

How to pin a folder to the Taskbar on Windows 10

By default, you won't be able to pin folders to the Taskbar on Windows 10. However, based on a little trick introduced by TipsMake, you can definitely pin folders on your computer to the Taskbar for easier access.

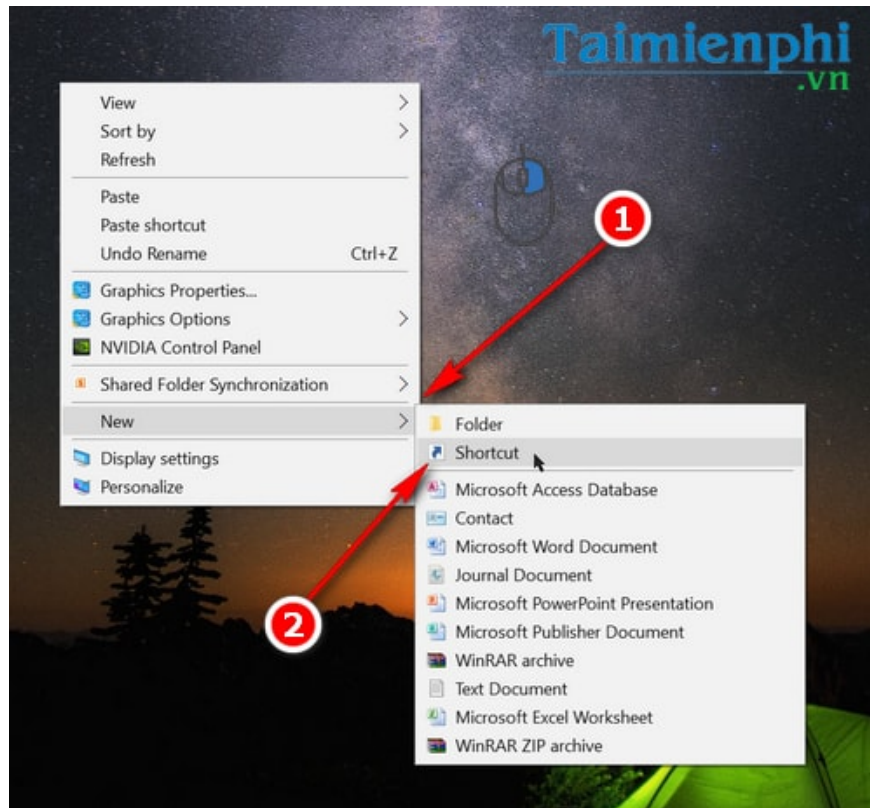
By default, the Taskbar is always the quick access point for applications or services. Therefore, pinning folders and application icons to the Taskbar will help users access these services more quickly. However, pinning folders to the Taskbar on Windows 10 is not a simple task, especially for those who have just installed Windows 10 and are using it for the first time.



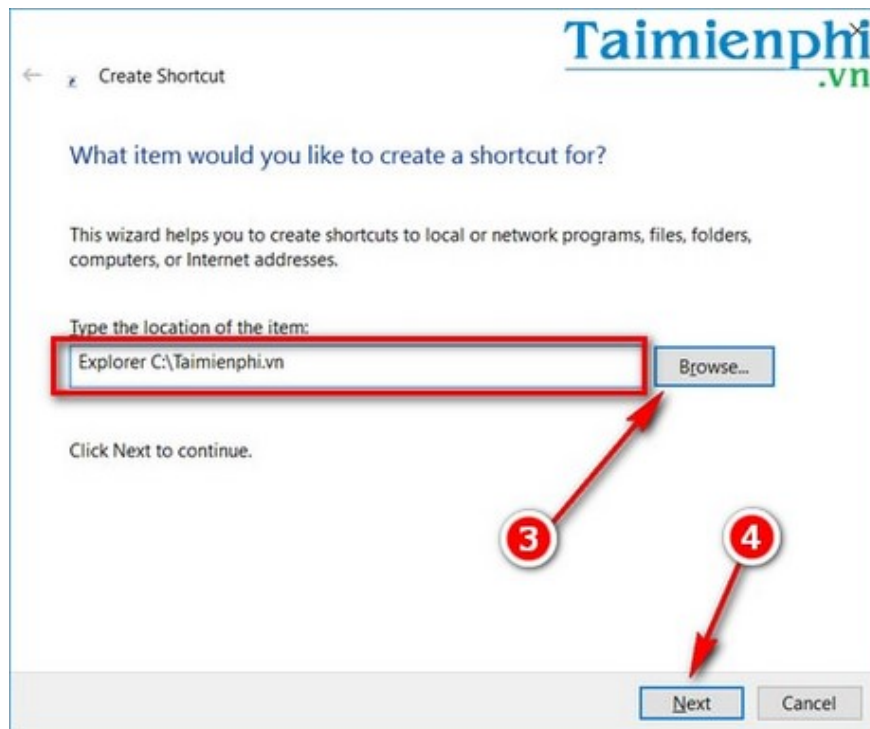
In the detailed guide below, TipsMake will show you how to pin folders to the Taskbar after installing Windows 10. This is one of the most interesting and easy ways to customize the Taskbar on Windows.

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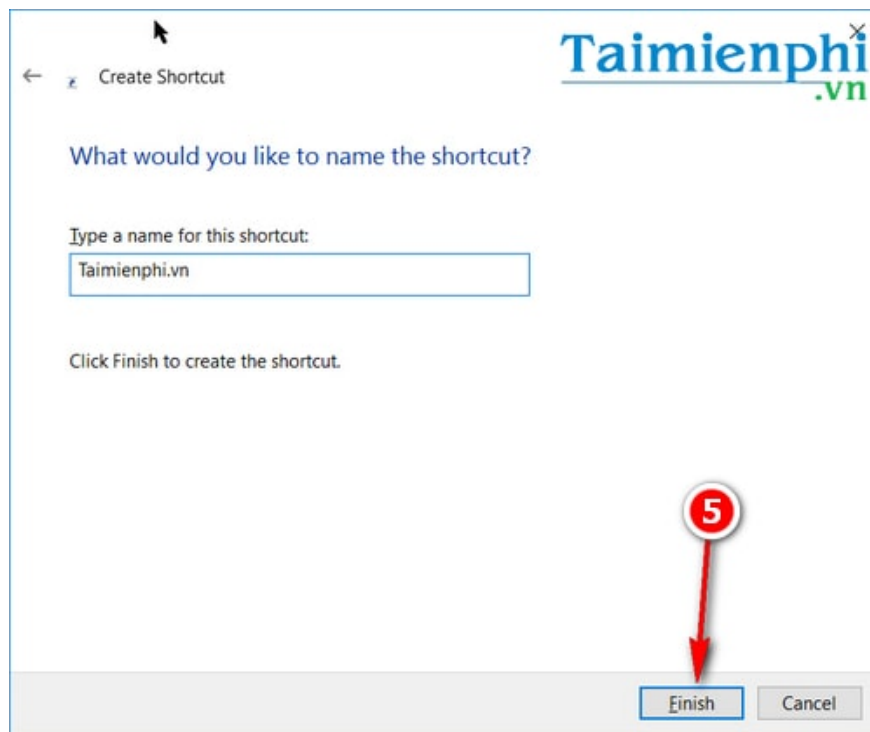
Step 1: On your desktop, right-click and select **New > Shortcut** .



Step 2 : Click **Browse** in the **Create Shortcut** section , then locate the folder you want to add to the Taskbar on Windows 10. However, after selecting it, don't click **Next** immediately.

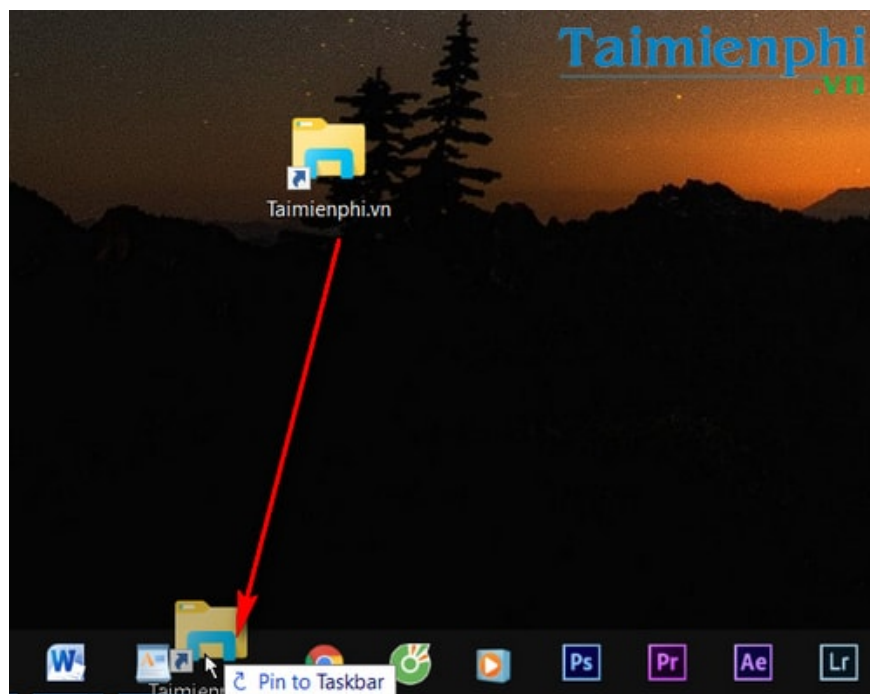


In the selected folder path, add the word "Explorer" to create a path similar to a File Explorer folder in Windows 10, so that your computer will allow you to pin the folder to the Taskbar.

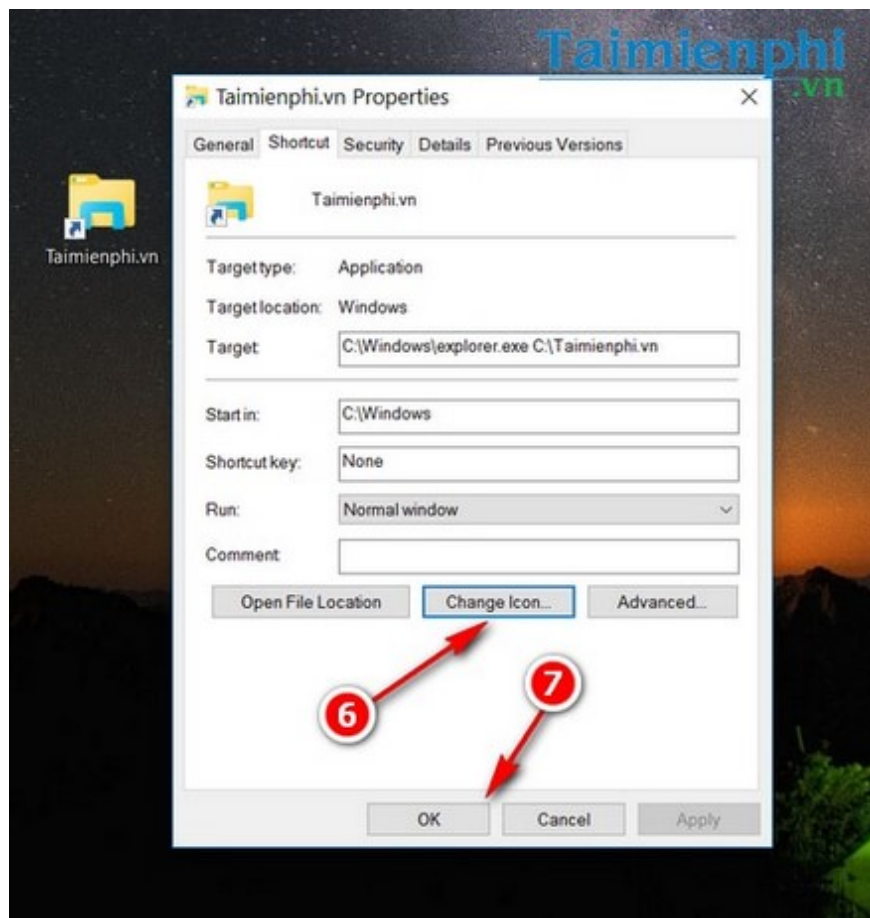


Click **Next** > name the shortcut > click **Finish** to complete creating the shortcut for the selected folder.

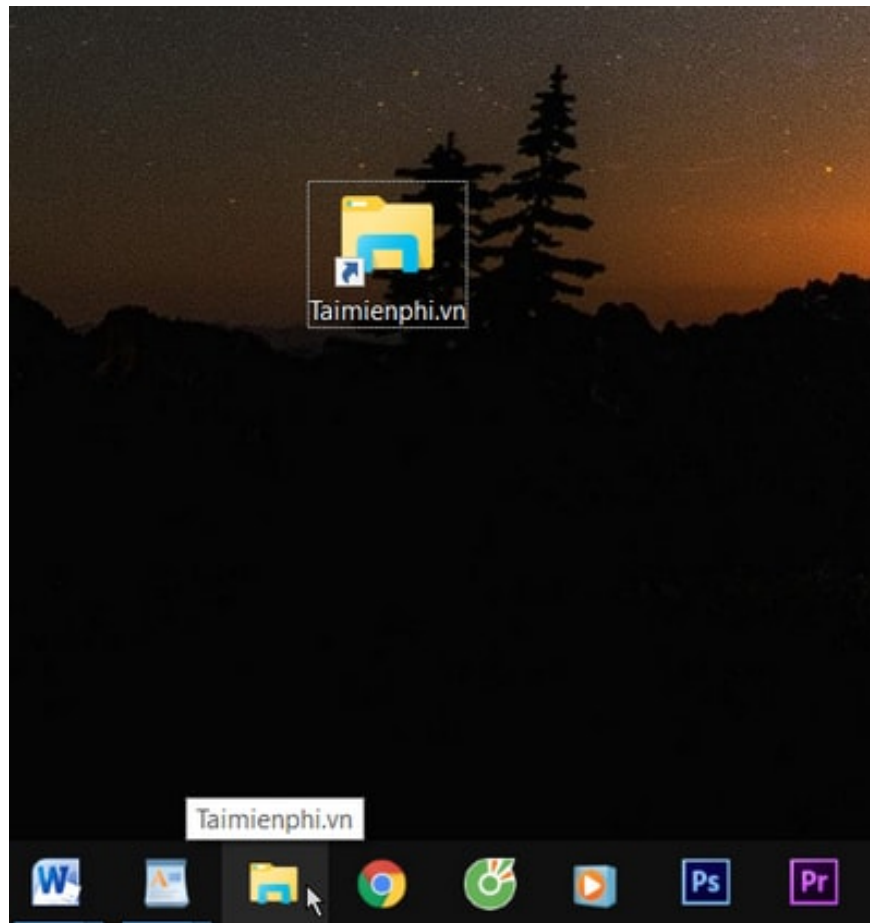
Step 4 : Drag and drop to pin the folder to the Taskbar on Windows 10.



Users can also change the folder icon to their liking by right-clicking on the newly created folder shortcut > **Shortcut** > **Change Icon** > selecting an icon and clicking **OK** .



Change the icon of the folder you just pinned to the Taskbar on Windows 10.



The result after pinning the folder to the Taskbar on Windows 10.

This way, you can create a shortcut to quickly open a folder on the Taskbar in Windows 10. Pinning a folder to the Taskbar in Windows 10 is essentially a way to customize the Taskbar, allowing you to always quickly access folders on Windows 10.

Additionally, the Taskbar on Windows 10 is a tool that allows users to easily customize it in many different ways. For more in-depth editing and customization of the Taskbar, readers can check out the 7 Taskbar Tweaker software that we have introduced.

For users who are unfamiliar with the Windows Taskbar and want to hide it to free up workspace, you can try hiding the Taskbar. Note that the Taskbar will not be completely hidden, and you can re-enable it simply by moving your mouse cursor back down to the Taskbar.

TipsMake also provides very detailed instructions on how to revert the Windows 11 right-click menu to resemble that of Windows 10; Windows 11 users can refer to and implement these steps.

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