CREATING EASY ACCESS TO KEY CONTROL PANEL ICONS

The Control Panel in Windows is where many of your administrative and configuration tools are located. To get to the Control Panel simply type *control* panel in the Search box/button and then click on Control Panel that appears in the box at the top of the column.

If you see any of the tools, e.g., mouse, display, power options, devices and printers, or recovery) for which you would like almost instant, just follow this one step:

Right-click on the target icon, left-click on Create Shortcut, then click Yes. A shortcut icon for that tool will now appear on your desktop and will stay there until you decide to remove it at some future date!