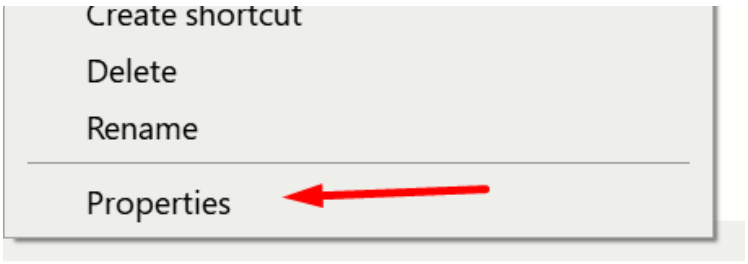
Putting a picture on a folder instead of just being yellow

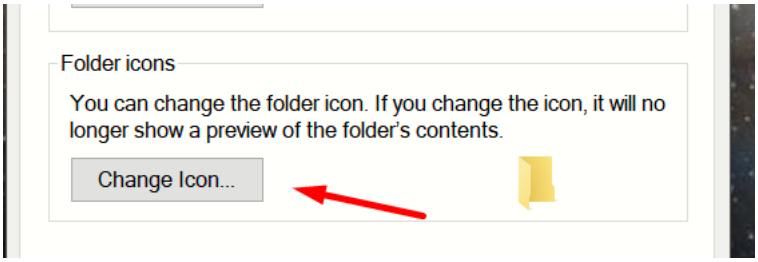
Go to the folder and **right click** on it. At the bottom of the context menu click on "**properties"**

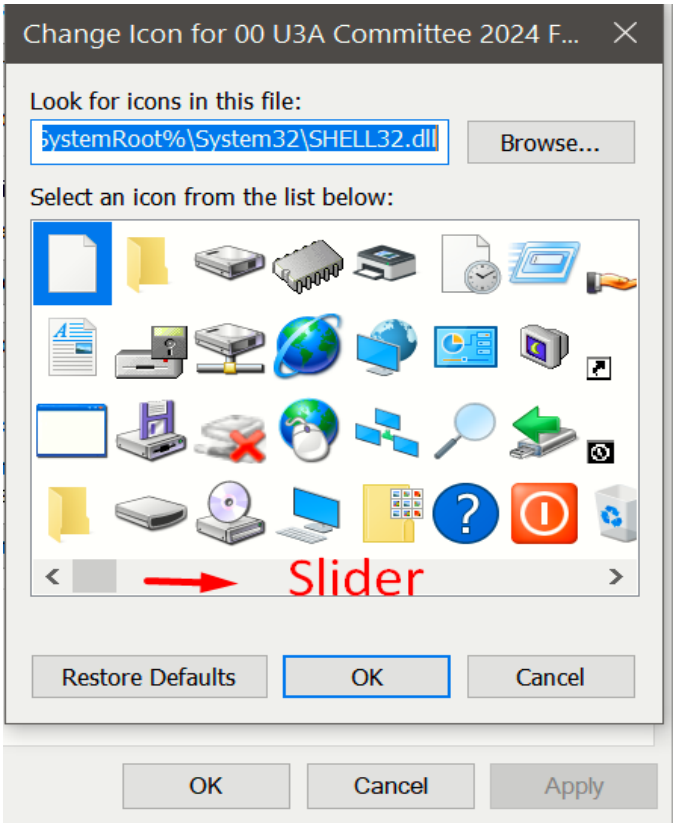


Click on **Properties**

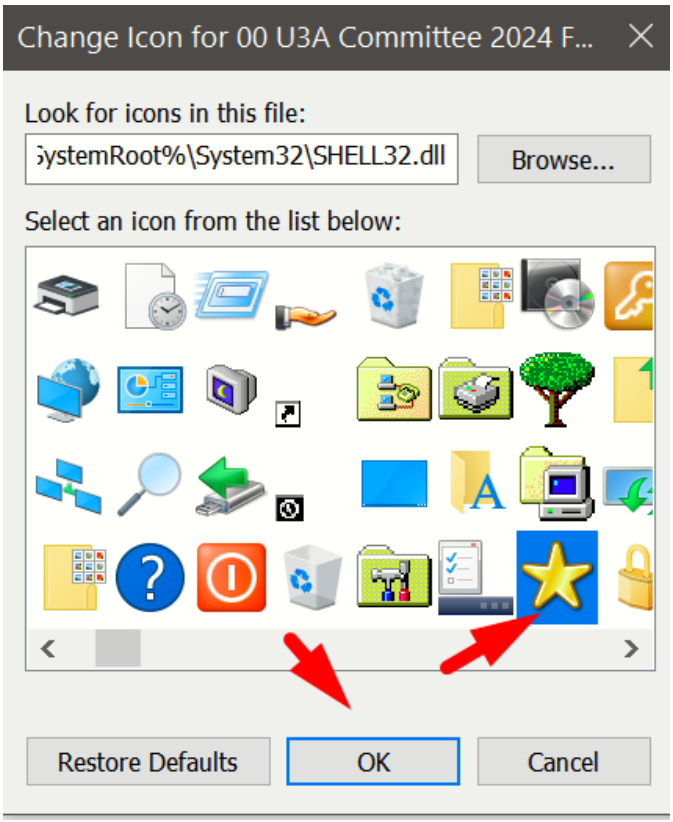
In he next window click on **customise**

Near the bottom of this window click on **Change icon'**



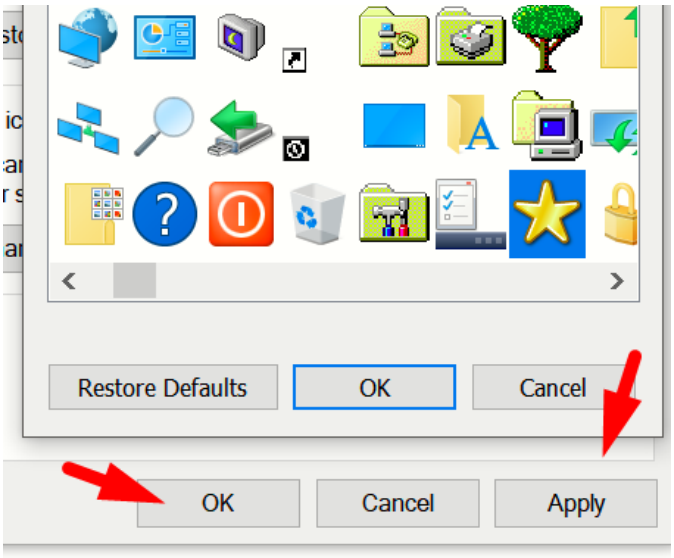


Microsoft opens a window with a range of possible icons. There is a slider at the bottom where you can have a wider choice.



Select an icon and click OK

In the final window first click on “**Apply**” first of all and then “**OK**”



Now the folder will show the icon you chose.

Note; an **icon** is a very small graphic max size about 200 pixels wide and 150 pixels deep but usually made smaller. It has the file extension **.ico.**

Can you make your own icons? The answer is yes. You can use a graphic program to make one. I use “Irfanview”. Apple Mac uses “Gimp”. Another program is “Canva”.

There is also a small program in the Microsoft store I will show you.