

# Managing Tiles on your Start Menu Screen

There are many things you can do to personalize the tiles on your Start Menu screen. Here are just a few.

## Moving Tiles

To move tiles on your Start Menu screen simply position the mouse pointer on the tile you wish to move, click and hold the Left mouse button and, while holding the Left mouse button down, use your mouse to drag the tile to the proffered location. Once at the new location, release the Left mouse button and the tile will remain there.

## Naming Groups of tiles

Once you have your tiles grouped how you want them you can then name the group. To name a group of tiles hover your mouse pointer just above the group you want to name. When you see two horizontal lines appear above the right side of the group click your Left mouse button. This opens a text box within which you can enter the desired name for that group. Once named, click the Left mouse button again to accept the name.

## Turning off Live Tiles

Many tiles automatically change every few seconds. These are considered “Live Tiles” and they use additional computer resources. If enough tiles are set to “Live” they can slow down your computer. To disable “Live” tiles position your mouse pointer over the tile you want to disable and click the Right mouse button. In the fly-out menu that results hover the mouse pointer over the “More” option and Left click on “Turn Live Tile Off”. To turn it back on follow the above steps and Left click on “Turn Live Tile On”. Turning off live tiles has no effect on how the app functions once you click on the tile to start it.

## Resizing Tiles

You have several options for what size the tiles on your Start Menu screen are. You can choose small, medium, wide, and large. Each tile can be individually resized. To change the size of your tile position your mouse pointer over the “Resize” option and Left click on the desired size choice.

## Uninstall

You can completely uninstall an app from the Start Menu screen. Be aware, this uninstalls not only the Start Menu screen icon but also the entire app and all of its related information so **beware**. To uninstall an app from the Start Menu screen position your mouse pointer over the app to be uninstalled, click on the Right mouse button and then Left click on the “Uninstall” option. A pop-up dialog will inform you that “this app and its related info will be uninstalled”. Left click on “Uninstall” and the app will be uninstalled.

## Unpin from Start

All the apps on your Start Menu screen are there because they have been “pinned” there. To unpin an app from your Start Menu screen position your mouse pointer over the tile you want to unpin and click the Right mouse button. Click on “Unpin” and the app will be unpinned from the Start Menu screen. You can still open it by clicking on its entry in the “All Apps” list also found on the Start Menu screen.

## More

By Right clicking on a tile and hovering over the “More” option you will see other useful options for your apps. Notably, if you wish to pin or unpin an app to the Task Bar on the bottom of the screen you can do that here. Another useful option found here for some but not all apps is “open file location”. This option will bring you to the actual location of the start-up file (.exe file) of the app in question. From here, if you Right click on the file, you have numerous options related to that file.