

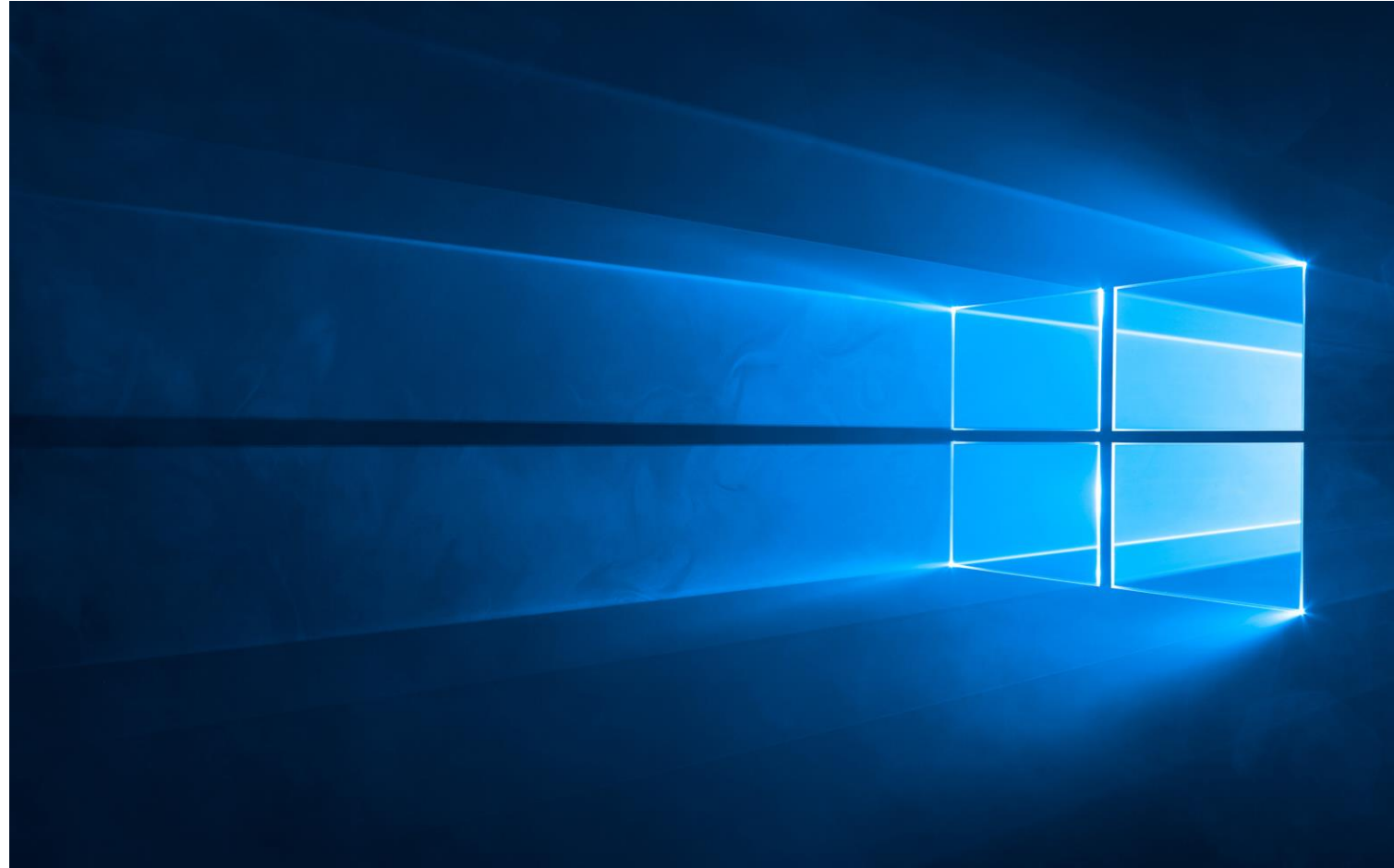


# Windows 10 Basics



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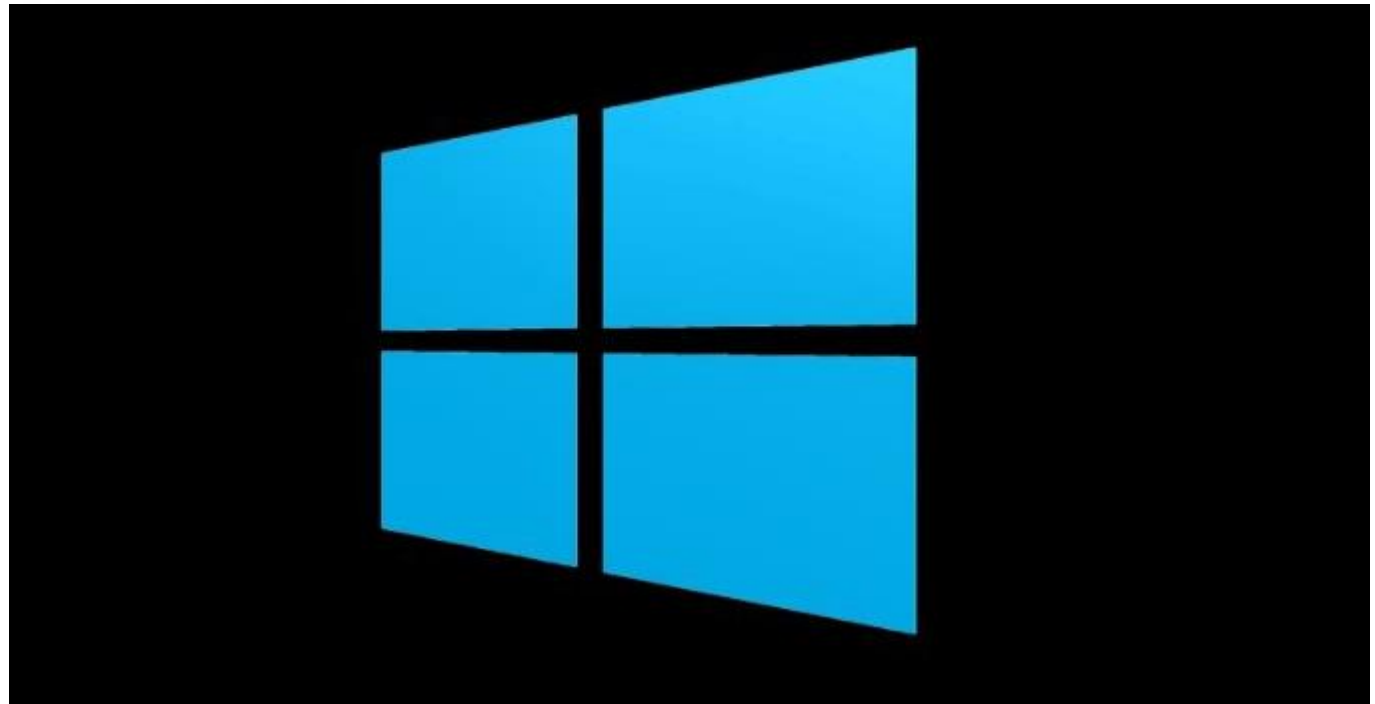
- The Start Menu
- File Explorer
- Control Panel
- Taskbar
- Cortana
- Web Browsers
- Windows Aero Snap
- Windows Aero Shake
- Keyboard Shortcuts  
"Hotkeys"
- Multiple Desktops  
Using Task View
- Windows 10 Store



The Start Button – It hasn't been labeled “start” since Windows XP.



## The Start Menu

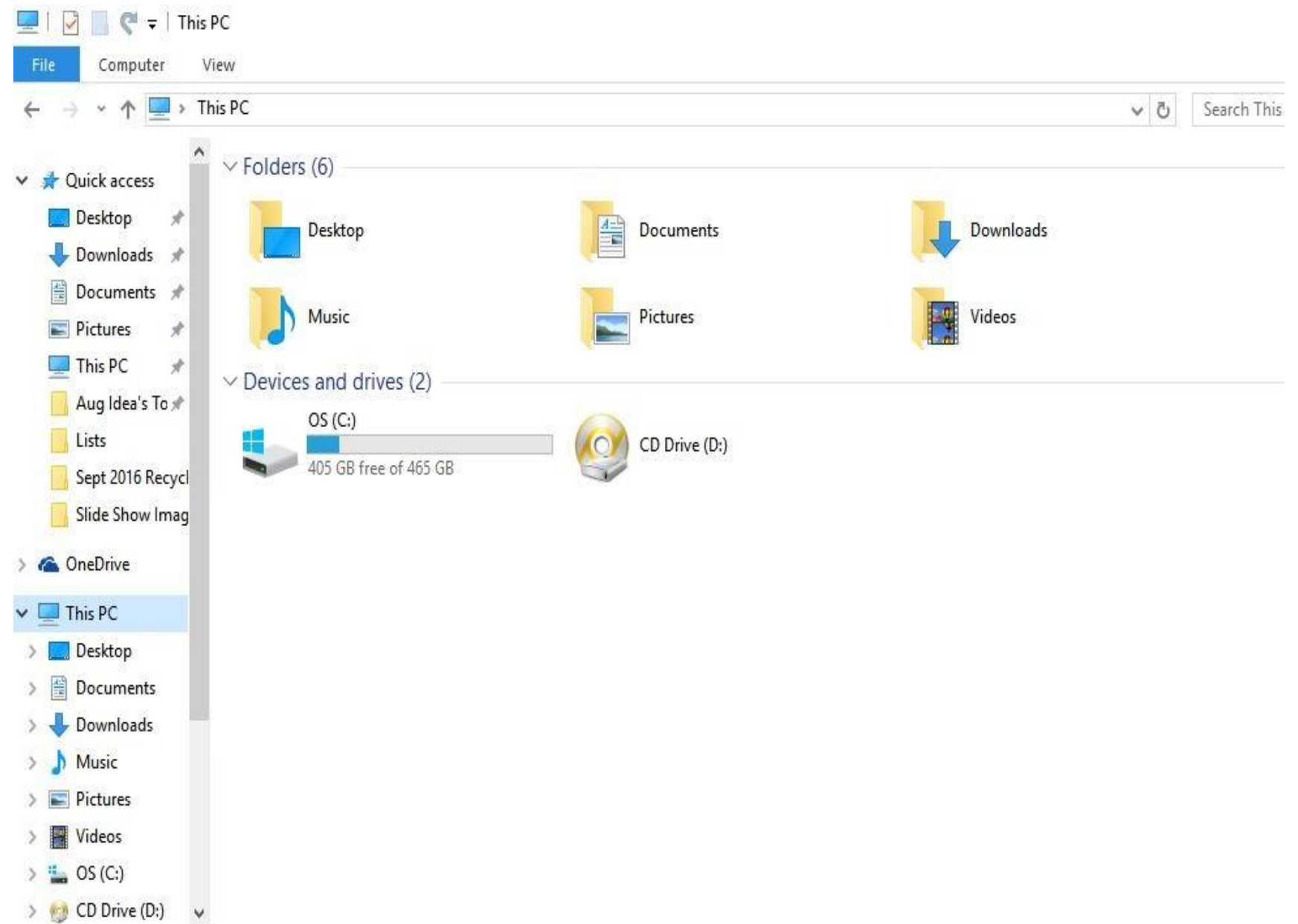


# The Start Menu

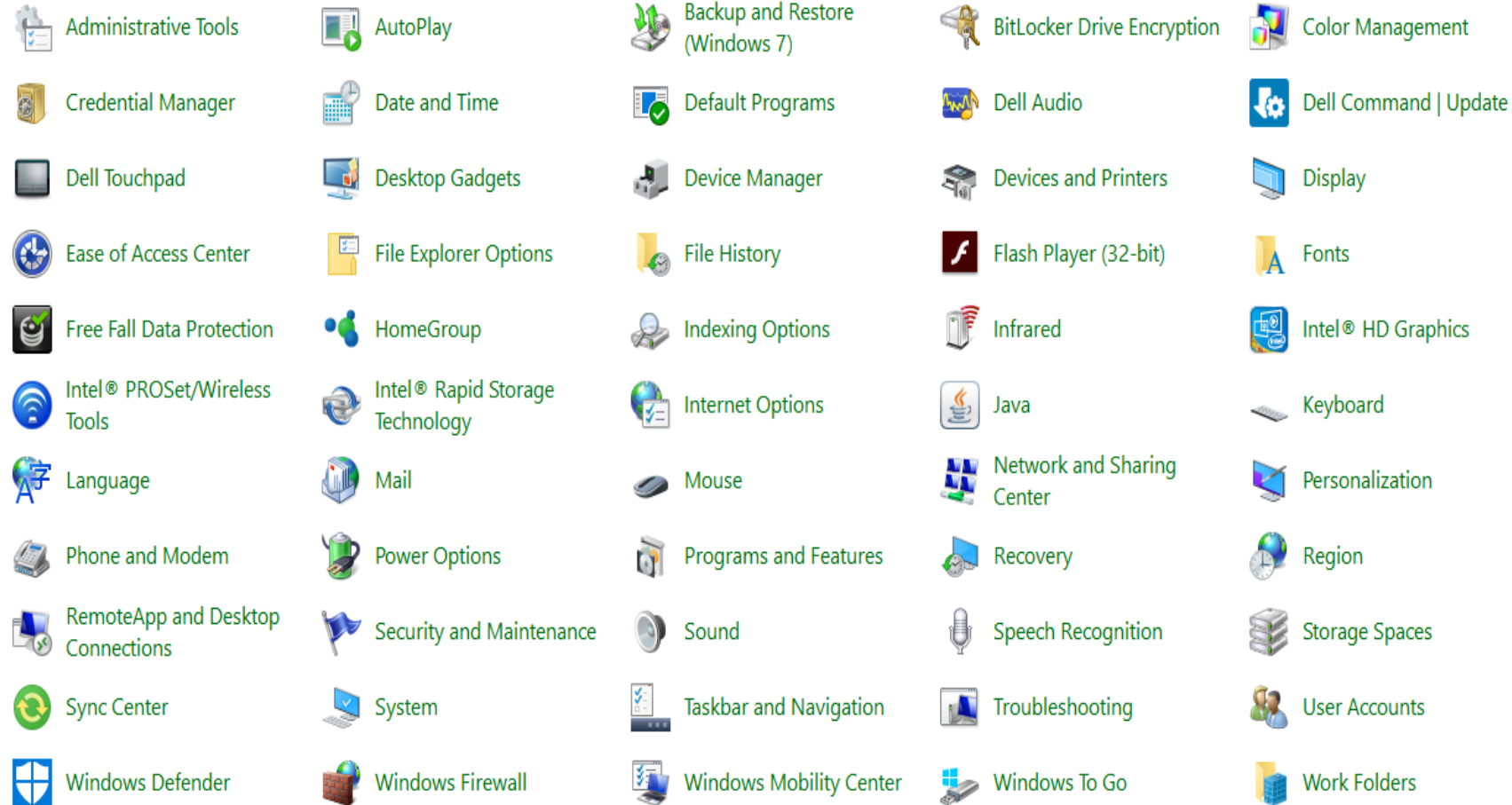


- Apps
- File Explorer
- Settings
- Power
- Recently Added
- Most Used
- Profile
- Right Click

# File Explorer



# Windows 10 Control Panel



# Taskbar

Start menu

Cortana

Task View and  
virtual desktops

Jump Lists

Customization

Colors



# Cortana

- Reminders
- Appointments
- Search Your PC and the web





# Web Browsers



Microsoft Edge

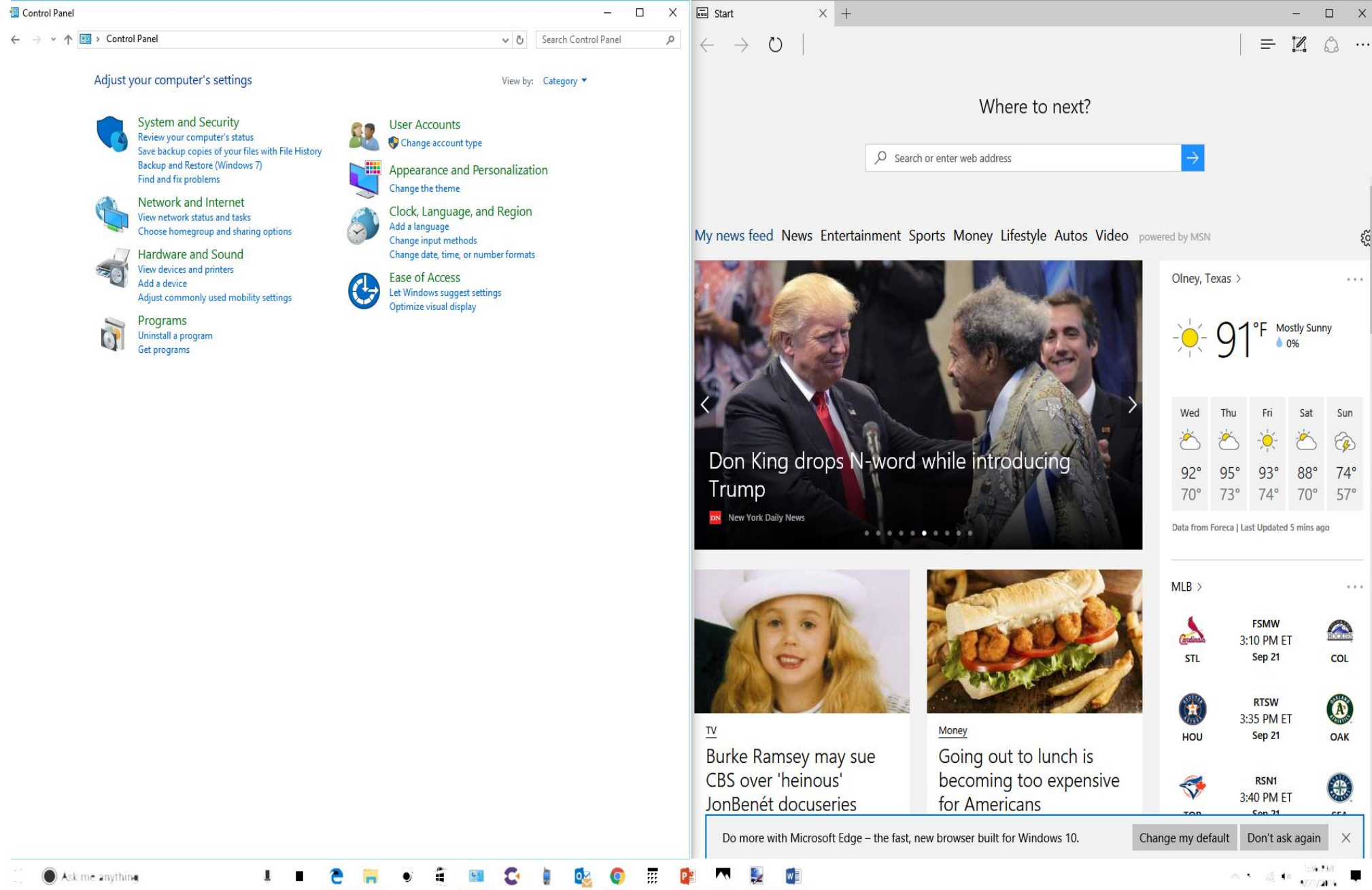


Google Chrome

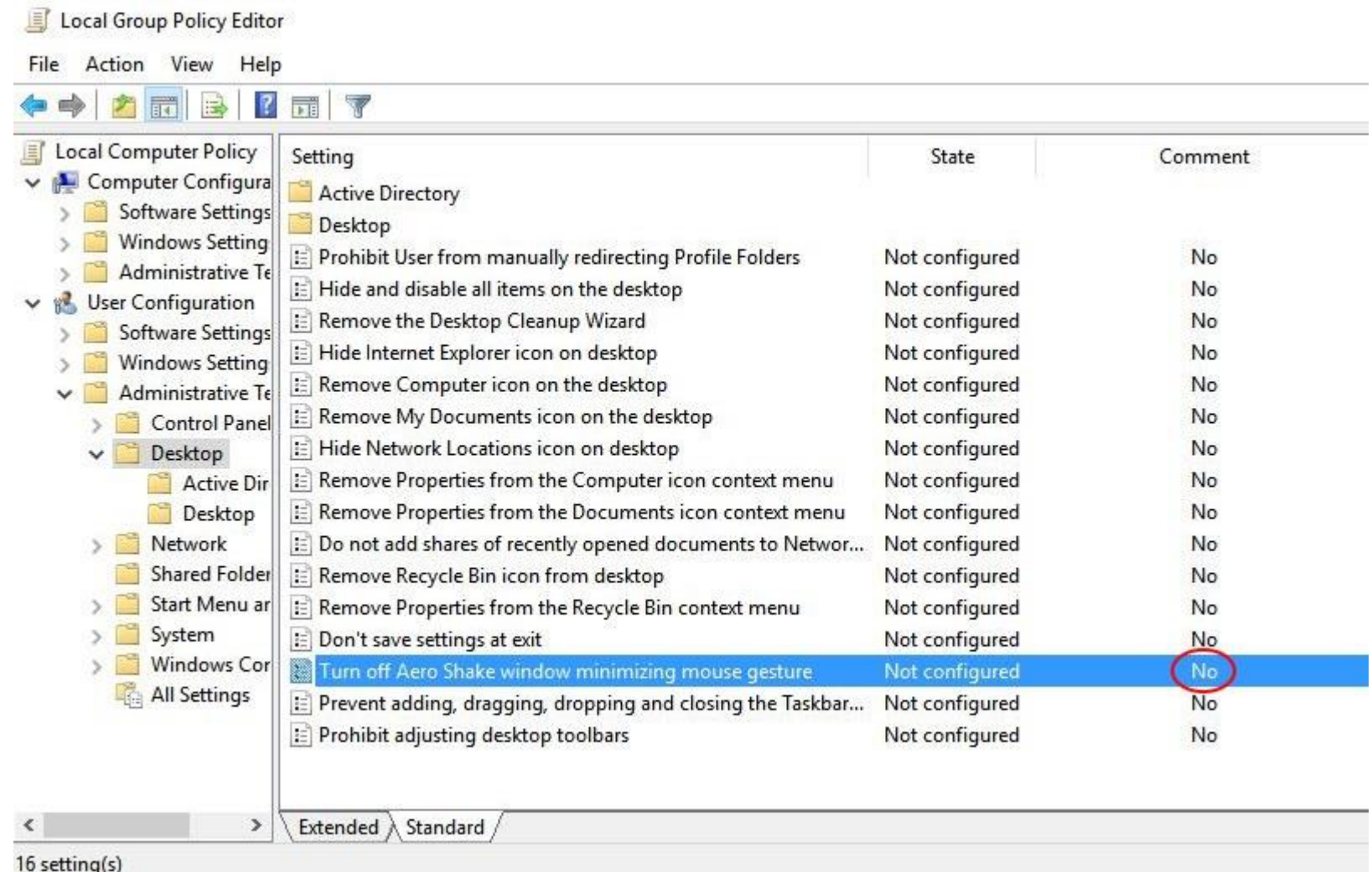


Mozilla Firefox

# Windows Aero Snap



# Windows Aero Shake



# Windows Keyboard Shortcuts "Hotkeys"

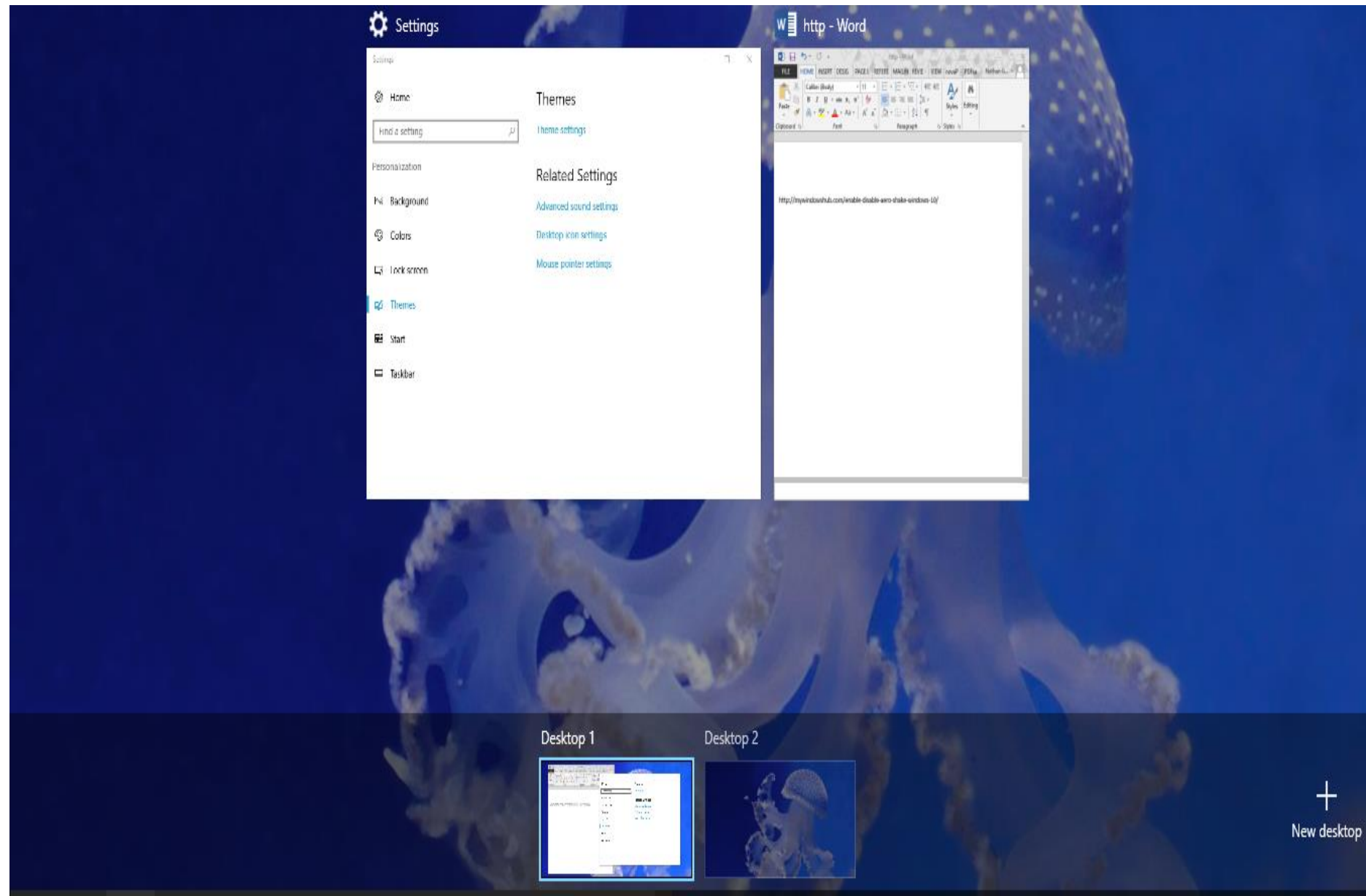
Windows 10 Keyboard Shortcut	Description
Windows	Show the Windows 10 Start Menu
Windows + Tab	Launch Windows 10 <i>Task View</i>
Windows + C	Search the web and Windows with Cortana (speech)
Windows + S	Search the web and Windows with Cortana (keyboard input)
Windows + I	Open Windows 10 settings
Windows + A	Open Windows 10 Action Center (e.g. to display notifications and customizable quick actions)
Windows + Ctrl + D	Create new virtual desktop
Windows + Ctrl + F4	Close current virtual desktop
Windows + Ctrl + [Left][Right]	Switch between virtual desktops
Windows + [Left][Right][Up][Down]	<p>Position windows on your screen</p> <p>E.g. <i>Windows + [Left]</i> moves the current window to the left half of your screen. If you use <i>Windows + [Up]</i> afterwards, the current window will be placed in the upper left quarter of your screen.</p> <p>And, what's very handy in my opinion: If you release the <i>Windows</i> key after positioning a window, Task View shows up on the opposite side of the positioned window to select and position another app.</p>
Windows + H	Share content (if supported by current app)
Windows + K	Connect to wireless displays and audio devices
Windows + X	Open <i>Start</i> button context menu
Windows + G	Opens the Windows 10 <i>Game Bar</i> to take game screenshots and record gaming videos of Windows 10 games (works in any game app, e.g. <i>Microsoft Solitaire Collection</i> )



# Windows Keyboard Shortcuts "Hotkeys"

Windows 10 Keyboard Shortcut	Description
Windows + D	Show Windows desktop
Windows + E	Open <i>Windows Explorer</i>
Windows + L	Lock your Windows 10 device
Windows + Space	Switch keyboard input language (if you have added at least a second one)
Windows + Shift + [Left][Right]	Move current Window from one monitor to another (when using a multiple monitor setup)
Windows + [1][2][3][...]	Open programs that are pinned to task bar  E.g. if first pinned program on your task bar is Windows Explorer (from left to right), the shortcut <i>Windows + 1</i> opens <i>Windows Explorer</i> for you.
Windows + R	Run a command
Windows + P	Project a screen
Alt + Tab	Switch to previous window
Alt + Space	Restore, move, size, minimize, maximize or close current window. Also works like a charm for Windows 10 modern apps.
Alt + F4	a) Close current window  b) If you're on your Windows 10 desktop, open Power dialogue to shut down or restart Windows, put your device in sleep mode, sign out or switch the current user

# Multiple Desktops Using Task View



# Windows 10 Store





# Questions