

To change the Start Menu on Windows XP

Start Menu Changes for All Users – Programs vs Library Software

1. Login as **Administrator** (Workstation Only).
2. Click on the *MyComputer* icon.
3. Click on the *C:\ drive* icon.
4. Click on the **Documents and Settings** folder.
5. Click on the **All Users** folder.
6. Click on the **Start Menu** folder.
7. Click on the **Programs** folder.
8. Click on the **Library Software** folder.
9. With **Library Software** window open, repeat steps 2 – 8 to have the **Programs** window side-by-side.
10. Use click & drag to move items as needed or select & delete as needed.