



Windows 10-Applications List and Start Screen

Overview

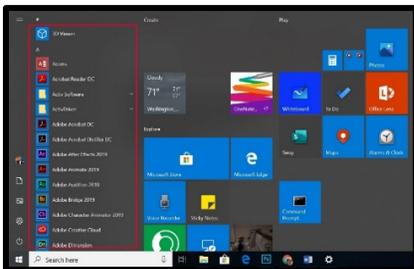
The Windows 10 Start Menu lists the apps, programs, and folders used most often on your device. The purpose of this Quick Reference Guide (QRG) is to demonstrate how users can customize the Windows 10 Start Menu and access Apps and Features.

Getting Started

1. Click the **Windows icon (Start button)** in the lower left corner of your desktop screen or on your keyboard to display the **Windows 10 Start Menu**.

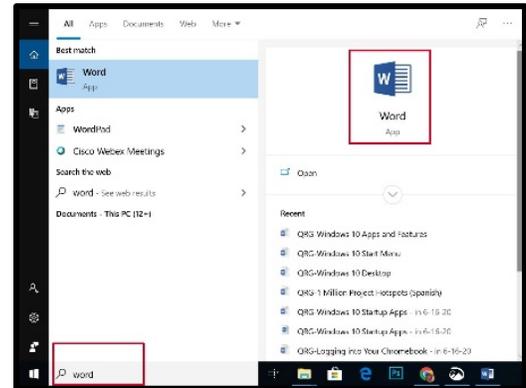


Two panels will be displayed. The left panel displays an alphabetical list of your **current applications**. The Start Screen, with tiles, is on the right.



Search for an Existing App

1. Type the **name of the application you are looking for** in the Search box on the Taskbar.



2. Click the **App icon** or press **Enter** on your keyboard to open the application.

Customize the Start Screen with Tiles

1. Click and drag **application icons** from the list on the left panel to add them to the Start Screen on the right.

Click and drag any variety of **program tiles** to rearrange them within the right-side panel.

2. Right-click each program tile to see options for **resizing** or to **unpin** tiles (remove them) from the Start Menu.



Resize the Start Menu

While the Start Screen is showing, click and drag the borders with the mouse to increase or decrease the **Start Screen window** to the desired size.



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Pin to the Taskbar

The taskbar is located at the bottom of the Windows 10 screen. It shows programs that are currently open. Users can pin applications and files to the taskbar for easy access.

1. Locate the application you want to pin.
2. Right-click on the application.
3. Select **More**, then choose **Pin to taskbar**.

