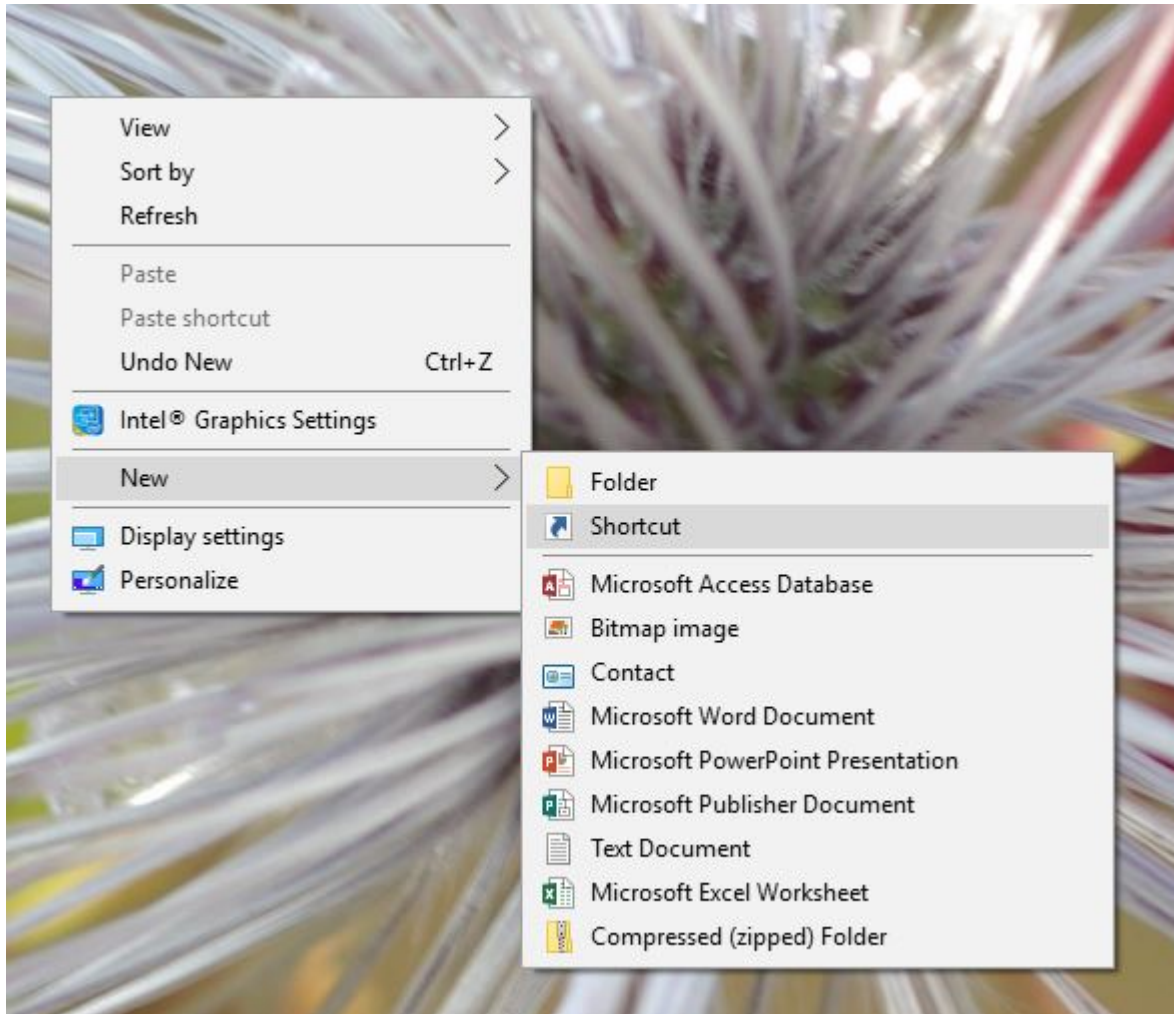


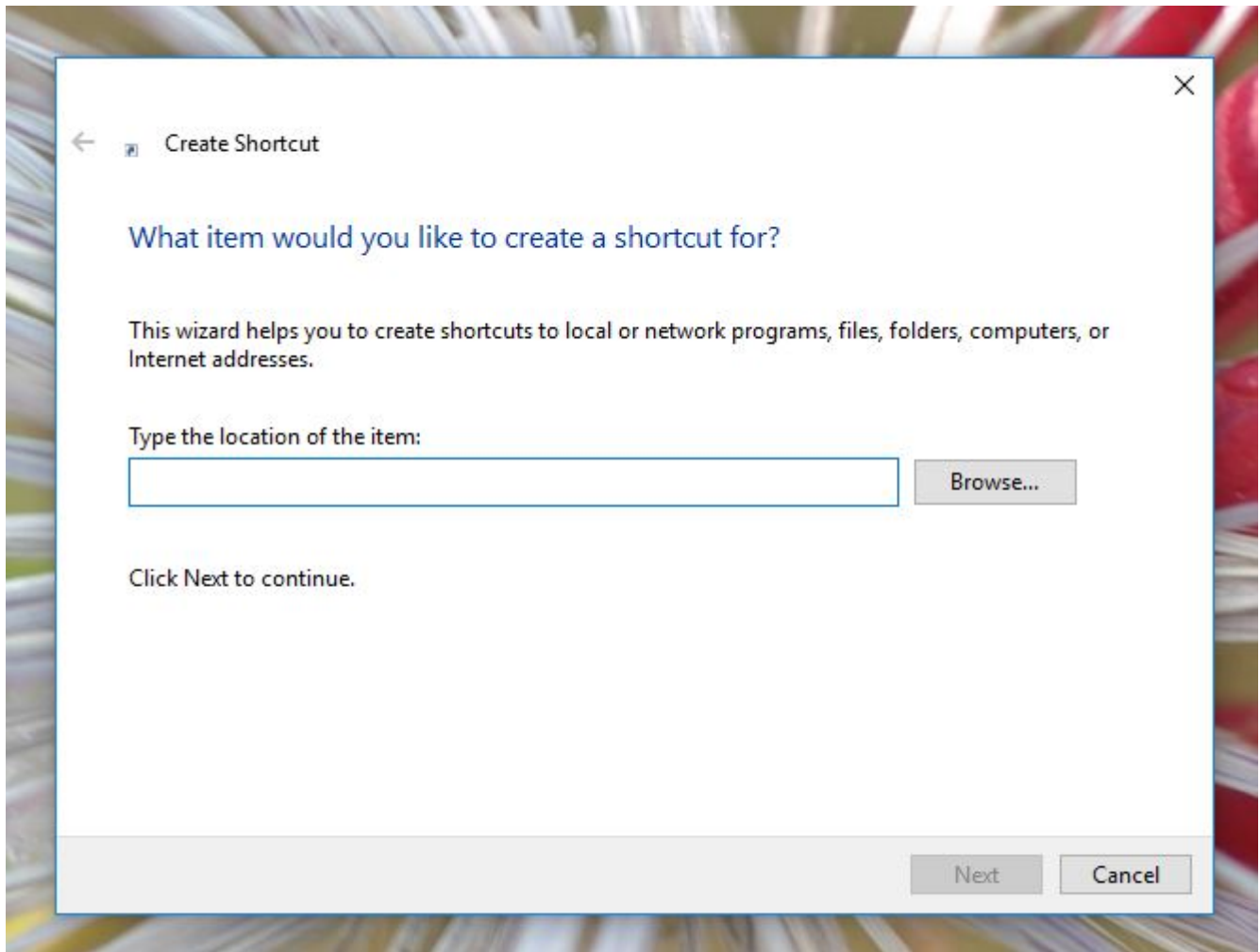
## How to make a Shortcut

To file or folder

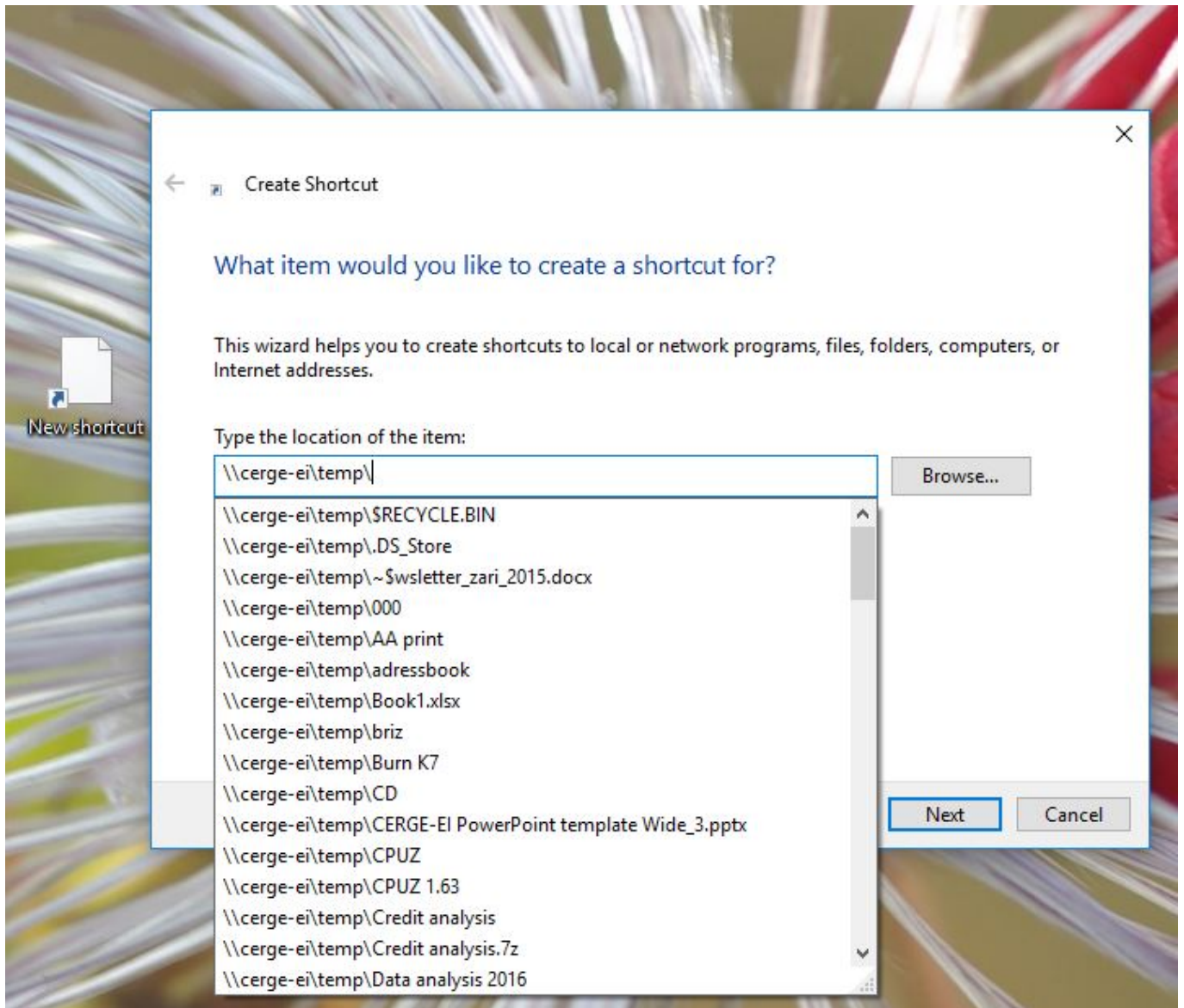
- Find location where to put the Shortcut, e.g. Desktop



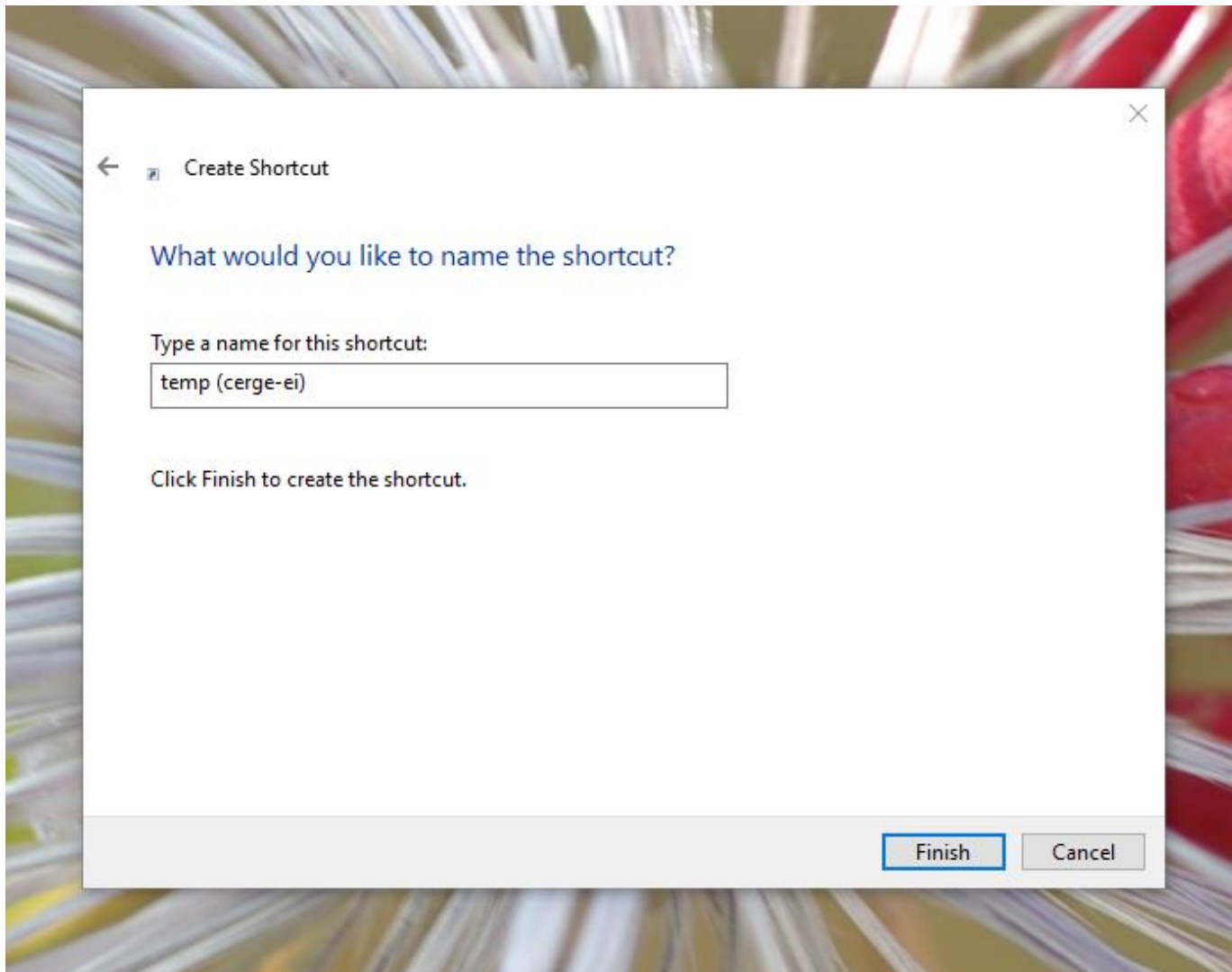
- Left Mouse: New / Shortcut



- Find or fill the destination path to the file or folder



- Put the name and finish



From:  
<https://itinfo.cerge-ei.cz/> - **CERGE-EI Infrastructure Services**

Permanent link:  
[https://itinfo.cerge-ei.cz/doku.php?id=public:make\\_shortcut&rev=1539097863](https://itinfo.cerge-ei.cz/doku.php?id=public:make_shortcut&rev=1539097863)

Last update: **2018-10-09 15:11**

