

Add/Remove Programs Shortcut

A Shortcut Icon on Desktop or Launch Toolbar

Since it is often necessary to go to the Control Panel and to Add/Remove Programs, it is advisable to create a desktop icon for the Add/Remove Programs.

- 1. Click Start....Settings...Control Panel.**
- 2. On the drop down list of Control Panel items, rightclick Add/Remove and select Create Shortcut. You will get a message, “shortcut cannot be created here would you like it on the desktop?” Click Yes.**
- 3. Now, you have the option to use the shortcut on the desktop to go directly to Add/Remove Programs or you may drag it down onto the Launch area of the taskbar at the bottom of your screen.**

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