## CHANGE THE NAME OF YOUR COMPUTER

Renaming your computer is a simple task that you may wish to perform if you are selling or donating the unit to someone else. Or you may not like the name you selected for your computer when you first installed the operating system on the computer when it was new.

Go to File Explorer (Winkey + E).

Right-click on **This PC**, select **Properties**, then click the *Advanced system settings* link on the left side of the window.

At the System Properties window, confirm that you are on the Computer Name tab.



The name given to your computer is shown to the right of the Full Computer Name label. To change the name of your computer, click the Change button. Windows displays the Computer Name/Domain Changes dialog box.

Computer Name/Domain Changes	x
The name of this computer has been changed. You must restart this computer for the name change to take effect before you can change its domain membership.	
Computer name:	
Bill-Windows8	
Full computer name: Bill-Windows8	
More	
Member of	
O Domain:	
Workgroup:	
WORKGROUP	
OK Cancel	

Your computer name is in the top textbox. To change it, delete what's there, enter the new name, and click OK. You will need to reboot your computer for the name to go into full effect.