

HOW TO LOCATE MICROSOFT'S COPILOT (AI) ON YOUR TASKBAR

When Microsoft introduced Copilot in Windows 10, it was made a part of Edge. However, when Windows 11 was introduced, not only was Copilot included in Edge, but it could be made one of the several taskbar icons.

Microsoft must have concluded that placing Copilot on the Windows 11 Taskbar did nothing more than add to the clutter. So now, if you choose to have Copilot appear as an unique function, the icon will appear by default in the far right corner of the taskbar. (Incidentally, the change was made in Windows 10, also.)

To add Copilot to its new location on the taskbar (if it hasn't already been done as the result of a program update):

1. Right-click on an empty space on the taskbar.
2. Click on task settings.
3. Under task items, find Copilot (preview) and turn it ON.