# Computer applications for health science

## '' The Seven lecture''

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- **Control panel**

You can use Control Panel to change settings for Windows. These settings control nearly everything about how Windows looks and works, and you can use them to set up Windows so that it's just right for you.
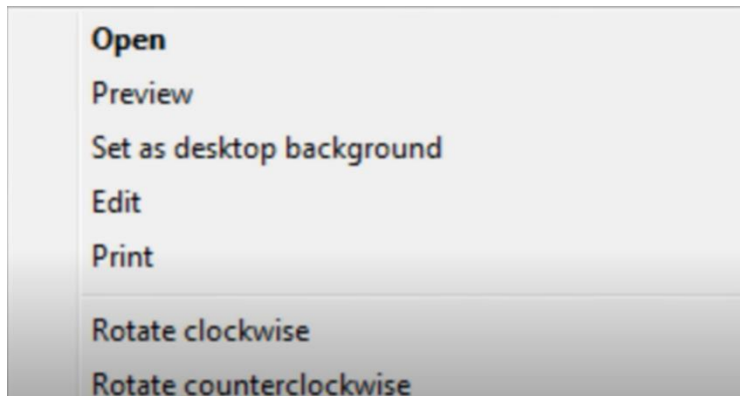
- **How to access control panel**

For Windows 7:Click the Start button, and then click Control Panel.

- **How to change your background in Windows**

You can change your background on Windows 7  in two different ways.

If you already have your new background image saved on your computer, simply right-click on it and choose to set it as your desktop background.

**Open**
Preview
Set as desktop background
Edit
Print

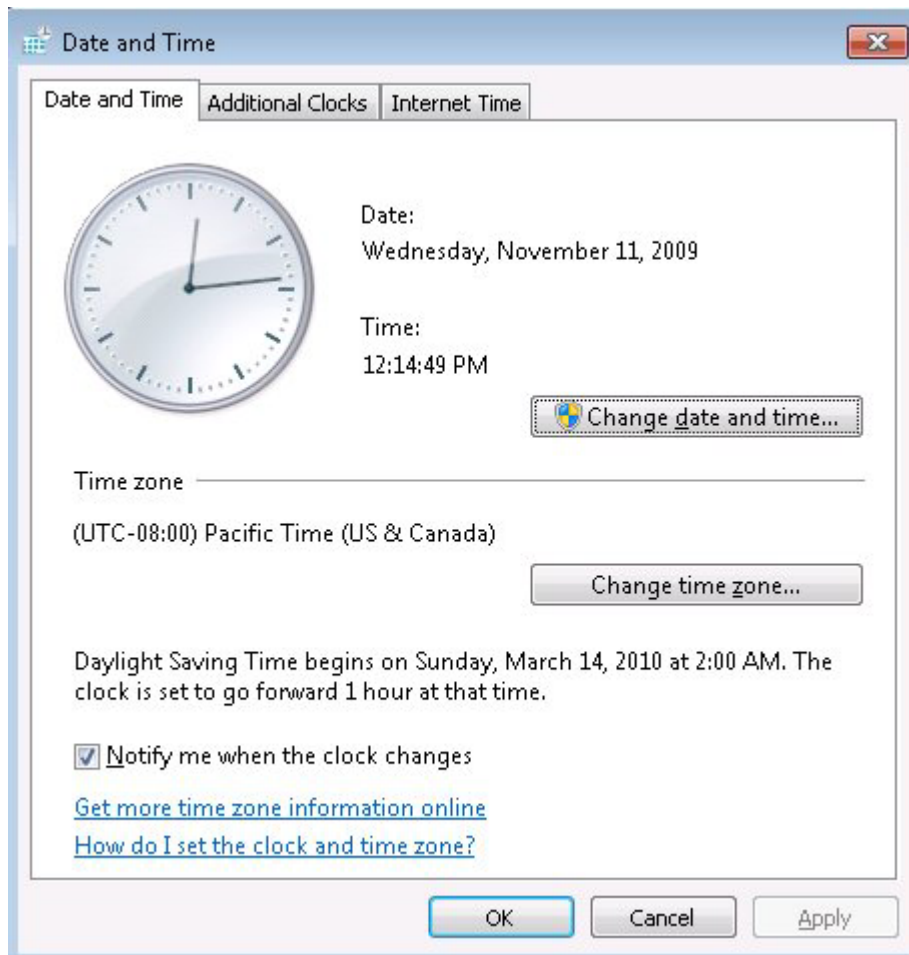Rotate clockwise
Rotate counterclockwise

You can also navigate through your settings to change your background and customize it as you wish:

1. Right-click on your desktop, click on "Personalize"
2. Go to "Desktop Background" and click on "browse"
3. From here choose the location of the photo you want to use and it should allow you to use it as your wallpaper.
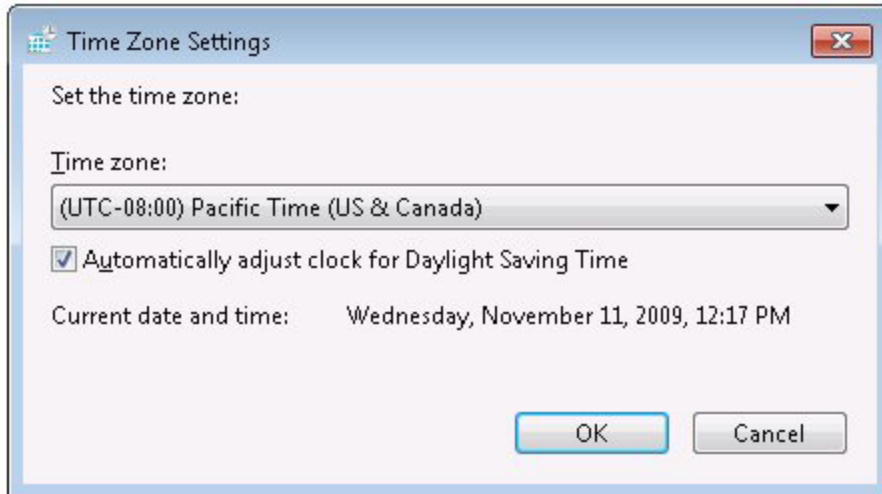4. Click on "Save Changes" and the image should become your new wallpaper.

- **Changing the System Date and Time**

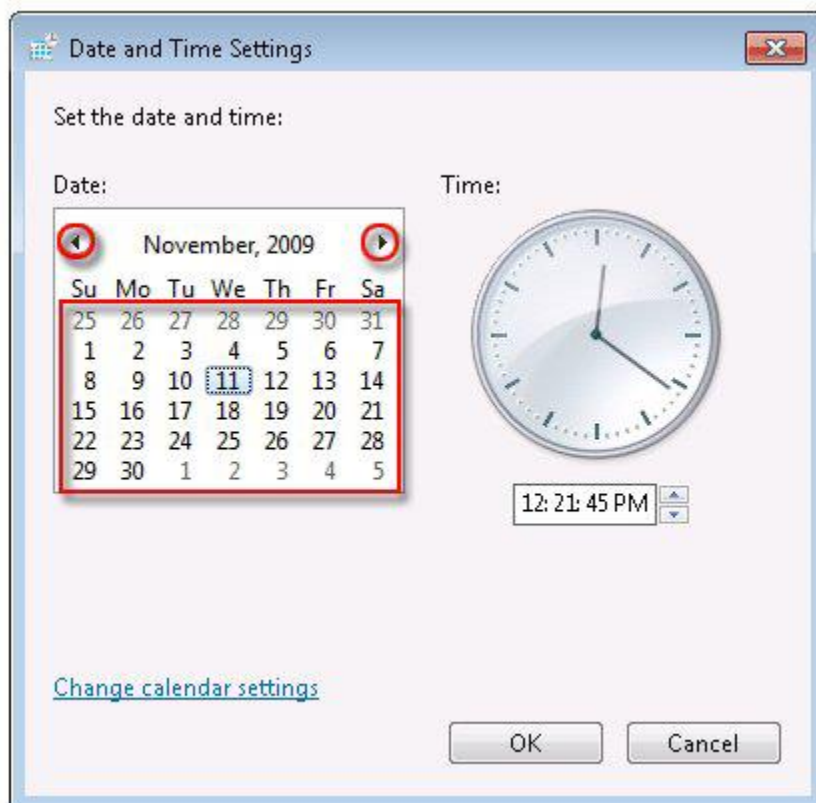Follow these steps to change the date and time settings.

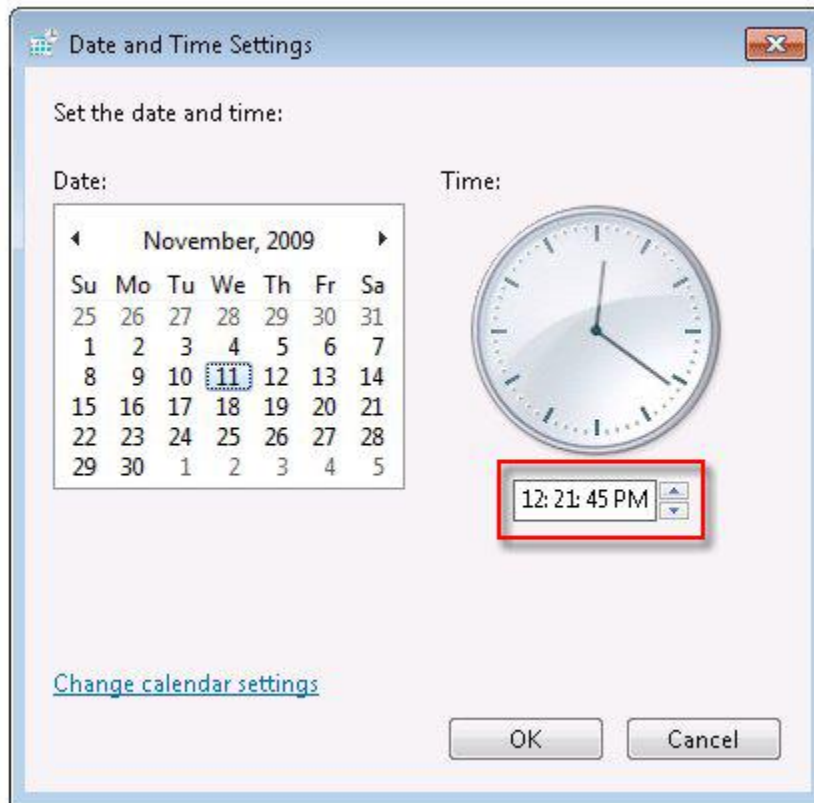1. Click the displayed time in the taskbar and then click Change date and time settings.



2. Click the Date and Time tab.
3. Click Change time zone. Make sure the correct time zone is selected. Place a checkmark next to Automatically adjust clock for Daylight Saving Time if it is not already selected, and then click OK.

4. Click Change date and time.
5. Click the small left and right arrows in the calendar to select a month and year, and then click a day within the month.

6. Change the time by entering the hour, minute, AM or PM, or by clicking the up and down arrow buttons. Click OK when the time matches the current time.
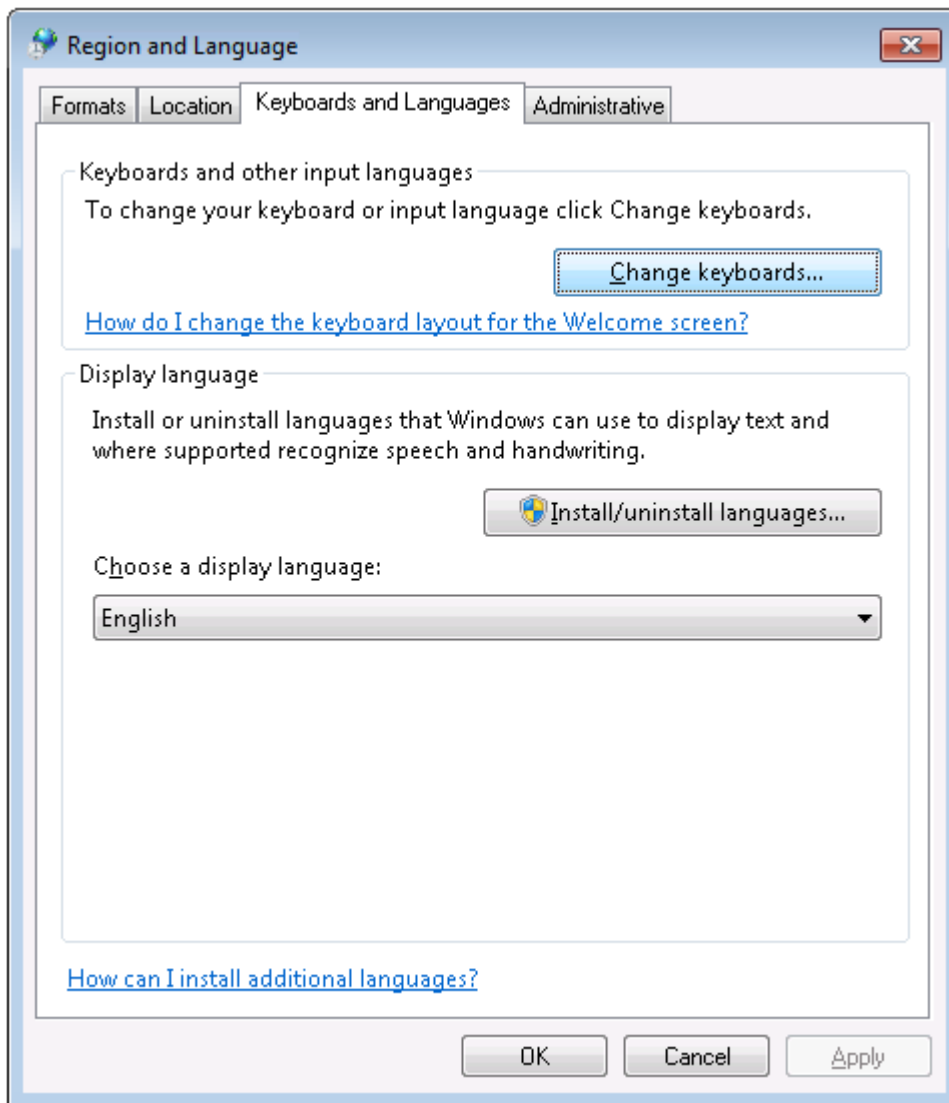


The time zone, date, and time have been set.

- **Changing the input language for keyboards in Windows 7**

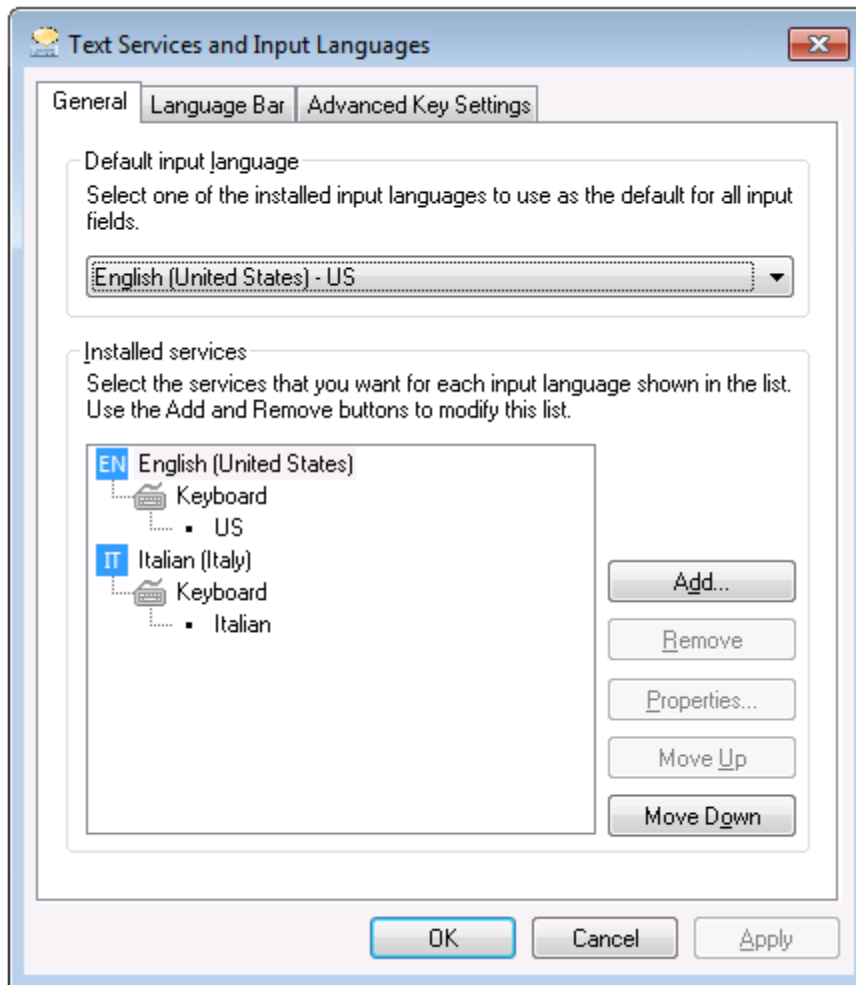After you change the language used by Windows, you may also want to change your keyboard to match your language.

1. Click Start 🟦, and then click **Control Panel**.
2. Under Clock, Language, and Region, click Change keyboards or other input methods.

3. Click Change keyboards.



4. Select the language from the drop-down list.

   If the language is not listed, click Add, select the keyboard(s) you want to use, and then click OK.

5. Click Apply, and then OK. The new keyboard is added to the list of available keyboards and a keyboard icon appears on the system tray, allowing you to switch between the keyboard that you want to use with the mouse.
6. To change your default keyboard, select the language in the Installed services area and then click Move up until it is the first in the list.