

Introduction to Windows Vista for Intermediate Users

Course Number: VistaInter

Length: 1 Day(s)

Certification Exam

There are no exams associated with this course.

Course Overview

In this follow-up to our introductory course, the instructor will discuss and demonstrate intermediate-level skills in Windows Vista. There are a bunch of new features to learn that will make your everyday computing even easier. You'll be acquainted with Vista in no time and be able to use Microsoft's latest operating system to its fullest.

Prerequisites

Basic Windows proficiency and familiarity with topics discussed in our “Introduction to Windows Vista for End Users” course.

Audience

This course is for anyone interested in learning the new features of Windows Vista.

Course Outline

- **Chapter 1- Setting up your PC**
- Setting up your PC
- Transferring Files and Settings
- New Computer
- Old Computer
- Demo - Easy Transfer Wizard (Old Computer)
- Demo - Easy Transfer Wizard (New Computer)
- Program Defaults
- Default Programs
- Customizing Settings (Protocols)
- Turning Components on/off
- Demo - Turning Components on/off
- Dial-Up and Internet Access
- Setting Default Connections
- Windows Mail
- Demo - Windows Mail
- Setting up a Printer
- Connecting to a Network Printer

- Demo - Connecting to a Network Printer
- Setting up Hardware
- Setting up Manually
- Chapter 1 Review
- **Chapter 2 - Networking**
- Networking
- Connecting to Networked PC's
- Other Methods
- Exploring the Network
- Demo - Exploring the Network
- Sharing Files
- Sharing Files Cont.
- Sharing Folders
- Sharing Printers
- Demo - Sharing Printers
- Connecting to Network Folders
- VPN and other Outside Networks
- Public Wireless Networks
- Connect to Secure Network
- Ad-hoc Networks
- Network Meetings
- Joining Network Meeting
- Meeting Options
- Network Projectors
- Chapter 2 Review
- **Chapter 3 - Customizing Your PC**
- Customizing Your PC
- Desktop Background
- Themes and Aero
- Screen Saver
- Demo - Screen Saver
- Mouse
- Taskbar
- Taskbar Notification Area
- Moving the Taskbar
- Customize the Desktop
- Demo - Customize the Start Menu
- Chapter 3 Review
- **Chapter 4 - Security**
- Security
- User Groups
- Administrator Group
- Standard Group
- Guest Group
- Passwords
- User Accounts and Account Access

- Demo - User Accounts and Account Access
- Protecting your Account
- Monitoring Security Settings
- Windows Update
- Windows Firewall
- Demo - Windows Firewall and Windows Update
- User Account Control
- Parental Controls
- Restrict Access on Computer
- Internet Explorer Security
- Demo - Internet Explorer Security
- Windows Media Player Safety
- Email Viruses
- Demo - Email Viruses
- Chapter 4 Review
- **Chapter 5 - Managing Vista**
- Managing Vista
- MSCONFIG
- Date and Time
- Changing the Display
- Windows Status
- Demo - Windows Status
- System Information
- Reliability and Performance Monitor
- Task Manager
- Performance Options
- Indexing Options
- Memory Diagnostic Tool
- Windows Firewall
- System Configuration and Ready Boost
- Power Options
- Demo - Power Options
- Presentation Settings (Windows Mobility Center)
- Startup Programs
- Maintain Computer Hard Disks
- Extra Software Downloads
- Removing Programs
- Starting up and Troubleshooting
- Fixing System Problems
- Computer Management
- Demo - Computer Management
- Spyware
- Remote Assistance – Get Help
- Remote Assistance – Give Help
- Backing up Files
- Restoring Files

- Upgrading Vista
- Chapter 5 Review
- Course Closure