

Windows 7 Advanced

Prerequisites: None

Length: One Day

Summary: This course is the second and the last in the series of Microsoft® Windows® 7 courses. This course is designed to provide you with skills that will help you manage some of the advanced tasks available in Windows® 7. In this course, you will familiarize yourself with the advanced customization techniques and work with applications and programs in Windows® 7. In addition to this, you will also work with Internet Explorer 8, manage network communications and data, and enhance system performance

Course Content

CUSTOMIZING THE WINDOWS 7 ENVIRONMENT

- Apply Aero Features
- Modify Display Settings

CONFIGURING USER ACCOUNTS

- Create a User Account
- Manage User Accounts

WORKING WITH APPLICATIONS IN WINDOWS 7

- Schedule Tasks
- Work with Media Files
- Explore Games
- Manage Programs

WORKING WITH DEVICES

- Modify Device Settings
- Configure Removable Devices

MANAGING NETWORKS

- An Overview of Networks
- Share Files and Folders

- Manage Offline Files

SECURING SYSTEM DATA

- Back Up Data
- Restore Data
- Apply Security Settings

ENHANCING SYSTEM PERFORMANCE

- Improve Processing Speed
- Optimize Power Consumption
- Configure Windows Update Settings
- Troubleshoot Problems

WORKING WITH INTERNET EXPLORER 8

- Manage Favorites
 - Manage History Files
 - Configure Pop-Up Settings
 - Configure Internet Security and Privacy Settings
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