

# Instructions for turning on and off Bluetooth on Windows 10

If you're having trouble turning Bluetooth on and off on your Windows 10 PC, TipsMake.com has put together some of the simplest ways.

## Method 1: Use Windows 10 installation

As mentioned above, if you don't know the Bluetooth settings at the top, your first reaction is to find Control Panel again. Instead, we can simply open **Settings** to turn on Bluetooth.

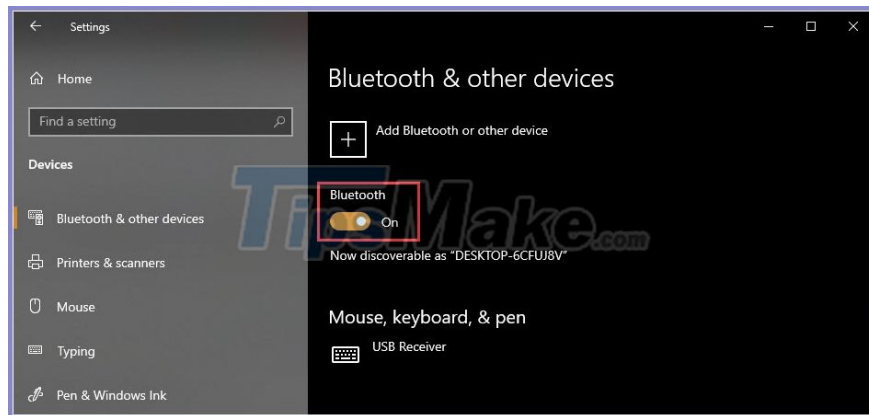
Visit the settings menu is easy, you just press **the Windows + I**. Or you can open the Start menu, then tap **the gear icon** above Power.



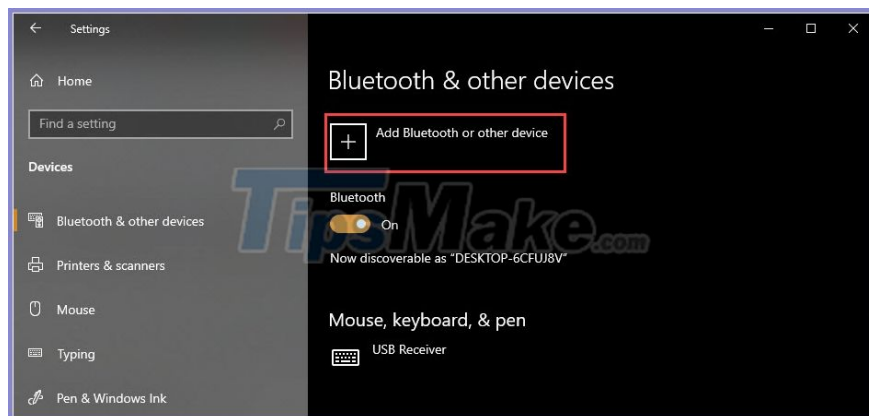
When the Settings window appears, select **Devices** .



This option will take you directly to the Bluetooth & other devices tab. Here you can toggle Bluetooth **On / Off** equivalent to **enable / disable** this feature.



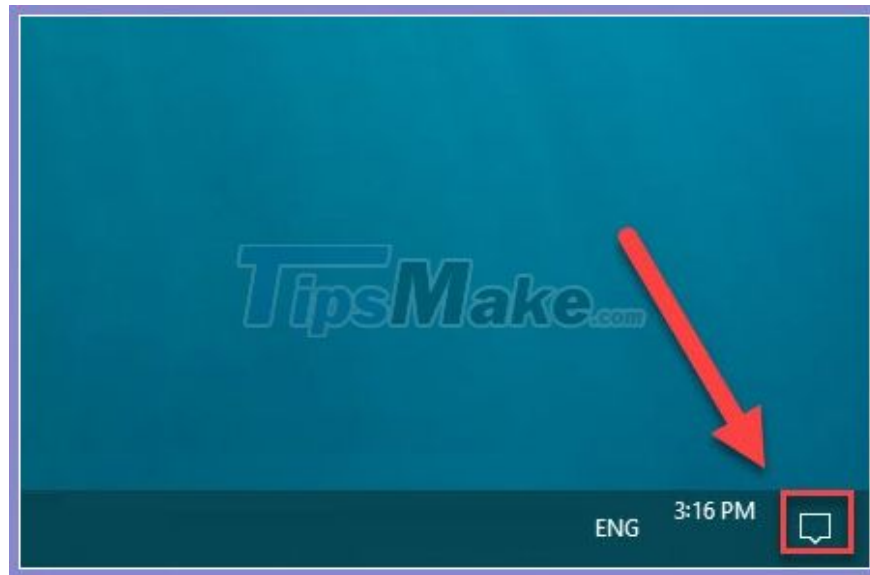
To connect with other Bluetooth devices nearby, select **Add Bluetooth or other device** . The devices you have ever connected will be classified at the bottom such as Mouse, keyboard, headset, .



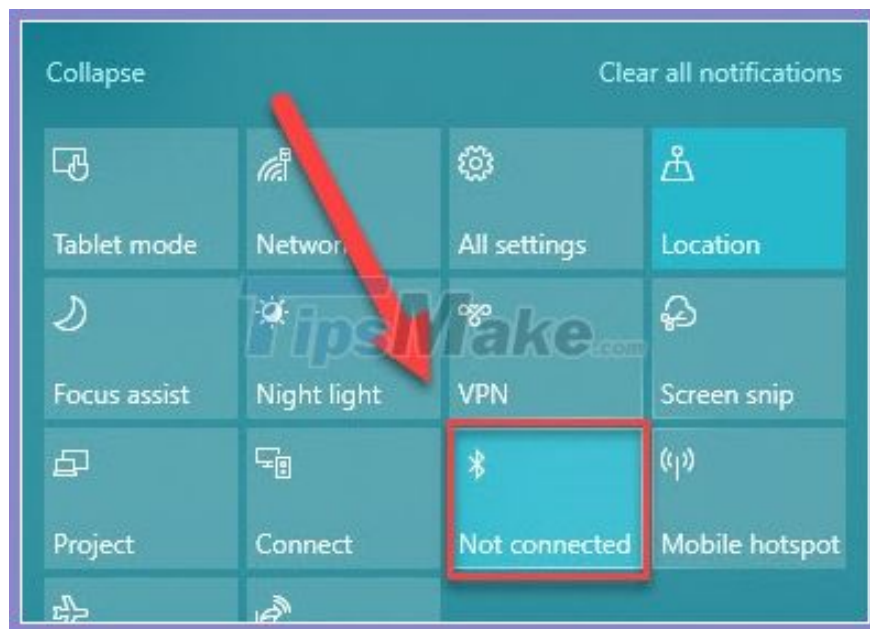
## Method 2: Action Center

A quick way to turn Bluetooth on or off is through the action center, where Windows 10 users can see notifications as well as some other settings like Airplane Mode, Network Settings, etc.

To open the Action Center, click **the dialog icon (notification)** in the bottom right corner of the taskbar. Alternatively, you can use the **Windows + A** combination , the Action Center will appear.



To turn Bluetooth on and off, just click on the Bluetooth box, when active it will be blue and when turned off it will be gray. Bluetooth will automatically connect to nearby devices.

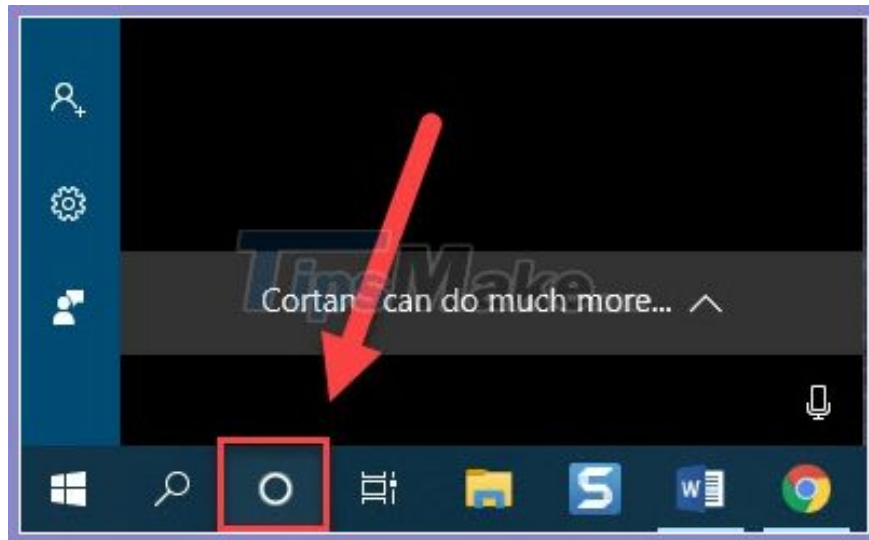


### **Method 3: Use your voice**

If you have decent English skills then Cortana will be a great feature for you. Cortana is basically a virtual assistant built into Windows, like Apple's Siri or the Google Assistant. You can use your voice to tell the virtual assistant to do a number of settings on Windows, including turning Bluetooth on and off.

To command Cortana, simply tap the circle in the taskbar and start talking. If you've never used Cortana before, the virtual assistant may ask you to get used to it. When ready, use the following commands to have Cortana turn Bluetooth on / off:

1. Turn Bluetooth on: Turn on Bluetooth.
2. Turn Bluetooth off: Turn off Bluetooth.



## Method 4: System tray

Longtime Windows users will be familiar with the System Tray. The System Tray is found on the Windows Taskbar and contains thumbnail icons for some of the commonly used system functions, including Bluetooth. With the introduction of Windows 10, the System Tray has fallen out of favor, as the Action Center has taken on an alternative role. However, many people still get in the habit of using the System Tray for their basic setups.

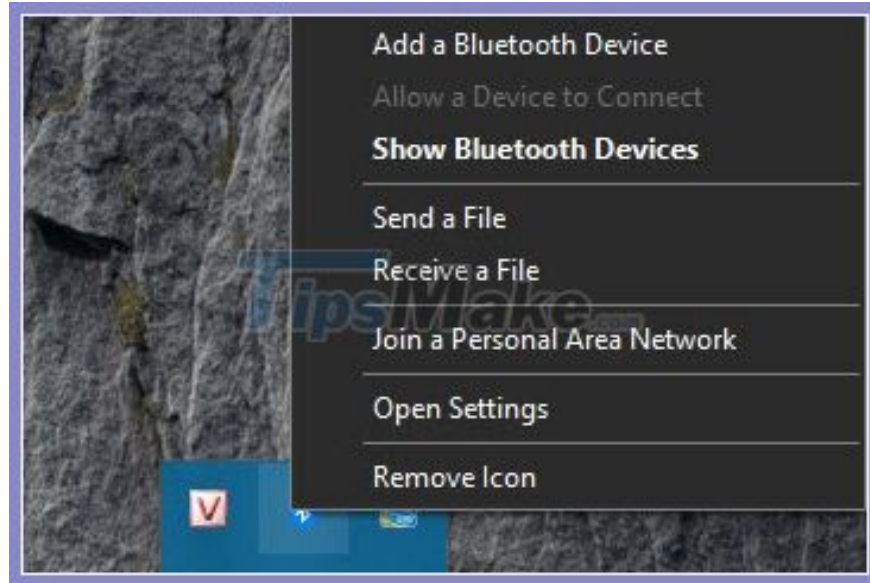
To open the system tray, click the arrow icon at the far right of the Taskbar. You should see a small Bluetooth icon. Click this icon to access Bluetooth settings.



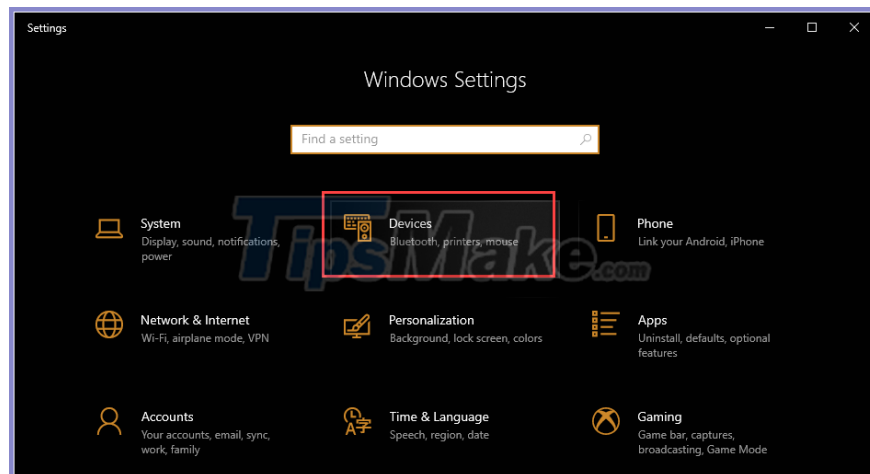
You will immediately see a number of Bluetooth gadgets including:

1. Add a Bluetooth Device: Add a Bluetooth device.

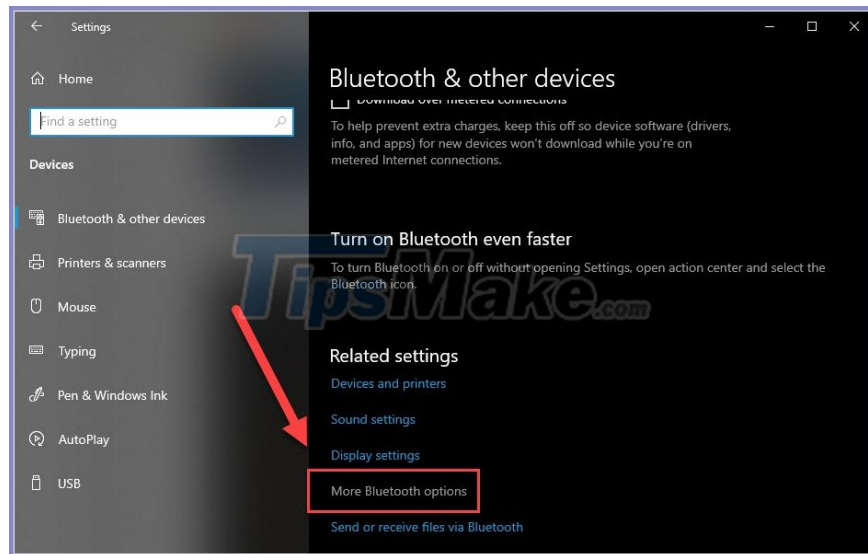
2. Allow a Device to Connect: Allows devices to connect.
3. Show Bluetooth Devices: View Bluetooth devices.
4. Send a File: Send the file.
5. Receive a File: Receive the file.
6. Join a Personal Area Network: Join a Personal Area Network.
7. Open Settings: Open Settings.



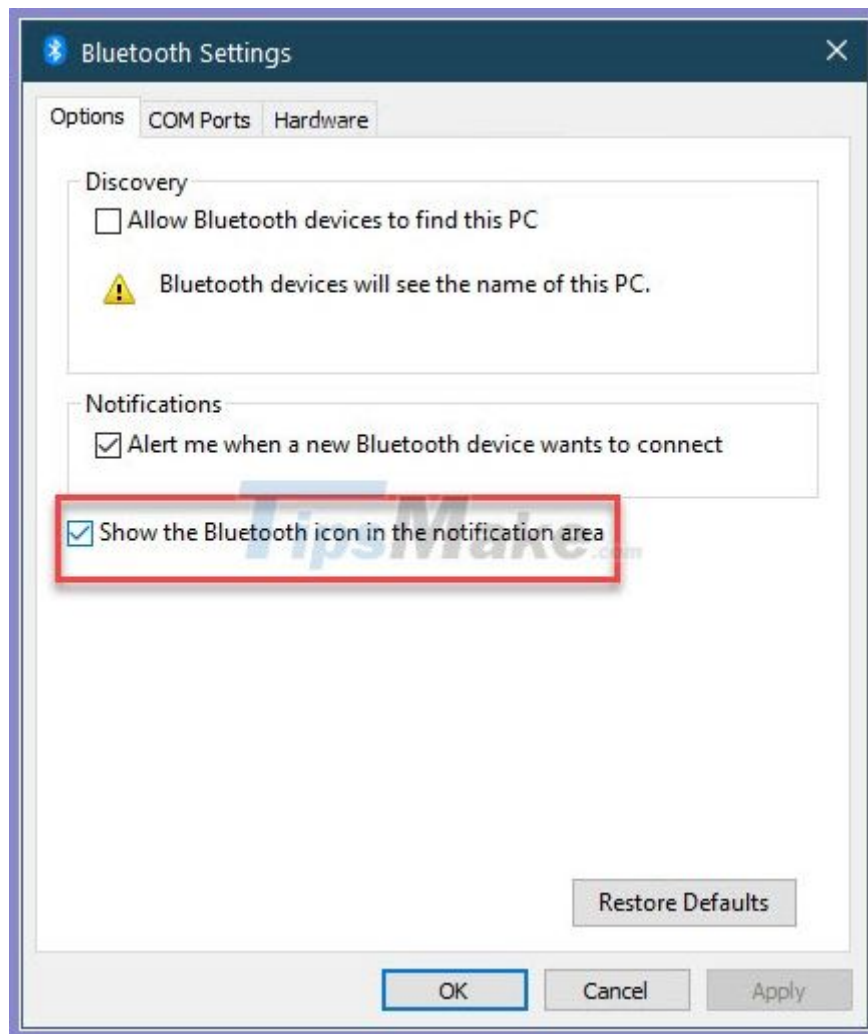
If you don't see the Bluetooth icon in the System Tray, press **Windows + I** to Install. From here, select **Devices** .



In the Bluetooth & other devices tab, scroll down and find the **More Bluetooth options** line .



When the Bluetooth Settings window appears, check the box next to **Show the Bluetooth icon in the notification area** .



Finally remember **Apply** to apply. The Bluetooth small icon will now appear in the System Tray.

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