

MOVE TILES AND SHORTCUTS ACROSS THE START SCREEN

You can reorganize and change the position of apps, files, and websites that are pinned to the Start Screen. To move a tile or shortcut to another place on the Start Screen, follow these steps:

1. Click Start to open the Start Menu.
2. Click and hold the left mouse button on the tile or shortcut that you want to move. The item you select is highlighted, and the others are grayed out, which means they're disabled.
3. Still pressing the left mouse button, move the selected item to the desired location. Other elements automatically change their positions to make room for your item.
4. Release the left mouse button when the item is where you want it. You can use these steps to arrange all the items on the Start Screen just as you want them to be.