

FIND YOUR APPS QUICKLY

To find the application you are looking for, you normally go to the Start menu and proceed to the alphabetical listing of all your apps. Using the scrolling tool is always appropriate, but it can be very slow.

Click on any of the alphabetical headings and all of the alpha-numeric headings will appear. Click on the heading in which your target app is located and you will be taken to that group immediately. Note that if a grouping has no entries, that alpha-numeric heading will be greyed out.