

Setting up your Defaults

Introduction

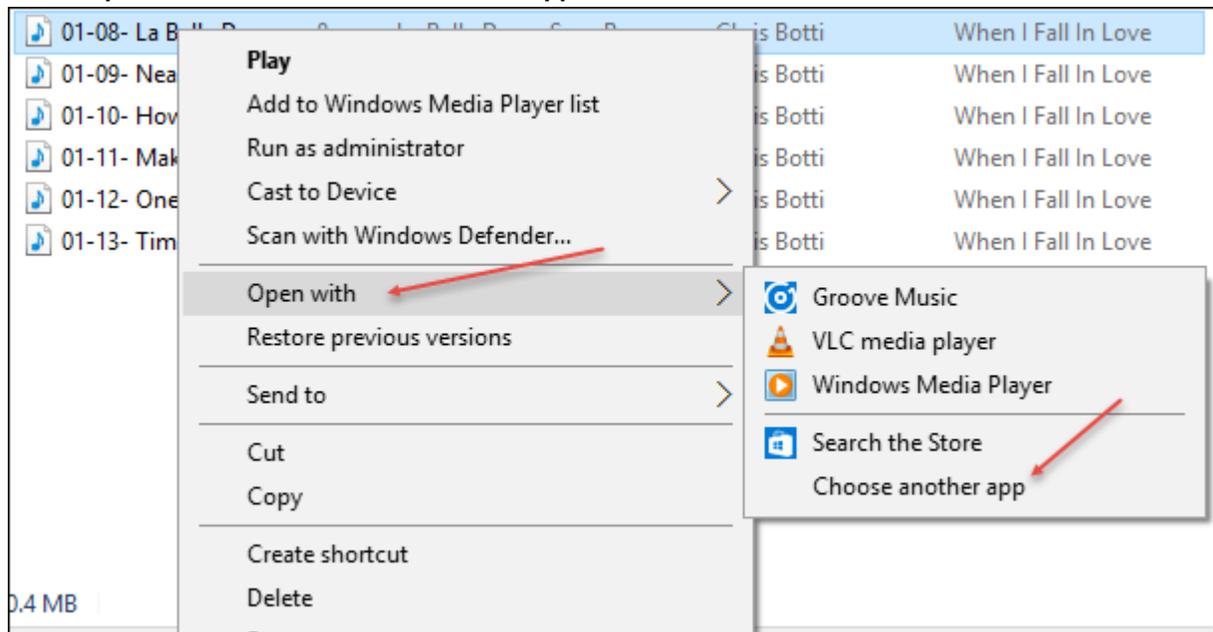
What is a Default App? When you double-click a photo file or a JPG, the Application that opens is your current Default. Also, if you double-click an MP3, the built-in music App called Groove Music will most likely open.

Setting your Defaults

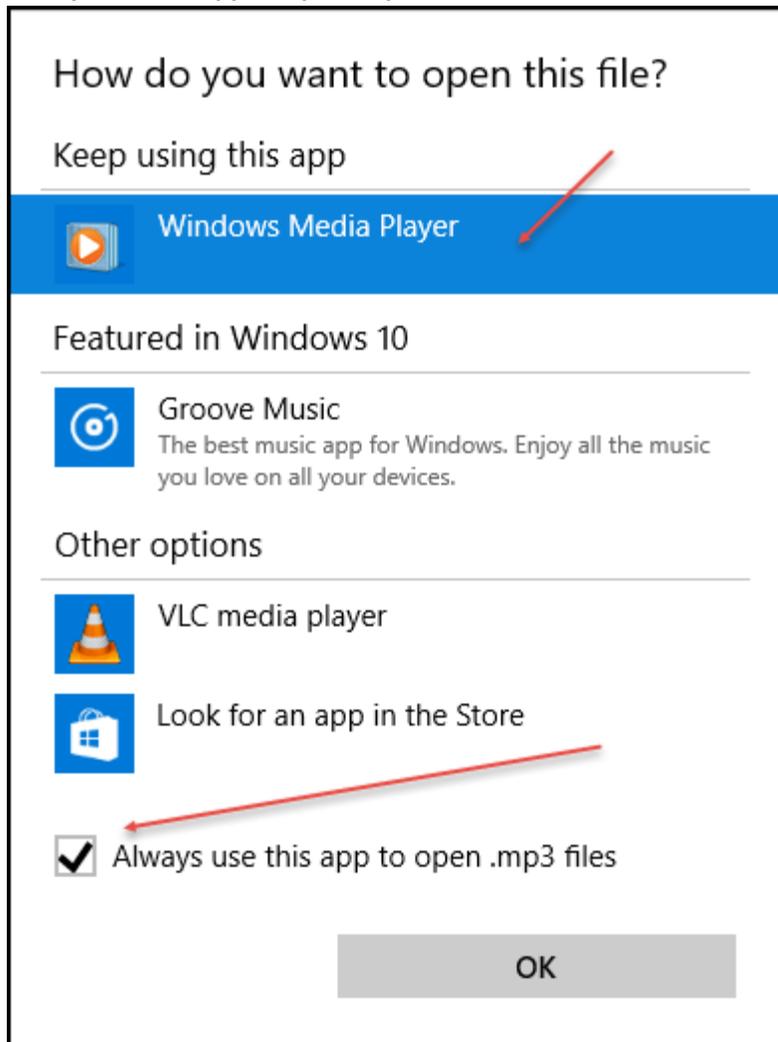
There are two ways to change a Default App as follows:

Using the “Open with” menu

1. We will use an MP3 music file as an example. Let’s assume that when you double-click an MP3, you want it to open in iTunes or Windows Media Player instead of the Groove Music App. This also assumes that you have iTunes installed. Navigate to a folder containing some MP3s. Right-click one, select **Open with** and click **Choose another App** as shown below.



2. In the windows that opens, select the App that you want to be your new Default and place a check in **Always use this app to open .mp3 files** as shown below.

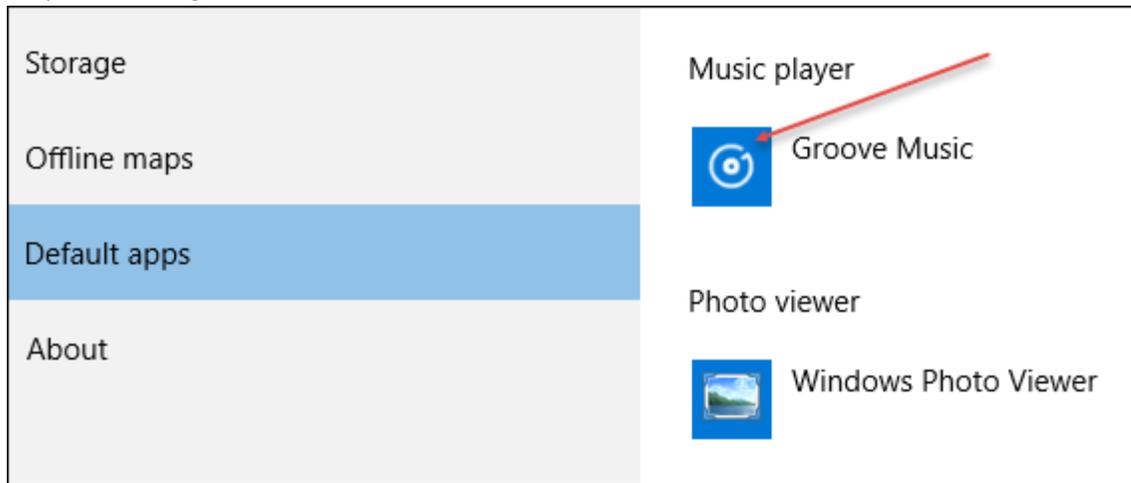


3. Click **OK**.
4. You can change the Default at any time by repeating this process. Repeat this process for other file types such as JPGs.

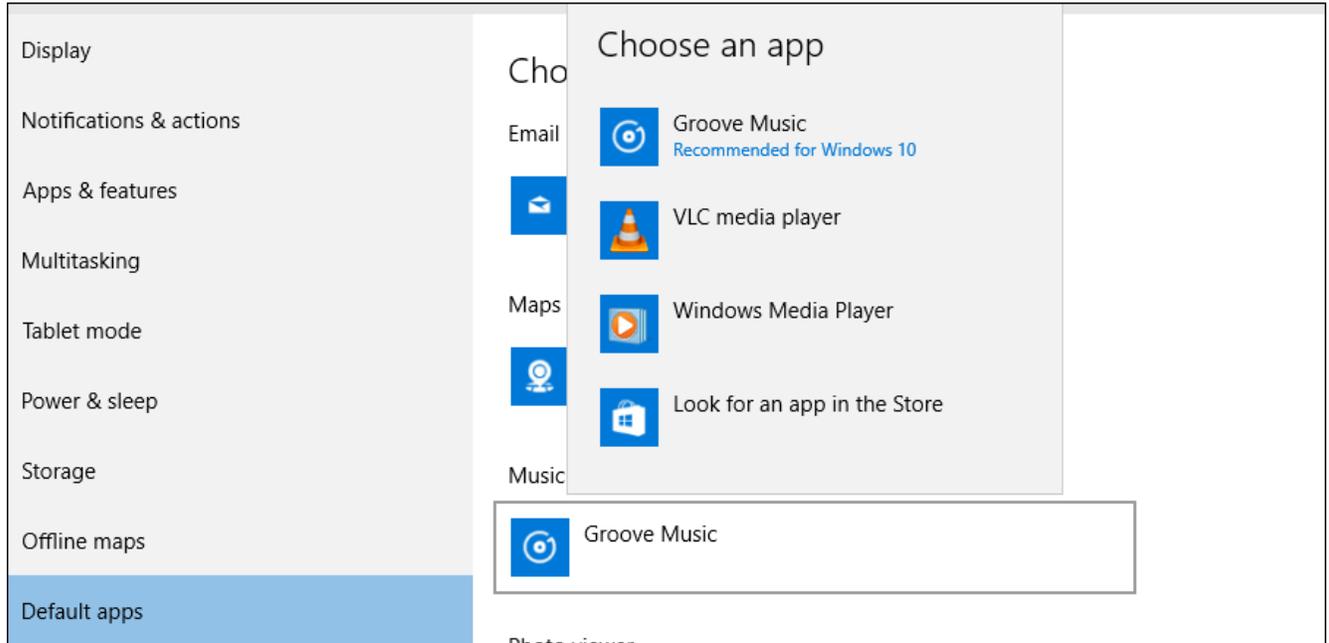
Using the Windows Settings App

1. Open the Settings App by holding the Windows key and tapping the I key on your keyboard.
2. Select the System icon on the left and select Default Apps.

- Let's assume that you want to change the Default app for Music. Scroll down until you see the Music Player on the right as shown below.



- Click the Groove Music icon or whatever icon show on your PC and you'll see a list of choices as shown below



- In my case I wanted Windows Media Player to be the default so I selected that. Repeat these steps for any other default that you want to change.