



# Windows 7 CHANGE FOLDER ICON

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Since all the folder icons are the same boring yellow, there will be times you want one or more to stand out. Here's how to change the icon for any folder.

1. Select Start ► Documents. Then left-click on the folder for which you want a new icon.

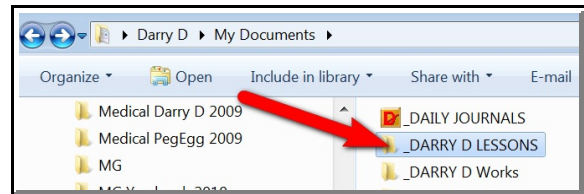
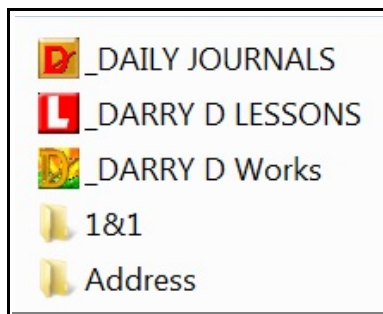
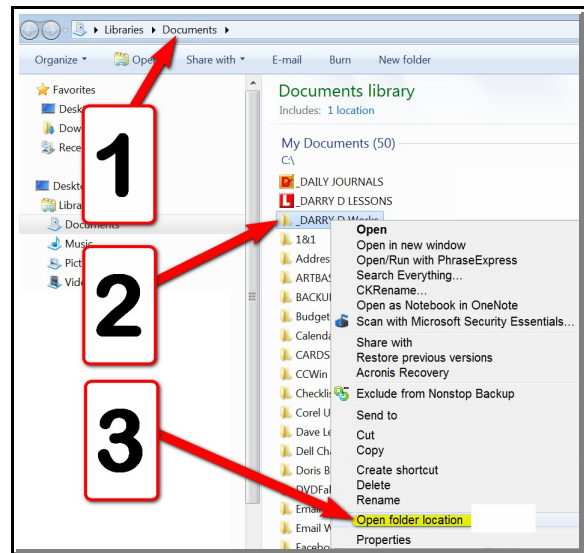


Figure 1

2. Open folder Location:

- 1 Left-click on major folder name at the top of folder's window.
- 2 RIGHT-click on the folder for which you will change the icon.
- 3 Left-click on "Open folder location".



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### 3. Select Properties:

- ❶ RIGHT-click on the folder for which you will change the icon.
- ❷ Left-click on “Properties”.

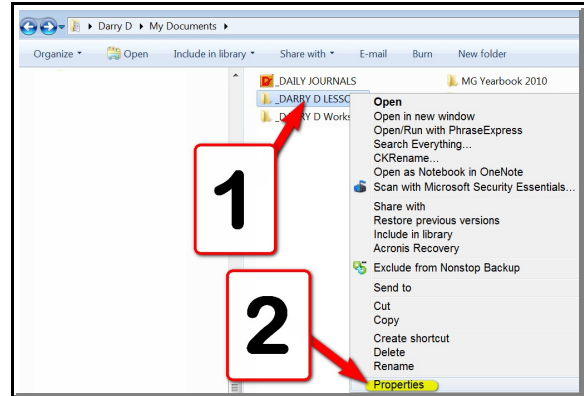


Figure 3

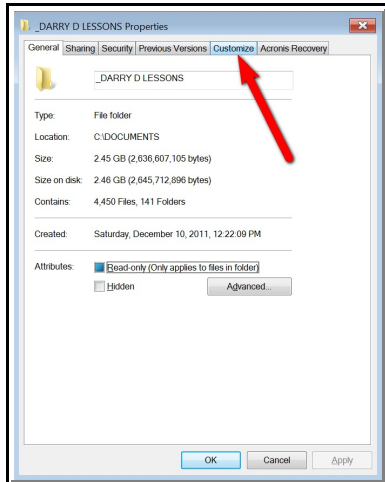


Figure 4

4. Left-click on “Customize” tab.

5. Left-click on “Change Icon” button.

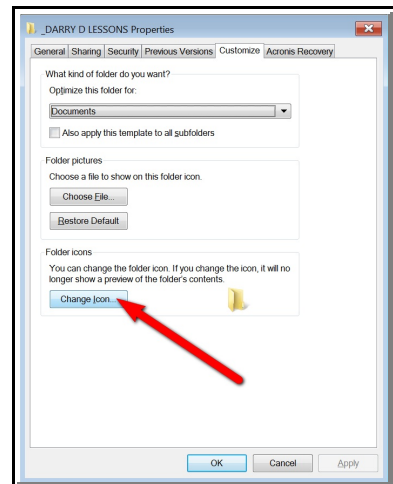


Figure 5

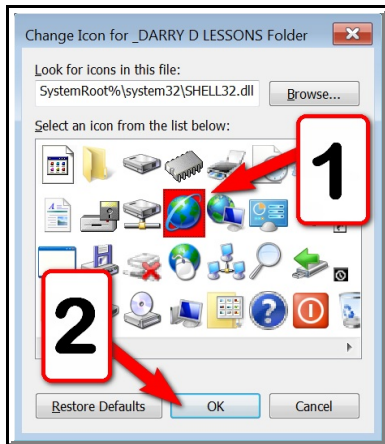


Figure 6

6. Select an icon:

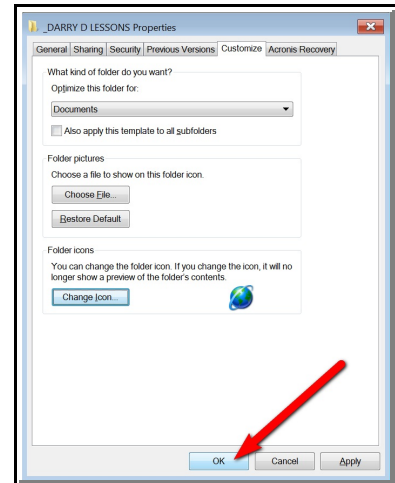
- ❶ Left-click on icon.
- ❷ Left-click on the “OK” button or just touch & release the Enter key.

7. Left-click on “OK” button.

8. The new icon shows next to the folder’s name.



**Figure 8**



**Figure 7**