1. Welcome to windows 10
2. Accounts

   a. will need a username and password
   b. security
   c. multiple users - different access/files/configurations
   d. microsoft online account- best for individual
      i. name and password for computer
      ii. onedrive
      iii. app store - purchases
      iv. required for some other apps
   e. local account
      i. no connectivity
      ii. not tied to a particular person
      iii. more simple
   f. Show movie – Lynda.com
3. The start menu
   a. Windows 8 features – tiles
      i. How to add tiles, resize, move
   b. Most used at the top of left column
   c. Account information
   d. Shutting off

   e. tiles are very nice - customize
      i. live tiles, can turn on or off
         1. Right click to turn live tiles on and off
      ii. most used apps on the far LEFT, as you use computer this will change
      iii. recently added
      iv. all apps option
         1. every application installed on computer
         2. some are in folders
   f. pinning applications to start menu and

   g.
4. Action center
   a. Show internet access
   b. How to get to table mode
   c. Shows notifications – security issues
5. Task bar
6. How to add things to it – very similar

   a. launch and quit applications
   b. adding apps to the taskbar
   c. multiple applications
      i. white lines tell me application is running

        ii. use taskbar to switch applications
    d. autohide the taskbar
7. Task view
    a. Virtual desktops
    b. And easy way to group things you are working on together
8. Cortana
    a. Needs internet connectivity
    b. You can say hey Cortana or hit the microphone
    c. Say help and it can give you some advice on what it can do
    d. You can have it learn your voice

    e. find files, websites, also like Siri
    f. need microsoft online account
    g. can set reminders
        i. also appears in action center
    h. also can be voice activated
    i. search computer and web at same time
    j. ==my stuff - detailed search==
        i. looks inside a bunch of stuff even inside other documents
    k.
9. Tablet mode
    a. Show how to get in to it

    b. easier to search by hand for files on computer
    c. action center hit tablet mode
    d. in tablet mode no desktop
        i. easier to work with just touch controls
    e. always full screen
    f. good for 2 in 1 computers
10. Settings
    a. Show the basics
    b. How to change stuff
11. Edge

    a. very much like IE
        i. can still use ie if necessary
    b. no address bar or search bar at top of page
        i. it appears after you search
    c. bookmarking - favorites
        i. click on star
        ii. long term
    d. reading view
        i. turns dark black and strips page and makes it easier to read
        ii. short term

       e.   notes on webpage
            i.   allows me to take notes
           ii.   can highlight, leave notes, etc.
         iii.   copy and past very useful

12. store
13. Troubleshooting – windows defender