + next to Recent Work
8. Click once on the yellow folder called Quattro Pro. Hit the Delete button on your keyboard to remove the folder.
9. Click on the - next to Recent Work
10. Click on the - next to the version of Quattro Pro your using.
(e.g. 11, 12, 13 for X3, 14 for X4)
11. Click on the - next to User Assistant
12. Click on the - next to Corel.
13. Click on the - next to Software
14. Click on the - Next to HKEY_CURRENT_USER
15. Close the Windows Registry Editor

For Presentations

NOTE: The following steps are intended for intermediate to advanced users only. Corel will not take responsibility for any registry or system damage which might occur.

1. Click on Start and go up to Run. In the "Open:" box type REGEDIT and click on "Ok".

2. Click on the + next to HKEY_CURRENT_USER.
3. Click on the + next to Software.
4. Click on the + next to Corel.
5. Click on the + next to User Assistant
6. Click on the + next to the version of Presentations your using.
(e.g. 11, 12, 13 for X3, 14 for X4)
7. Click on the + next to Recent Work
8. Click once on the yellow folder called Presentations. Hit the Delete button on your keyboard to remove the folder.
9. Click on the - next to Recent Work
10. Click on the - next to the version of Presentations your using.
(e.g. 11, 12, 13 for X3, 14 for X4)
11. Click on the - next to User Assistant
12. Click on the - next to Corel.
13. Click on the - next to Software
14. Click on the - Next to HKEY_CURRENT_USER
15. Close the Windows Registry Editor