

## **PIN THE CONTROL PANEL TO THE TASKBAR**

Do you find yourself accessing the Control Panel frequently to reset some of your computer's 50 settings? If so, why not place it on your Taskbar for easy access?

### **To pin the Control Panel icon to the Taskbar:**

1. From the Search bar, type *Control Panel*.
2. Right-click on the Control Panel icon that appears at the top of the column.
3. Select *Pin to Taskbar*.
4. The Control Panel icon will appear on the Taskbar.
5. Now you can access the control panel whenever you want without all the mouse manipulation.
6. If you ever want to get rid of it, just **right-click** and select “**Unpin this program from taskbar**”.