

How to create notes on Action Center for Windows 10

Action Note is an application installed on Windows 10, enabling users to create notes right on the Action Center interface. After that, we can pin these notes to Start menu easily.

The software notes for computers are now very popular. We can easily follow the task list as soon as we open the computer, through the created notes. And if you are installing Windows 10 operating system, you can create notes right on the Action Center interface.

When users access the Action Center interface, they will see Note to write notes. When clicking on that item, users will proceed to start the OneNote application on the device. However, this method is quite confusing and you can absolutely save time by installing the Action Note application available on the Windows Store. Action Note will help Windows 10 users to take notes directly to the Action Center without having to launch any other application. Besides, we can also pin these notes to the Start menu to easily observe every recorded calendar on the computer.

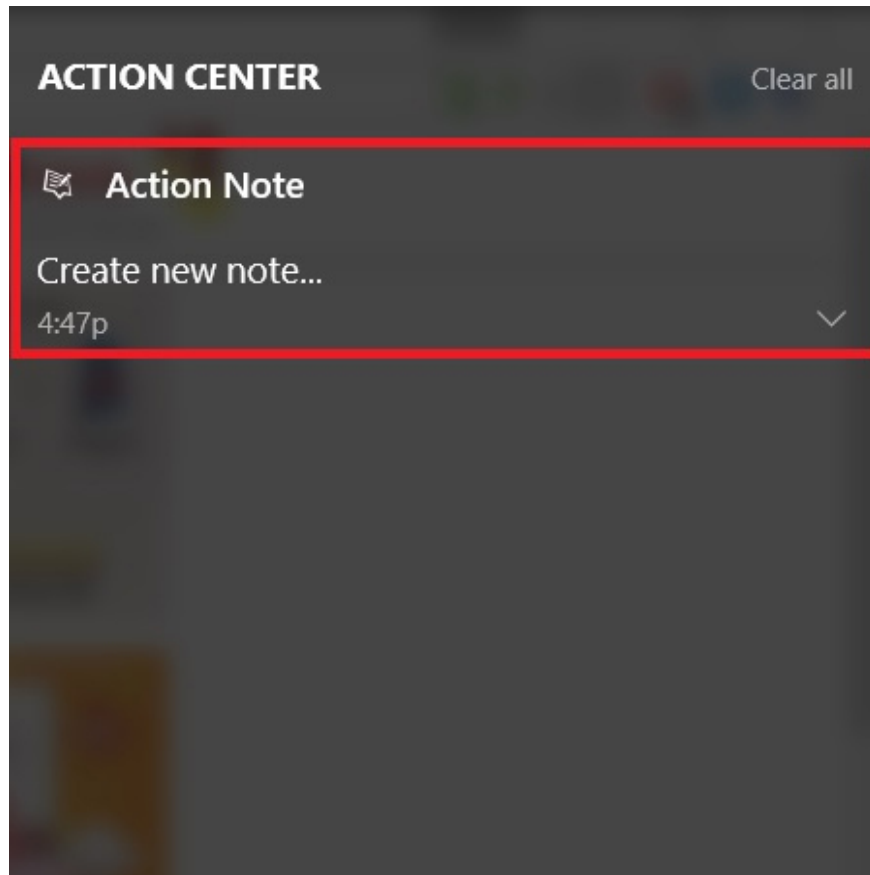
Step 1:

First of all, we will proceed to install the Action Note application available on the Windows Store under the link below.

1. Download the Action Note Windows 10 application

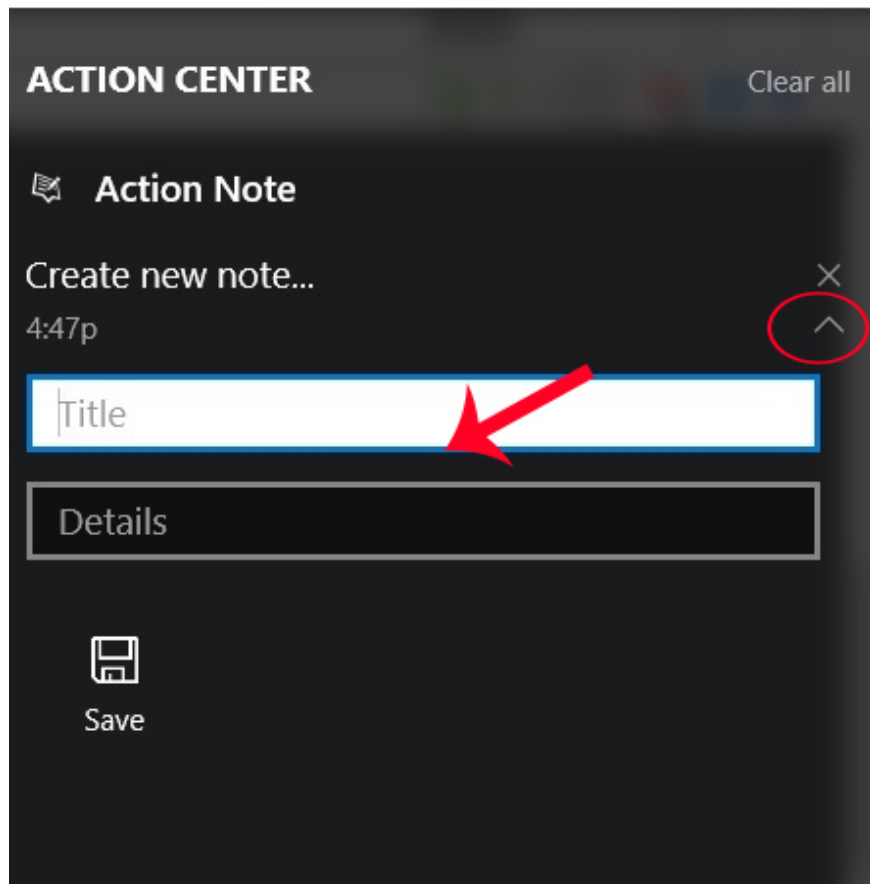
Step 2:

Next, launch the application. When starting Action Center, we will see the Action Note application appear on the interface.

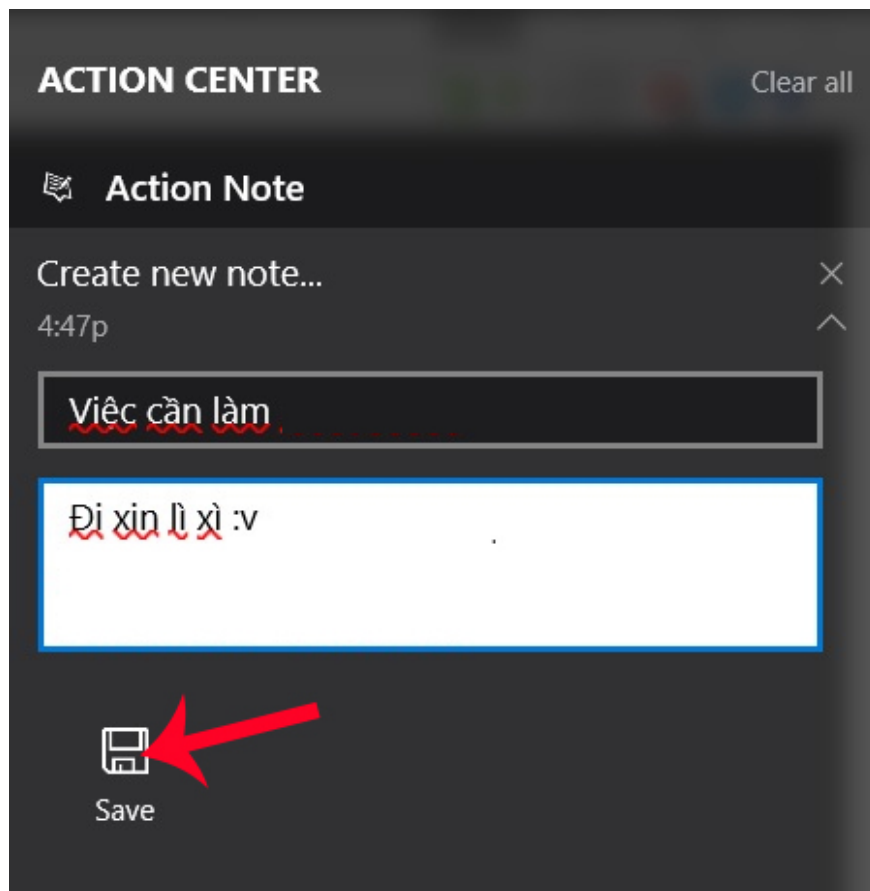


Step 3:

To proceed with creating a note, **click the arrow** next to the **Create new note message** . Then, enter the title for the list in the Title section and the work content in the Details section.



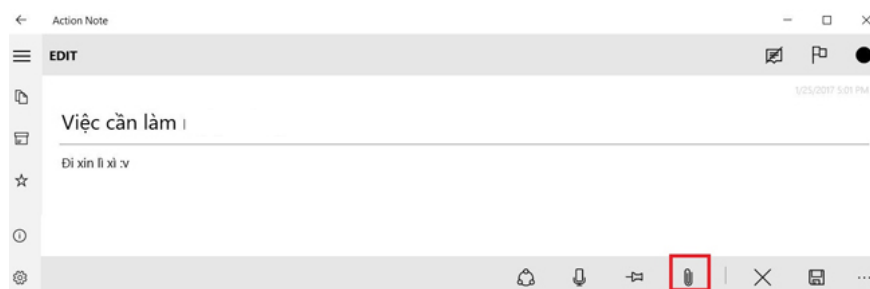
When you've finished importing notes, click **Save** to save.



Note to the user , to create a new note on the Action Center you need to click on the arrow icon. If you click on the Create new note, you will open the Action Note application in full size mode.

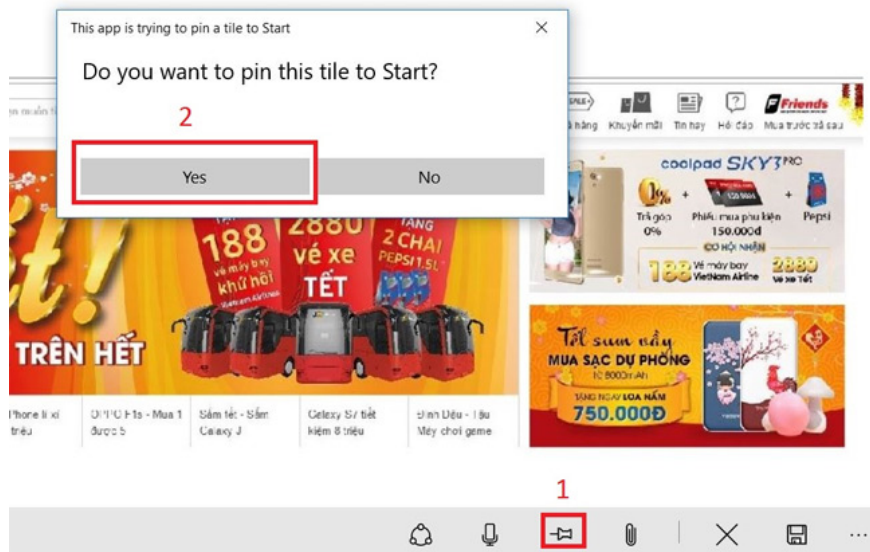
Step 4:

To add an image to the note if the user needs it, we will **click on the** created **note** to open the full screen mode. Then, click on **the pinpin icon** then select the image you want to add, click **OK** to save it and you're done.

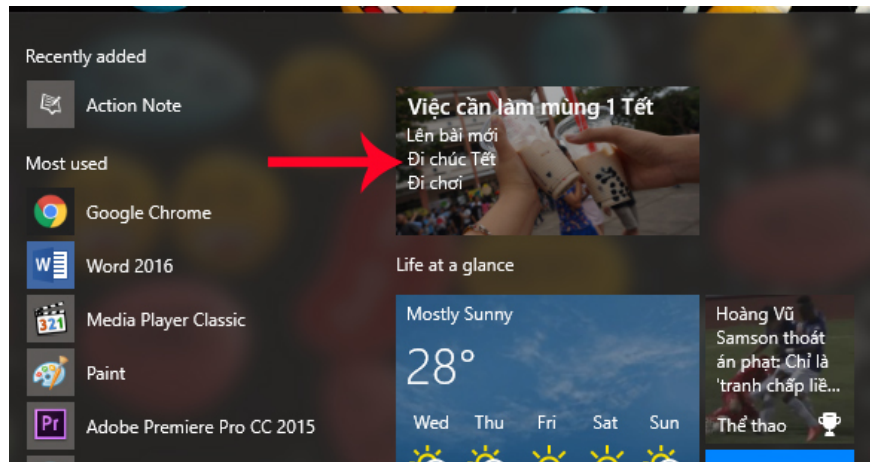


Step 5:

To **pin the notes** created on the Action Center to the **Start menu** , we also open the full size of the note and click on **the pin icon** . A message asking if you want to pin a note to Start menu, press **Yes** to agree to pin it.



When you access the Start menu, you will see a note appear in the box with the Title, the content of the title, the contents of the notes and images if available. Here, users can adjust the size of the pin notes on the Start menu.



So you can write notes on Action Center Windows 10 via Action Center application already. As soon as the Action Center interface is started, we can enter the content of the note and take the action of putting it on the Start menu to easily keep track of the schedule.

Refer to the following articles:

1. Don't miss out on useful tools available on Windows 10!
1. 7 ways to do, customize in post will help your Windows 10 "as fast as wind"
1. Instructions for dividing hard drives right in Windows 10

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