

ADDRESS TOOLBAR

One of Windows most powerful hidden gems is a universal command line. From here you can launch programs, open folders, go to Web sites and more. Right-click on the taskbar and select Toolbars/Address. When the Address box shows up on your toolbar, click and hold on the word Address and drag it to the top of your Desktop. Right-click on it and select Always on Top. Now, when you maximize applications, they'll expand between your Address bar at the top and your taskbar at the bottom. Now if you're in the middle of doing something and need info you can type www.google.com and click ENTER to go to that web site, if you're signed online already.

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