



EMERALD CITY COMPUTER SOLUTIONS, INC.

ADD NEW PROGRAMS TO MENU ALPHABETICALLY

Many people find it annoying that new programs and icons add themselves to the end of the start menu. If you are like me, you'd like them all to be alphabetized. Also, you may have found that opening the All Programs menu as a folder and rearranging the icons changes nothing on the menu. To arrange the items by name follow these instructions:

Click **Start**, click **All Programs**, and then right-click on any folder or icon.

Click **Sort by Name**.

That's it, works like magic. Enjoy your refreshingly organized Start menu.