



AL MUSTAQBAL UNIVERSITY
COLLEGE OF DENTISTRY

COMPUTER SCIENCE

Lecture 5

By

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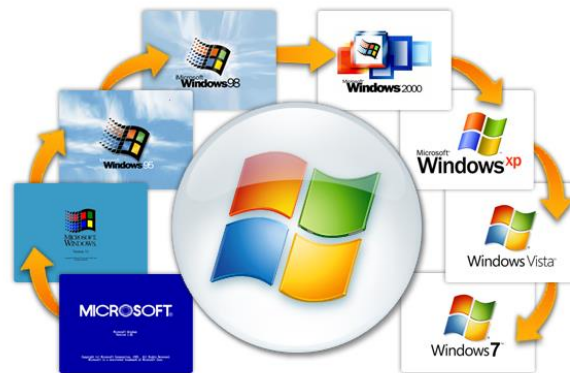


Windows Operating System

Windows is an **operating system** designed by Microsoft. The operating system is what allows you to use a computer.

Windows comes **preloaded** on most new personal computers (PCs), which helps to make it the most popular operating system in the world.

Windows makes it possible to complete all types of **everyday tasks** on your computer. For example, you can use Windows to browse the Internet, check your email, edit digital photos, listen to music, play games, and do much more.



Operating system performs four primary functions.

- It manages and controls the hardware connected to a computer.
- It helps other programs running on a computer to use the hardware.
- It helps you organize and manage files and folders on the computer.
- It provides a user interface that allows you to interact with the hardware, the operating system itself, and other programs.

An example of an operating system is Windows .



Functions of Operating System

1-Provides a user interface:

Many operating systems provide visual elements, such as icons and menus, to help you interact with a computer. You can use a mouse to select icons and issue commands.

For example, you can double-click a file to open it with the appropriate program

2-Helps manage computer resources:

An operating system helps manage hardware. Programs communicate with the operating system to work with the required hardware, such as the CPU, to complete the required tasks.

3-Provides utilities to configure your system:

A GUI-based operating system provides easy-to-use utilities to help you configure your computer. These utilities are small programs that help you perform specific functions, such as connecting to a network, managing resources, and adding new programs to your computer.

For example, provides a backup program to save your important data..



4-Helps secure data by controlling user access to a computer:

An operating system allows you to secure your data. It helps you specify authentication and authorization rights to control access to your computer and its resources.

Authentication

is the process by which the computer system validates a user's login information. An operating system can help you create a username and a password, so that only those users who know the username and password can access the resources on your computer.





The components of a Windows user interface

Desktop

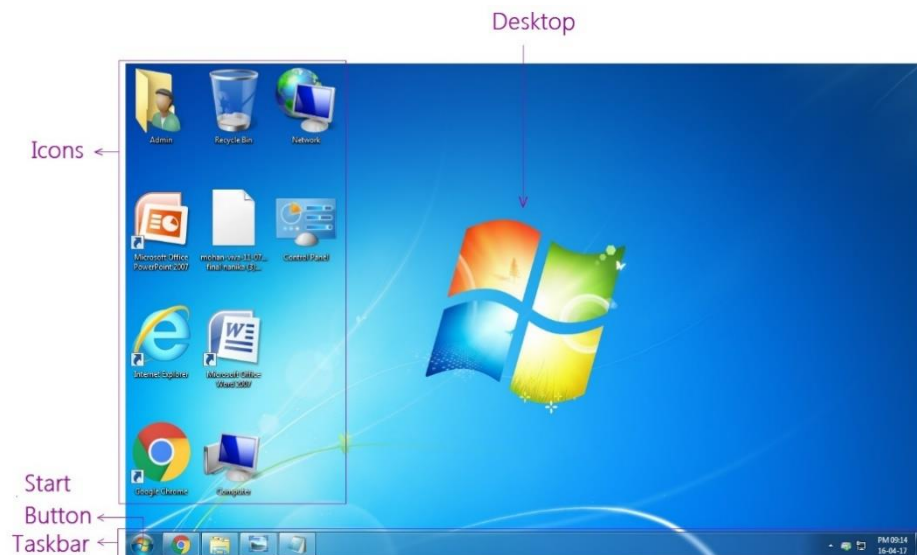
The desktop is an on-screen work area that uses a combination of menus and icons. The desktop includes the following components:

Wallpaper is a picture on the screen background that you can choose.

You can consider it as a tablecloth placed on a table.

An icon is a small image displayed on the screen to represent an object. Icons help you perform certain computer actions without having to remember commands or type them.

For example, you can click a file icon to open the file with the appropriate program.





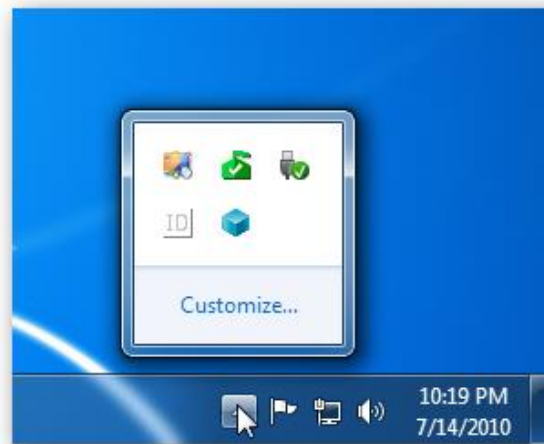
Notification Area

When the taskbar is located at the bottom of a screen, the notification area is located on the right side of the taskbar.

The notification area displays the time, a volume icon, and icons of some programs running on a computer.

For example, the printer shortcut icon appears after a document has been sent to the printer and disappears when the printing is complete.

Notification Area



Start Button In Windows

the Start button opens the Start menu.

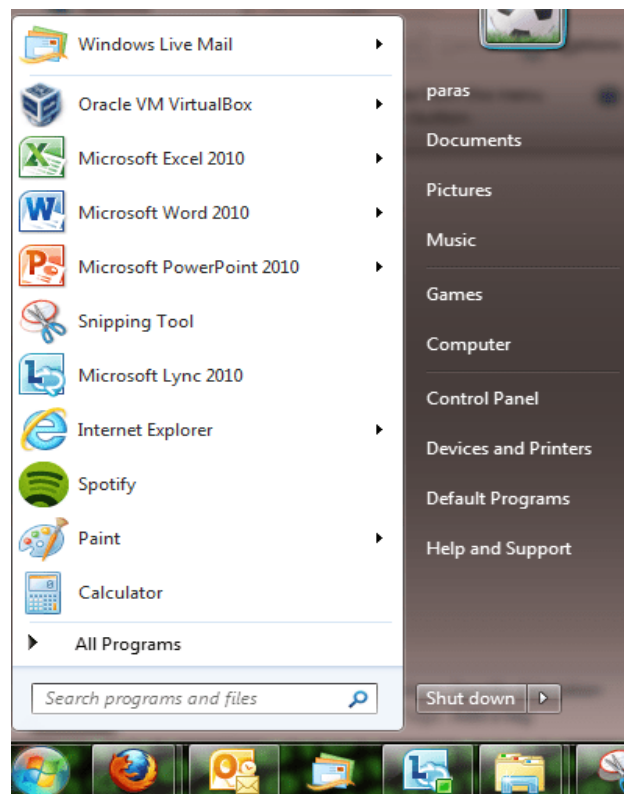
You can use the commands on the Start menu to start a program, or to restart or shutdown the computer.



My Documents:

When you click My Documents on the Start menu, the contents in the My Documents folder appear in a rectangular area, called the window. The window displays two specialized folders, My Pictures and My Music.

You can use the My Documents folder to share your documents and also keep private the documents you do not want to share.



Documents



My Computer

When you click My Computer on the Start menu, the contents of your floppy disk, hard disk, CD-ROM drive, and network drives appear in a window.

-You can use the icons and menus in My Computer window to search for or open files and folders.

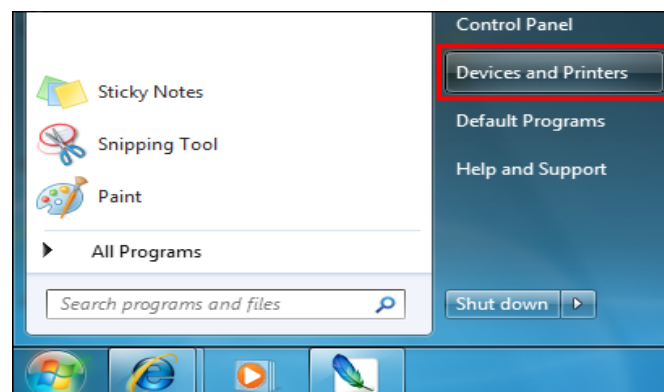
My Network Places

When you click My Network Places on the Start menu, the My Network Places window appears. It provides a view of all the shared computers and other resources on the network to which your computer is connected.

Printers and devices

When you click **Printers and Devices** on the **Start menu**, the Printers and other devices window appears, It allows you to install and share printing resources.

After you install a printer, you can print documents from your computer.

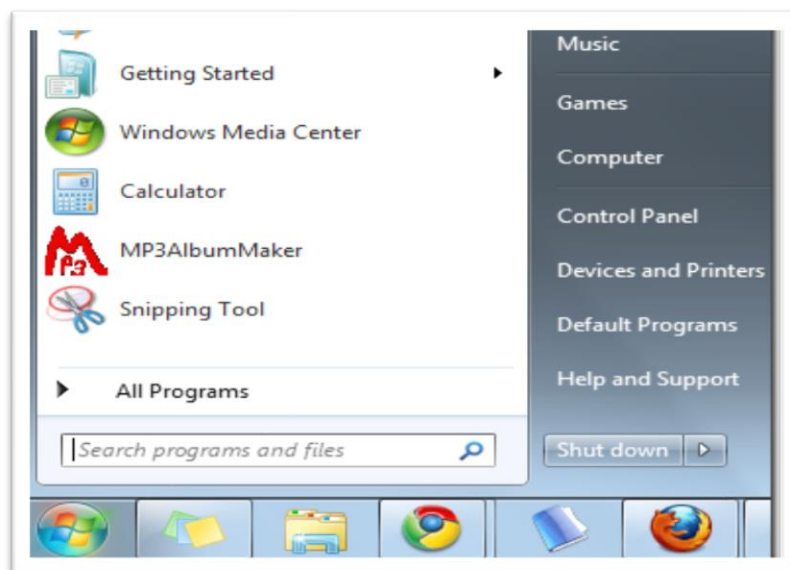




Control Panel

When you click Control Panel on the Start menu, the Control Panel window appears.

It allows you to control the various aspects of the operating system or hardware, such as setting the system time and date, adding and removing programs, troubleshooting hardware and software, and setting keyboard characteristics.



Search

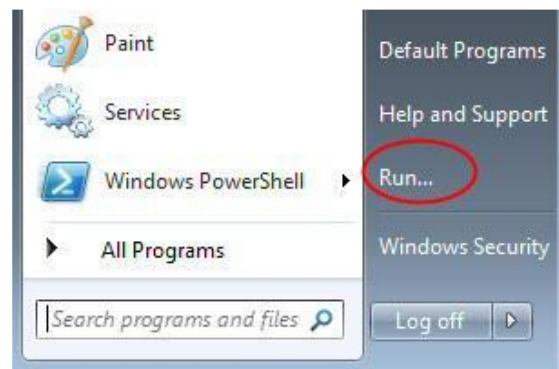
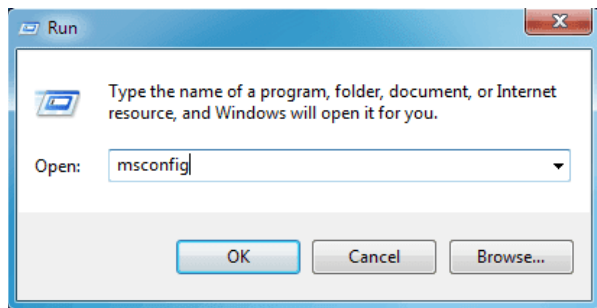
When you click **Search** on the **Start** menu, the Search window appears .

It allows you to search for a file or a folder on your computer. In addition, if you are authorized to access other computers on your network, you can search files on those computers.



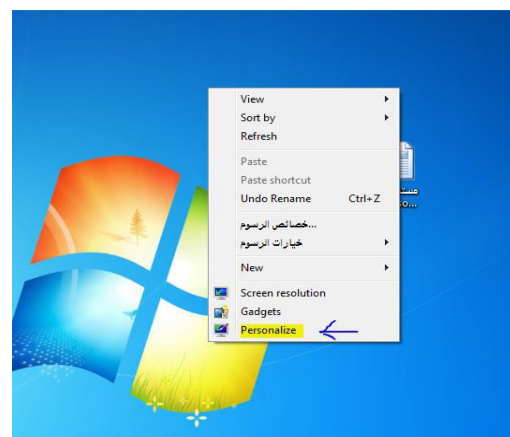
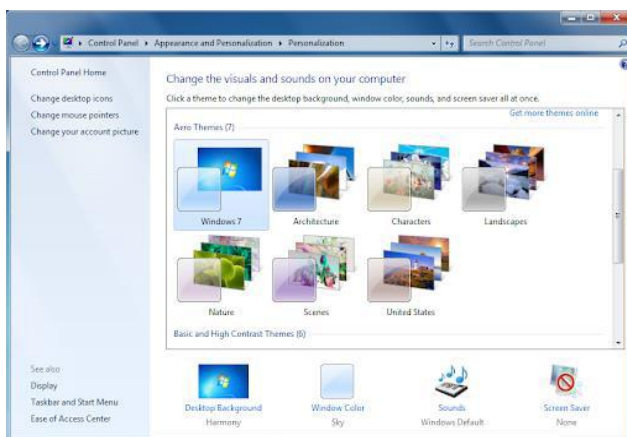
Run

This allows you to start a program .



Desktop (Themes)

To change the background of your desktop, right click anywhere, click Personalize and then choose one of the options provided.

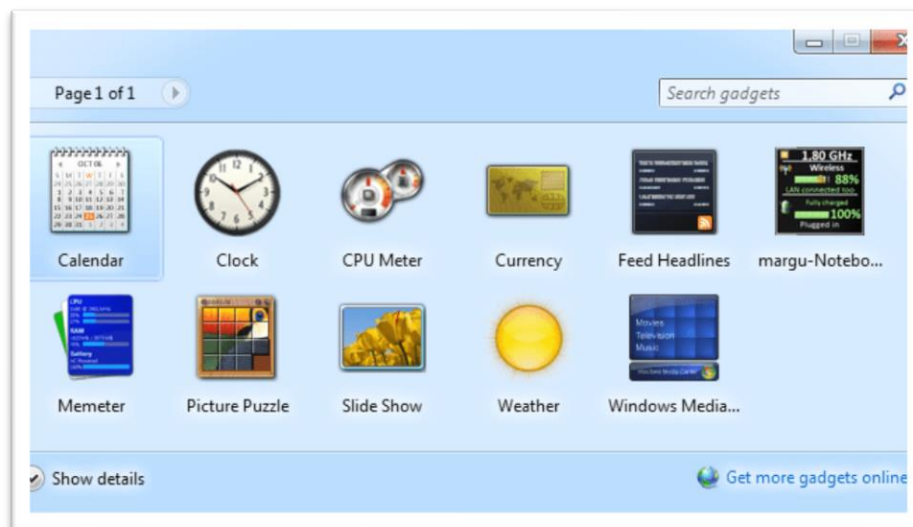




Desktop (Gadgets)

Gadgets are mini-programs which provide easy access to frequently used tools, such as a clock or calendar.

To add gadgets to your desktop, right click anywhere and click Gadgets. Select one and drag it anywhere on your desktop.





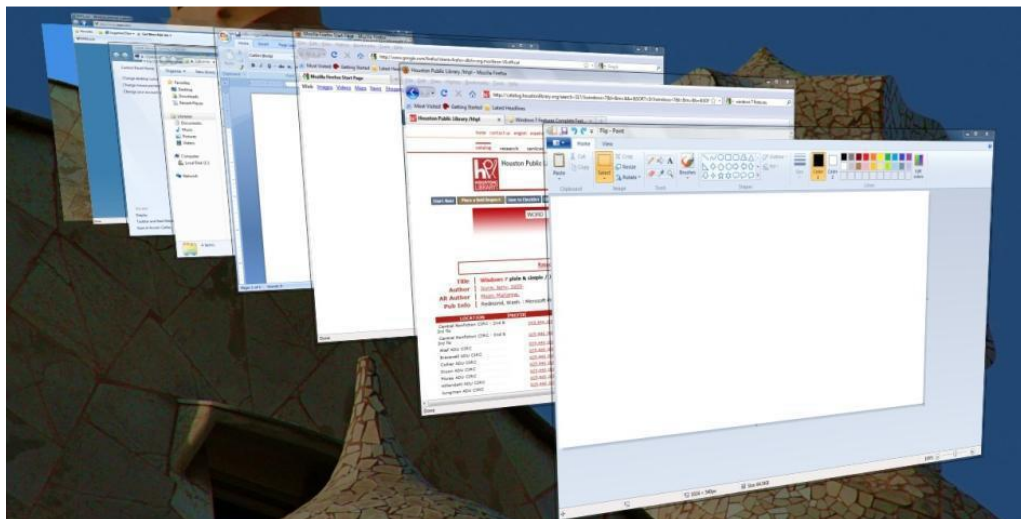
Flip and Flip 3D

Flip and Flip 3D allow you to take a look at all your open windows and choose the one you want to work with.

Flip : (Alt + Tab)



Flip 3D : (Win + Tab)





Aero Peak

To take a look at your desktop , making all your open windows transparent, move your mouse over the Show Desktop Button.

-To minimize all your open windows, click on the Show Desktop Button.

-To restore all the windows, click the Show Desktop Button again.





Managing Files and Folders Windows Explorer

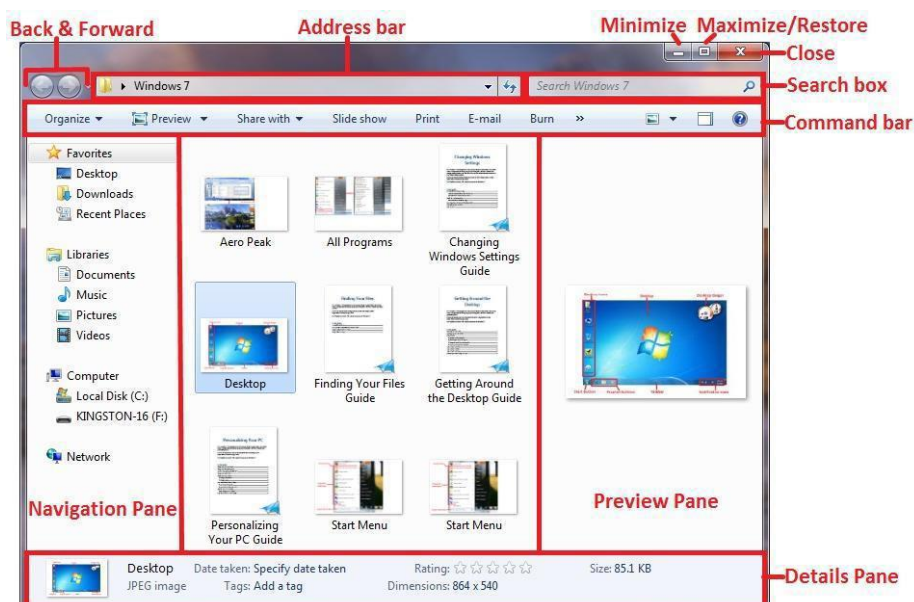
The Windows Explorer window is often divided into three sections, called panes.

The pane on the left side, called the **Folders** pane, displays the structure of drives and folders on your computer.

The pane on the center is called the **Details** pane. It displays the contents of a drive or folder.

You can select folders from the list displayed in the Folders pane to view its contents in the details pane.

The pane on the right side is the Preview Pane. It allows you to see a sneak peek of the file you have selected in the Details Pane without opening it.





Windows Explorer

You can change the way you see ,the files in the Details Pane by clicking the arrow of the Change your, View button and sliding the selector up and down.

