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Windows Tip: Use Program as an Administrator

Access a program in XP and 2000 as an administrator without logging off.

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In Windows 2000 and XP, each user must log into an account. Accounts are designed to limit what the user can do. These limits usually involve system settings. In Windows 2000 and XP, an "administrator account" is a user account that has "administrator rights" -- open access to all the system settings. Any account with administrator rights is considered an administrator account.

Some Windows software programs, such as [Nero](#), will not operate unless you are using an administrator account. If you're in a nonadministrator account, does that mean you have to log off and log back in as an administrator? Not necessarily.

The steps

Here's how to use a program as an administrator without logging off:

1. Find the icon for the program you want to run as an administrator.
2. Hold the Shift key and right-click on the icon. Select "Run as."
3. Find the option for "Run the program as the following user." Select it and fill in the boxes with the appropriate administrator account user name and password.
4. The application will launch as if it's being used by an administrator. All other applications will continue to operate under your user account.

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