1. What is Windows 10?

When you think of Windows, you probably think first of conventional desktop PCs and laptops. The Windows 10 release encompasses a much broader range of devices, as shown, taken from a Microsoft presentation, makes clear.

Although all these devices share a great deal of common code, it's not the case that the same code will run on each device. The version of Windows 10 Enterprise for a 64-bit desktop PC, for example, is very different from Windows 10 Mobile or the Xbox OS.
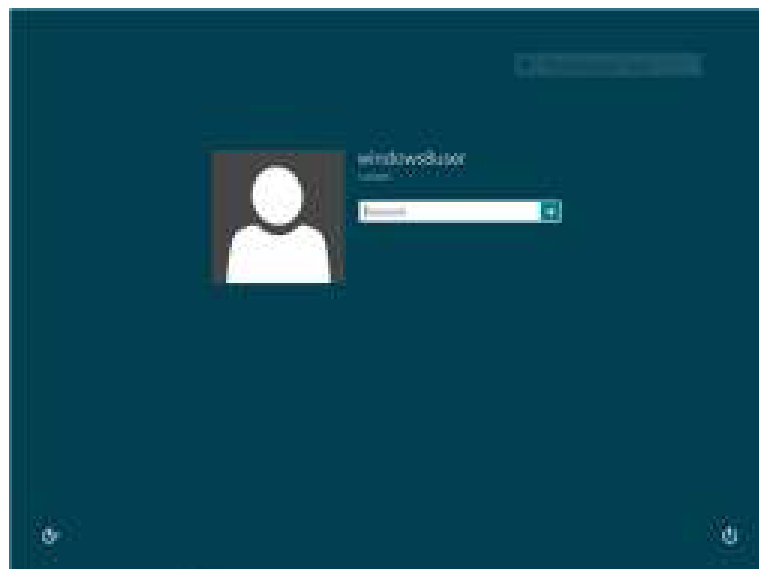
But that common code has a big payoff when it comes to app development. Apps that are built on the Windows universal app platform can run on all Windows device families. They are also easier to manage

and more secure than conventional Windows desktop applications, which run only on PCs.

When you turn on your computer, the first screen is the Lock Screen as shown below.

This fine if you want to know the time, but to move on, click the mouse or press any key on the keyboard. This takes you to the Login screen as shown.
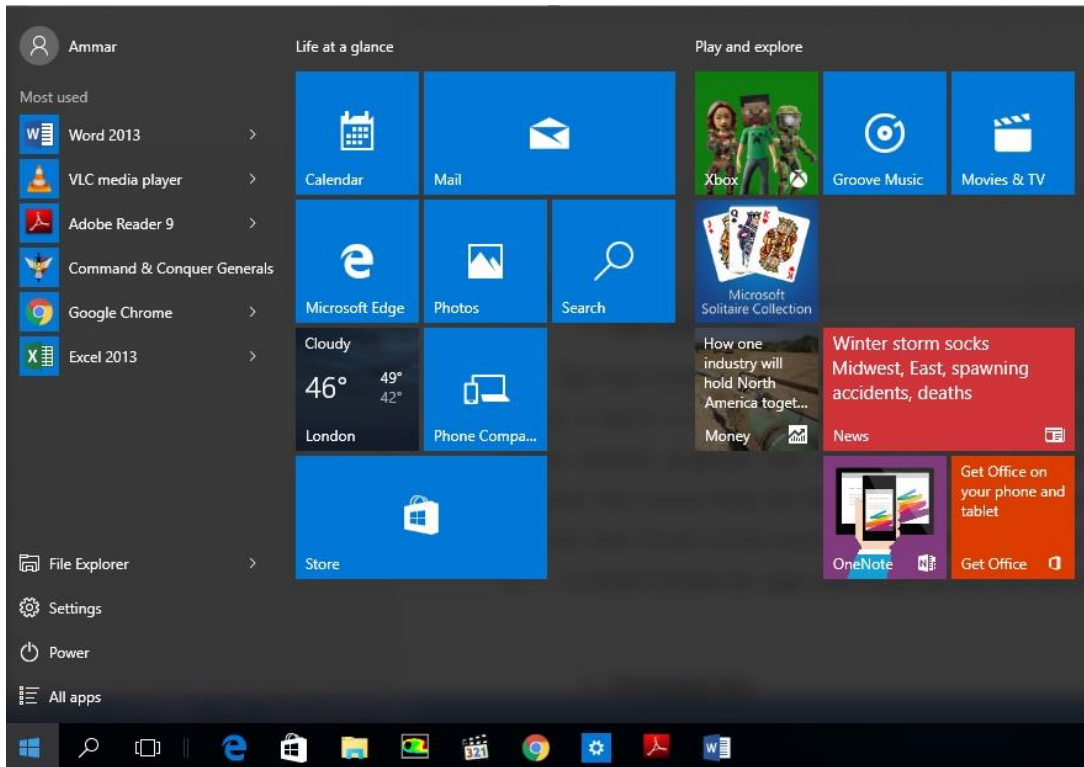
➢ The Start Screen

In the beginning, there was the Windows 95 Start button, which actually included the word Start. Clicking that button led to the Start menu, which was chock-full of shortcuts to programs, utilities, and settings. Both of these crucial parts of the user experience evolved significantly in appearance and functionality over the years, but a time traveler from 1995 would have no trouble recognizing the Start menu in Windows 7.

In a singularly controversial decision, the designers of Windows 8 removed the Start button and Start menu completely, replacing them with a full screen filled with live tiles instead of icons. The Start button returned in Windows 8.1, although its main function was to provide access to the Start screen. Now, by popular demand, the Start menu returns in Windows 10.

In the Windows 10 Preview (the April 2015 update), clicking the Start button opens a menu similar to the one shown in Figure.

This Start menu design (which will undoubtedly change before the final Windows 10 release) contains some familiar elements, including links to common locations, a list of frequently used apps and programs, and power controls. The items on the right are live tiles, which work like their equivalents from the Windows 8.1 Start screen.

The search box, just to the right of the Start button, offers quick access to the local file system and to the web. With a few quick configuration steps.
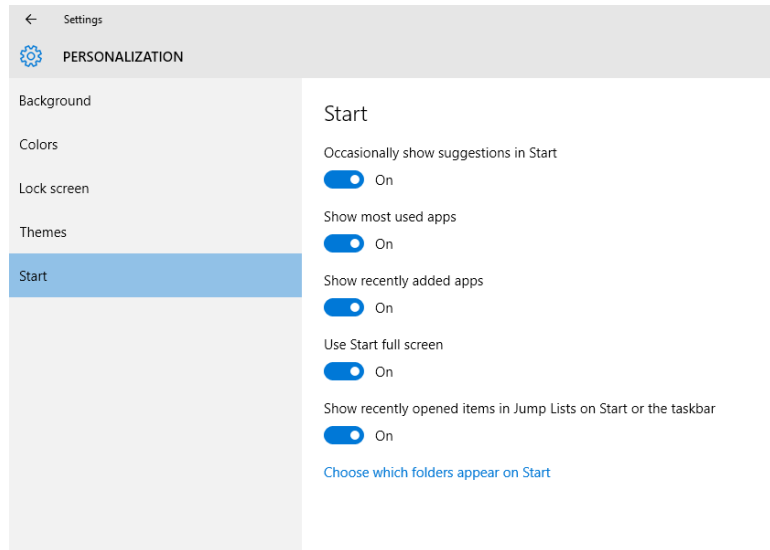
The double-headed diagonal arrow in the top-right corner expands the Start menu to fill the full screen. A separate option, called Tablet Mode, also expands the Start screen but makes additional changes designed to make Windows 10 more usable on tablets and hybrid PCs.

The Start Screen can be thought of as a substitute for the old Start Button. It shows a selection of programs that you can launch. The Start Screen includes programs that are Apps and also the more complex programs that launch from the Desktop, such as Word, Excel, Quicken etc. The Start Screen scrolls horizontally, using the wheel on the mouse, or ---. It should include the Apps and Programs that you use a lot.

➤ **Personalizing the Start Screen**

A right click on the Start Screen – not on an App, opens an App Bar that allows you to customize the Start Screen. Names can be added to Groups. Of course, you can groups the Apps by dragging them to your preferred place as described earlier. To create a new group, drag an App that will be part of the new group to a space between the Groups and a vertical line will appear, and a new group will be formed. You can then name it as described above.
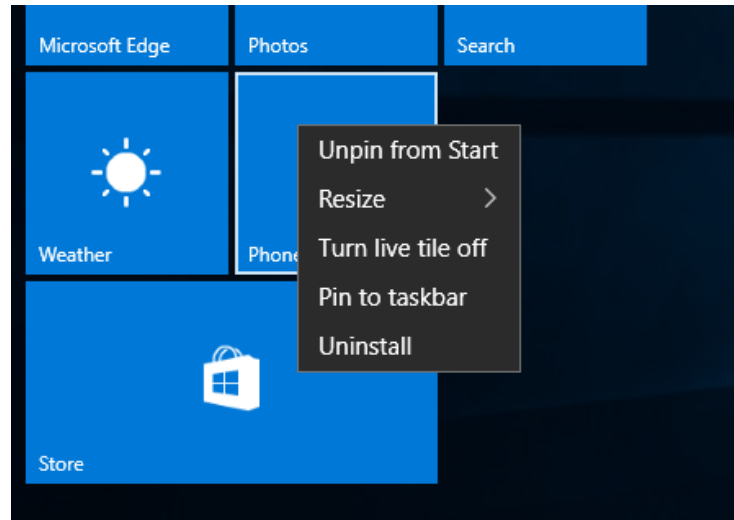
Groups can be rearranged. Move the mouse and a – sign will appear in the lower right corner. Click it and the screen will zoom out. Groups of Apps can now be moved by dragging the group.
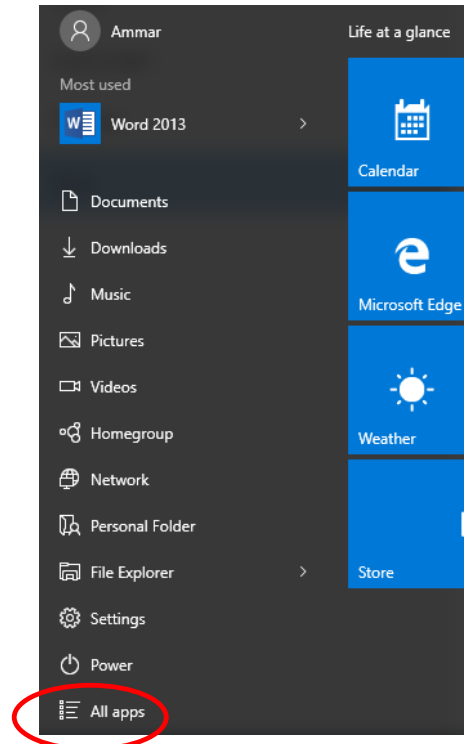
➢ Managing tiles

Live tiles. One of the features that Microsoft introduced are Live Tiles – the tile shows a changing set of information, e.g. The mail tile shows a summary of the latest email, the Weather tile shows local weather conditions. If you find the live tiles too disturbing, you can turn the live feature on and off.

Right click on the tile, and a menu will appear. **Select Turn Live Tile on or Off**. The Menu also lets you Resize tiles. The tiles will automatically regroup to fill in the spaces. Tiles can be moved by holding down the left mouse button and dragging the tile to its new location. If you no longer use a tile on the Start Screen, you can **Unpin** it using the App Bar. It removes the tile from the Start Screen, but does not uninstall the App.

➢ **All Programs**

As with Windows 7, there is an All Programs button on the Start Screen. Move the mouse to the lower left of the screen and an arrow will appear. Clicking this opens the All Programs screen.

This shows all your Apps and Programs. They can be sorted by Name, by Most Used, by Date installed and by Category. Right clicking

an App opens a menu and allows you to perform a variety of tasks including Pin to Start Screen.

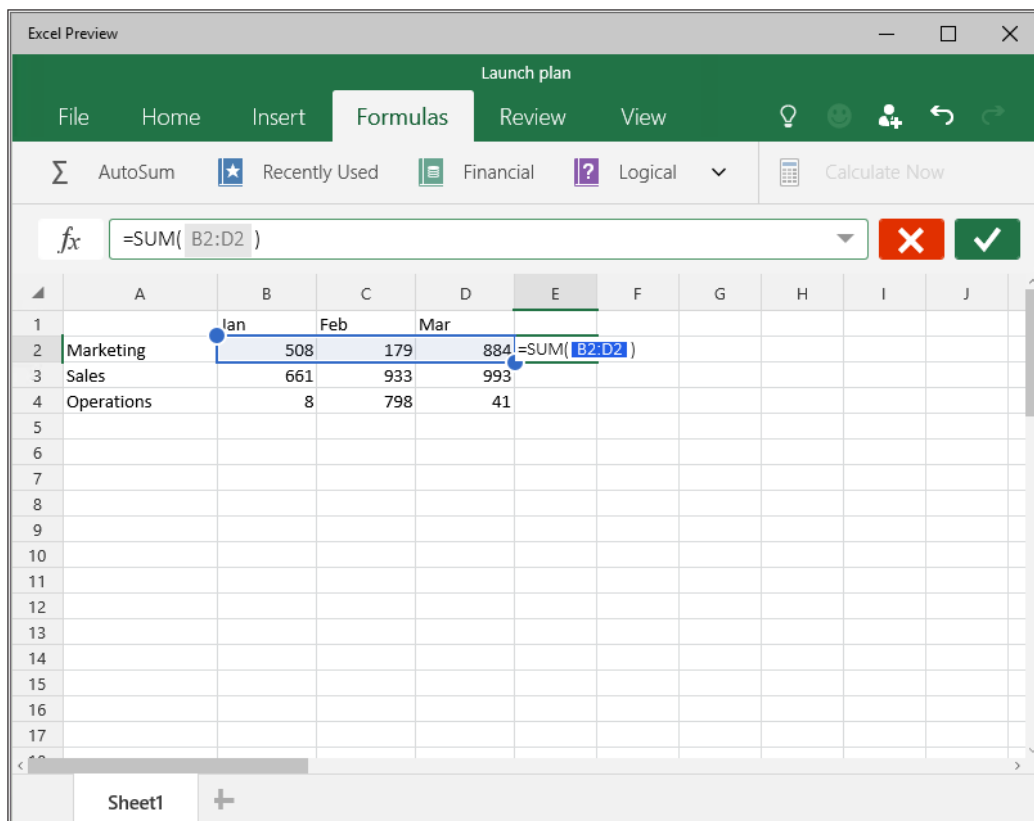## 2. What's new in Windows 10?

Some of the key benefits of Windows 8 are:

> ➢ It's fast.
> ➢ To those who use a smart phone, there are many similarities in Windows 8.
> ➢ It is touch screen friendly.
> ➢ It is closely integrated with the Cloud, so you can store files in the Cloud and access them from any computer
> ➢ Menus have been replaced by ribbons.
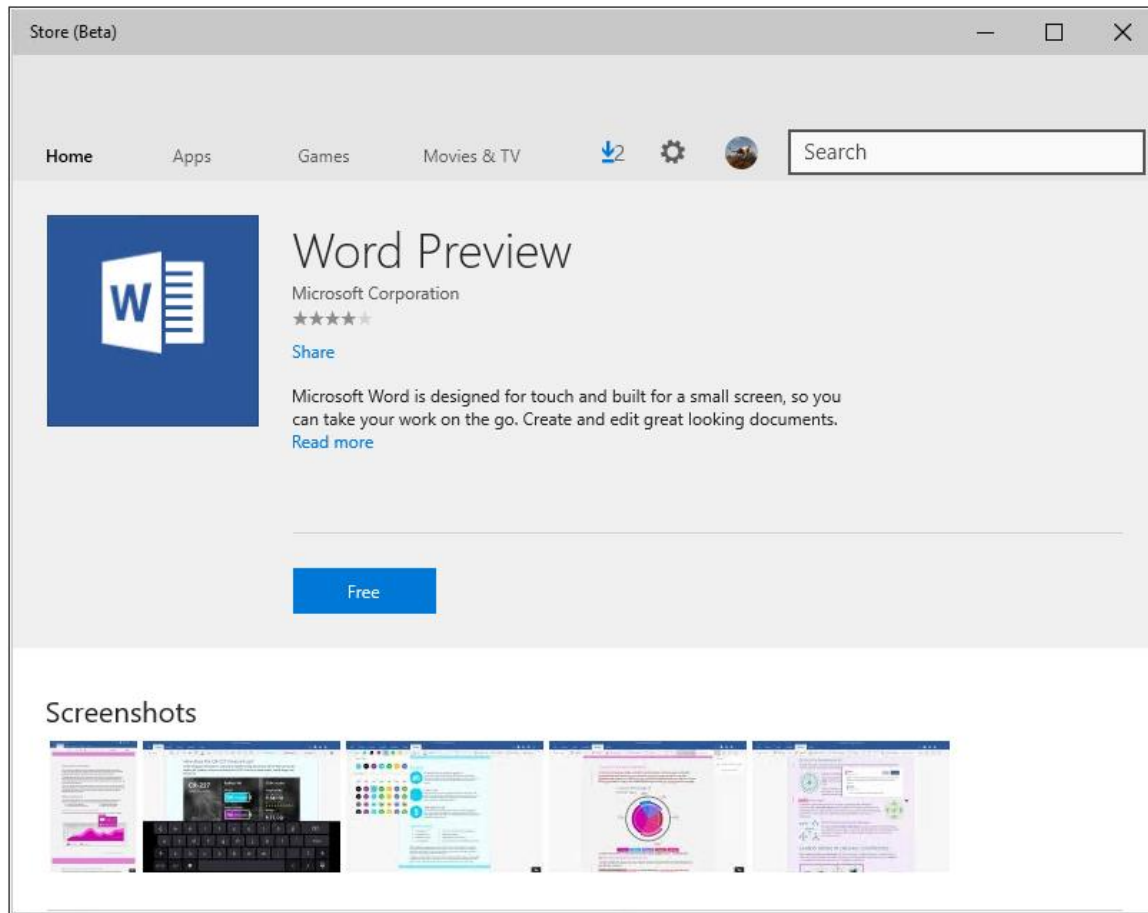> ➢ It includes free virus software.

3. Windows apps

Windows 10 includes support for virtually all desktop applications that are compatible with Windows 7. It also supports the latest generation of Windows apps (sometimes referred to as modern apps), which debuted in Windows 8 and have evolved significantly since that time. These apps are distributed through the

Windows Store. (In enterprise deployments, IT pros can leverage the Windows Store to deliver line-of-business apps to users.)
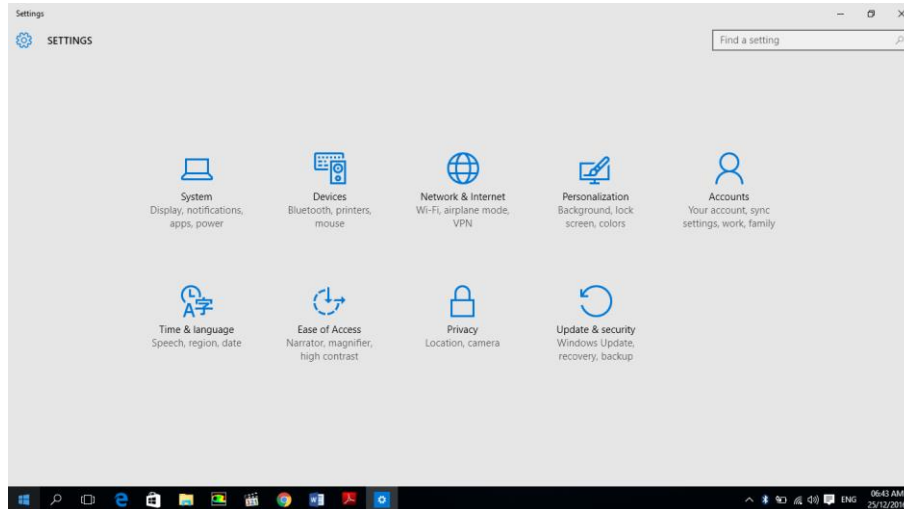
In Windows 8 and 8.1, modern apps run in one of two modes: full-screen, or snapped to the side of the display. In Windows 10, these apps can run in a window. In the Figure below, for example, shows a preview release of Microsoft Excel running in a resizable window on a Windows 10 PC.
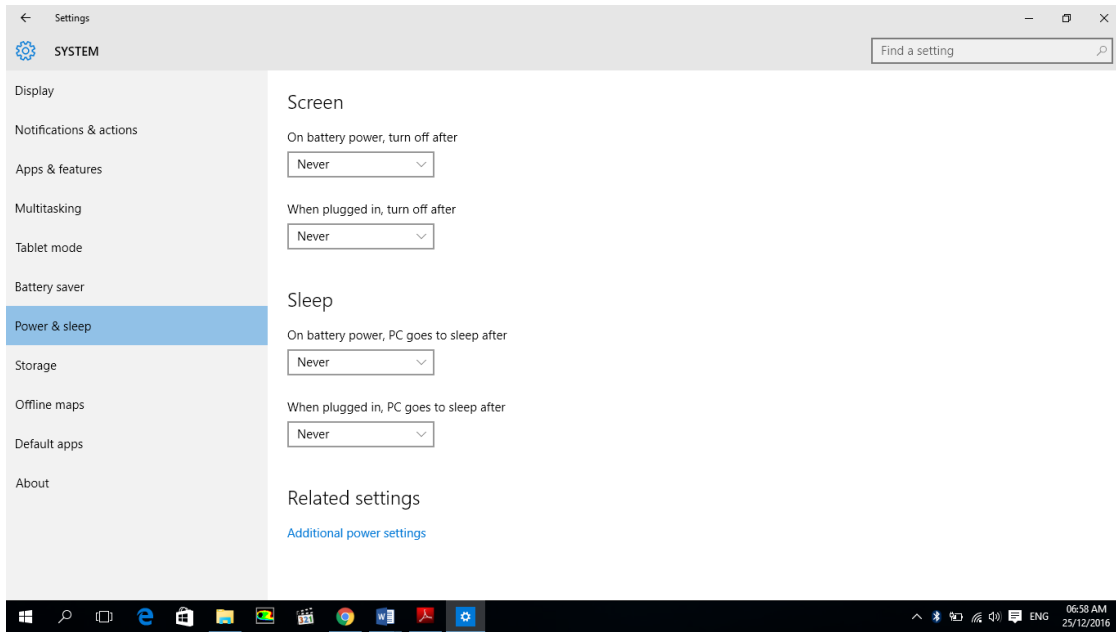
➤ The Settings app

That Settings shortcut leads to the Windows 10 successor of Windows 8's PC Settings. The iconography, shown in Figure, is a distinctive change from the Windows 7 Control Panel.

Speaking of Control Panel, it plays a diminished role in Windows 10 but is far from gone. Since the launch of Windows 8, each successive Windows release has moved more options into this app, usually (but not always) removing the corresponding entry in the desktop Control Panel. This is an ongoing process as well, one that will undoubtedly continue after the official release of Windows 10. The System pane, shown in Figure, is a case in point. In this preview release, clicking or tapping Power & Sleep offers only limited options. That shortcut in the bottom right, Additional Power Settings, leads to the familiar Power Options page in Control Panel.

➢ **Keyboard Shortcuts**

Some very useful keyboard shortcut combinations.

• Windows key + D: Takes you to the desktop

• Windows key + I: Opens Settings. You can reach Control Panel from here if you are on the desktop when you use this shortcut

• Windows key + Q: Opens a Search screen.

• Windows key + X: Opens the Quick Access menu (also called the Power User Menu). There are many useful system tools here. This is an especially useful shortcut for power users.

The Quick Access menu is shown below.

• Windows key + I: Access the Settings charm

• Windows key + H: Access the Share charm

• Windows key + K: Access the Devices charm

• Windows key + Q: Access the Apps Search screen

• Windows key + F: Access the Files Search screen

• Windows key + W: Access the Settings Search screen

• Windows key + P: Access the Second Screen bar

• Windows key + X: Access the Windows Tools Menu

• Windows key + . : Move the screen split to the right

• Windows key + Shift + . : Move the screen split to the left

• Windows key + E: Open Computer

• Windows key + R: Open the Run dialog box

• Windows key + U: Open Ease of Access Center

• Windows key + Pause/Break: Open the System page

• Windows key + F1: Launch Windows Help and Support

Difference between Apps and Programs

Apps	Programs
Download from Store	Get from anywhere
Take up whole screen	Normal Window
Very Specialized	Multi-Purpose
Windows 10 only	Most Windows versions
Generally safe	Can have viruses

➢ The Secret Start menu

Move mouse to the bottom left of the Desktop screen, and Right click. A menu will open.