# Computer applications for health science

# The eight lecture

استاذه المادة:

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# Power option

## Turn your PC off completely

To shut down, select Start 🌐 and then select **Shut down**.

## Sleep

Sleep uses very little power, your PC starts up faster, and you're instantly back to where you left off. For a lot of PCs (especially laptops and tablets), your PC goes to sleep when you close your lid or press the power button.

**To set your PC so it goes to sleep when you close the lid or press the power button:**

1. Open power options—select Start 🌐, then select **Control Panel > System and Security > Power Options**.
2. Do one of the following:
- If you're using a desktop, tablet, or laptop, select **Choose what the power buttons do**. Next to **When I press the power button**, select **Sleep**, and then select **Save changes**.
- If you're using only a laptop, select **Choose what closing the lid does**. Next to **When I close the lid**, select **Sleep**, and then select **Save changes**.
3. When you're ready to make your PC sleep, just press the power button on your desktop, tablet, or laptop, or close your laptop's lid.

On most PCs, you can resume working by pressing your PC's power button. However, not all PCs are the same. You might be

able to wake it by pressing any key on the keyboard, clicking a mouse button, or opening the lid on a laptop.

# <span style="color:red">Hibernate</span>

This option was designed for laptops and might not be available for all PCs. (For example, PCs with Instant Go don't have the hibernate option.) Hibernate uses less power than sleep and when you start up the PC again, you're back to where you left off (though not as fast as sleep).

Use hibernation when you know that you won't use your laptop or tablet for an extended period and won't have an opportunity to charge the battery during that time. First check to see if this option is available on your PC and if it is, turn it on.
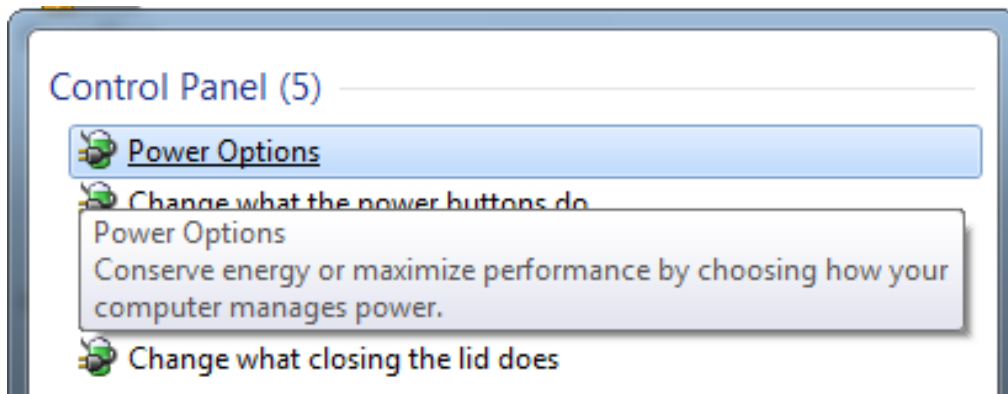
To hibernate your PC:

1. Open power options—select **Start** 🌐, then select **Control Panel** > **System and Security** > **Power Options**.
2. Select **Choose what the power button does**, and then select **Change settings that are currently unavailable**. Under **Shutdown settings**, select the **Hibernate** checkbox (if it's available), and then select **Save changes**.

   Now you'll be able to hibernate your PC—select **Start** 🌐, select the arrow next to **Shut down**, and then select **Hibernate**.

## <span style="color:red">Customize Power Plan</span>

**To access your Windows 7 power management plan, go to > *Start* and type > *power options* in the search field. Under > *Control Panel* pick the top result, i.e. > *Power Options*.**

Control Panel (5)

Power Options

Change what the power buttons do

Power Options
Conserve energy or maximize performance by choosing how your computer manages power.

Change what closing the lid does

Windows 7 offers three standard power plans: Balanced, Power saver, and High performance.

Select a power plan

Power plans can help you maximize your computer's performance or conserve energy. Make a plan active by selecting it, or choose a plan and customize it by changing its power settings. Tell me more about power plans

Plans shown on the battery meter

⦿ **Balanced (recommended)**                                    Change plan settings
   Automatically balances performance with energy consumption on capable hardware.

○ Power saver                                                         Change plan settings
   Saves energy by reducing your computer's performance where possible.

Hide additional plans                                                                        ⌃

○ High performance                                                 Change plan settings
   Favors performance, but may use more energy.

Screen brightness: ☼

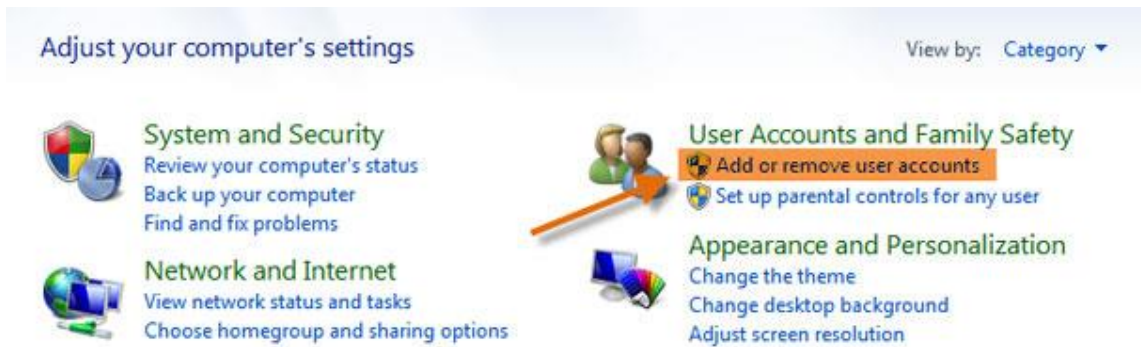## Setting up multiple user accounts

With Windows 7, everyone who uses your computer can have their own user account. This allows each person to have his or her own settings, and it allows you to set up Parental Controls to limit the types of games and programs your children are able to use.
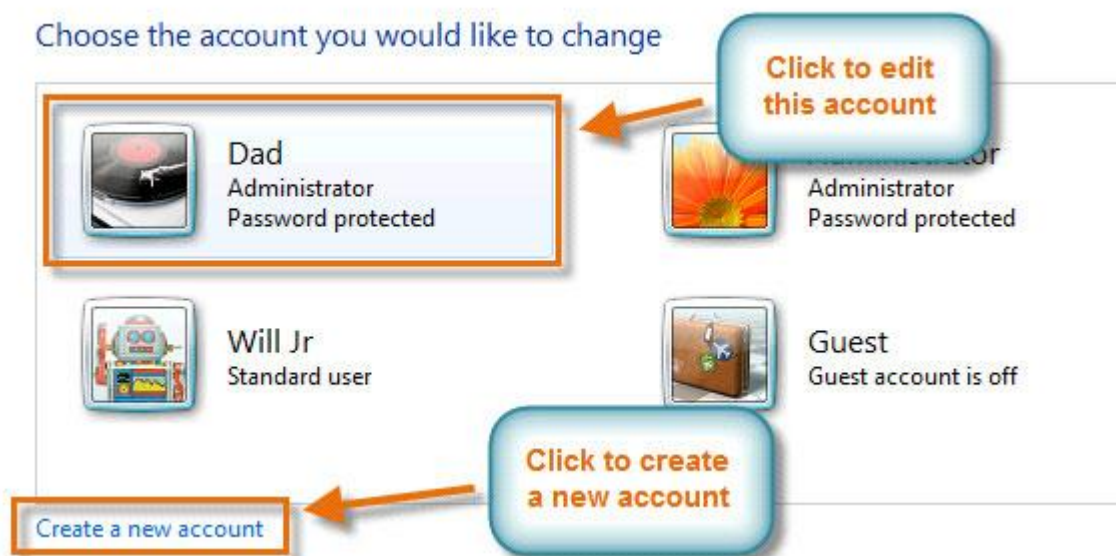
## Why should you have multiple user accounts?

If you wanted to, you could have a **single account** on your computer that everyone could use. But having **multiple accounts** has some advantages. If each user has his or her own account, then each person will have his or her own desktop for organizing files and folders. Each person also will be able to choose a specific **desktop background**, along with other personalization features. In addition, parents will be able to set **Parental Controls** for each child's account.

To go to your user accounts:

1. Go to the **Control Panel** from the **Start Menu**.

2. Click **Add or remove user accounts**.

3. The **Manage Accounts** pane will appear. You will see all of the user accounts here, and you can add more accounts or manage existing ones.



To create a new account:

1. From the **Manage Accounts** pane, click **Create a new account**.

2. Type an **account name**.

Name the account and choose an account type

This name will appear on the Welcome [s]...enu.

Melissa ← Type account name here

○ Standard user
  Standard account users can use most software and change system settings that do not affect other users or the security of the computer.

○ Administrator
  Administrators have complete access to the computer and can make any desired changes. Based on notification settings, administrators may be asked to provide their password or confirmation before making changes that affect other users.

  We recommend that you protect every account with a strong password.

Why is a standard account recommended?

[ Create Account ]  [ Cancel ]

3. Select **Standard user** or **Administrator**.

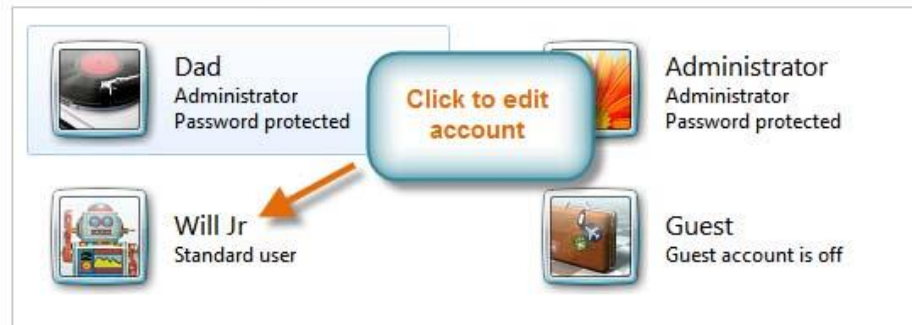4. Click **Create Account**.

## Changing an account's settings

Once you've created a new account, you may want to add a **password** or make other changes to the account's settings.

To create a password:

1. From the **Manage Accounts** pane, click the account name or picture.

Choose the account you would like to change

| | | | |
|---|---|---|---|
| Dad<br>Administrator<br>Password protected | **Click to edit account** | | Administrator<br>Administrator<br>Password protected |
| Will Jr<br>Standard user | | | Guest<br>Guest account is off |

## 2. Click **Create a password**.

Make changes to Will Jr's account

Change the account name

Create a password

Change the picture

Set up Parental Controls

Change the account type

Delete the account

Manage another account

## 3. Type a password in the **New password** field, and retype it in the **Confirm new password** field.

You are creating a password for Will Jr.

**If you do this, Will Jr will lose all EFS-encrypted files, personal certificates and stored passwords for Web sites or network resources.**

To avoid losing data in the future, ask Will Jr to make a password reset floppy disk.

New password

Confirm new password

If the password contains capital letters, they must be typed the same way every time.

How to create a strong password

Type a password hint

The password hint will be visible to everyone who uses this computer.

What is a password hint?

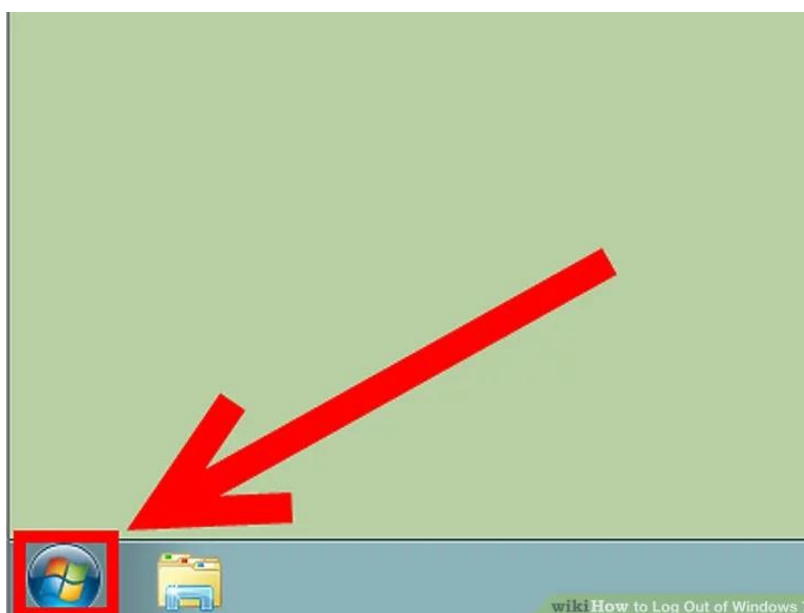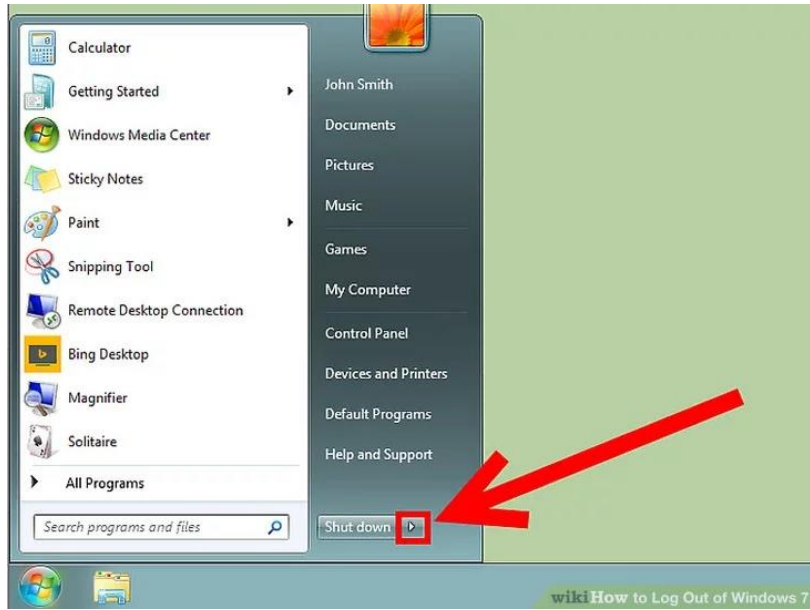Create password    Cancel

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4. If you want, you can type a password hint to help you remember your password.
5. Click **Create password**.
6. To go back to the Manage Accounts pane, click **Manage another account**.
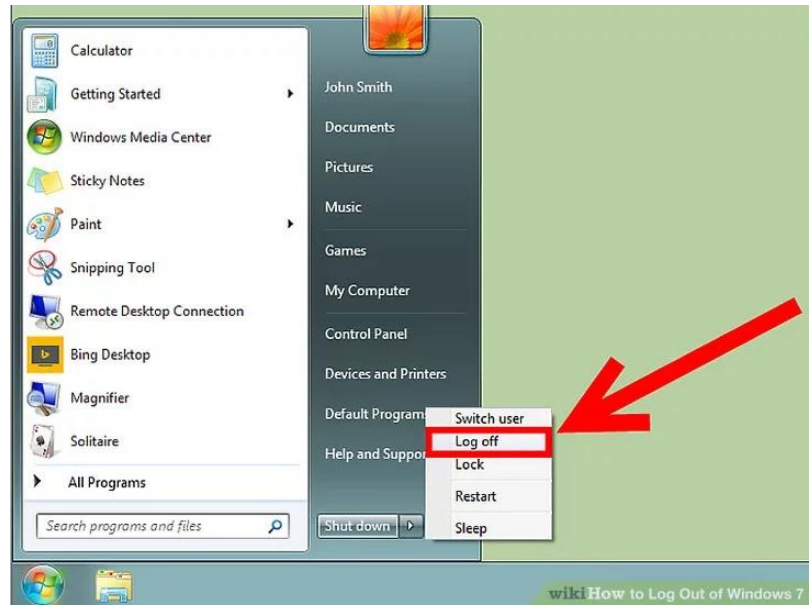
## How to Log Out of Windows 7

Logging out of Windows 7 lets you switch user accounts without having to restart your computer.

**Open the Start** ![Windows Start icon] **menu. > Press the button labeled as Log off (or the ☐ arrow if you don't see that button). If Log off > Log into another account or leave your PC**

https://edu.gcfglobal.org/en/windows7/managing-user-accounts-and-parental-controls/1/