

## Steps to Change Default Search Provider

The steps that you'll follow is a one-time effort. And, the changes would reflect across all tools (Excel, Word, PowerPoint and others) of the MS Office suite.

Step 1: Open the run dialog (hit Windows Key + R), type regedit and hit Enter.

regedit-run-box

Step 2: On the Registry Editor, in the left panel, navigate to the location indicated below:-

HKEY\_CURRENT\_USER\Software\Microsoft\Office\15.0\Common\General

Search-Registry-Directory

Step 3: Click on General. Now, on the right pane, right-click on an empty space, navigate to New and click on String Value.

New-Registry-String

Step 4: Name the string as SearchProviderName. Now, right-click on this and go to Modify.

Search-Provider-Name

Step 5: Then a dialog box will come up asking for a value to the string. This field will read the name of the search provider in your tools. You can give it any name. I wanted a relevant one so I named it Google.

Search-Provider-Name-Value

Step 6: Repeat Step 3 through Step 5. This time the string should be named SearchProviderURI and its value should indicate the search URL.

Search-Provider-URI

Listed below are the URI's for Google, Yahoo and Office.com.

Search Provider	URL to be used
Google	<a href="http://www.google.com/search?q=">http://www.google.com/search?q=</a>