

## How To View Administrative Tools In Windows 8.1

- 1) If you are not already go to the “Start Screen”. **Note: This is the screen that has all of the Tiles on it. Not the “Desktop View”.**
- 2) Now press the “Windows Key” and the letter “I” (Note that is the letter i )
- 3) On the right-hand side under the word “Settings” you should see the word “Tiles” click on that.
- 4) Now under the words “Show Administrative Tools” move the slider to “On”
- 5) Once you have done that go back to the “Start Screen” and you should now see all the Administrative Tools that you were used to seeing.