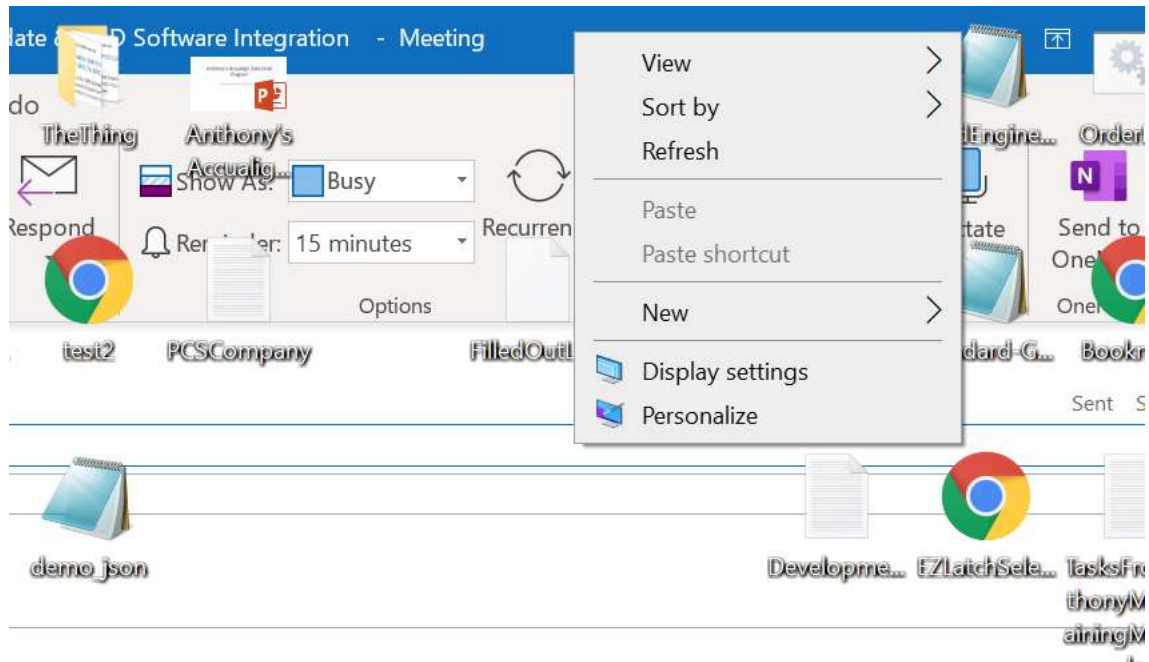


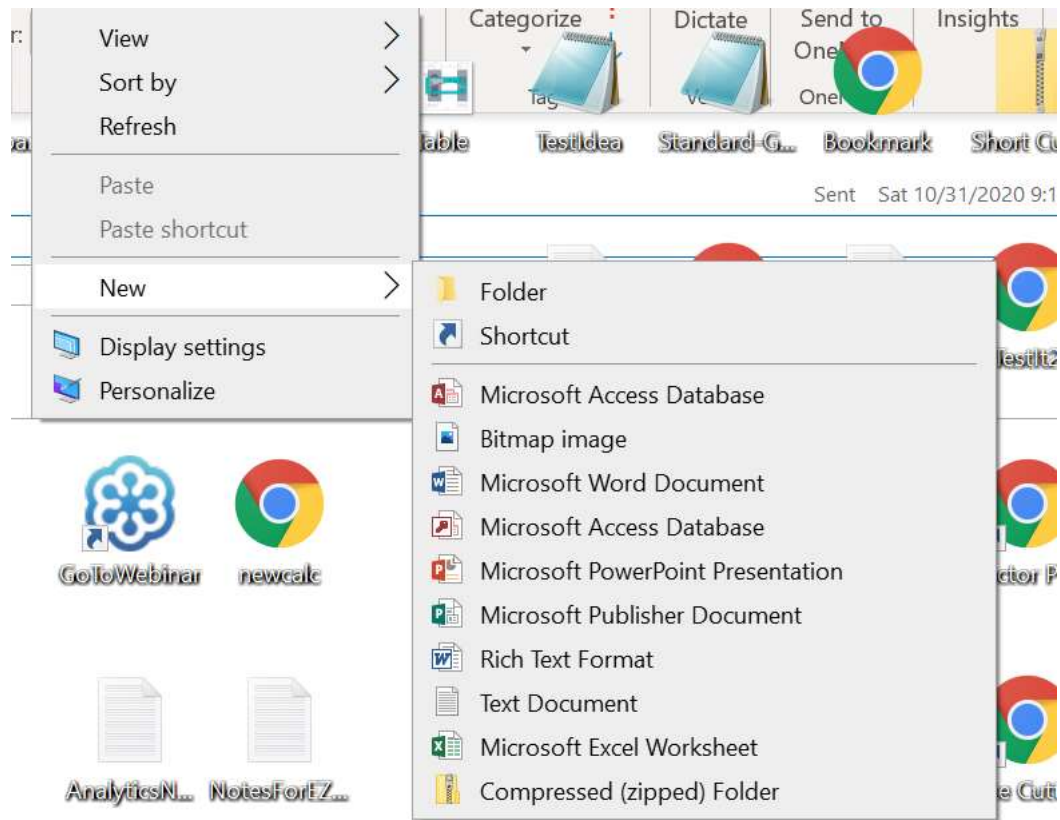
# How to make a shortcut.

For windows

Step 1. Go to your desktop and right click it.  
This will pop a little window open.



Step 2: Hover your mouse over new. This will cause it to show more options to the right.



Step 3: Hover Over the option called shortcut and double click it. This will launch the shortcut menu.

## What item would you like to create a shortcut for?

This wizard helps you to create shortcuts to local or network programs, files, folders, computers, or Internet addresses.

Type the location of the item:

Browse...

Click Next to continue.

Next

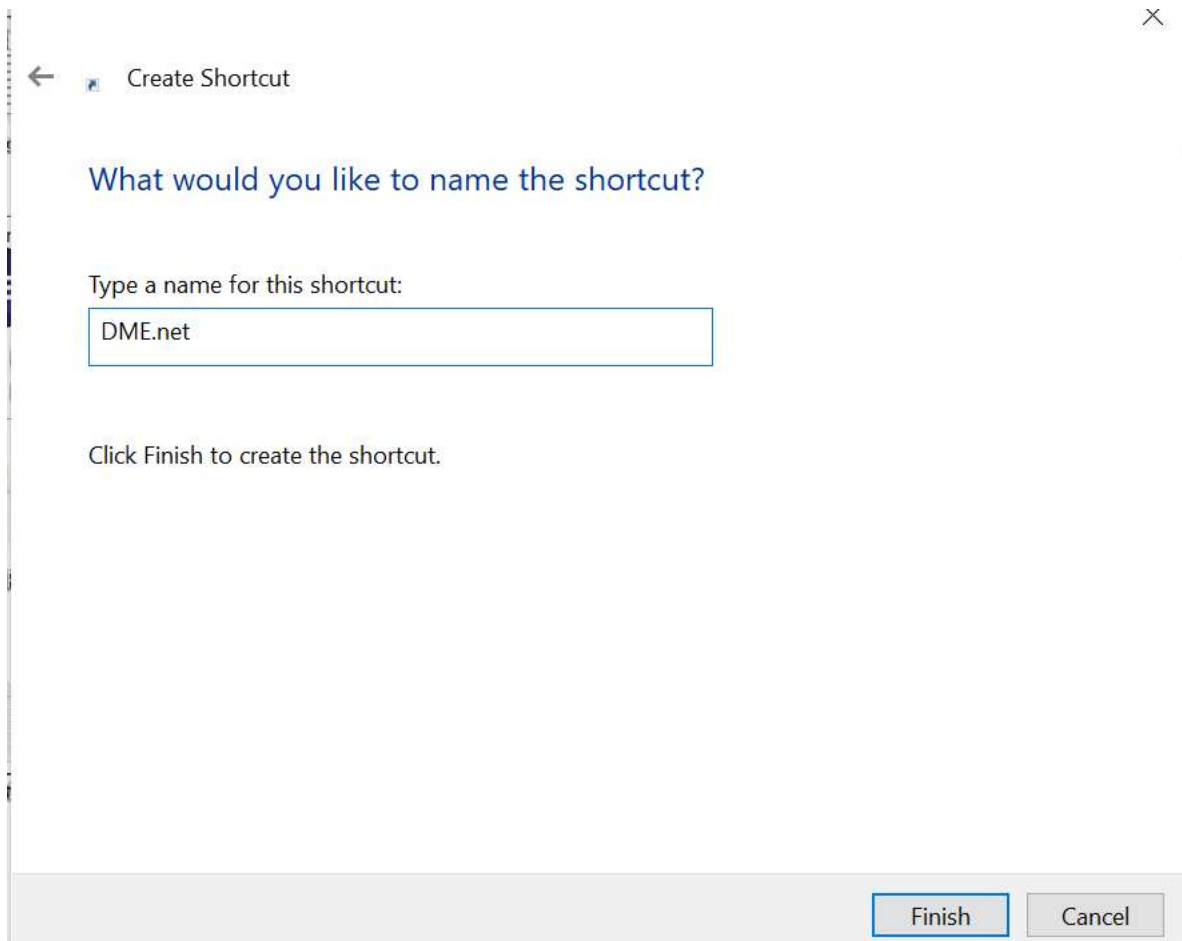
Cancel

### Step 4:

You'll want to type the web address into the bar.

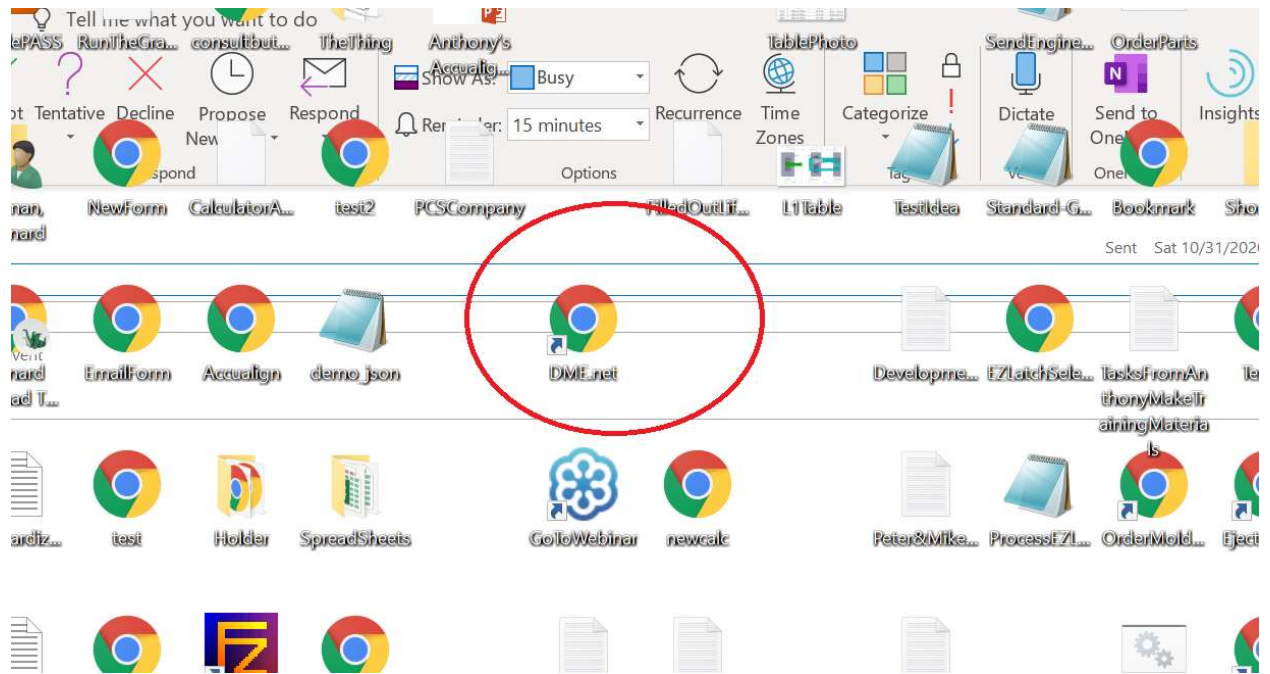
In this case we will type. <https://www.dme.net/>

Then go to the bottom and hit next.



Step5:

Next type the name of the shortcut. In this case it's dme.net  
Then hit finish and you'll have created the shortcut.



Double click the mouse button twice on your new shortcut and it will open the internet to that page.