

# TOO MANY DESKTOP ICONS (BUT THEY ARE ALL IMPORTANT)

Beginners' Kaffee Klatch  
Prepared by Bill Wilkinson

Modified and Presented by Ken Bentley, September xx, 2007

If your Desktop overfloweth, you could delete a few icons, but that may not suit your personal needs. After all, you have all those desktop shortcuts for a reason. Right?

## To reduce the size of your desktop icons:

Right click any empty area of your **Desktop**.

Click **Properties**.

Click the **Appearance** tab.

Click the **Advanced** button.

Click **Item** drop down menu ▼.

Click **Icon**, and enter a lower number in the **Size** field to shrink your icons.

Click **OK**.

## To increase the icons per square inch ratio:

Click **Item** drop down menu ▼.

Click **Icon Spacing Horizontal**.

Enter a smaller **Size** value to increase your IPSI (icons per square inch) ratio.

Click **OK**.

Click **Item** drop down menu ▼.

Click **Icon Spacing Vertical**.

Enter a smaller **Size** value to increase your IPSI (icons per square inch) ratio.

Click **OK**.

Through trial and error, you can easily increase the amount of space available for cramming icons onto your Desktop.