# Windows 10
# Creating a Desktop Icon for
# a Specific Web Site



**For many people, Desktop icons provide an easy and efficient method of opening programs, files, folders and even web pages.  A Desktop icon is especially useful to have for that all important web page you use the most.**

To create a Desktop icon on your Windows 10 computer, which opens a specific page on a web site, follow these suggested steps:

1.      Open the web page that you want to create an icon for on your Desktop.

2.      Press the keyboard shortcut **ALT and D**.  Upon doing this, focus will move to the Address box and the web address of the current page will be selected.

3.      Press the keyboard shortcut **CTRL and C**.  Upon doing this, the web address will be copied to the Windows Clipboard.

4.      Now press the keyboard shortcut **WINDOWS LOGO key and D**.  Upon doing this, all open windows will be minimised and focus will be on the **Desktop**.

**Note 1**: On a standard Desktop keyboard, there are usually two WINDOWS LOGO keys.  One is positioned two keys to the left of the SPACEBAR and the other is positioned two keys to the right of the SPACEBAR.  On a laptop, there is only usually one WINDOWS LOGO key.  This is the one that is positioned two keys to the left of the SPACEBAR.  You can also press the keyboard shortcut **WINDOWS LOGO key and M** to move focus to the Desktop.

5.      Ensure that no Icons are selected on the Desktop.  To do this, press **CTRL and SPACEBAR**.  If after pressing this keyboard command, an icon becomes selected, press **CTRL and SPACEBAR** again.

6.      Now press the **APPLICATIONS** key.  This is the key immediately to the left of the **CTRL** key on the right side of the QWERTY part of the keyboard.  Upon doing this, a menu will be displayed.

**Note 2**: If your keyboard does not have an **APPLICATIONS** key, you can press the keyboard shortcut **SHIFT and F10** instead to display the menu.

7.      Press **DOWN ARROW** or **UP ARROW** until the **New** menu option is selected and press **ENTER**.  Upon doing this, its associated sub-menu will be displayed.

**Note 3**: If you cannot find the **New** menu option, it is most likely because an icon on your Desktop was selected before you pressed the **Applications** key.  If this is the case, press **ESCAPE** to close the menu.  Then, press **CTRL and SPACEBAR** and press the **APPLICATIONS** key once more.

8.      Press **DOWN ARROW** or **UP ARROW** until the **Shortcut** menu option is selected and then press **ENTER**.  Upon doing this, the **Create Shortcut** dialog box will be displayed.

9.      In the Create Shortcut dialog box, focus will be in an edit box labelled "Type the location of the item".  Press the keyboard shortcut **CTRL and V**.  Upon doing this, the web address you copied to the Windows Clipboard earlier will be pasted into the edit box.

10.     Press **ENTER** to activate the **Next** button.  Upon doing this, focus will be in another edit box labelled "Type a name for this shortcut".  Type a suitable name for your icon and then press **ENTER** to activate the Finish button and close the **Create Shortcut** dialog box.

That's it, you have successfully created a Desktop icon.

Test out your new icon!  To do this, press the keyboard shortcut **WINDOWS LOGO key and D**.  Upon doing this, all open windows will be minimised and focus will be on the **Desktop**.  Select the icon you created and press **ENTER**.  All being well, the web page you associated with the icon will be opened a few seconds later!