

ACCESS YOUR DESKTOP IN A HURRY

Beginners' Kaffe Klatch
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There are times when it is convenient to get back to your desktop in a hurry without closing down folders, files, and Web pages that you have open. The two strategies explained below will get you back to the Desktop from anyplace else you might be, whether you are online or offline.

Your Quick Launch toolbar comes with a Show Desktop icon automatically installed. If you can't see the Show Desktop icon, it's most likely because your Quick Launch toolbar is not displayed. To display it, right-click the Taskbar and click Toolbars, then Quick Launch.

By far, the easiest way to immediately show the Desktop is to press the **Windows key** together with the **D key** (Windows+D). This action will whisk you directly to your Desktop and minimize any open windows in the process. Press the key combination again and your open windows will be restored to their previous state.