

Windows 7 Quick Reference Guide



Windows 7 is Microsoft's newest operating system. An operating system is the platform that runs your software applications and hardware components. That is, software such as Microsoft Office or Adobe Photoshop are distinct from your operating system and do not have to change with an operating system upgrade.

What does change with Windows 7:

- The taskbar's appearance
- The look and feel of the windows that you open in Windows Explorer
- · Your documents are now stored inside of libraries, which are folders with enhanced features (Page 2)
- Extras: most of this guide is devoted to new optional features that you can explore at your leisure (Pages 2, 3, 4)

Navigating in Windows 7

Opening Programs and Files

The New Start Menu:

The new start menu has the same location as Windows Vista and XP.

Starting a Program from the Start Menu:

Click the start menu
and select All Programs. Navigate to the application that you would like open and select it.

Starting a Program from the Taskbar:

Click on one of the icons 🐷 🤒 🐸 🔼 located to the right of the start menu.

Working with Windows Explorer

Windows Explorer (Not to be confused with Internet Explorer) is the application commonly used to navigate and view files and folders. (See Figure 1)

Open Windows Explorer:

One easy way is to click the folder icon in the taskbar.

Show or Hide the Traditional Menu Bar:

Press the Alt key when inside of a Windows Explorer window in order to view the File, Edit, View, Tools and Help menus (appears underneath the Back button on top left)

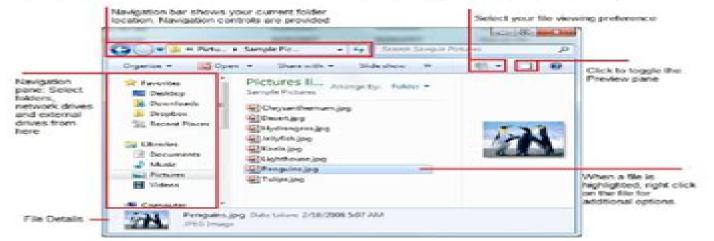


Figure 1: Anatomy of a Windows Explorer page

Windows 7 Quick Reference Guide

Roger Arrick, Nancy Stevenson

Windows 7 Quick Reference Guide:

Windows 8 Quick Reference Guide (Cheat Sheet of Instructions, Tips and Shortcuts - Laminated Guide) Beezix, 2012-11-19 4 page laminated guick reference guide showing step by step instructions and shortcuts for how to use Microsoft Windows 8 Includes touch interface The following topics are covered Getting Started Starting Windows Login The Start Screen Windows Store Apps and Desktop Apps Accessing the Desktop Starting a Desktop or Windows Store App Accessories Calculator Notepad etc Switching Between Apps and Desktop Windows Using the Switch List Closing a Windows Store App Closing a Desktop Window or App Windows Charms Using the Share Charm Searching Working with Multiple Monitors Opening Files Folders and Libraries Saving a Document Using the Shortcut Menu Showing Windows Store App Commands and Navigation Organizing Tiles Naming a Tile Group Rearranging Start Screen Tiles Adding an App Tile to the Start Screen Creating Secondary Tiles Always Show a Windows Store App Snapping Working on the Desktop Pinning a Desktop App to the Taskbar Using Taskbar Jump Lists Recently Used Files Pinned Files Common Tasks Pinning Files to Taskbar Jump Lists Switching Between Windows Using the Taskbar Resizing a Desktop Window Moving a Desktop Window Making a Desktop Window Large Maximize Hiding a Desktop Window Minimize Using the Notification Area Printing Security Sound etc File Management Folders Libraries Working with the Ribbon Navigation Pane Preview Pane Changing How Items are Displayed Changing Views Grouping Navigating Folders in File Explorer Opening a Second Explorer Window Creating a Folder Renaming Files or Folders Working with Libraries Selecting Multiple Items Selecting with Checkboxes Moving and Copying Files and Folders Moving and Copying with Cut Copy Creating a Shortcut to a Document Folder or Other Item Zipping Files or Folders Deleting Files or Folders Pinning to Start Adding a Folder or Library to Favorites Searching in File Explorer Burning to a CD DVD Settings Using the Control Panel Setting up WiFi Using Airplane Mode What to Try if an App Freezes Users Changing Users Ending your Windows Session Changing Login Password Creating a Picture Password Getting What's New in Windows 7 (from Windows XP) Ouick Reference Guide (Cheat Sheet of New Features and Help <u>Instructions - Laminated Card</u>) Beezix, Inc Staff,2012-04-24 Laminated quick reference card showing instructions for the new and changed features of Windows 7 for users upgrading from Windows XP Also includes a command reference showing Windows XP commands and their Windows 7 equivalents The following topics are covered Working with User Account Control UAC Starting a Program Adding a Program to the Taskbar Opening Files and Folders Using Jump Lists Recently Used Files Pinned Files Common Tasks Pinning Files to Jump Lists Switching Among Open Windows Moving Windows to Other Screens Using the Desktop Snap Features Closing Windows Programs Using the Taskbar Showing the Desktop Using Presentation Options Increasing Screen Readability Adding Gadgets to the Desktop Using the Notification Area File Management with Windows Explorer Changing Views Show Hide the Menu Bar Show Hide the Navigation Pane Arrange Group or Sort Files and Folders Navigating Folders in Explorer Working with Libraries Using the Default Save Location

Searching for a File Folder or Program Ending your Windows Session Changing Login Password Also includes Command reference showing the Windows 7 equivalent of Windows XP commands that have changed a list of Keyboard shortcuts and a list of Windows Commands This guide is suitable as a training handout or simply an easy to use reference guide for any type Quick Reference Guide for World Wide Web David Gosselin, 1996 This unique spiral bound hardcover volume blends high quality with efficiency allowing pages to lie flat No narration or exposition just illustrated keystrokes and mouse commands that give you the answers you need in seconds instead of minutes Free color template on back cover Reference Guide for Corel Wordperfect Suite 8 Diana Rain, DDC Publishing, 1997-11 **Internet Explorer 10** Introduction for Windows 7 Quick Reference Guide Beezix, 2013-05-13 Laminated quick reference card showing step by step instructions and shortcuts for how to use Internet Explorer 10 running on Windows 7 This guide is suitable as a training handout or simply an easy to use reference guide for any type of user The following topics are covered Understanding Internet Addresses Entering a Website Address Showing Using the Command Bar Menu Bar and Other Toolbars Monitoring Activity Includes Interrupting Loading and Reloading a Page Going Back and Forward Going to and Setting Your Home Page Adding a Site to the Start Menu Show Hide Favorites Feeds and History Saving Site Locations for Future Visits Favorites Visiting Favorite Sites Adding an RSS Feed Viewing Suggested Websites Favorites on the Windows Start Menu Organizing Favorites Zooming In Out Searching for a Site Adding a Search Provider Opening Multiple Pages at a Time Using a New Blank Tab Finding Words on a Page Sending a Link by Email Using the Status Bar Using the Information Bar Using the SmartScreen Filter InPrivate Browsing Using Web Accelerators Printing a Web Page Pinning Websites Downloading Files Includes a list of keyboard shortcuts **Digital Forensics** André Årnes, 2017-07-24 The definitive text for students of digital forensics as well as professionals looking to deepen their understanding of an increasingly critical field Written by faculty members and associates of the world renowned Norwegian Information Security Laboratory NisLab at the Norwegian University of Science and Technology NTNU this textbook takes a scientific approach to digital forensics ideally suited for university courses in digital forensics and information security Each chapter was written by an accomplished expert in his or her field many of them with extensive experience in law enforcement and industry The author team comprises experts in digital forensics cybercrime law information security and related areas Digital forensics is a key competency in meeting the growing risks of cybercrime as well as for criminal investigation generally Considering the astonishing pace at which new information technology and new ways of exploiting information technology is brought on line researchers and practitioners regularly face new technical challenges forcing them to continuously upgrade their investigatory skills Designed to prepare the next generation to rise to those challenges the material contained in Digital Forensics has been tested and refined by use in both graduate and undergraduate programs and subjected to formal evaluations for more than ten years Encompasses all aspects of the field including methodological scientific technical and legal matters Based on the latest research it provides

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