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Helpful Windows 7 Tips

Bring the Quick Launch toolbar back to Windows 7

Use Windows 7's Pin to Taskbar context-menu (right-click) option to place application shortcuts in the taskbar is simpler than re-enabling the Quick Launch toolbar.

Quickly Launch a Program as Administrator In Windows 7

In Windows 7, you can quickly launch a program as an administrator from its Taskbar icon. Assuming your user account has the necessary permissions, simply, hold down the Ctrl + Shift keys as you click on the Taskbar icon.

The program automatically launches with full administrative rights.

Quickly Open a Second Instance Of An Application In Windows 7

Windows 7 lets you quickly launch multiple instances of an application that is currently running, assuming that the application supports multiple instances.

For example, if Notepad is running, you can launch a second instance of the application.

To launch a second instance of an application, simply hold down the Shift key while you click on the application's Taskbar icon. Windows 7 automatically opens a new instance of the application, as opposed to switching back to the current instance.

Handy New Shortcuts in Windows 7

Windows 7 introduces several new keyboard shortcuts that make performing simple tasks even simpler.

- Windows Logo+G - Display gadgets in front of other windows
- Windows Logo+Up - Maximize the current window
- Windows Logo+Down - Minimize the current window
- Alt+P - Display/ hide the Explorer preview pane
- Windows Logo++ (plus key) - Zoom in, where appropriate
- Windows Logo+- (minus key) - Zoom out, where appropriate
- Windows Logo+Left - Snap to the left hand side of the screen



Techie Term: Encryption

Encryption is the coding or scrambling of information so that it can only be decoded and read by someone who has the correct decoding key. Encryption is used in secure Web sites as well as other mediums of data transfer. If a third party were to intercept the information you sent via an encrypted connection, they would not be able to read it. So if you are sending a message over the office network to your co-worker about how much you hate your job, your boss, and the whole dang company, it would be a good idea to make sure that you send it over an encrypted line.

Techie Term Thanks to :
TechTerms.com



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- Windows Logo+Right - Snap to the right hand side of the screen
- Windows Logo+Home - Minimize/ restore everything except the current window

Show Hidden Files and Folders in Windows 7

By default, Windows 7 hides important files and folders from view. This is to prevent users, especially beginners, from inadvertently making changes to or deleting an important operating system file.

Chris Pirillo's Windows 7 Tips tips.pirillo.com

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In some cases, it might be necessary to display hidden folders and files.

You can accomplish this in Windows 7 by following these steps:

1. Open a Windows Explorer window.
2. Click the Organize button.
3. Click Folder and Search Options.
4. From the Folder Options dialog box, click the View tab.
5. Click the Show hidden files, folders, and drives option.
6. Click OK.

Disable User Account Control in Windows 7

User Account Control (UAC) was introduced in Windows Vista. However, it soon became an annoyance due to the number of notifications. UAC in Windows 7 has been improved. It displays fewer warnings and you have some control over the frequency of the notifications. However, even with such improvements, some users may still choose to disable it.

You can disable User Account Control using the steps described below:

1. Click Start and click Control Panel.
2. Click User Accounts and Family Safety.
3. Click User Account.
4. Click the User Account Control settings link.
5. Drag the slider to the lowest value (Never Notify)
6. Click OK and restart your computer.



This Months Quotes:

“The computer was born to solve problems that did not exist before.” – Bill Gates



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How to: Using the New Windows 7 Features

How to configure Windows 7 to search the Internet from the Start menu

You know you can use the Search box at the bottom of the Start menu to search for documents, folders, programs, photos and other files that are stored on your computer. But did you know that you can use it to search for things on the Internet? You can enable this policy if you're using Windows 7 Professional or above, by using the Group Policy editor. Here's how:

1. In the Start menu Search box, type **gpedit.msc**
2. Press Enter
3. In the Group Policy Editor's left pane, navigate to User Configuration | Administrative Templates | Start Menu and Taskbar
4. In the right pane, double click "Add search internet link to Start Menu"
5. In the dialog box, click Enabled
6. Click OK and close the Group Policy Editor

Now when you type something in the Search box, along with the "See more results" link, you'll see a link that says "Search the internet." Click it to launch the web browser.

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