



Microsoft Windows 7

Introduction

Northern New York Library Network
Workshop
www.nnyln.org

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Description

Description: Xp is old and Vista is dead, long live 7. Windows 7 is up-to-date, more secure, more friendly, more powerful and probably on the next computer that gets ordered (if it isn't already). Explore some new tools, lose some fear, and get more from the 7 experience.

Course objectives

1. Provide participants with an exploration of Windows 7.
2. Improve productivity through improved usage of the operating system.
3. Explore topics listed for the session.
4. Develop computer literacy.
5. Address questions and concerns.

Handouts available in PDF format at www.crowleycomputers.com/handout.htm.

Contents

Windows 7 Introduction	2	4. The stuff you need.....	4
1. What is Windows 7?	2	5. Not so visible improvements.....	4
2. Why 7?	2	6. And the fluff.....	4
3. What's New in the UI (user interface)?	2		

Windows 7 Introduction

1. What is Windows 7?

Windows 7 is the latest release of Microsoft Windows, a series of operating systems produced by Microsoft for use on personal computers, including home and business desktops, laptops, netbooks, tablet PCs, and media center PCs. Windows 7 was released to manufacturing on July 22, 2009, and reached general retail availability on October 22, 2009, less than three years after the release of its predecessor, Windows Vista. Windows 7's server counterpart, Windows Server 2008 R2, was released at the same time.¹

We are discussing Windows, the operating system that is necessary to interact with your computer. Computer hardware is pretty useless without an operating system. We are not discussing Microsoft Office (Excel, Outlook, PowerPoint, Word...).

Almost all computers are delivered with an operating system, it is built into the cost of the computer, it is not free. Microsoft Office is an additional expense, though many Windows computers come with a 60 day trial copy.

2. Why 7?

A. Why?

1. Stable
2. More secure
3. It comes on your new computer
4. Why invest in the past?
 - a. Vista is a lemon
 - b. Xp is over nine years old!

B. Why not?

1. Upgrading
 - a. Software to upgrade an existing system is not cheap.
 - b. You want a decent CPU and at least 2GB of memory.
 - c. Problems do not necessarily go away. We've found that Vista *corruption* returns and fresh loads of 7 are superior to upgrades.
2. New computer
 - a. You have incompatible software

C. Warning: 64 bit versus 32 bit research required!

1. 32 bit will not use more than 3.5GB of memory.
2. Many applications, especially databases, are not 64 bit compatible.
3. Many (older) devices, especially printers, do not have 64 bit drivers.

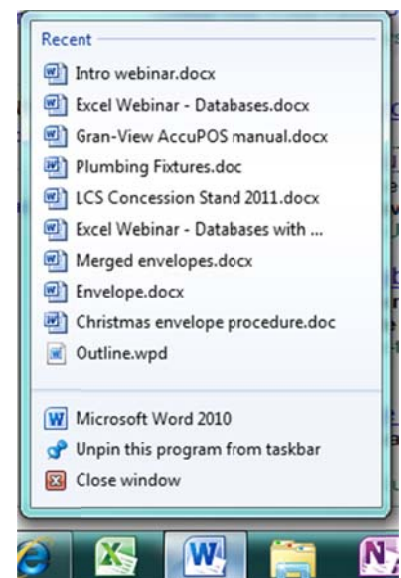
3. What's New in the UI (user interface)?

A. Start menu

1. Pin to Start Menu and Taskbar
2. Search: applications and documents and more! Just start typing. (sol, nnyln)
3. Better shutdown commands than Vista

B. Taskbar

1. Multiple looks via right+click

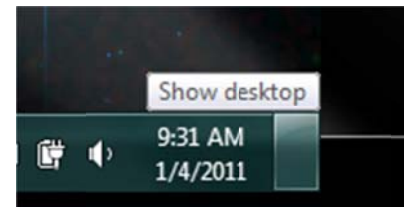


¹ http://en.wikipedia.org/wiki/Windows_7

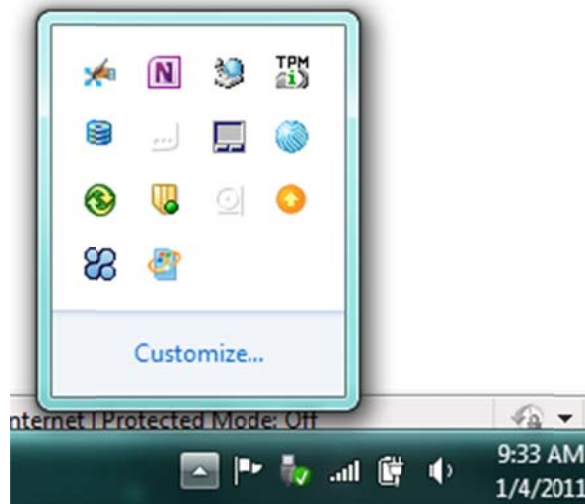
2. Unlaunched and launched applications
3. Jump lists
 - a. Via right+click
 - b. Pin items to Recent list
 - c. Customizable on by applications, IE vs Word

C. Aero

1. Translucent windows
2. Shake: jiggle a window to hide everything else
3. Peek: point to Show desktop in lower right hand corner.
4. Snap
 - a. Drag to / from edge to take half of screen / window
 - b. Drag to / from top to maximize / window
 - c. Double+click top or bottom edge to extend window vertically / window
5. Taskbar previews
 - a. Previews of windows
 - b. Controls on some applications like Media Player
6. New graphics, colors and themes



- D. Action Center: tray can be customized to show and hide individual icons and notifications.



E. Gadgets



4. The stuff you need

- A. Compatibility is better than Vista and even more impressive with Xp Mode
- B. Built-in touch screen capabilities
- C. Libraries
- D. Snipping tool

5. Not so visible improvements

- A. Security
 - 1. Improved
 - a. Parental Controls
 - b. User Account Control
 - c. Windows Firewall
 - 2. Bitlocker encryption
 - 3. HomeGroup for casual networks
 - 4. Internet Explorer 8
- B. Delayed startups
- C. Fax and scan are much better!
- D. Location aware printing
- E. ReadyBoost – add a memory card or USB memory key for improved caching and speed
- F. 64 bit support for better memory usage

6. And the fluff

- A. Multimedia
 - 1. DirectX 11 for new games!
 - 2. Internet TV
 - 3. Movie Maker
 - 4. Photo Gallery
 - 5. Windows Media Center
 - 6. Windows Media Player 12
- B. And every other Windows toy you can think of...

