Using Windows 8: Desktop and Tablet

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Prerequisites: This course assumes very little familiarity with Windows 8.

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Course description: Now, you can learn the ins and outs of Windows 8 – from navigating the metro interface to troubleshooting common PC issues – with Using Windows 8: Desktop, Notebook, and Tablet. Find your way around Windows 8, get to know Windows 8s features, and customize the settings on your desktop, notebook, or tablet for your specific needs, get connected, go online with Internet Explorer, and add peripherals to your device. Handle routine maintenance, troubleshoot, and keep your PC happy Includes 2 hours of Windows 8 video training.

Course outline:

Overview, Setup, and Accounts
• Introduction
• Windows 8 Overview
• Setting Up Your Device
• Changing Your Password
• Using Different Accounts
• Summary

Using and Navigating Your Apps
• Introduction
• Finding Your Apps
• Using the App Store
• Using the Start Menu
• Navigating Through Your Apps
• Summary

Settings and Preferences
• Introduction
• Power Down and Sleep
• Changing the Clock Settings
• Connect to the Internet
• Change Preferences & Settings
• Changing Your Language
• Summary

Accessibility & Narration
• Introduction
• Accessibility Settings
• The Narrator Feature
• Summary

Working With Your Apps
• Introduction
• Navigate Windows 8 Apps
• Sharing Your Apps
• Searching Your System & Apps

• Set Application Preferences
• Summary

Working With Email
• Introduction
• Using the Mail App
• Send/Receive/Delete Emails
• Summary

Print & Connect to Devices
• Introduction
• Printing
• Connecting a Second Monitor
• Connecting to Other Devices
• Summary

Music in Windows 8
• Introduction
• Adding Music
• Playing Music
• Searching for Music
• Creating a Playlist
• Summary

Working with Photos and Videos
• Introduction
• Loading Images in Windows 8
• Playing Videos
• Uploading Photos to the Web
• Using the Camera App
• Sharing Your Photos
• Troubleshooting Windows 8
• Summary