COMPU 360 BYTES

This FREE news-letter offers news and tips to our customers regard-ing upcoming trends in technol-ogy.

Our goal is to keep our custom-ers well informed about computer technology.

Windows 7 Shortcuts & Tips

It has been a little while since its release and if you use Windows 7, then you have already noticed some of its differences from its predecessors.

Windows 7 offers a lot of hidden features and shortcuts besides the Taskbar and user interface up-dates. In this newsletter we will look at some of these features and shortcuts that Windows 7 has to offer.

Windows 7 Keyboard Shortcuts

Alt + P

In Windows Explorer, you can activate an additional file preview pane to the right side of the window. This panel is great for previewing

images.

Windows + + (plus key) and Windows + - (minus key)

To acti-vate the Magni-fier so

that you can zoom in on the entire desktop, click on the Windows logo but-ton and while holding it down press the + (plus) key. To zoom out, press the Windows logo key and the - (minus) key on the numeric keypad.

Windows + Up or Windows + Down

To maximize a window, press the Windows key and while holding it down press the Up (navigation arrow key. To re-store down a window, press the Windows key and while holding it down, press the down navigation arrow key.

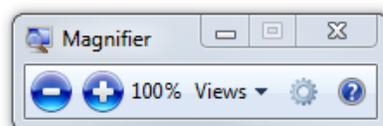#### Windows + Left or Windows + Right

Windows 7 has the ability to automatically resize a window so that it fills up half of your screen by press-ing Windows key and while holding it down, pressing the right or left navigation arrow key.

Windows + Space

When you press Win-dows key and hold it down while pressing the Spacebar on your keyboard, it makes every windows transpar-ent so you can view your desktop.
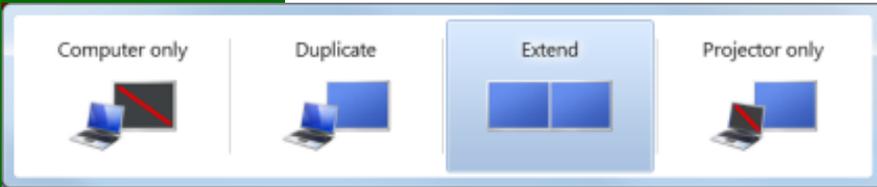
The window only remains transparent as long as you are holding down the Windows key.

Windows + E

Windows + P

You can manage multiple-monitors more

effectively by holding down the Windows key and pressing the "P" key on your keyboard. You can switch from a single monitor to dual-display or projector.

Windows + Shift + Left or Windows + Shift + Right

Like many people I use multiple monitors on the same computer. To move a window from one screen to the other, press and hold down the Windows key, then press and hold down the Shift key, and then press the Left navigation arrow key or right navigation arrow key. You will notice that the window retains its size and relative position on the new screen.

Windows + Home

Perform a similar function to hovering over a window's peek menu thumbnail in the Taskbar. The active window will stay on your desktop while every other open application will be minimized.
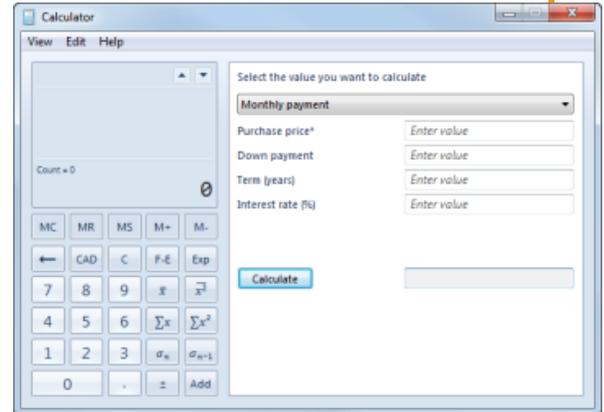
Try some of these shortcuts and tricks using your keyboard and you will feel like abandoning your mouse for a little bit.

These keyboard shortcuts are very helpful in cutting down on mouse usage and thereby saving time in performing day-to-day operations.

Calculator in Windows 7

The calculator applet has received much needed update in Windows 7. Now, you are not restricted to the basic math calculations, You can choose among Standard, Scientific, Programmer, and Statistics mode. You can also calculate your mortgage, vehicle lease, and so on by choosing

the various options from its Worksheet mode.

In addition to these updates, you can choose the Options menu to choose new automated conversion tools, such as angles, temperature, velocity, and so on.

Save your computer from FREE virus along with FREE shareware software

Windows 7 provides DVD and CD ISO burning software. Double-click your image file and Windows will burn your disc image on to a CD or DVD.

This free CD/DVD burning software protects against malware-infected software.

Arrange icons on your Taskbar

Ever thought about re-arranging shortcut icons pinned to your Taskbar. If the taskbar is unlocked, you can left-click with your mouse button, and while holding the left-button down, drag the mouse pointer to the new location where you would like to place the shortcut icon. Simply release the mouse button and your shortcut icon will be placed in its new location on the Taskbar.

Troubleshoot Windows 7

You have probably seen ads on TV which state "Windows 7 was my idea". There is no doubt that Windows 7 has made life easier in many respects, but along with new capabilities we have come across some new problems which may be unique to Windows 7. One of the common ways to handle problems with Windows 7 is to download and install Windows updates that Microsoft issues from time-to-time.
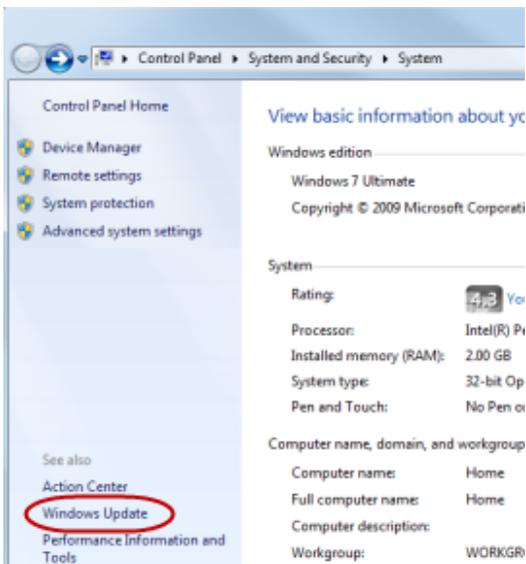
Windows Updates

One of the ways that you can keep your computer running smooth is by downloading and installing automatic updates that Microsoft periodically issues. These updates fix problems that Microsoft has discovered and as such has issued patches to update software to fix security vulnerabilities, and any other issues related to its code or update drivers for the hardware installed in your computer.

At times I have noticed that in a couple of instances updating the driver through Windows updates has made a piece of hardware unusable. If this happens, simply restore your system to previous state. However, make sure to backup your files as restoring the system to an earlier date may result in data loss.

Check if Windows Update is On

To check if Windows 7 update is turned On, click on the Start button, the right-click on the Computer button and choose Properties from the context menu.

In the Windows Update, you can choose from a variety of options from installing updates automatically (recommended) to downloading updates but allowing you to choose as to which updates to install.

Depending upon your comfort level with using Windows 7 update and installation, you can choose an option that suits best to you. It is however advisable NOT to turn off this update feature.

Setting up and using Windows Update would help you in keeping your computer trouble-free.

If you are not sure as to how your computer is setup to handle Windows updates (in any version of Windows), please consult Compu 360 immediately. Prevention is better than cure. Usually, we can resolve such issues over the phone.

Should I upgrade to Windows 7?

The answer to this question is not simple. Windows Vista users have faced a lot of performance issues with that operating system. Windows 7 resolves a lot of the issues faced by Vista users.

I have seen cases that Windows XP users have upgraded to Windows 7 only to run into performance issues with the new operating system.

Before you upgrade, please go to Microsoft's website and do a search on the system requirements for Windows 7. Compare the system requirements for Windows 7 to your computer and check if you meet the minimum requirements to upgrade your computer.

At a bare minimum, Windows 7 requires that your processor must be 1Gigahertz (GHz) or faster, random access memory (RAM) to be 1 gigabyte (GB), 16 GB of hard disk space available, and DirectX 9 graphic device with WDDM 1.0 or higher driver.

Also note that Windows 7 loves random access memory (RAM) and 2 GB of RAM is recommended.

If you are unsure of whether to upgrade your system to Windows 7, give us a call and let us help you in making an informed decision.

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Quality Computer Solutions for Home or Business. On-Site Service that can save you up to 50% or more over our competition.

Compu 360 specializes in computer repairs, virus removal and anti-virus installation, software up-grades, web design, and database programming. We provide a variety of services thus saving you money, time and the hassle of shopping around for different vendors for quality and professional service.

We offer all of our services at client-site, at home or business.

Compu 360 News

Please call or e-mail your comments or suggestions.

In March 2010, we added two computer classes to our list of classes that we teach:

- Internet for Beginners and Seniors, and
- E-mail for Beginners and Seniors.

In April 2010, we will be working on adding a computer class for Social networking.

If there is a service or computer class that you would like us to offer, please call or e-mail us.

We offer this newsletter to all our customers via e-mail, currently at least once a month.

If you would like us to add you to our e-mail list to receive this newsletter, please e-mail us at: info@compu360.com or fill out and submit the customer feedback form on our website.

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