

How To Remap My Documents In Windows 7 If Location Tab Doesn't Exist

Problem: When you right-click on the “My Documents” folder under the users account in Windows 7 you notice that the “Location” Tab is gone. To fix this see the solution below.

Solution: You will need to double-click on “My Computer” and then on the C: drive. Now go to the “Users” folder and find the name of the user that you are currently logged in as, and right-click on that users folder and go to “Properties”, and then to the “Security Tab”. Go to the bottom and click on the “Advanced Button” and then click on the “Ownership Tab”. Find where it says “Change Owner To” and then click on the “Edit Button”. You should now see the current users name in the box. Click on their name one time and then you should get a dialog box pop up that says “If you have just taken ownership of this object, you will need to close and reopen this object’s properties before you can view or change permissions” click ok, ok, ok, and ok. Now close the user’s folder so that you are back at your desktop. You will now need to double-click on “My Computer” and then on the C: drive. Now go to the “Users” folder and find the name of the user that you are currently logged in as and double-click. Right-click on the “My Documents” folder and go to properties. You should now see the “Location Tab” and can click on “Move”, chose the new location for your “My Documents” Folder and hit “Apply” and “Ok”. Close out of everything and that is all there is to it.