

WINTOTAL SUPPORT BULLETIN

ATHENA GENERATION

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Pages: 1

Subject: Creating a WinTOTAL Desktop icon

Issue: This document explains how to create a WinTOTAL icon on the Windows Desktop

1. Click **Start**, then **Find**
2. Inside the *Find: All Files* window and in the *Named:* field, type **WINTOTAL.exe**. In the *Look in:* field, select the drive letter from the drop-down menu, where WinTOTAL is installed. Then click on the **Find Now** button.
3. Under the *Name* column heading, the WinTOTAL.exe file will appear. Use your right mouse button and click on the file. When the pop-up window appears, click on **Create Shortcut**. A message will appear stating: "*Windows can not create a shortcut here. Do you want the shortcut to be placed on the Desktop Instead?*" Click on the **Yes** button.

You now have an icon on the Windows Desktop labeled "Shortcut to WinTOTAL.exe." You can double-click on this icon and WinTOTAL will start.

More than 200 pages of instructional information is accessible for the WinTOTAL program. Simply click the Windows "Start" button, select "Programs," followed by the WinTOTAL" program group, and then click the icon labeled "WinTOTAL User Manual." Other Support Bulletins like this one, on a wide variety of topics, are available from your Appraisal Desktop in the Solutions Center by clicking the "Tech Doc Library" button.

Last Revision By:

-KRJ