

# Windows 7

## Command Prompt as Administrator

Win7 users may encounter instructions that require opening a Command Prompt as Administrator. A typical way of doing that in an "un-tweaked" Win7 is:

Click Start | All Programs | Accessories. Right-click Command Prompt, choose Run As Administrator and enter your administrator password.

To avoid this hassle each time, why not create a Shortcut for Command Prompt that includes administrator privileges? Here's how:

1. Right-click on a clear spot on the Desktop.
2. On the ensuing menu, point at New and click on Shortcut.
3. In the Create Shortcut window's box, enter the following:  
**CMD**  
and click on the Next button.
4. In the next Create Shortcut window's box, replace the box's contents with the following:  
**Command Prompt**  
and click on the Finish button.

At this point you have a Command Prompt Shortcut on the Desktop. The next steps will add administrator privileges to the Shortcut.

1. Right-click on on the new Command Prompt Shortcut and, on the ensuing menu, click on Properties.
2. In the Shortcut tab, click on the Advanced button.
3. In the Shortcut Properties window, enter a check in the 'Run as Administrator' box.
4. Click OK | OK.

Now the new Command Prompt Shortcut will run with administrator privileges when double-clicked. If prompted for a password, enter the Administrator's password.

For ease of access when the Desktop is busy, you might want to add this Shortcut to the Start Menu. To do so, simply drag-n-drop it on the Start button. To run it, click on Start | (single) click on the Command Prompt Shortcut icon. If prompted for a password, enter the Administrator's password.

Once the Command Prompt is on the Start Menu, you may wish to delete it from the Desktop. If so, simply right-click on it and, on the ensuing Menu, click on Delete.

(Win7\_CmdPmptSCut.pdf)