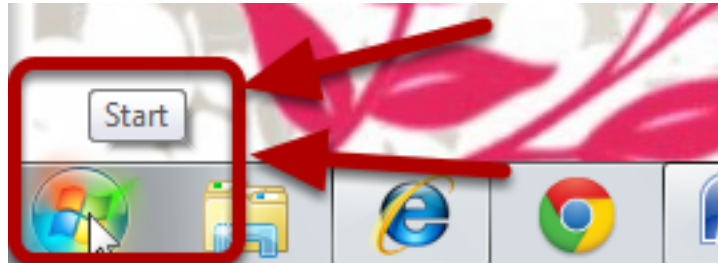


## How to Partition a Windows 7 Hard Drive

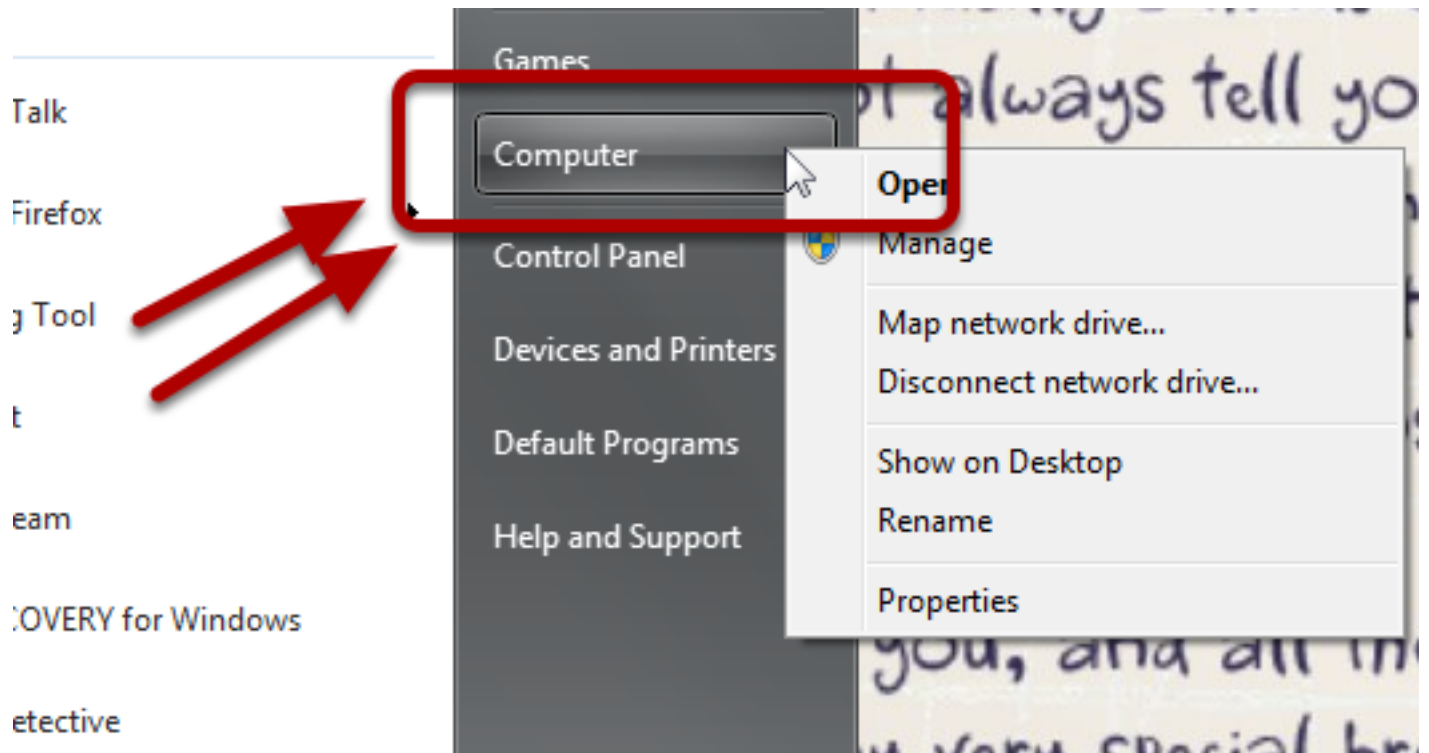
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Let us check out the method of partitioning a hard disk from within Windows 7. There is a pretty simple way to reduce the size of a partition to create a new drive without having to boot the Windows CD again.

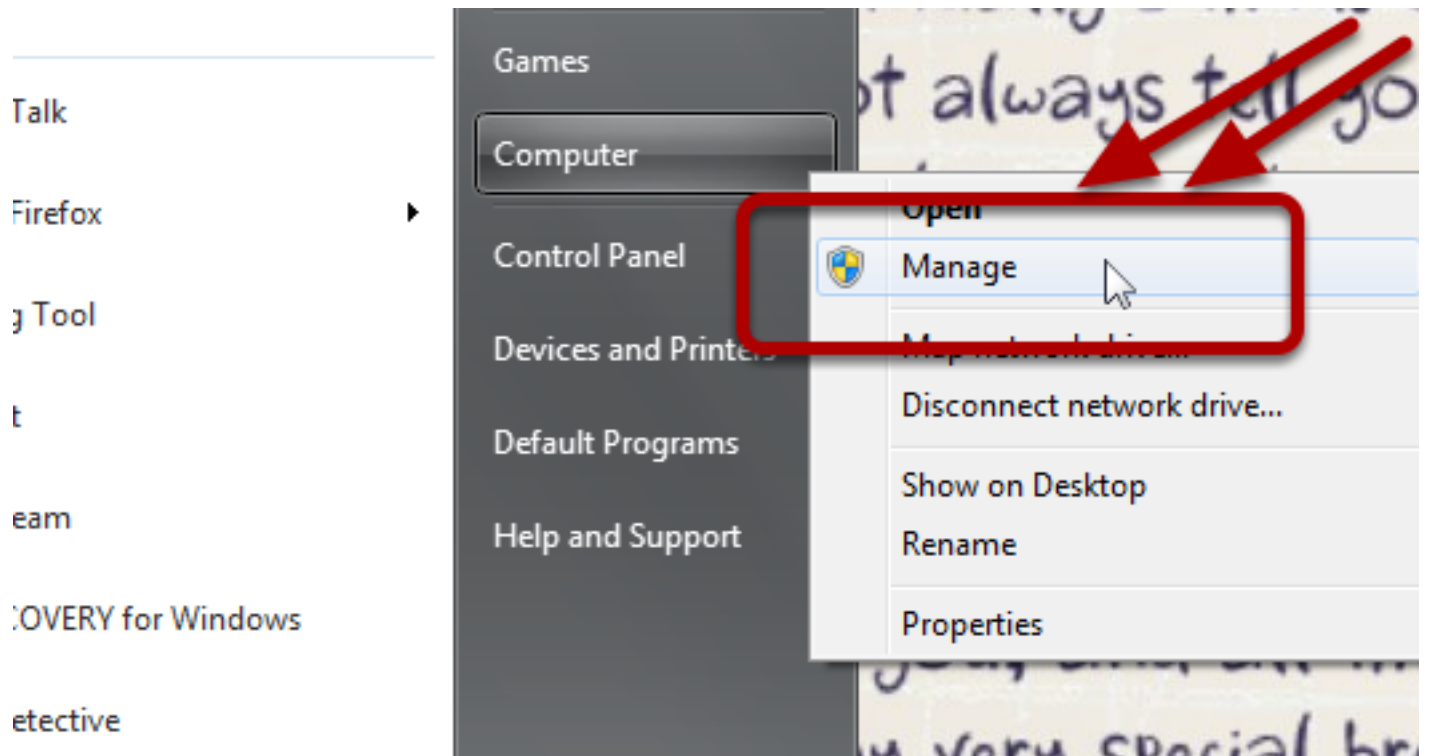
### A. Go down to the 'Start Menu'.



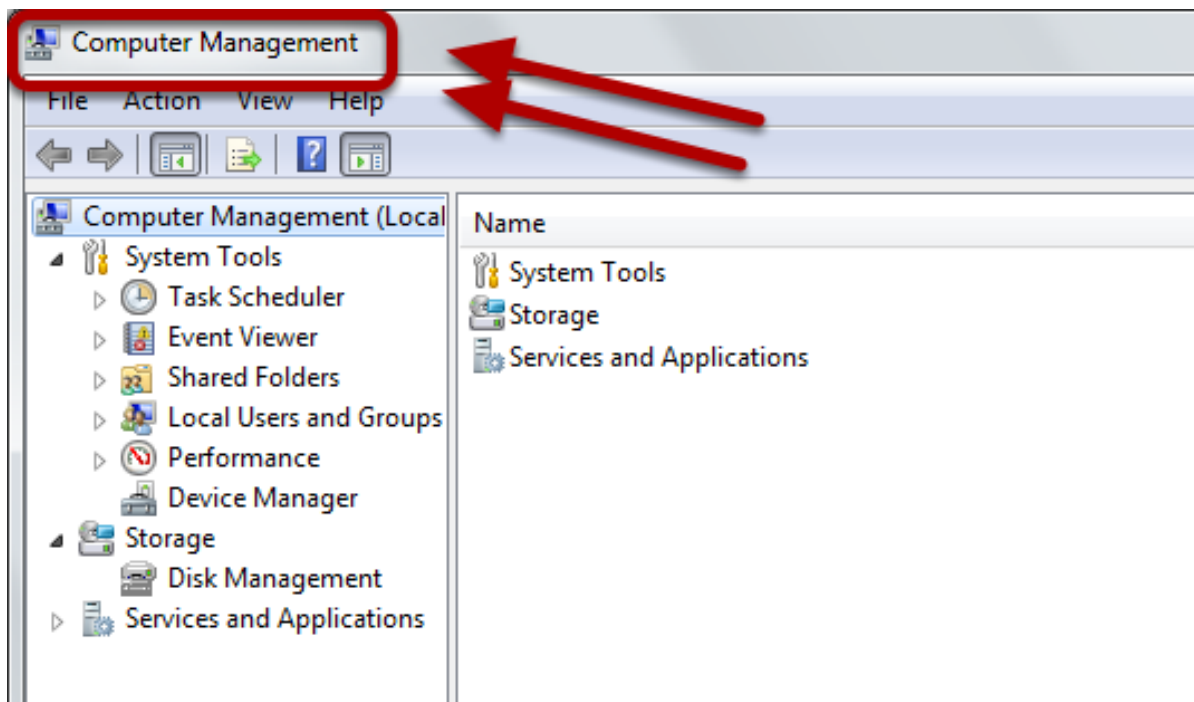
### B. Right-Click on 'My Computer'.



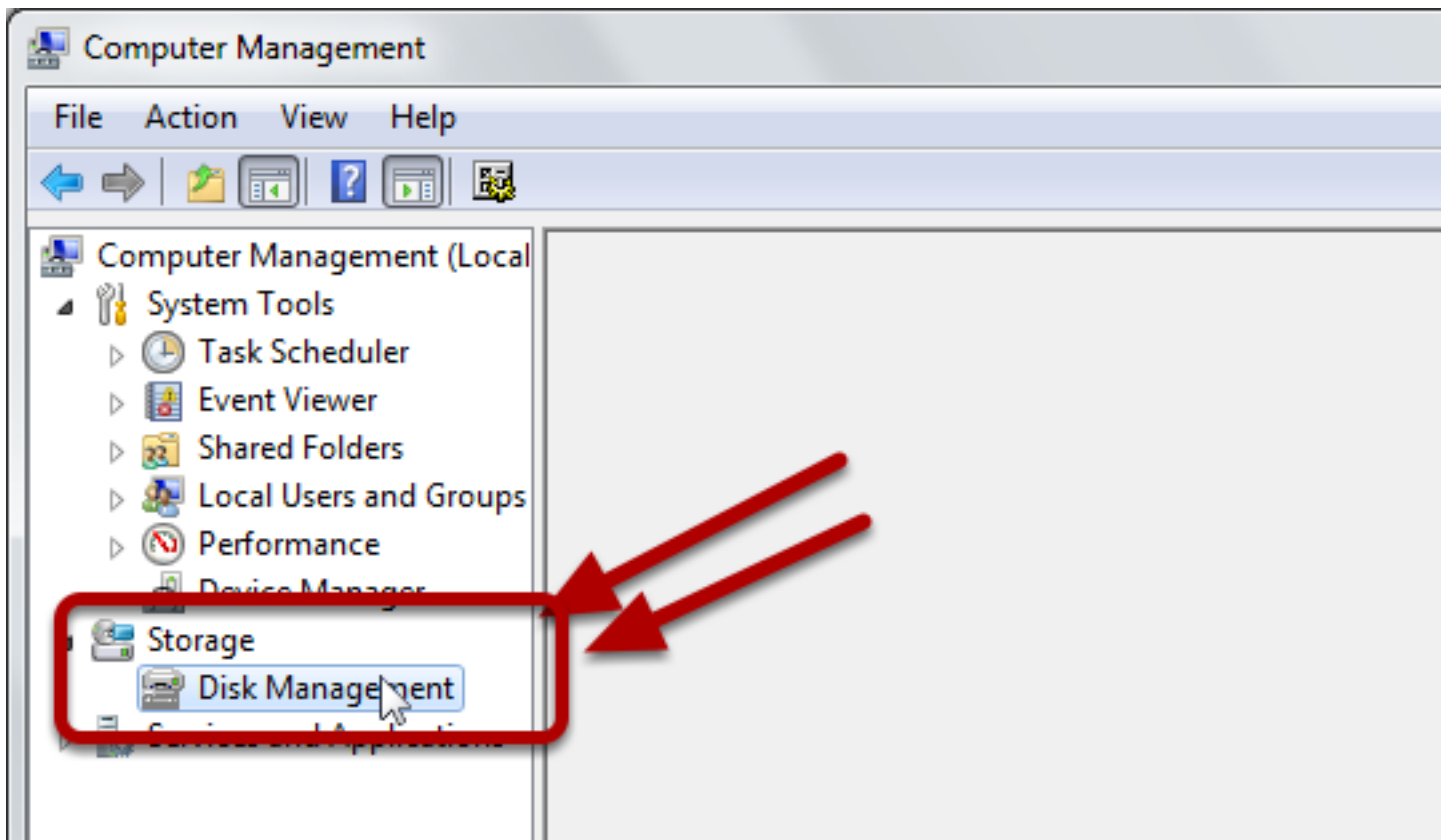
D. Now, go to 'Manage'.



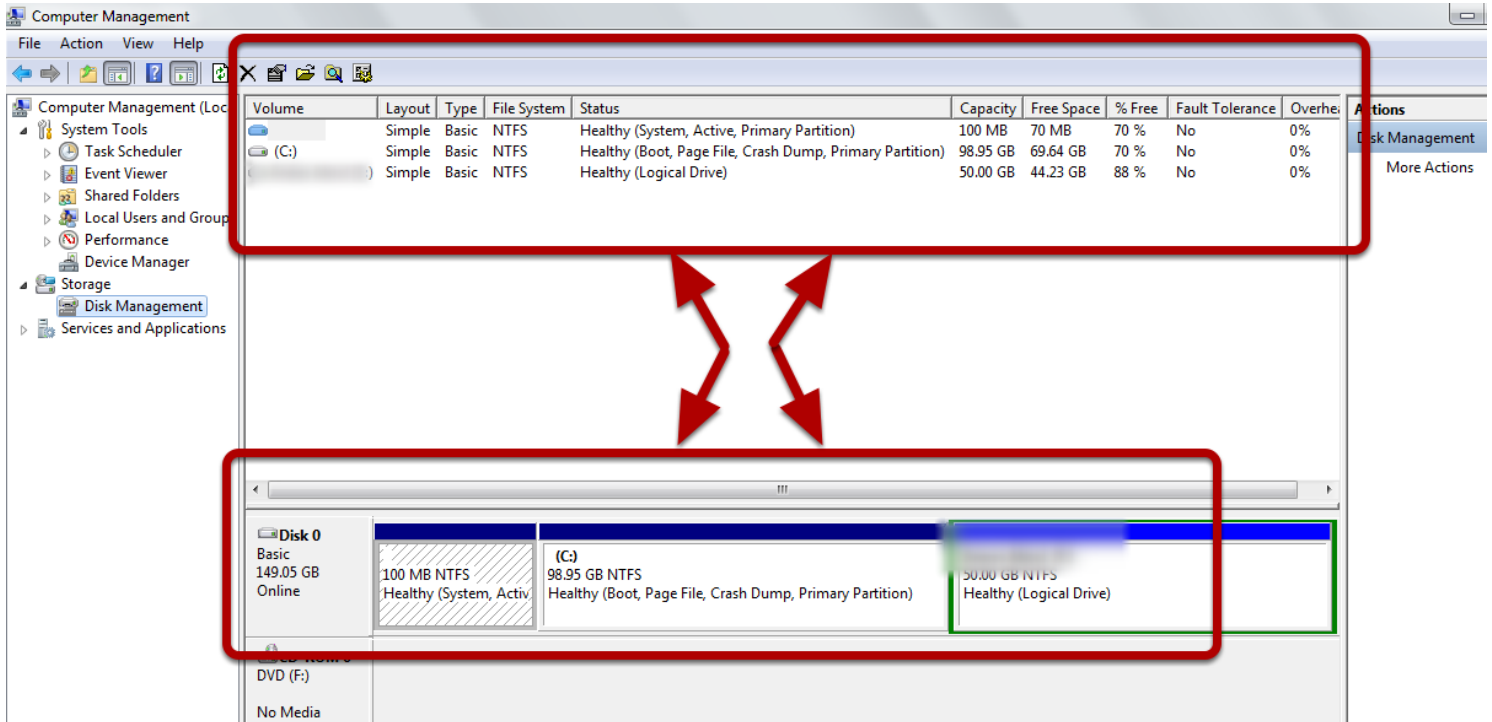
E. On clicking Manage, a computer management window would open.



F. Next, Left-Click on "Disk Management" listed under "Storage".

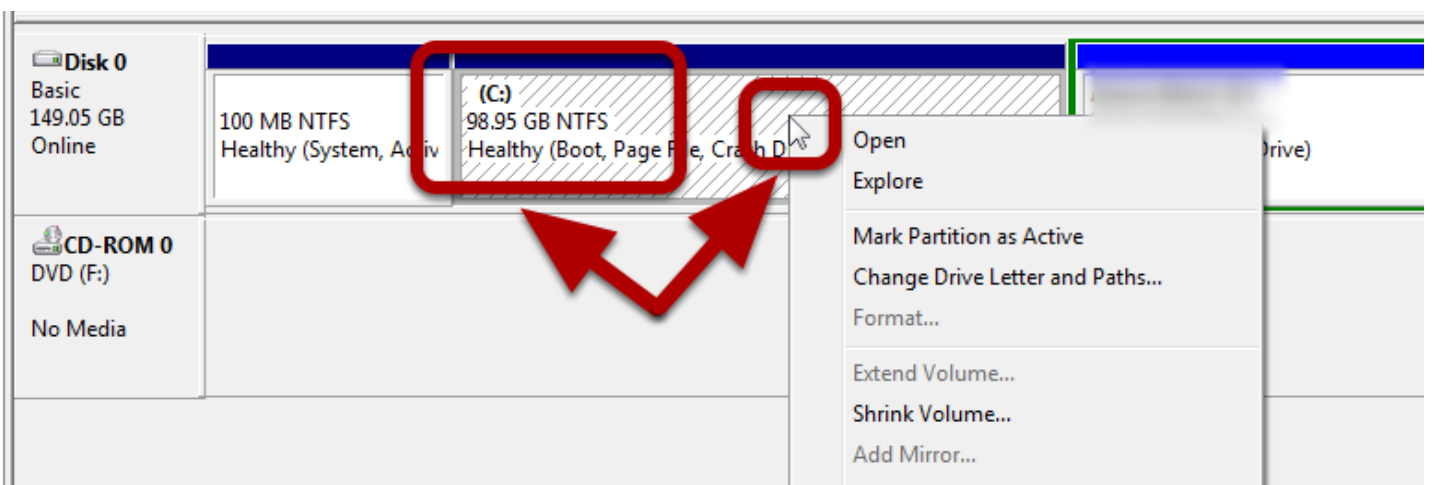


## G. Now, this window will show you all the different partitions on your system.

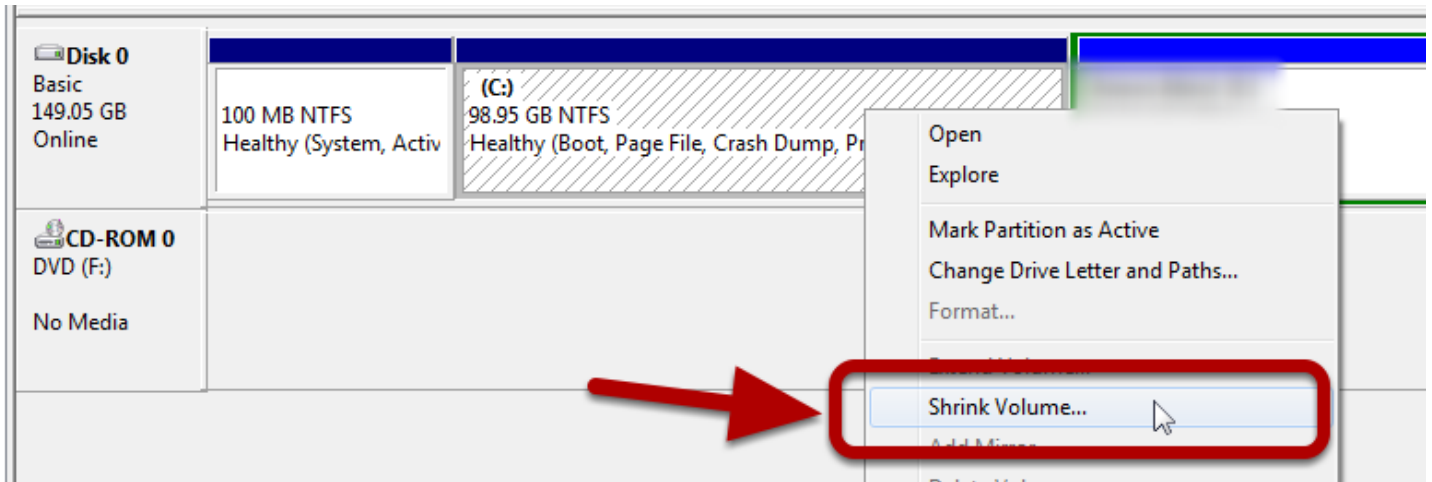


In this system, there are just two partitions. One is the C: Partition which is around 99GB, and the other one is 50GB. Now suppose we have to liberate space out of the C drive, and make a new partition of say 50 GB.

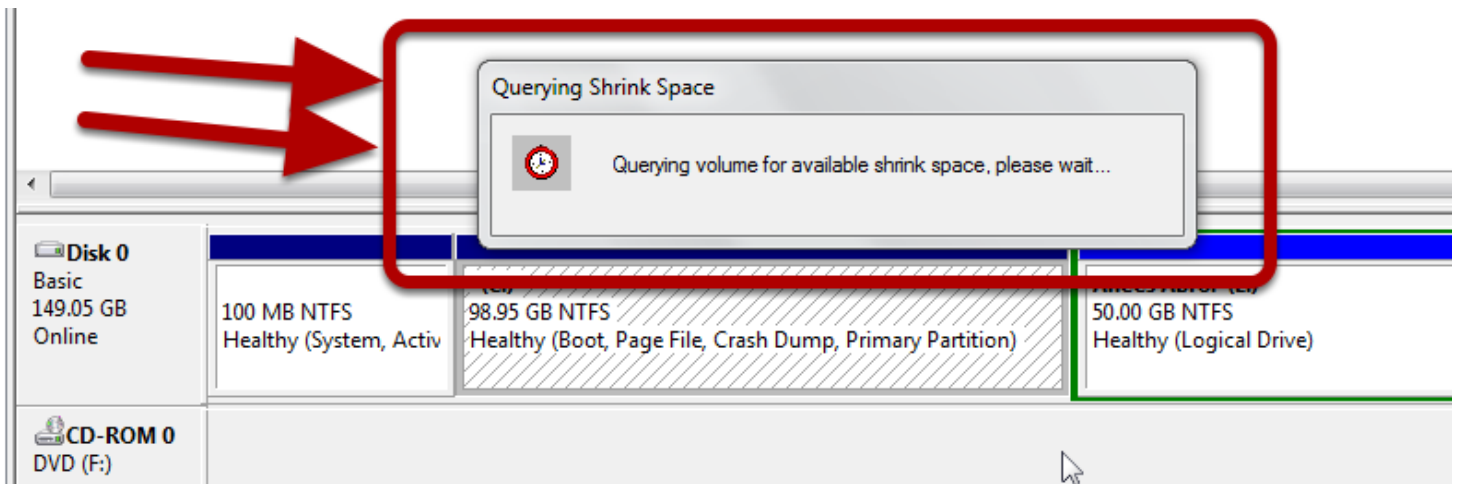
## H. Right-Click on "(C:)" i.e. the partition which you wish to divide and free up space from.



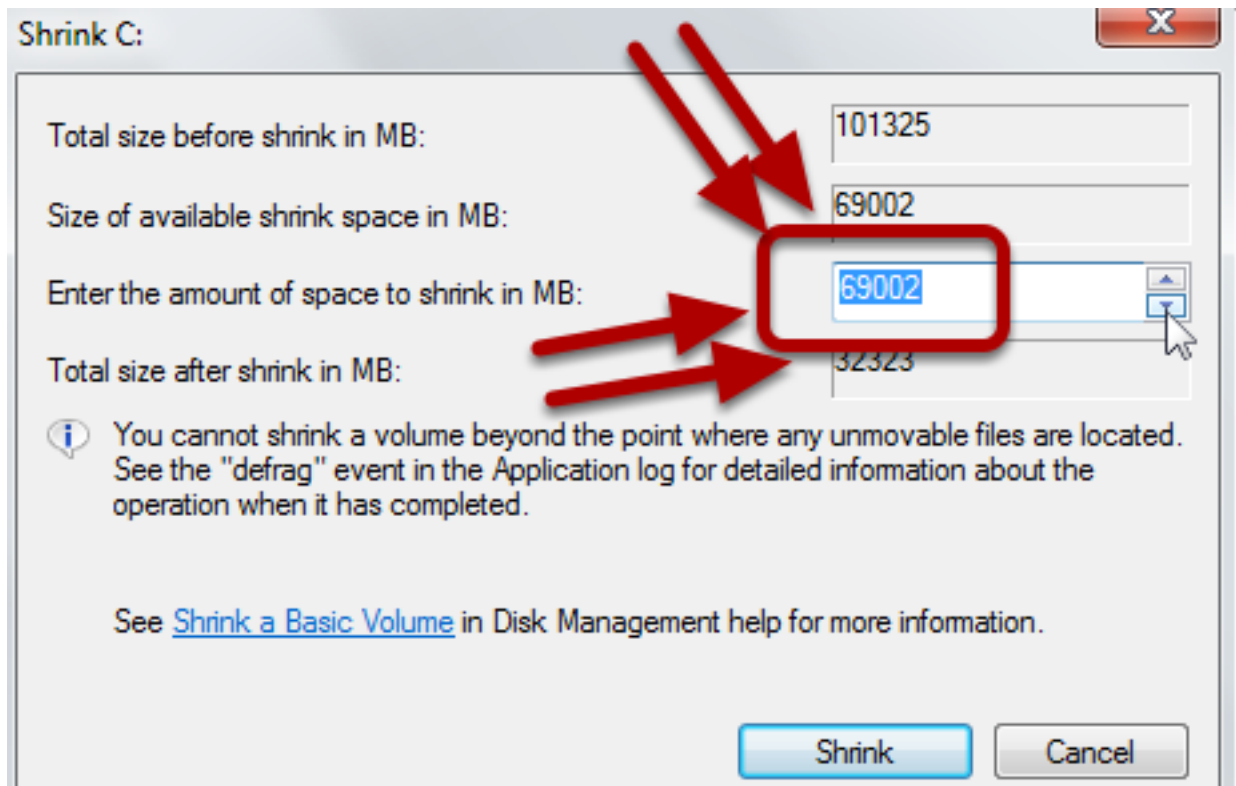
**I. Next click on 'Shrink Volume'.**



**J. Wait for a few seconds just as the drive is cleaned up.**

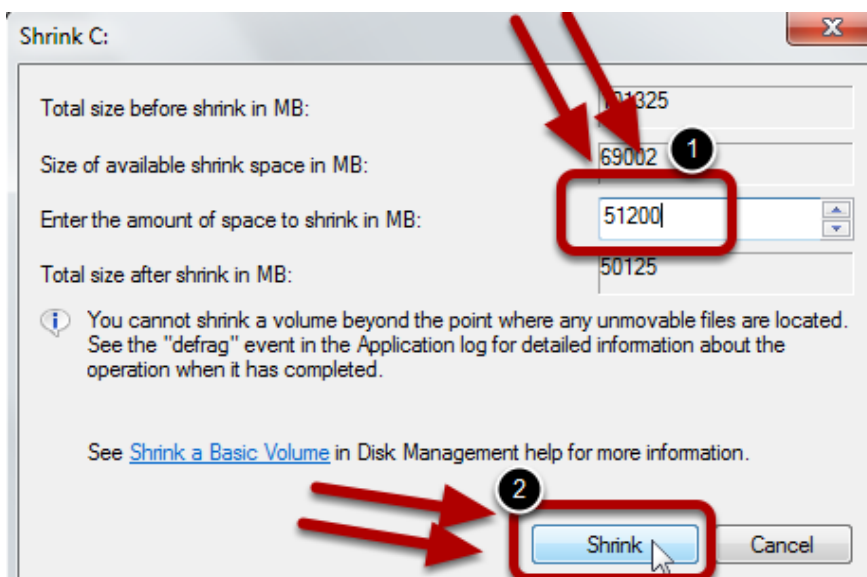


**K. Set the requisite space for the new partition aside.**



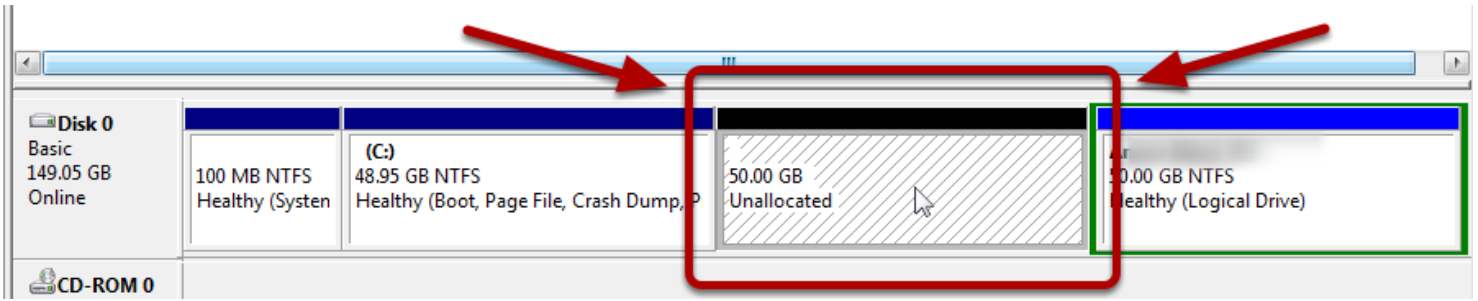
Note that, "Total size before shrink in MB" gives the present total size of the C partition, and "Size of available shrink space in MB" is the free space available.

**L. Now, suppose we wish to free 50 GB which is equal to  $50 \times 1024 \text{ MB} = 51200 \text{ MB}$ . Put this value in "Enter the amount of space to shrink in MB" box, and then click on "Shrink".**

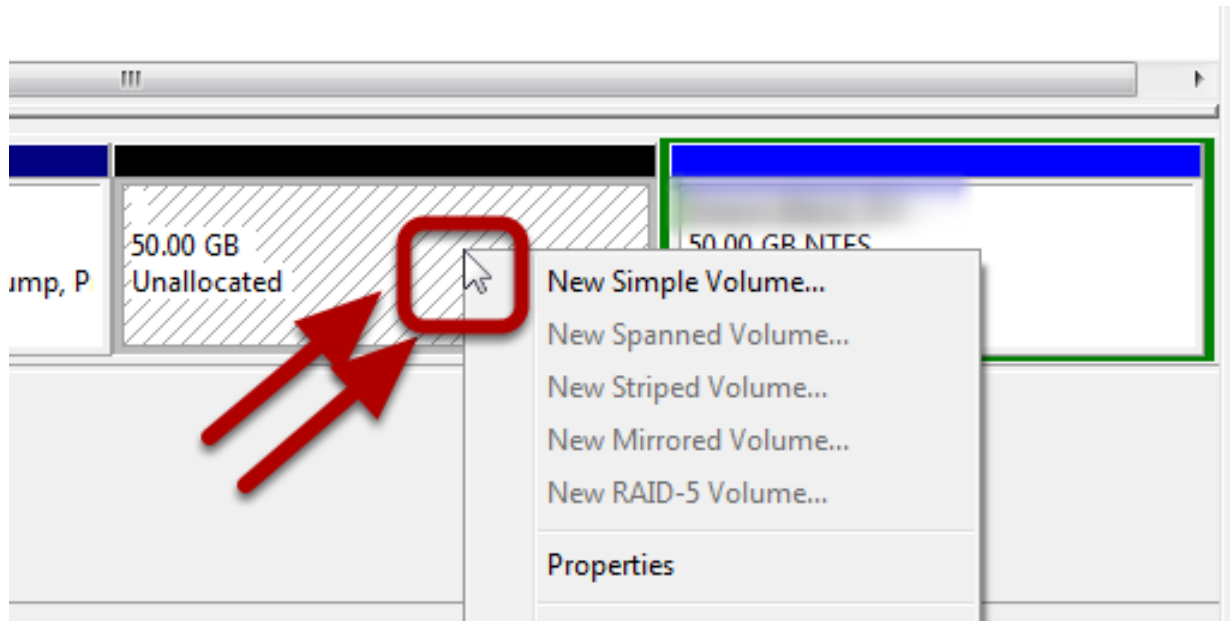


The volume equal to the amount entered is shrunk and rest of the volume is retained by (C:).

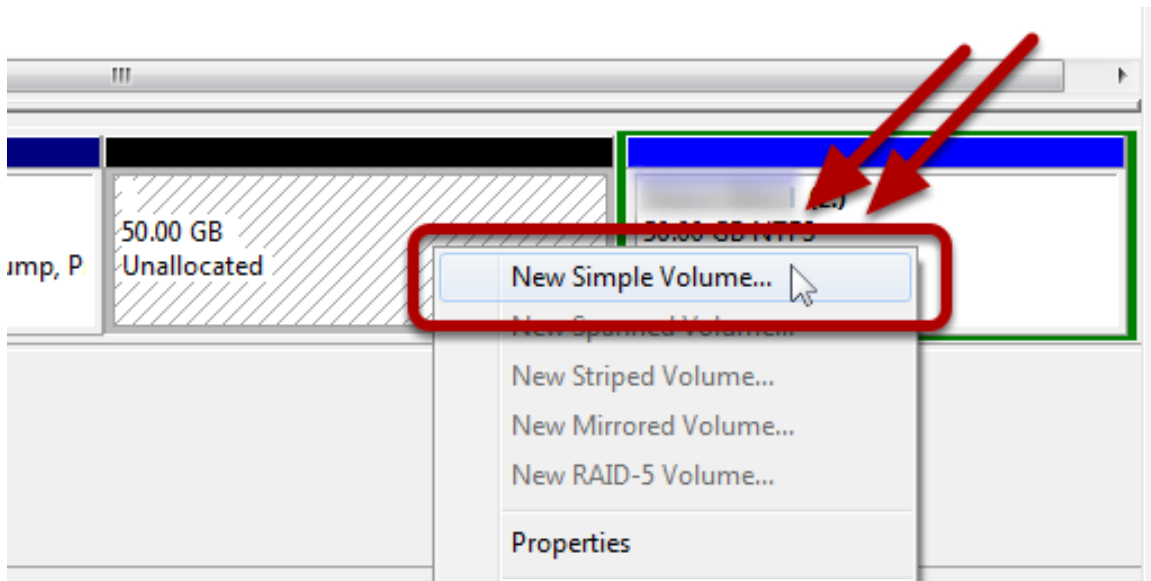
**M. A new partition having the entered space has been created but requires a few changes.**



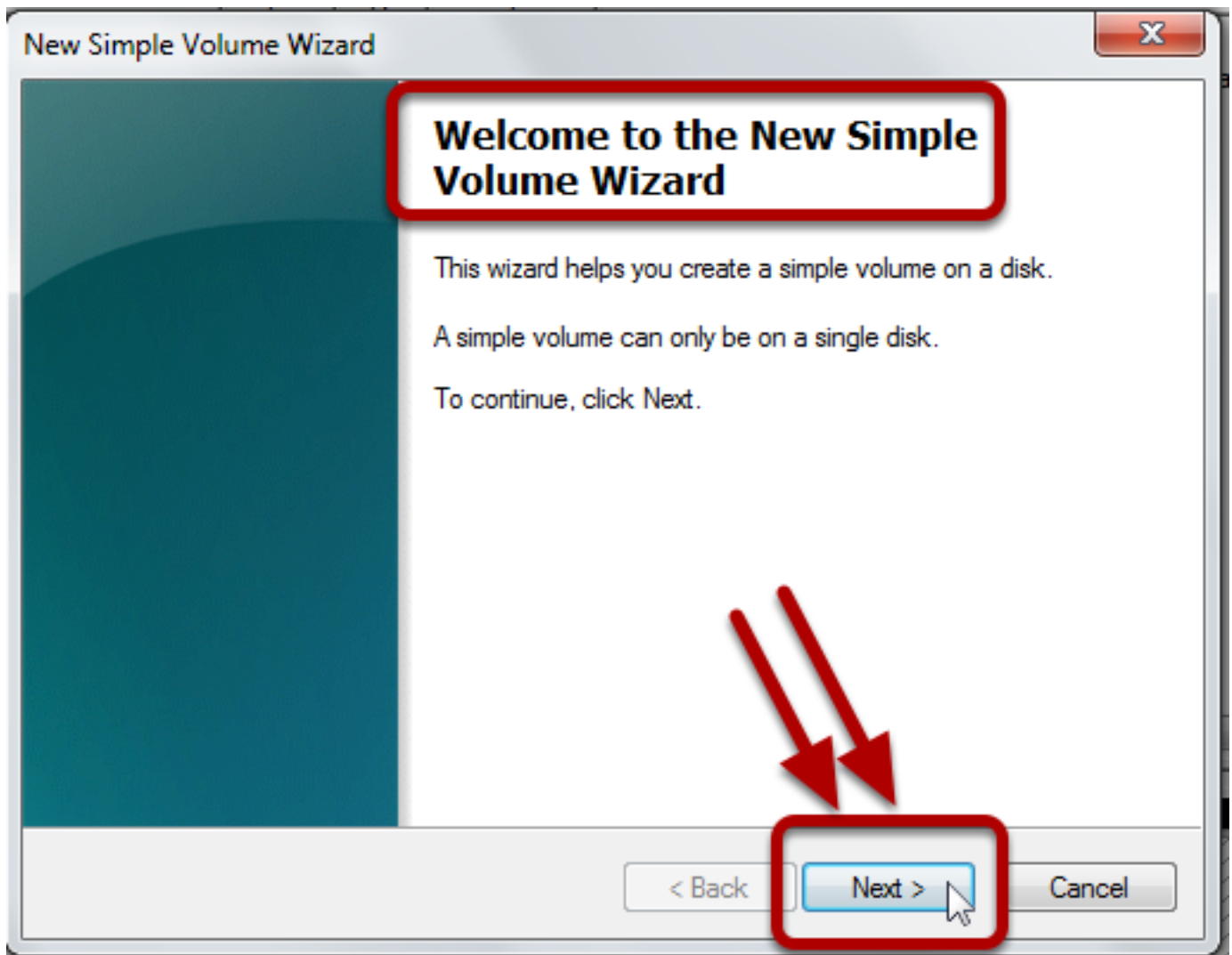
**N. Right-Click on the newly created partition.**



**O. Now click "New Simple Volume".**



P. Click on "Next " on the "New Simple Volume Wizard" that opens.



Q. Select the requisite partition space or the "Simple volume size in MB".

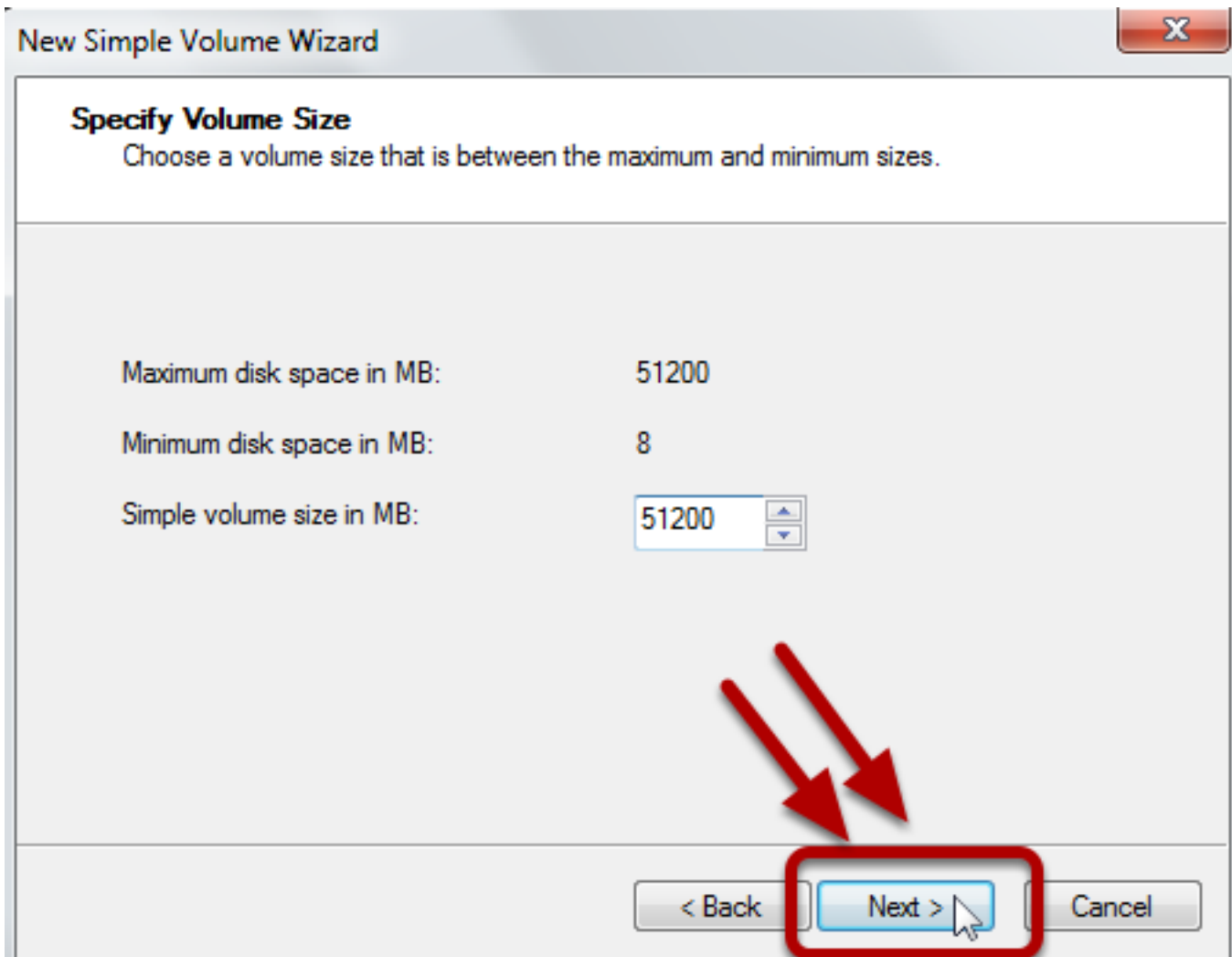
New Simple Volume Wizard X

**Specify Volume Size**  
Choose a volume size that is between the maximum and minimum sizes.

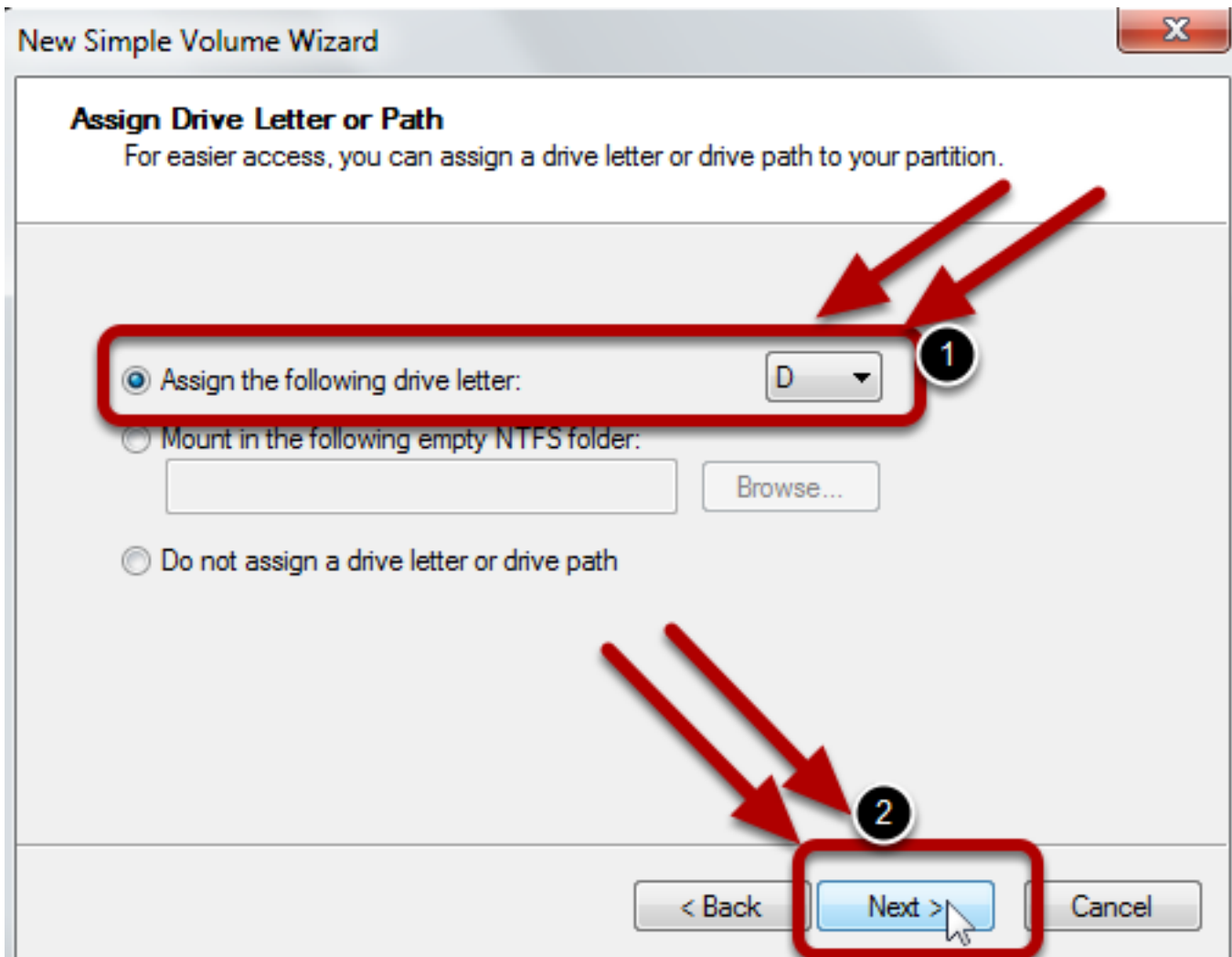
Maximum disk space in MB:	51200
Minimum disk space in MB:	8
Simple volume size in MB:	<input type="text" value="51200"/>

< Back Next > Cancel

R. After entering the simple volume size, click on "Next".

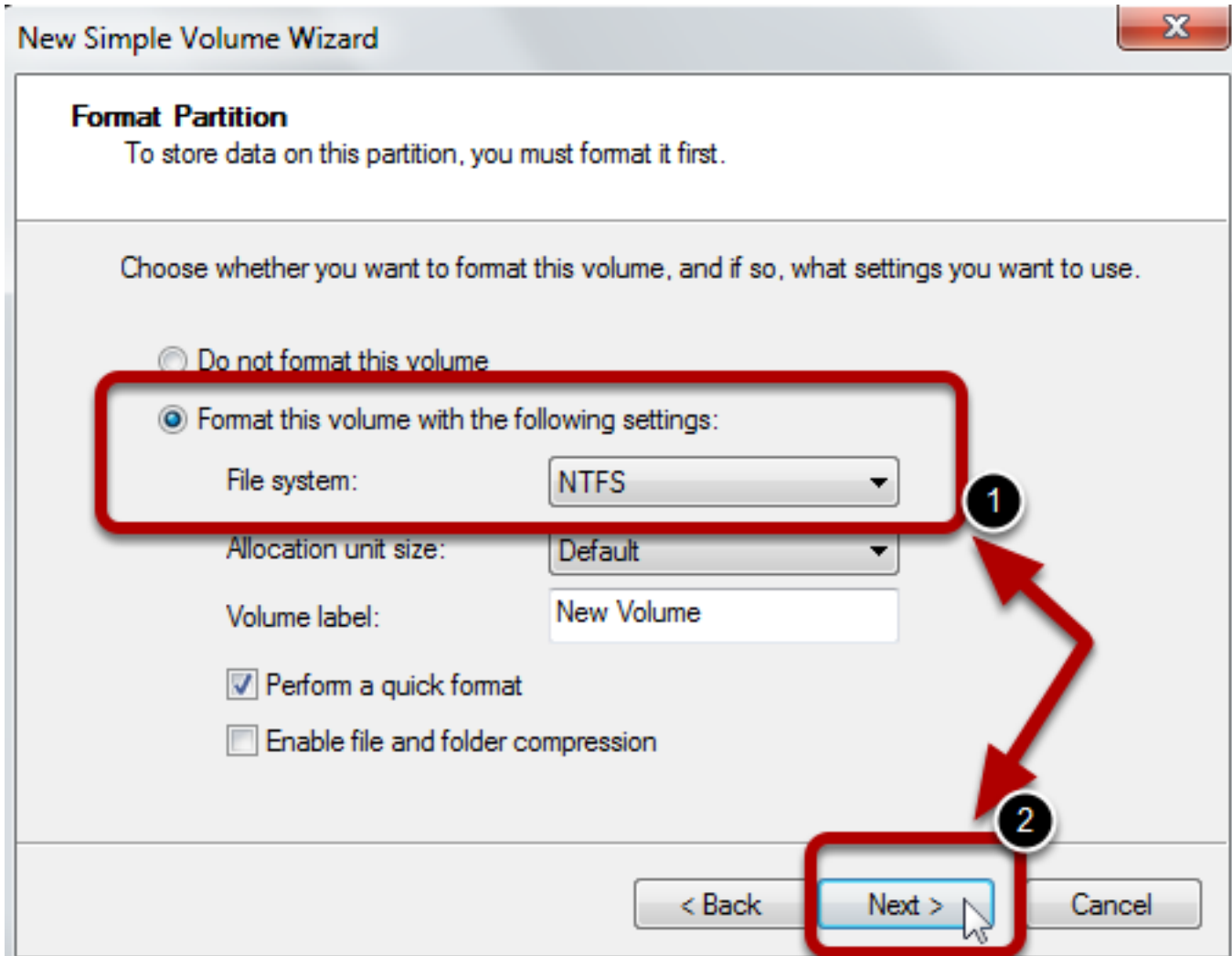


S. Assign any desired letter to the drive, and click "Next".



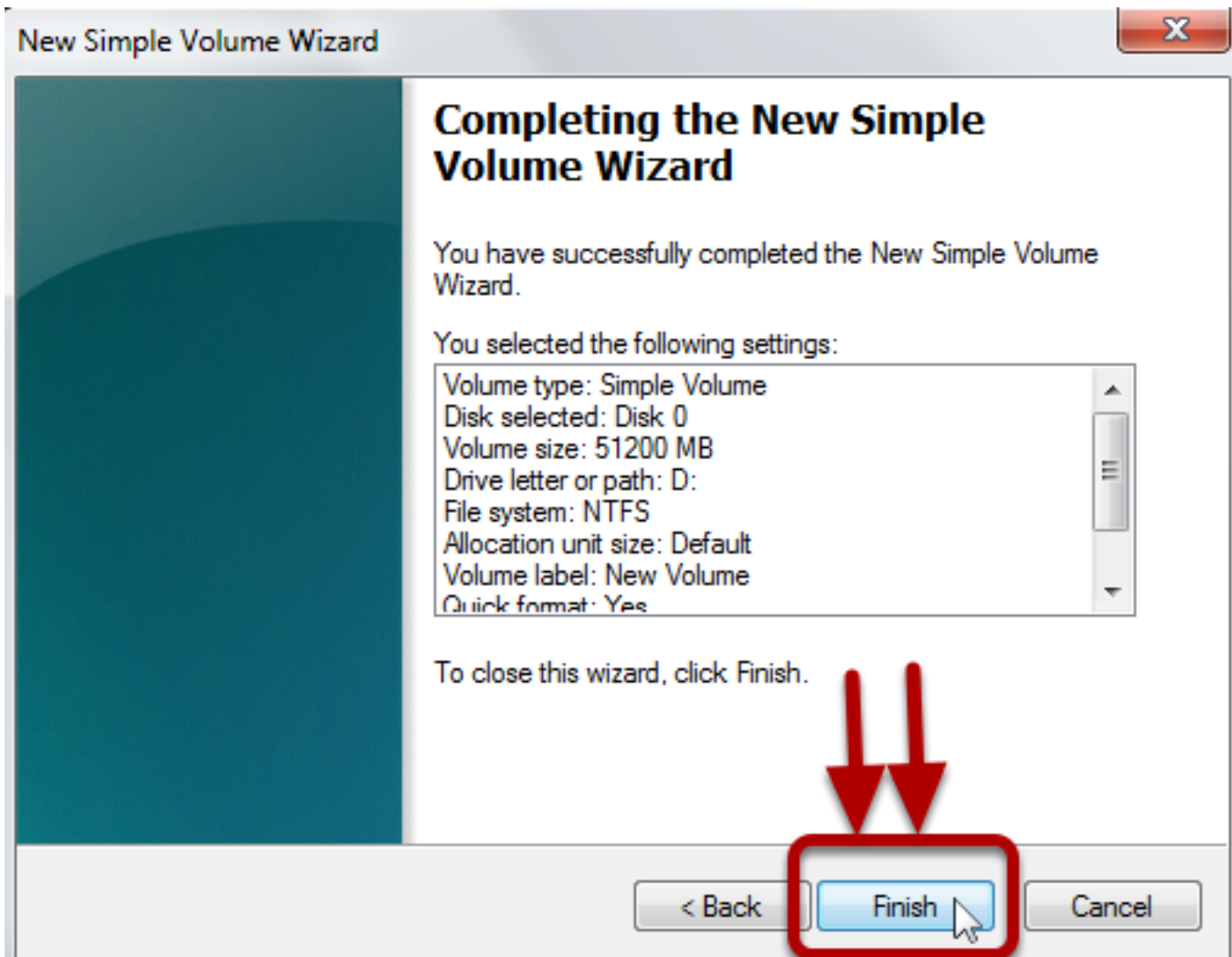
In this case, let us assign "D" to the partition. Then click "next".

T. Now, select format this volume settings to the standard default "NTFS file system", and click "Next".

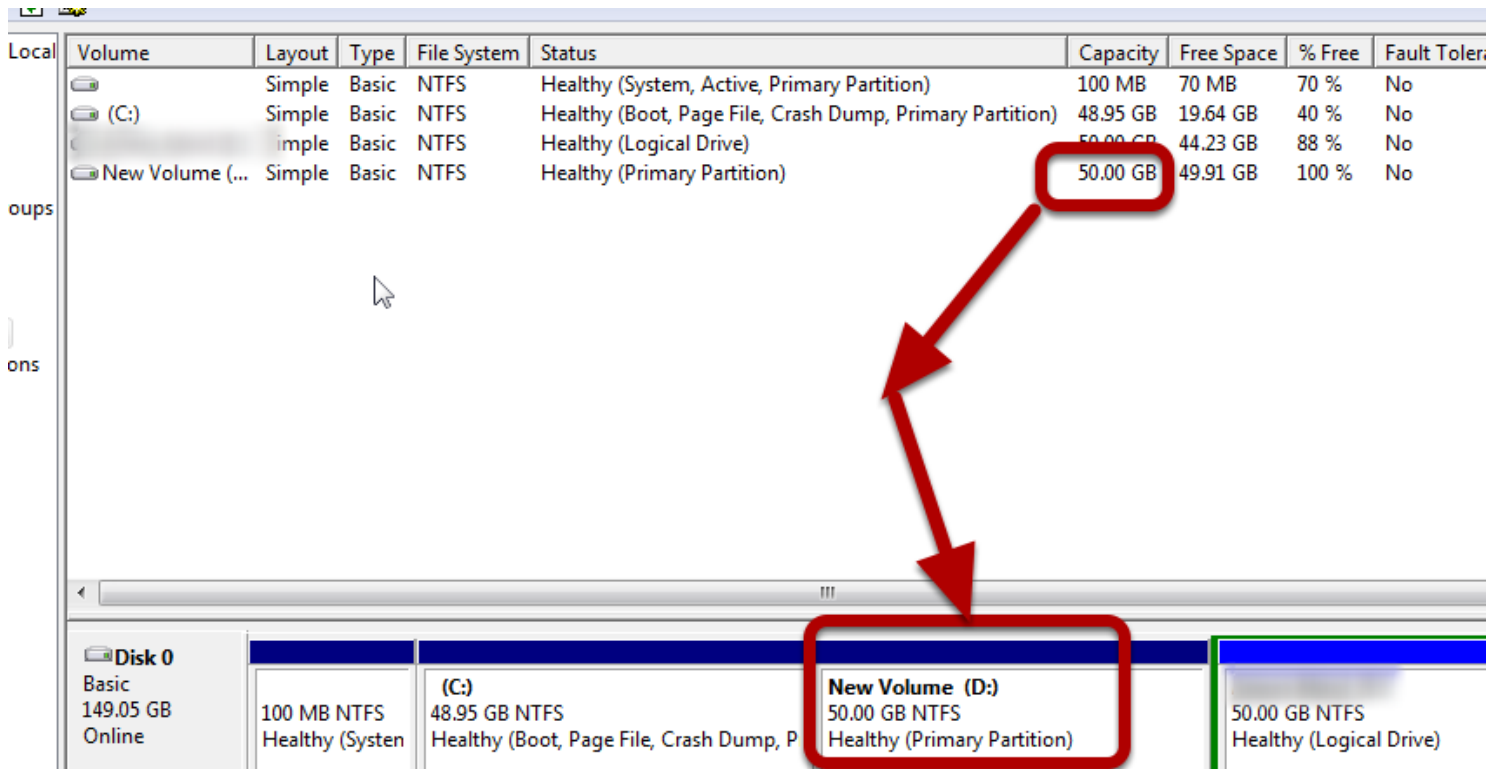


We select NTFS here because the standard Windows file system is NTFS.

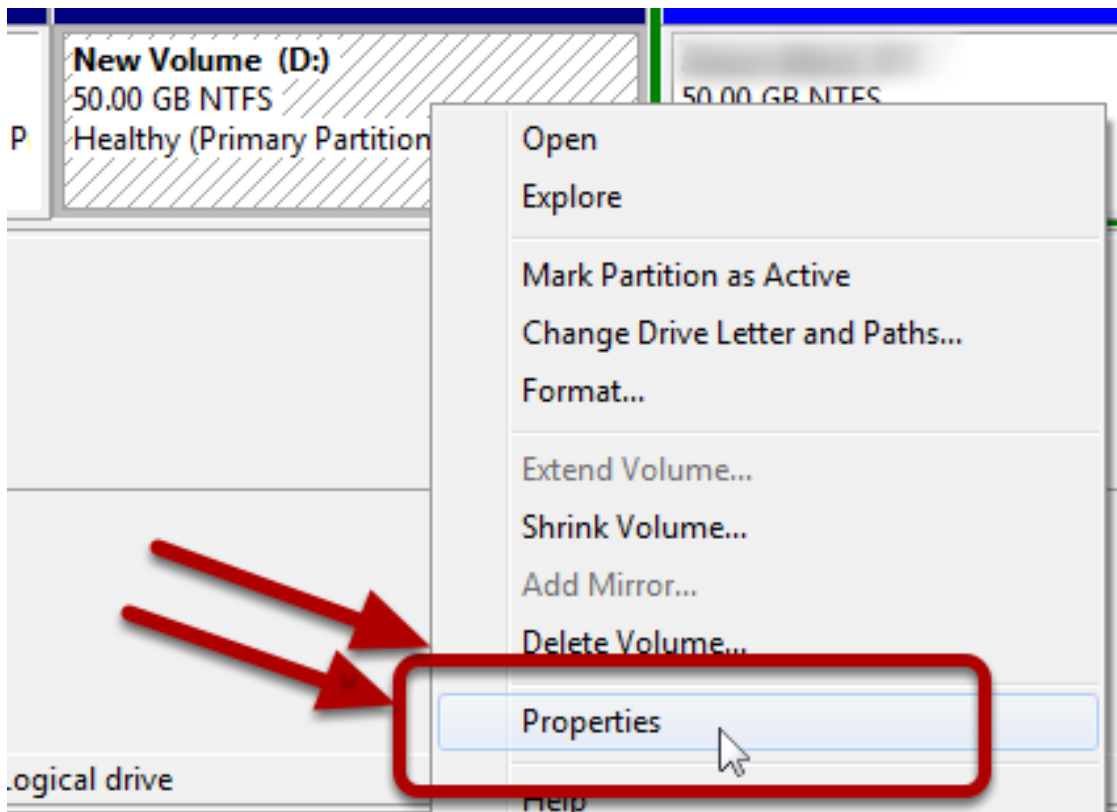
U. The desired partition has been successfully created. Click "Finish" to end the process.



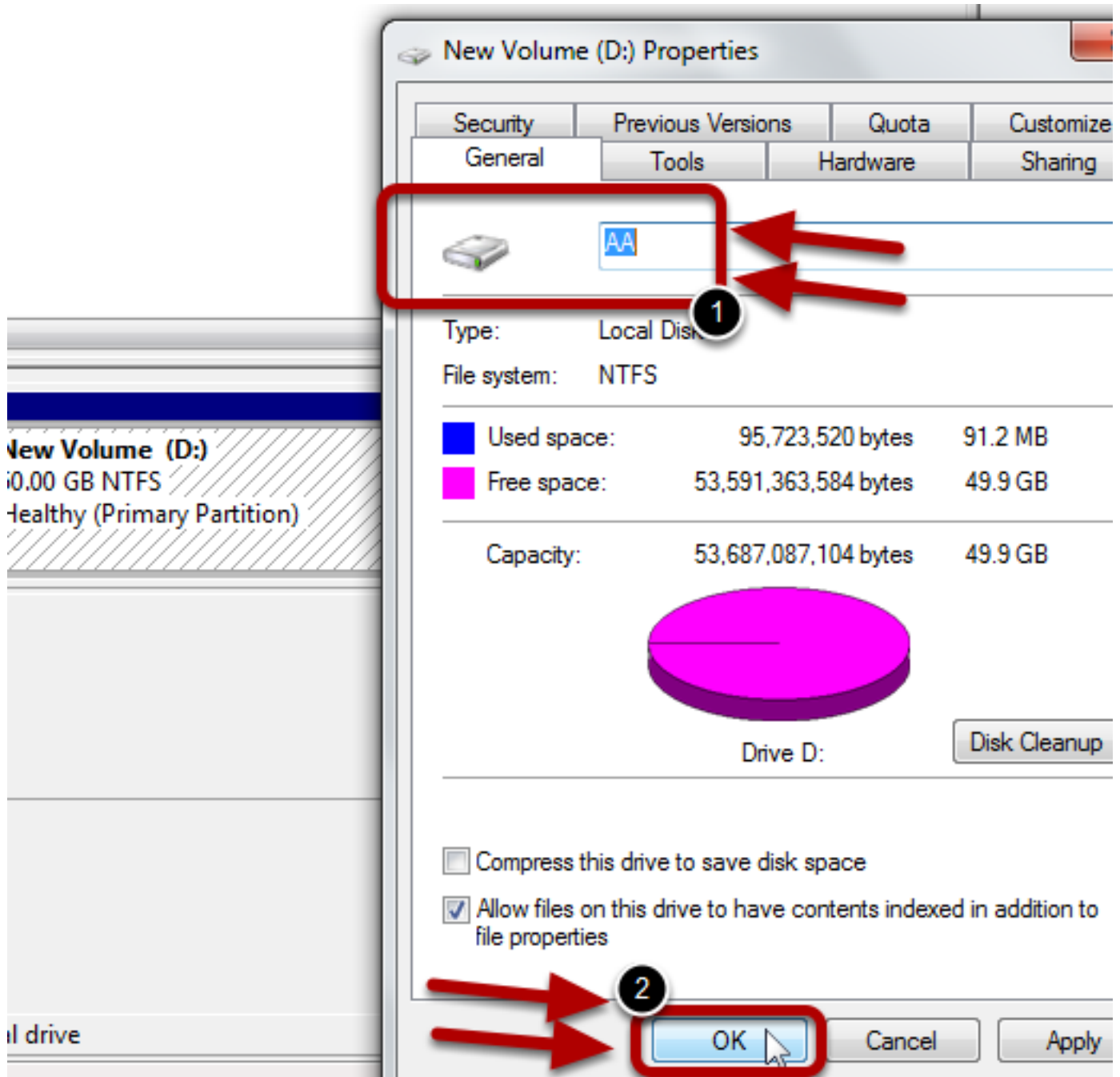
**V. Confirm if all details are correct.**



**W. Now you may rename the new partition by right-clicking on the partition area and then clicking "Properties".**



X. Rename the newly formed partition.



**Y. The partition has been successfully renamed.**

Volume	Layout	Type	File System	Status	Capacity	Free Space	% Free	Fault
(C:)	Simple	Basic	NTFS	Healthy (System, Active, Primary Partition)	100 MB	70 MB	70 %	No
(C:)	Simple	Basic	NTFS	Healthy (Boot, Page File, Crash Dump, Primary Partition)	48.95 GB	19.67 GB	40 %	No
AA (D:)	Simple	Basic	NTFS	Healthy (Primary Partition)	50.00 GB	49.91 GB	100 %	No
(D:)	Simple	Basic	NTFS	Healthy (Logical Drive)	50.00 GB	44.23 GB	88 %	No

Disk 0	(C:)	AA (D:)	(D:)
Basic 149.05 GB Online	100 MB NTFS Healthy (System)	48.95 GB NTFS Healthy (Boot, Page File, Crash Dump, P	50.00 GB NTFS Healthy (Primary Partition)
			50.00 GB NTFS Healthy (Logical Drive)

**Z. We have succeeded in creating an extra partition in our hard disk.**



Proceed happily to your daily activities on your system. Cheers!

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