

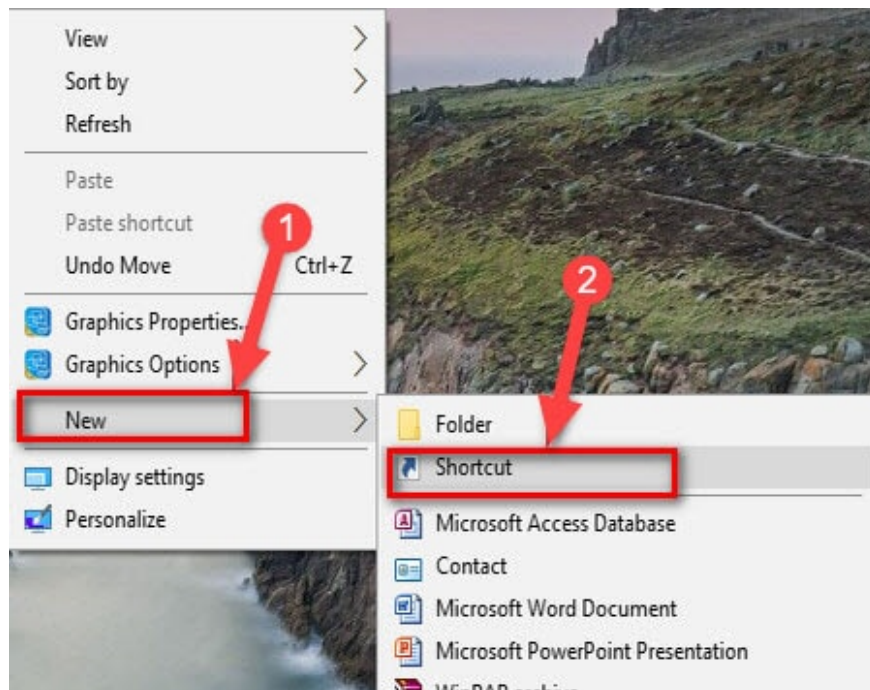
# Instructions for pinning folders to the Taskbar on Win 7, 8, 10

Want to pin a folder to the Taskbar for faster access on Windows 7, 8 or 10? This trick is not difficult, but if you are new to computers, it may be confusing. Let's find out with TipsMake the simplest and most effective way to do it.

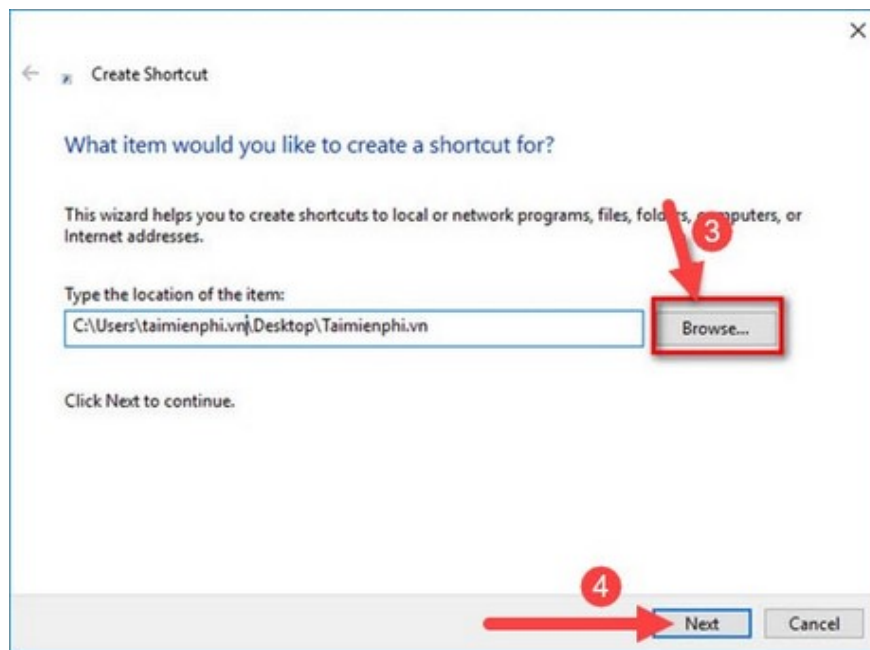
Pinning folders to the Taskbar on Windows 7, 8, 10 is not as simple as with files. Windows does not allow you to pin folders directly, so you need to do it indirectly.

## Instructions for pinning folders to the Taskbar on Win 7, 8, 10

*Step 1:* First, right-click and select **New > Shortcut** to create a shortcut.



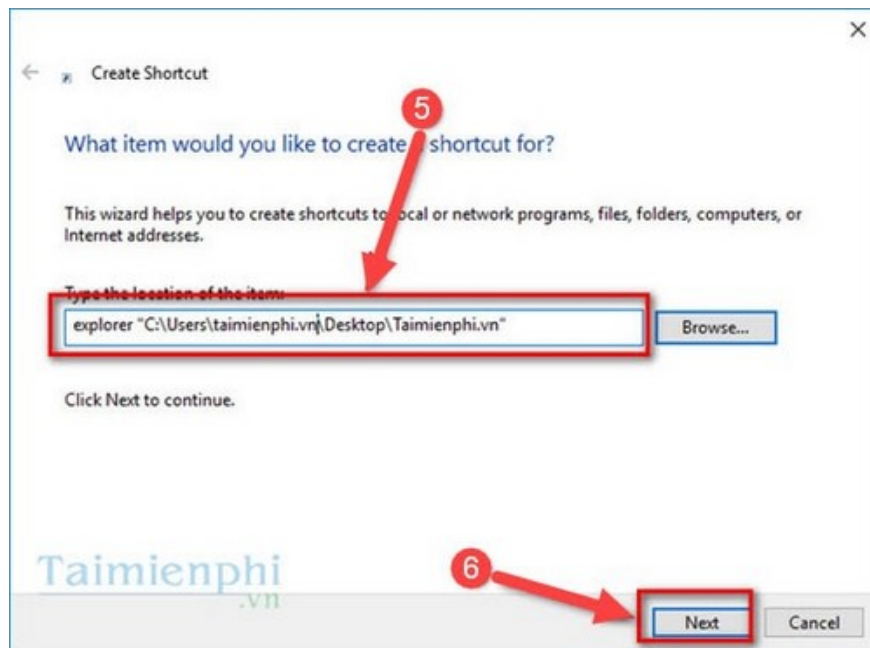
*Step 2:* A new window will appear. Click **Browse** , then select the folder you want to pin to the Taskbar.



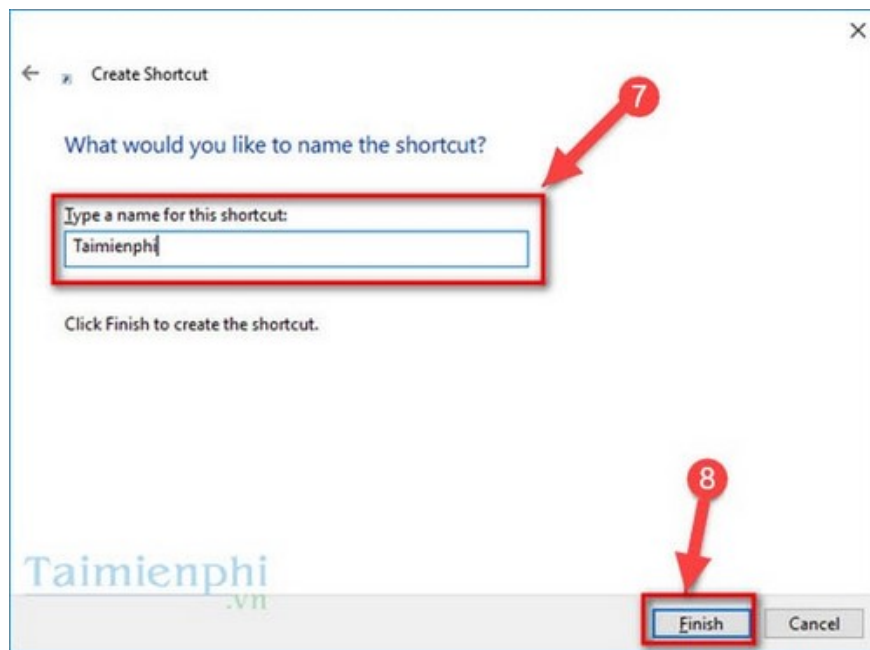
*Step 3:* Next, add the word explorer to the beginning of the path and enclose the entire address in quotes.

For example: explorer " C:\Userstaimienphi.vn\DesktopTaimienphi.vn "

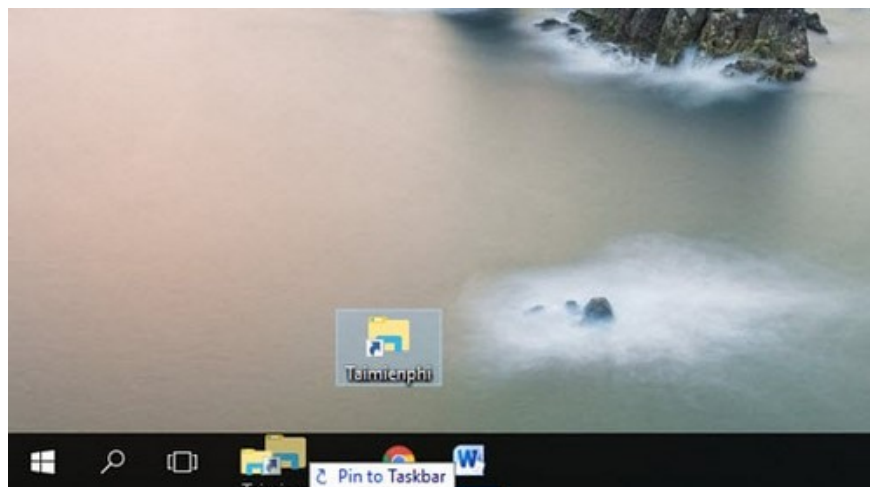
Then, click **Next**.



*Step 4:* Enter a name for the shortcut in the **Type a name for this shortcut box** , then click **Finish** .

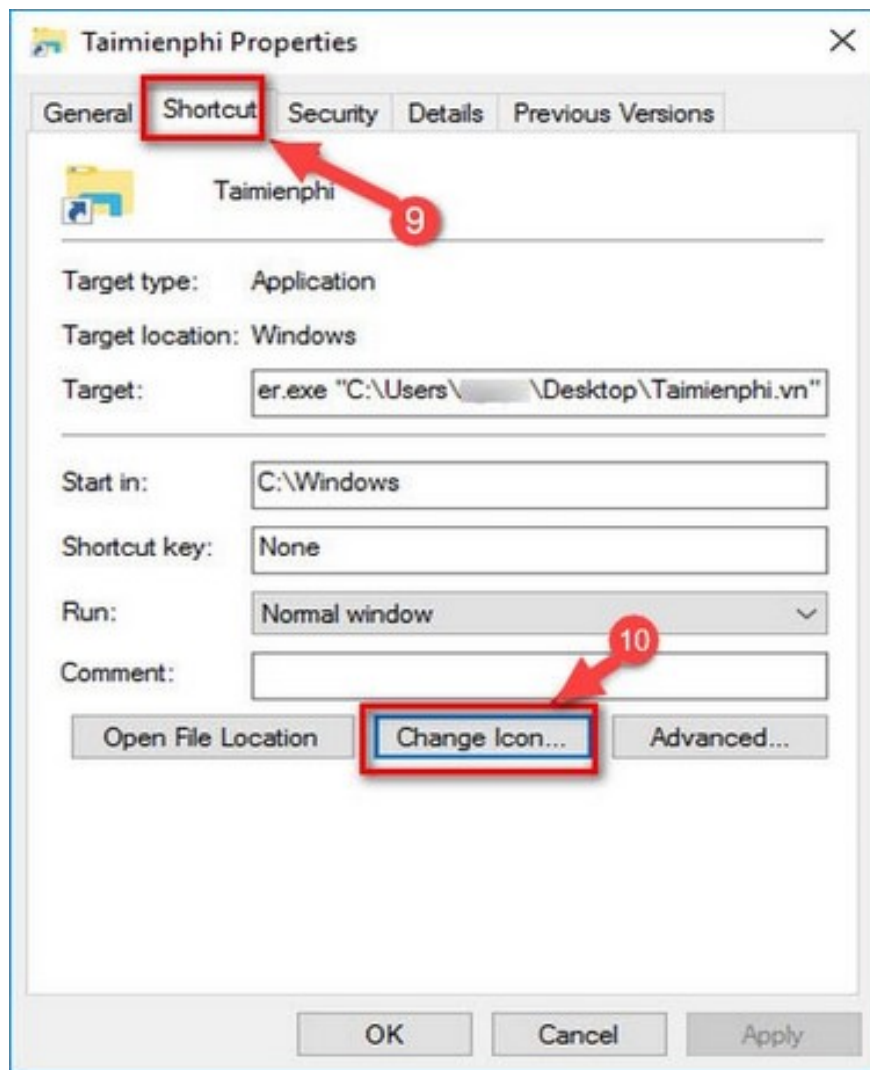


*Step 5:* Finally, drag the shortcut you just created to the Taskbar to pin it.



You can change the folder icon by right-clicking on the shortcut and selecting **Properties** .

In the **Shortcut** tab , click **Change Icon** and select the icon you want.



Taimienphi.vn has just guided you how to pin folders to the Taskbar on Windows 7, 8 and 10. If you are using Windows 10, the Taskbar also has many new features worth exploring. Please refer to 10 custom search tools on the Taskbar .

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