File Locked For Editing?

Do you constantly get this message even when you KNOW neither you nor anyone else has the file open? This is common problem with Windows 7 and many times it has to do with Windows file explorer's "preview" and "details" pane features.



- Organize > Layout
- 4. Uncheck Details Pane and Preview Pane
- 5. Check the Menu bar
- 6. In the file explorer menu bar that is now shown, click on Tools > Folder Options. In the box that opens up, click on the View tab. Scroll down the list to "Show pop-up description for folder and desktop items" and clear the checkbox and then click OK.

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The above settings should apply to Excel, Word and Outlook, but you can double check that these features are turned off:

In Excel and Word:

- 1. Click File > Open
- 2. Click Organize > Layout
- 3. Uncheck 'Details Pane' and 'Preview Pane'

If Outlook is involved:

- 1. Open a new e-mail
- In the "Include" group, click Attach File
 Click Organize > Layout

4. Uncheck 'Details Pane' and 'Preview Pane'

Source: <http://blogs.technet.com/b/the_microsoft_excel_support_team_blog/archive/2012/05/14/the-definitive-locked-file-post.aspx>