

How to partition a hard drive on Windows 11 and 10

When one hard drive partition is full while another is free, you can re-partition the drive to organize your data more efficiently. On Windows 10 and 11, partitioning is now easier than ever, without the need for external software.

Disk Management is a tool that helps you manage hard drive partitions. You can easily and safely split and merge partitions on Windows 7, 8, 10, and 11.

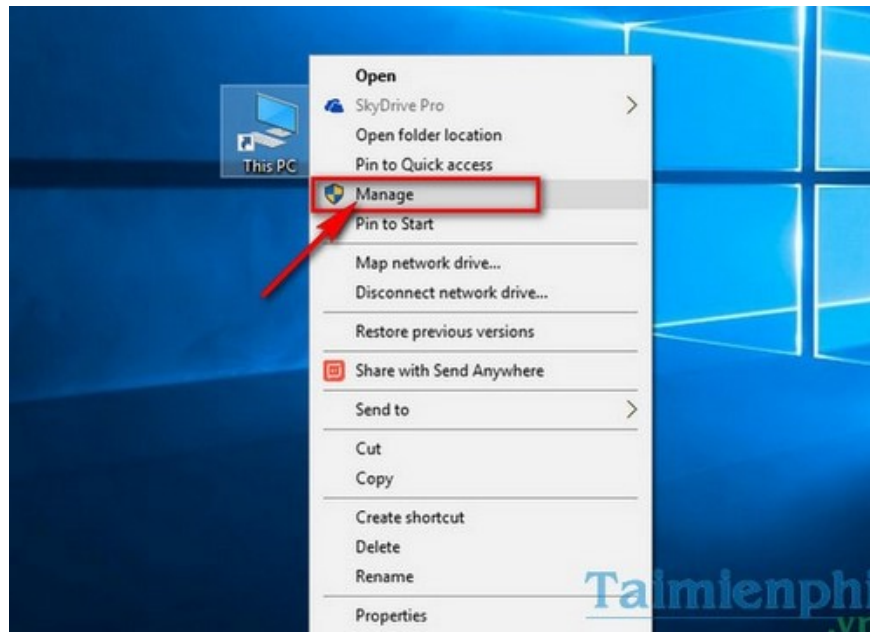
GUIDE TO PARTITIONING A HARD DRIVE ON WINDOWS 10 AND 11

1. Partitioning a hard drive on Windows 11

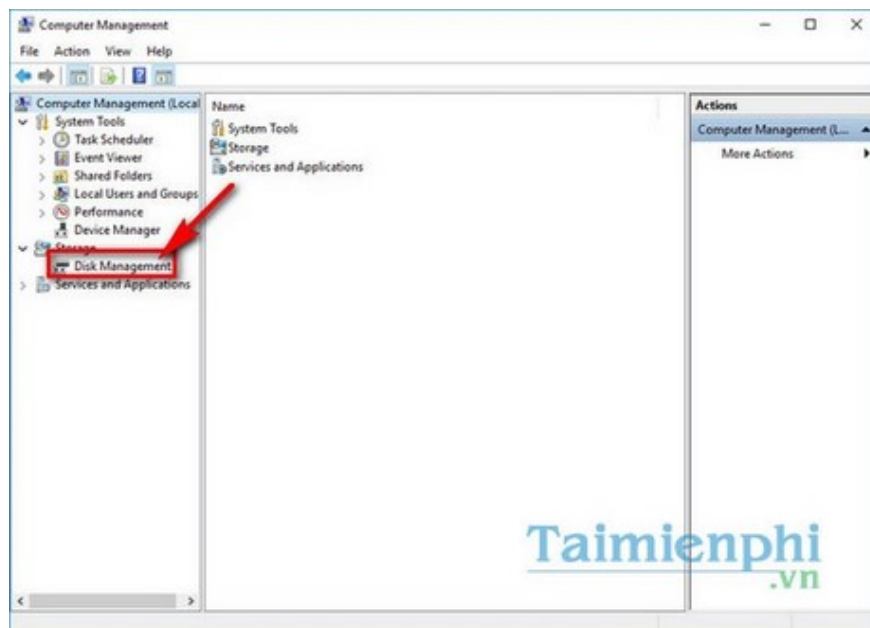
You can find instructions on how to partition a hard drive in Windows 11 [here](#).

2. Partitioning the same hard drive on Windows 10

Step 1: Right-click on **This PC/My Computer** and select **Manage**.

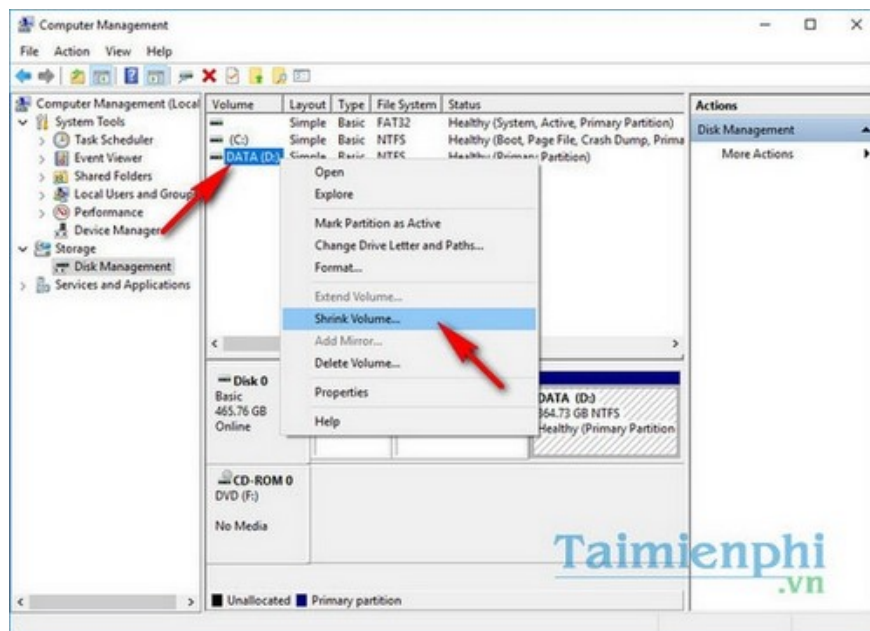


Step 2: In the **Computer Management** window , select **Disk Management** to open the hard drive manager.



Step 3: The window will display the available partitions.

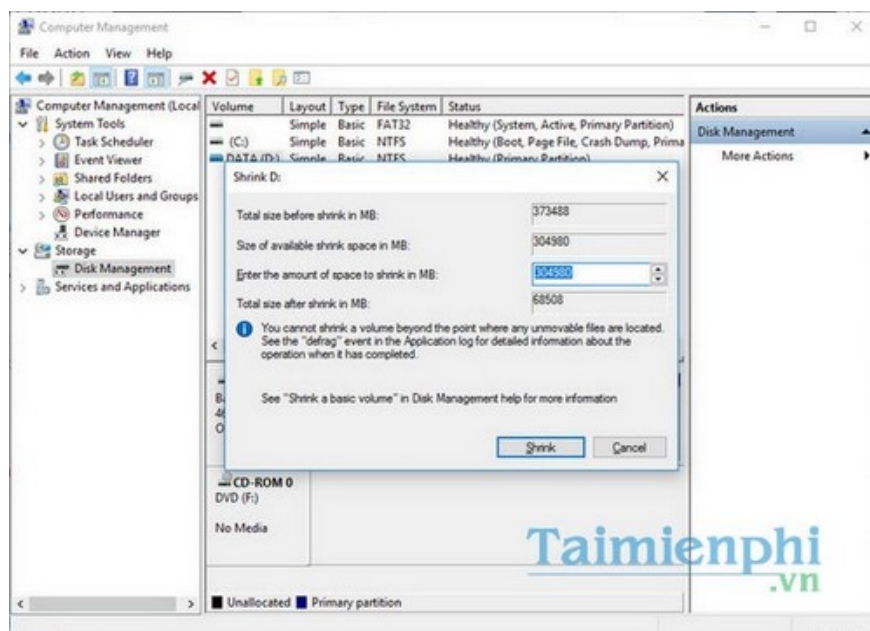
To partition a drive, right-click on the empty drive and select **Shrink Volume** .



Step 4: The Shrink Volume window will display:

- **Total Size before shrink in MB** : Current size of the partition
- **Size of available shrink space in MB** : Available space that can be divided
- **Enter the amount of space to shrink in MB** : Enter the desired space size (MB)
- **Total size after shrink in MB** : Remaining capacity after partitioning

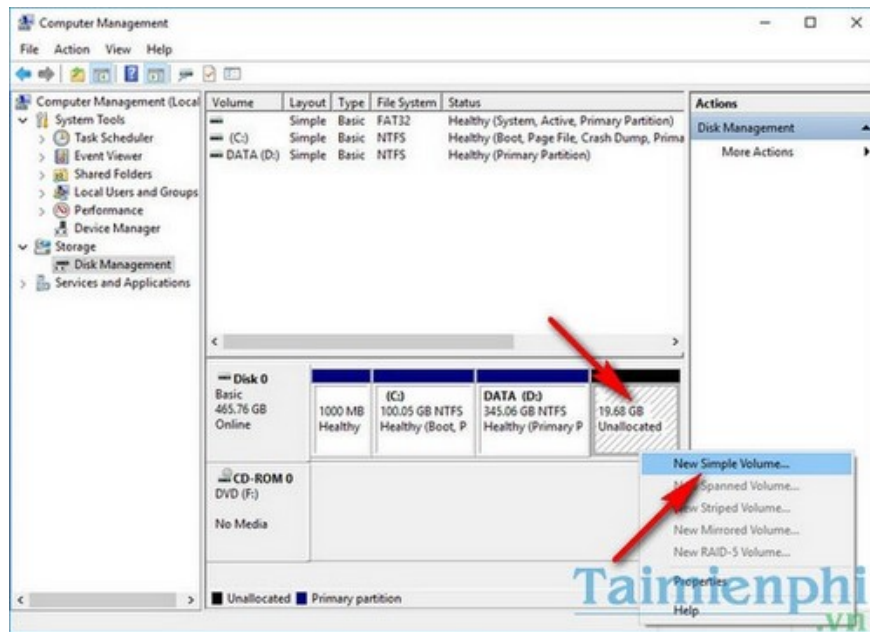
Enter the new partition size in the "**Enter the amount of space to shrink in MB**" box (1GB = 1024MB), then click **Shrink** .



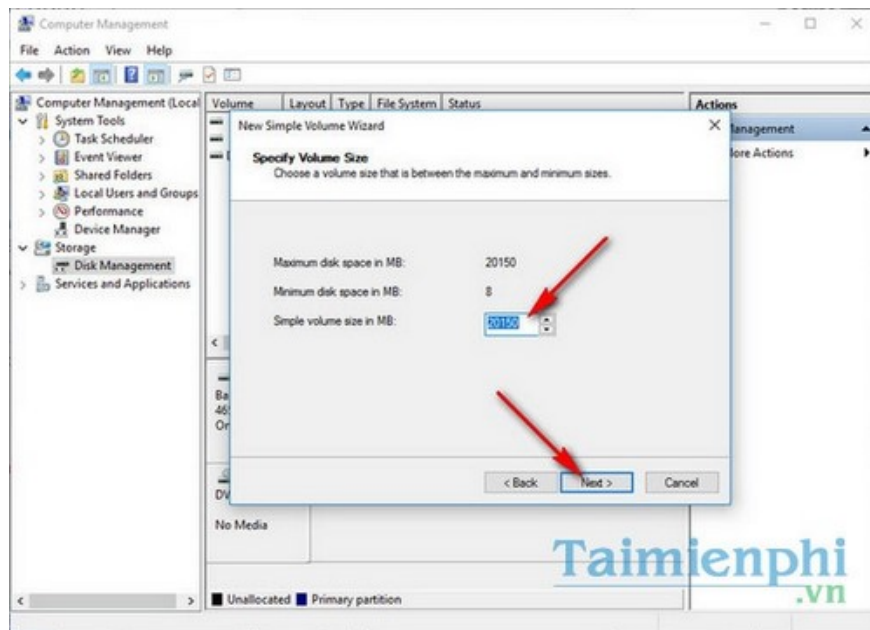
Step 5: Go back to **Disk Management** , and you will see the new free partition appear next to the remaining partitions.

This partition has not been formatted.

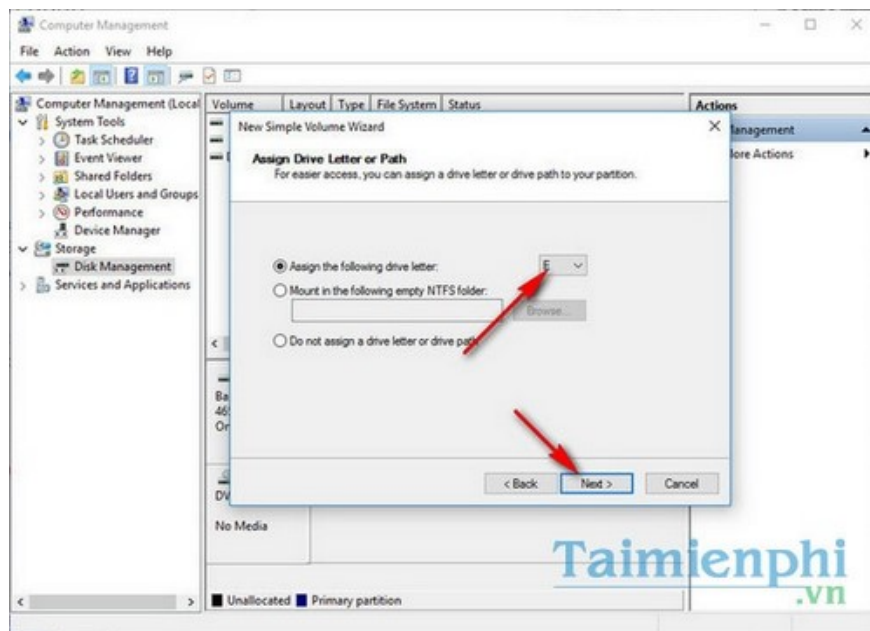
Right-click on it and select **New Simple Volume**. to begin formatting.



Step 6: In the partition creation window, click **Next** . Enter the desired amount of space, then click **Next** to continue.

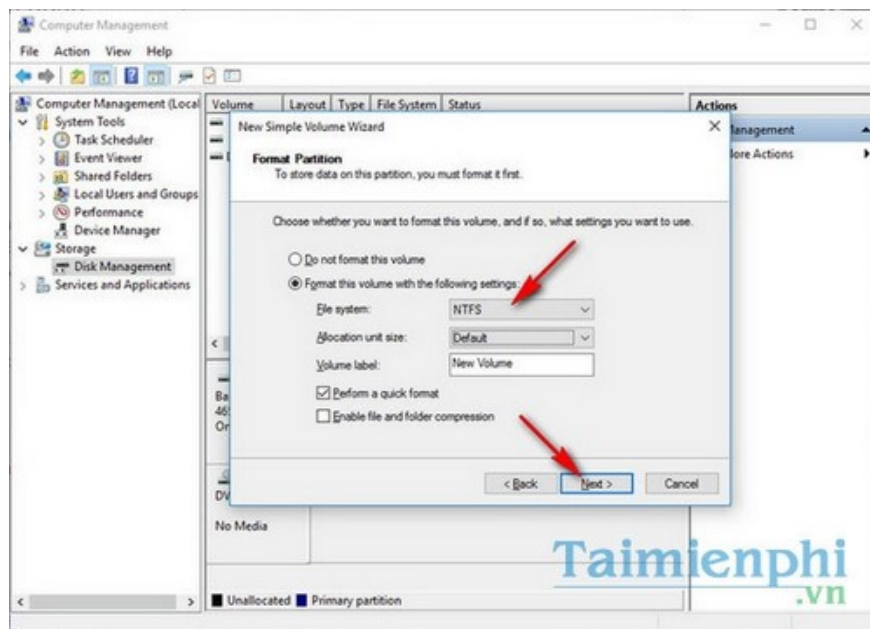


Step 7: To change the partition letter (A, B, C, D,...), select " **Assign the following drive letter** ," then choose the desired letter. Then click " **Next** " to continue.

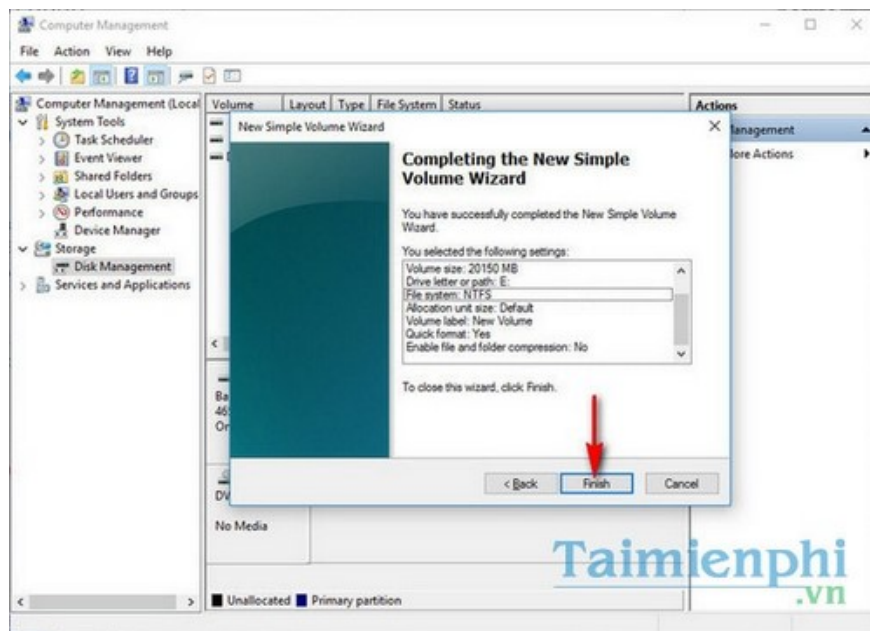


Step 8: Select the partition format in the **File system section**. **NTFS** is recommended if you are saving files larger than 4GB.

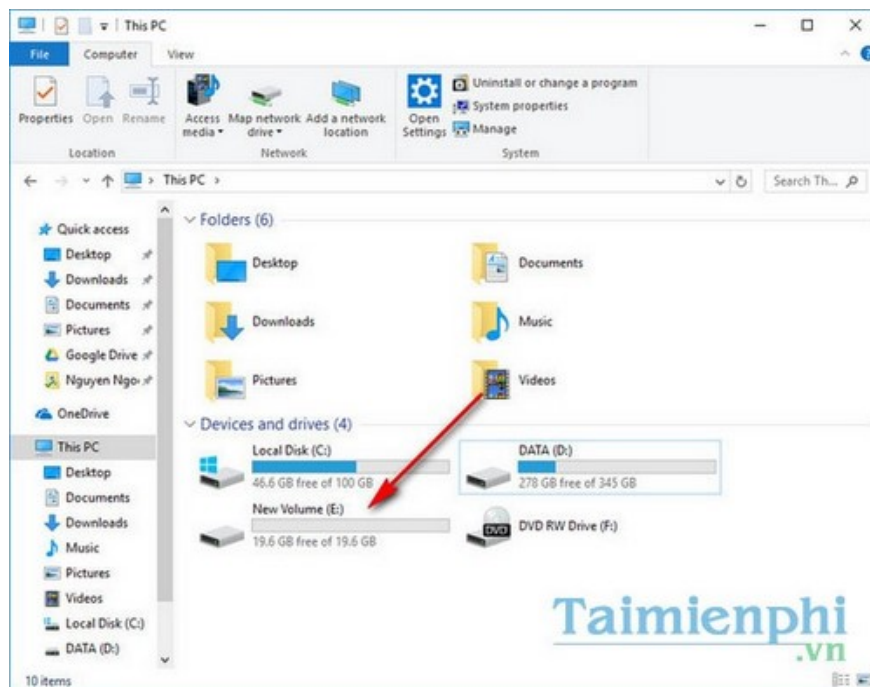
In the **Volume label** section , enter a name for the partition.



Step 9: Click **Finish** to complete. Wait a few seconds for the system to format the partition for you.



After formatting is complete, you can go to **File Explorer** to check your new partition.



The partitioning feature in Windows 10 allows you to do this quickly and safely without installing additional software.

If you want to **merge hard drive partitions** after splitting them, you need to do it correctly to avoid errors. Partition merging techniques will help you deal with insufficient space.

Additionally, you can use tools like EaseUS Partition Master for more powerful partition management. Or use HDDLife Pro to check the hard drive's health and detect errors early.

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