





Computer Sciences First stage

LECTURE 4

Introduction To Windows 10

By

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WHY WINDOWS 10?

- Windows 10 is the Microsoft Operating System.
 - Is replacing Windows 7 on campus
 - Much more friendly than Windows 8
 - More Secure
 - Runs better (uses fewer resources)

WHAT'S NEW IN WINDOWS 10?

- <u>A few feature highlights</u>
- • Start menu
- • Using tiles
- • How to search
- Task view
- Virtual desktops
- Snap enhancements
- Quick access tools

- <u>Personalization and</u> <u>Settings</u>
- A new look
- Personalize your lock screen
- Themes
- Desktop and Colors

START MENU

Windows 10:

Windows 7:





Balance for w04...
Print Release

HOW TO USE THE START MENU:

To display the Start menu:

Select the **Start** button on the far left of the taskbar.



__OR__

Press the Windows logo key on the keyboard.

To shut down, restart, or put your computer to sleep:

- 1. On the Start menu, select Power.
- 2. Select the option you want: Sleep, Shut down, or Restart.



START MENU: USING TILES

- In the right pane of the Start menu, you'll find tiles for some common apps.
- To move a tile, just drag it to another position. You can rearrange them within the pane.
 You can also drag apps between the tile view and the app list view.

Right-click a tile to display a menu for performing other actions with that tile, which may include:

- Unpin from Start
- Resize
- Uninstall
 - More
 - · Open recent files with the app



HOW-TO SEARCH

- Windows 10 Start menu comes with a great Search tool.
 - Search apps
 - Search files
 - Search the web
 - Use Cortana



TASK VIEW

- One of the best parts of windows.
- Separate all apps into a spread out view to find the window you are looking for.
- Great for organization!
- Also "Windows + TAB"



VIRTUAL DESKTOPS

- Windows 10 adds support for virtual desktops, so you can keep your open apps better organized.
- For example, if you need to work with spreadsheets, you could create a second virtual desktop that contains the apps/data you're using.
- Also can use "CTRL + Windows + arrow keys" to move between them.

To create a new virtual desktop:

- Select the Task View button on the taskbar.
- Select New Desktop near the lower-right corner of the screen.



SNAP ENHANCEMENTS

- What are snap enhancements?
- Split-screen view, up to four ways.

To snap two windows side by side:

- 1. Drag the title bar of one window to one side of the screen, until a half-screen outline of the window appears.
- Release the mouse (or lift your finger) to snap the window into position.
- Repeat steps 1 and 2 for the other window, using the other side of the screen.



QUICK ACCESS TOOLS

 The Quick Access menu provides access to advanced system tools such as Power Options, Task Manager, and Control Panel.

To display the Quick Access menu:

Right-click the Start button on the far left of the taskbar. - OR -

Enter the Windows key +X on the keyboard.



Programs and Features Mobility Center Power Options Event Viewer System Device Manager Network Connections Disk Management Computer Management **Command Prompt** Command Prompt (Admin) Task Manager Control Panel File Explorer Search Run Shut down or sign our > Desktop

PERSONALIZATION AND SETTINGS:

- Settings gets a new "modern" look.
- Basically, a condensed "control panel"



SETTINGS IN WINDOWS 7 VS WINDOWS 10

• Windows 10:

Windows 7:





SETTINGS FOR SYSTEM

 Settings here change system configurations (Display resolution/monitors, default apps, power, etc.)

← Settings	- 0	×
O Home	Customize your display	
Find a setting ρ		
System		
🖵 Display	1	
Ē Apps & features		
⊟r Default apps		
Notifications & actions	Identify Detect	
🖒 Power & sleep	Change the size of text, apps, and other items: 100% (Recommended)	
📼 Storage	Orientation	
ட Offline maps	Landscape \checkmark	
교 Tablet mode	Apply Cancel	
D Multitasking	Advanced display settings	
Projecting to this PC		
Apps for websites		
① About		

SETTINGS FOR DEVICES

- Manage settings for external devices (printers, mice, scanners)
 - 95% of time it's printers
 - 95% of time, use old view.

	← Settings		-	×
	O Home	Add printers & scanners		
	Find a setting $ ho$	+ Add a printer or scanner		
	Devices			
	合 Printers & scanners	Printers & scanners		
	🖫 Connected devices	Fax		
	① Mouse & touchpad	Foxit Reader PDF Printer		
	Typing			
	AutoPlay AutoPlay			
	🖞 USB	Microsoft XPS Document Writer		
AL.		Send To OneNote 16		
Star		Let Windows manage my default printer		
intel		When this is on, Windows will set your default printer to be the one you used most recently at your current location.		
		On On		
		Download over metered connections		
		To help prevent extra charges, keep this off so device software		

SETTINGS FOR DEVICES (CONT.)

• Windows 10:

Windows 7:

€ Settings	×	Fix Devices and Printers	- 0
Home	Foxit Reader PDF Printer	← → − ↑ 7 = Control Panel → Hardware and Sound → Devices and Printers	♥ Ø Search Devices and Printers
Find a setting	Microsoft Print to PDF	Add a device Add a printer	z •
Devices	Microsoft XPS Document Writer	V Devices (3)	
B Printers & scanners	Send To OneNote 16		
Sonnected devices			
Mouse & touchpad	Let Windows manage my default printer	Generic Non-PnP VMware Virtual W0463880-GG Monitor disk SCSI Disk	
Typing	When this is on, Windows will set your default printer to be the one you used most recently at your current location.	Printers (5)	
AutoPlay	On On		
ā use	Download over metered connections	S S S S S	
	To help prevent extra charges, keep this off so device software (drivers, info, and apps) for new devices won't download while won're on metered Internet connections.	Fax Foxit Reader PDF Microsoft Print to Microsoft XPS Send To OneNote Printer PDF Document Writer 16	
	• off	VUnspecified (1)	
	Related settings Devices and printers		
	Device manager	9 items	

PERSONALIZATION SETTINGS

 Tweak your lock screen to your liking. Change the background to a favorite photo or slide show, or show upcoming calendar events, social network updates, and other app and system notifications.

To customize	your loc	k screen:
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 Go to Start, and then select Settings > Personalization > Lock screen.

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Change your device background and choose any combination of detailed and quick status notifications.

← Settings		6 - 0	×
🔅 Home	Preview		
Find a setting \wp	A REAL PROPERTY AND A REAL		
ersonalization	Sample Text		
Background	Aa		
⑦ Colors			
⊉ Themes	Background Picture		
卍 Start			
⊐ Taskbar	Choose your picture		
	Choose a fit		
	Lease and the second se		

PERSONALIZATION SETTINGS (CONT.)

 Choose a picture worthy of gracing your desktop background, and to change the accent color for Start, the taskbar, and other items. The preview window gives you a sneak peek of your changes as you make them.

 Go to Start, and then select Settings > Personalization.

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- Select Background to select a picture or a solid color, or create a slide show of pictures.
- Select Colors to let Windows pull an accent color from your background, or choose your own color adventure.



HOW DO I "LOGOUT"?

- Click the start button
 - Click the user icon
 - Select sign out.



HOW DO I "SWITCH USERS"?

- Common when you need to login on someone else's PC.
- Select "other user" on login screen.
- Sign in with AD information.

ADDING SHORTCUTS TO DESKTOP

- Click the Start button
- Scroll to the app you want
- Hold down the left mouse button
- Drag the app to the desktop

WHY IS EVERYTHING HARD TO SEE?

- Display options are allowed in all versions of Windows.
- Under Settings > System > Display
 - Choose "Scale and Layout"
 - The dropdown allows you to enlarge text, apps, and other items.

← Settings		_	\times
懲 Home	Display		
Find a setting \wp	Color		
	Night light		
System	Off Off		
🖵 Display	Night light settings		
Notifications & actions	Scale and layout		
() Power & sleep	Change the size of text, apps, and other items		
📼 Storage	100% (Recommended)		
- Tablet mode	Custom scaling Resolution		
D Multitasking	1408 × 897 ~		
Projecting to this PC	Orientation		
% Shared experiences	Landscape V		
① About	Multiple displays		
	Older displays might not always connect automatically. Select Detect to try to connect to them.		
	Detect		

Display adapter properties

WHERE IS "MY COMPUTER"?

- Right-click the start button > Select File Explorer
 - Click "This PC" to get to your drives.





QUESTIONS??

• Thank you for lessening .. Any questions?

