

Icons—Bookmarking Alexandria

Tip for: 02.05.18

If you like saving Alexandria bookmarks to your desktop for quick access, you probably want to change the icon!

Once you've dragged the bookmark to your desktop, you can change the icon, on both Mac and Windows.

First, [download Alexandria icons or logo files on our website](#).



Changing the icon on Windows

Windows requires an .ico file. (You can use something like <http://convertico.com/> to convert other types of images to icons.)

Now select your Alexandria bookmark to change the icon:

1. Right-click the file/folder.
2. Click **Properties**.
3. In the Web Document tab, click the **Change Icon...** button.
4. Click **Browse** and locate the Alexandria .ico file.

Changing the icon on Mac

Using any image file, all you have to do is copy the image to your clipboard.

1. Open the Alexandria Logomark 2017.png (or other) file in Preview.
2. Select All (command-A), and Copy (command-C).

Now select your Alexandria bookmark to change the icon:

1. Right-click the file/folder.
2. Click **Get Info**.
3. In the top left, select the icon.
4. Paste (command-V); that should paste the icon you copied before.

Now the bookmarks on your desktop will be a lot more useful at a glance!