



Lecture three

Windows operating system

1. Introduction

Microsoft Windows is a multitasking operating system developed by Microsoft Corporation which uses Graphical User Interface to interact with the users. Microsoft was originally named “Traf-O-Data” in 1972, was renamed as “Microsoft” in November 1975, then “Microsoft” on November 26, 1976. Microsoft entered the marketplace in August 1981 by releasing version 1.0 of the operating system Microsoft DOS (MS-DOS), a 16-bit command-line operating system. Bill Gates and Paul Allen founded Microsoft and windows operating system has been its primary product.

In this Introduction to Windows, we will also clear you about the latest OS release of Windows is “Windows 10” which was launched in the year 2015.

In a nutshell, below is how Microsoft windows evolved over time:

Windows 1.0 – Nov 1985	Windows XP – Oct 2001
Windows 2.0 – Dec 1987	Windows Vista – Nov 2006
Windows 3.0 – May 1990	Windows 7 – July 2009
Windows 95 – Aug 1995	Windows 8.0 – Oct 2012
Windows 98 – June 1998	Windows 8.1 – Oct 2013
Windows ME – Sep 2000	Windows 10 – July 2015

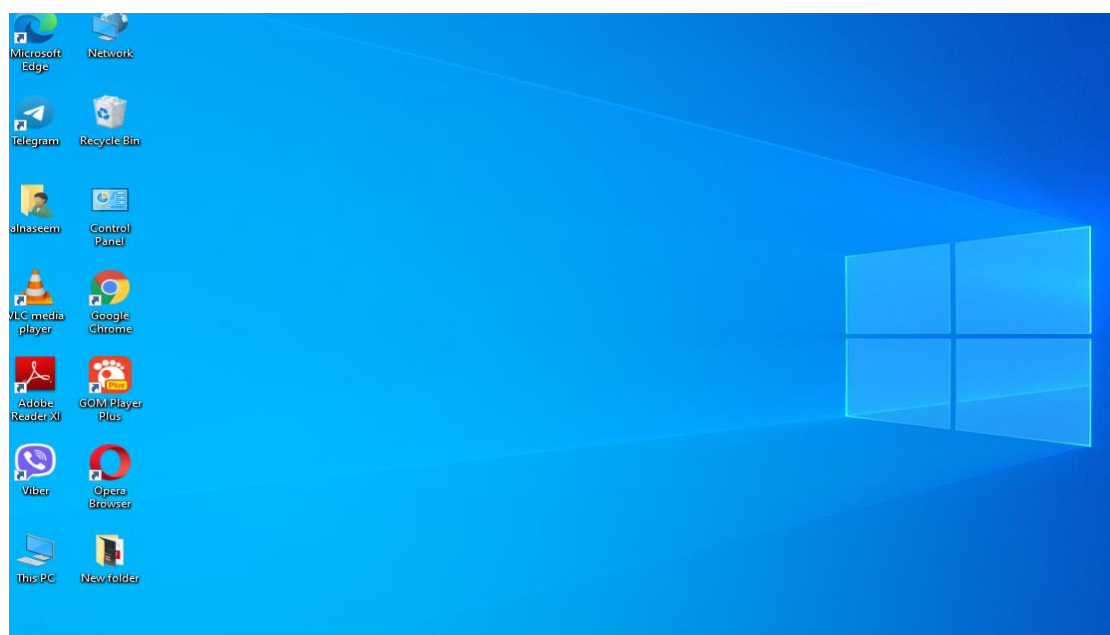
2. Main Components of Windows

The main components of the Windows Operating System are the following:

Configuration and maintenance	User interface
User interface	Applications and utilities
Applications and utilities	Windows Server components
Windows Server components	File systems
Configuration and maintenance	Core components
Services	Kernel
DirectX	NET Framework
Networking	Security
Scripting and command-line	Deprecated components and app

- **Desktop**

It is the very first screen that you will see once the windows start. Here you will see “My Computer”, “My Documents”, “Start Menu”, “Recycle Bin”, and the shortcuts of any applications that you might have created.



- **Taskbar**

At the bottom, you will see a row which is known as the taskbar. It has the currently running applications, you can also pin applications that you frequently use by using an option Pin to Taskbar”.

- **Start Menu**

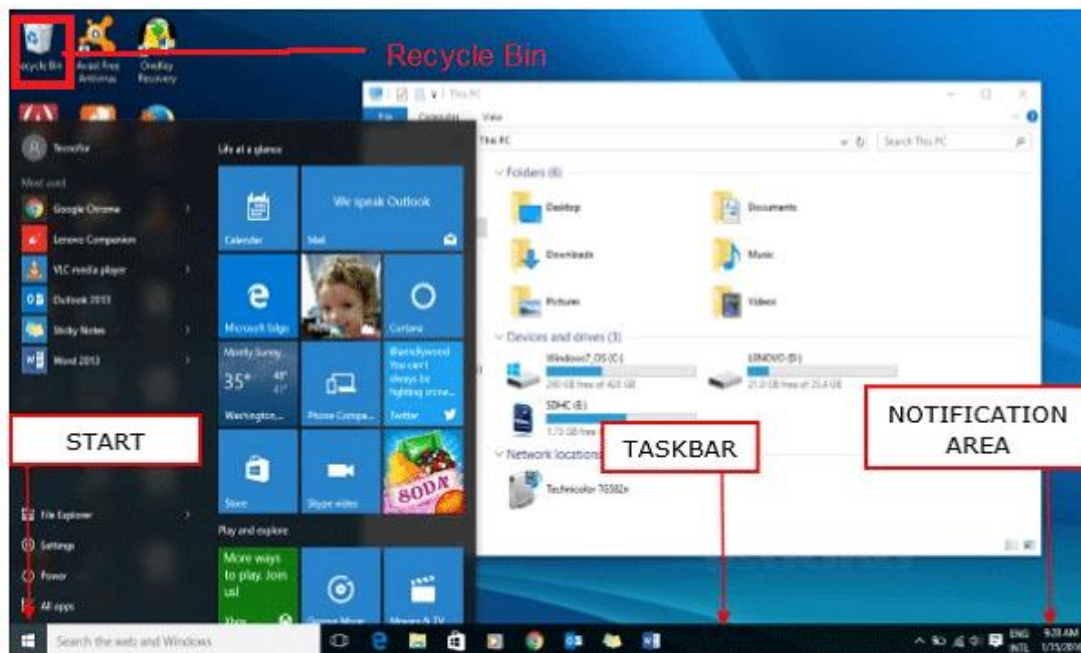
This is located in the bottom left corner of Windows OS GUI. This is the place where the user can search for any setting and for any application for their use. Users can uninstall or repair applications from the control panel. The user can do a lot of activities just by searching through the start menu.

- **My Computer**

When you double click on “My Computer” menu, it will let you navigate between your different computer drives and the control panel tools. You can see and manage the contents that are inside your drive.

- **Recycle Bin**

When you delete an item from any of your drives by making use of “delete” button or even by simply clicking right clicking and selecting “delete” option, it is not deleted completely, instead, it is moved to “Recycle Bin” folder of Windows. You can recover your content if you have deleted it by mistake from here or if you choose to delete the items from here, it will get deleted permanently. Should you wish to delete the item in first go itself without moving it to recycle bin, you can use the key “Shift+Del”



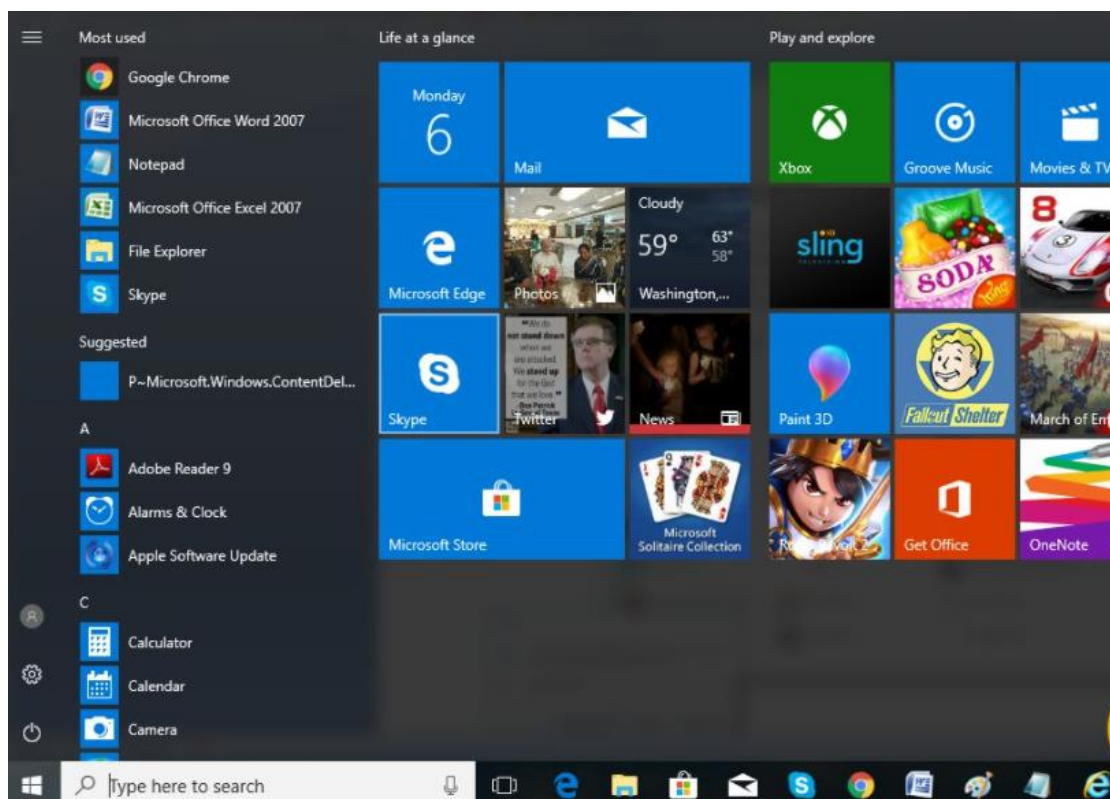
3. Features of Windows

- **Windows Search:** We can have numerous files and contents located on our system and sometimes we may run out of memory about the exact location of our file. Windows Search is a search function included with Windows that allows the user to search their entire computer
- **Windows File Transfer:** We may have the need to transfer in or transfer out the files and contents from our machine to other devices such as other computers or mobiles and tablets. We can do this by using an Easy Transfer Cable, CDs or DVDs, a USB flash drive, wireless Bluetooth, a network folder, or an external hard disk.
- **Windows Updates:** Windows includes an automatic update feature with the intended purpose of keeping its operating system safe and up-to-date.
- **Windows taskbar:** At the bottom most part of your windows, you will see a row which is known as the taskbar. It has the currently running applications,

you can also pin applications that you frequently use by using an option Pin to Taskbar”. The taskbar is the main navigation tool for Windows

- **Remote Desktop Connection:** This feature of windows allows you to connect to another system and work remotely on another system.

4. Windows Applications



A program that is written to run under MS operating System is the Windows Application. Examples of applications that run on Windows OS are the Microsoft Outlook, Internet Explorer, Remote Desktop Condition, Snipping Tool, and numerous others.

These applications provide great functionality for users to do their day to day activities. Every application that is developed, for them to launch on windows, should be compatible with the Windows operating system .

5. Advantages and Disadvantages of Windows

Advantages

Let us see some advantages:

- Desktop as well as tablet-friendly OS
- Switch between applications is very easy
- Not much technical knowledge is required to operate windows
- Windows OS is the dominant OS and enjoys more than 90% of Market share
- MS OS have a great support community and it also has the largest number of applications
- Microsoft provides a powerful set of Enterprise focused Operating System, Applications and the services making it the most dominant player in the OS market.

Disadvantages

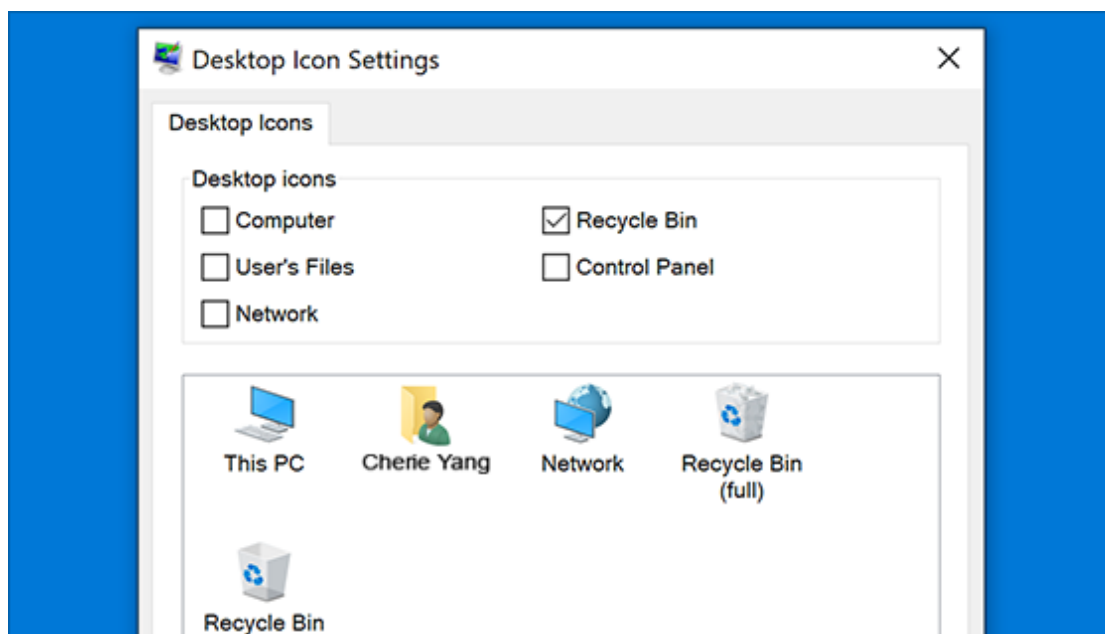
There are privacy and security concerns and incidents and they are widespread. Linux OS is by far most secure OS ever built.

- Cost for upgrade
- Windows OS attracts a large number of virus programs due to its largest market share and easy to breach paradigm
- Windows OS is not that much of touch-friendly

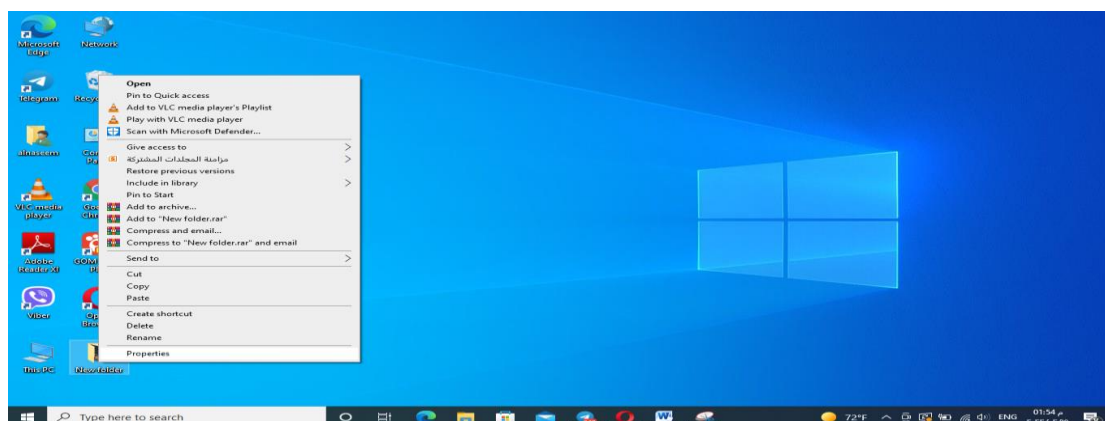
6. desktop icons in Windows :

our desktop icons may be hidden. To view them, right-click the desktop, select **View**, and then select **Show desktop icons**. To add icons to your desktop such as This PC, Recycle Bin and more:

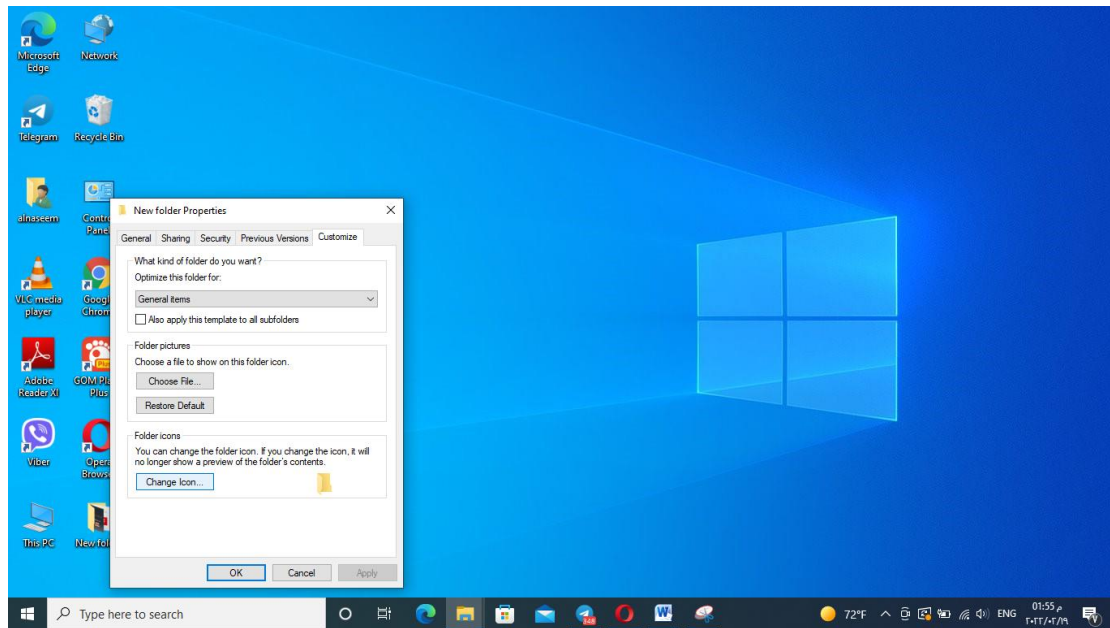
1. Select the **Start** button, and then select setting > Personalization > themes .
2. Under **Themes** > **Related Settings**, select **Desktop icon settings**.
3. Choose the icons you would like to have on your desktop, then select **Apply** and **OK**.



- 4.1 How to change desktop icon image:

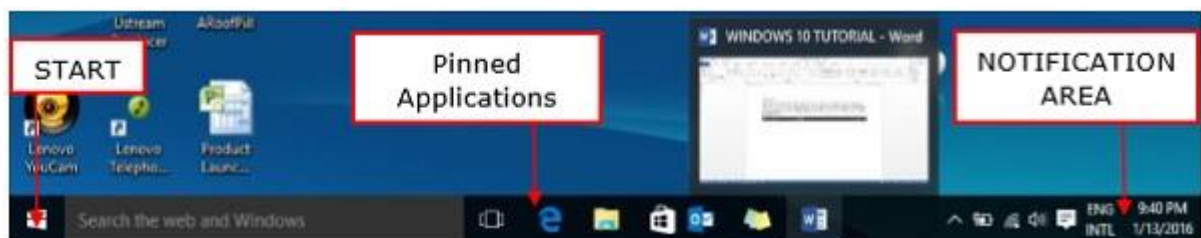


Folder – Properties-Customize –Change Icon



7. Windows 10 – Taskbar

The Windows 10 taskbar sits at the bottom of the screen giving the user access to the Start Menu, as well as the icons of frequently used applications. On the right-side, the Taskbar features the Notification Area which informs the user of different things like the state of the Internet connection or the charge of the laptop battery.



The icons in the middle of the Taskbar are “pinned” applications, which is a way to have a quick access to applications you use frequently. “Pinned” applications will stay in the Taskbar until you “unpin” them.

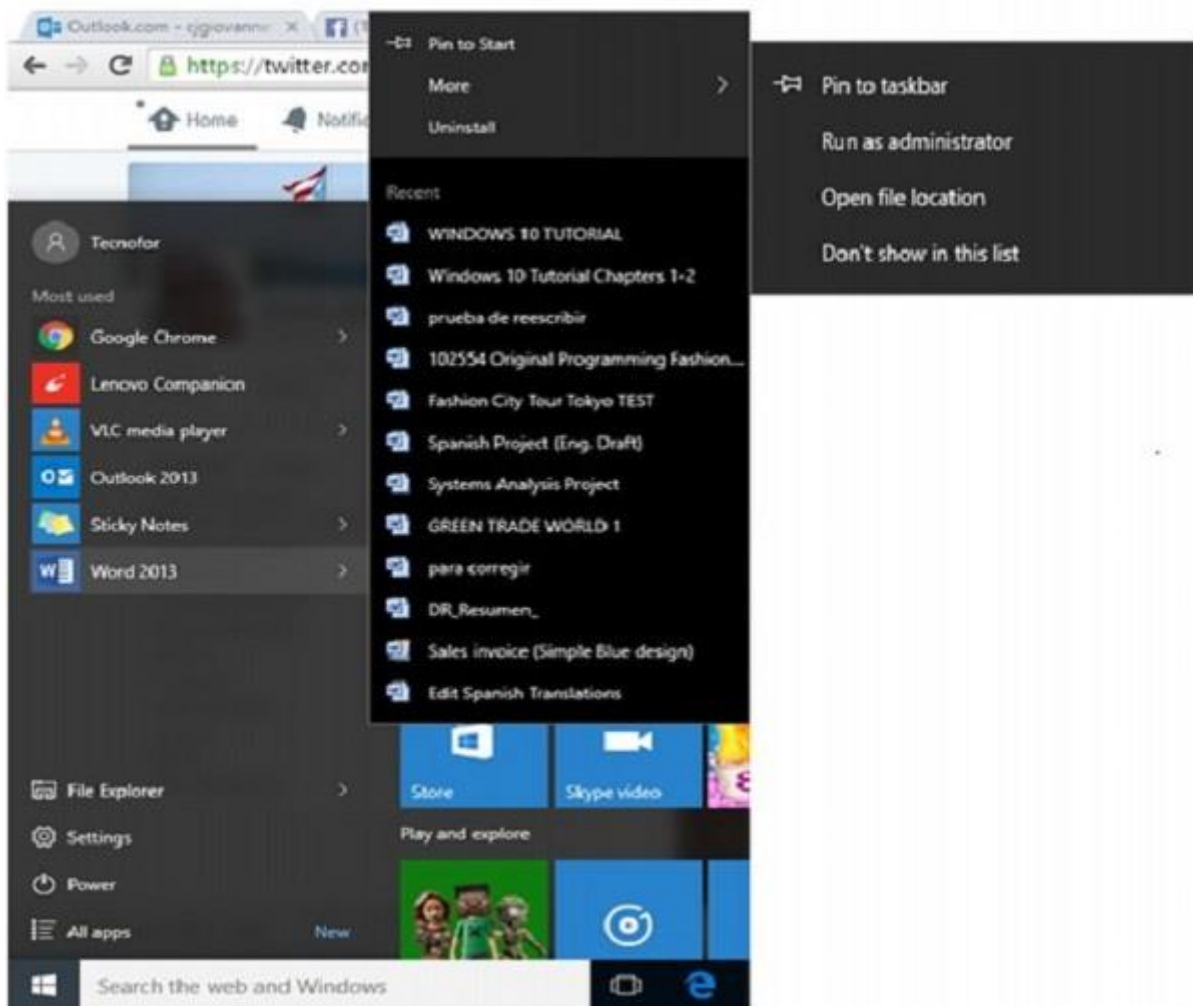
A. Pin an Application to the Taskbar

Step 1 – Search for the application you want to pin in the Start Menu.

Step 2 – Right-click on the application.

Step 3 – Select “More” option at the top of the menu.

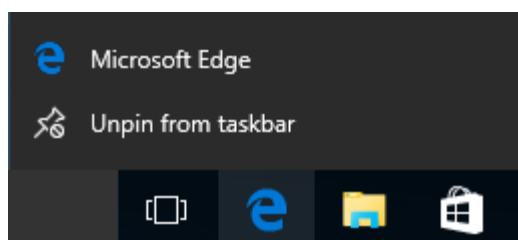
Step 4 – Select the “Pin to taskbar” option.



This will attach or “pin” the application icon to your Windows Taskbar.

B. Unpin an Application from the Taskbar

To “unpin” it, just right-click the icon in the Taskbar and select “Unpin from taskbar”. You can “pin” it back again any time you want.



C. Notification Area

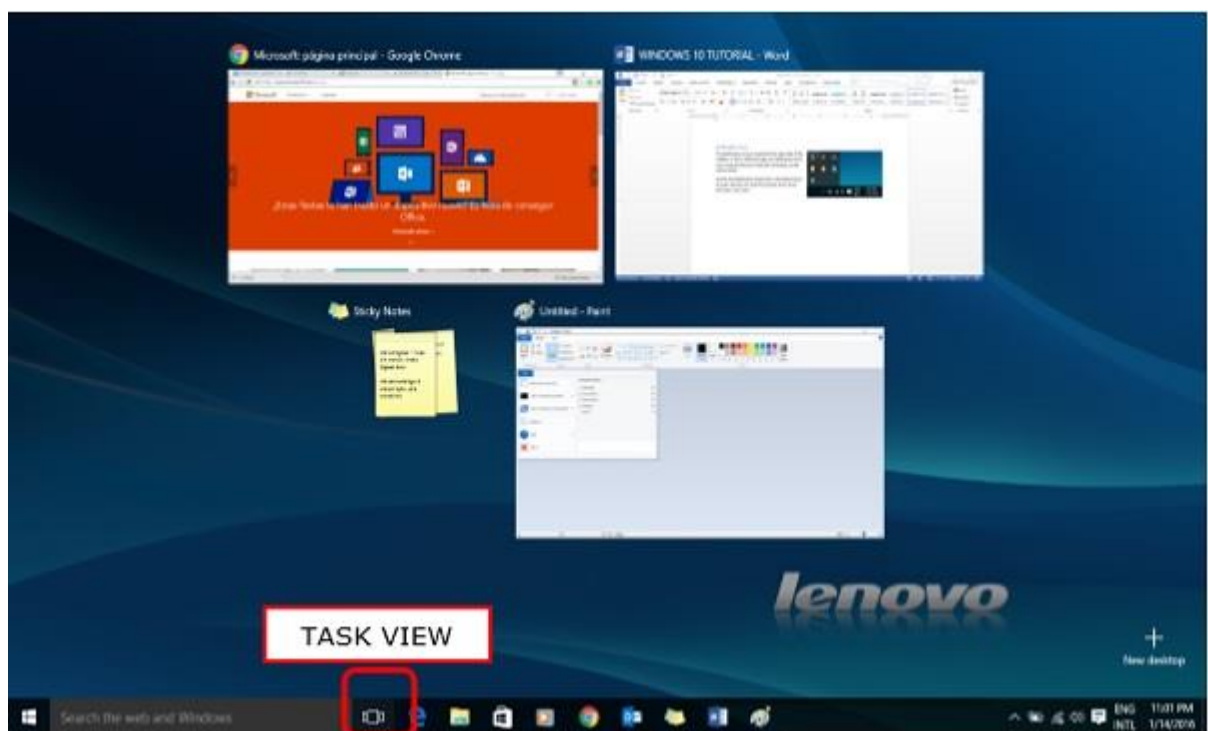
The Notification Area is located at the right side of the Taskbar. It shows different types of notifications from your computer like your Internet connection, or the volume level.

At first, the Notification Area shows a limited amount of icons. But you can click the upward arrow on its left-side to see other icons as well.



D. Task View

Task View allows you to quickly move within your open windows and applications. You can access it by clicking the “Task View” button from the Taskbar.

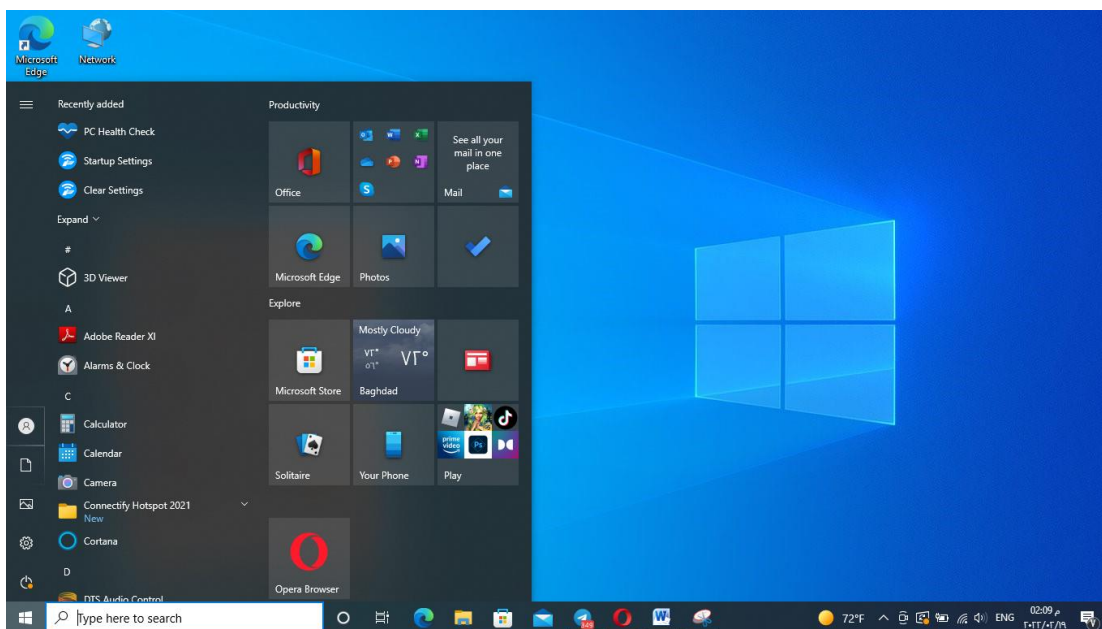


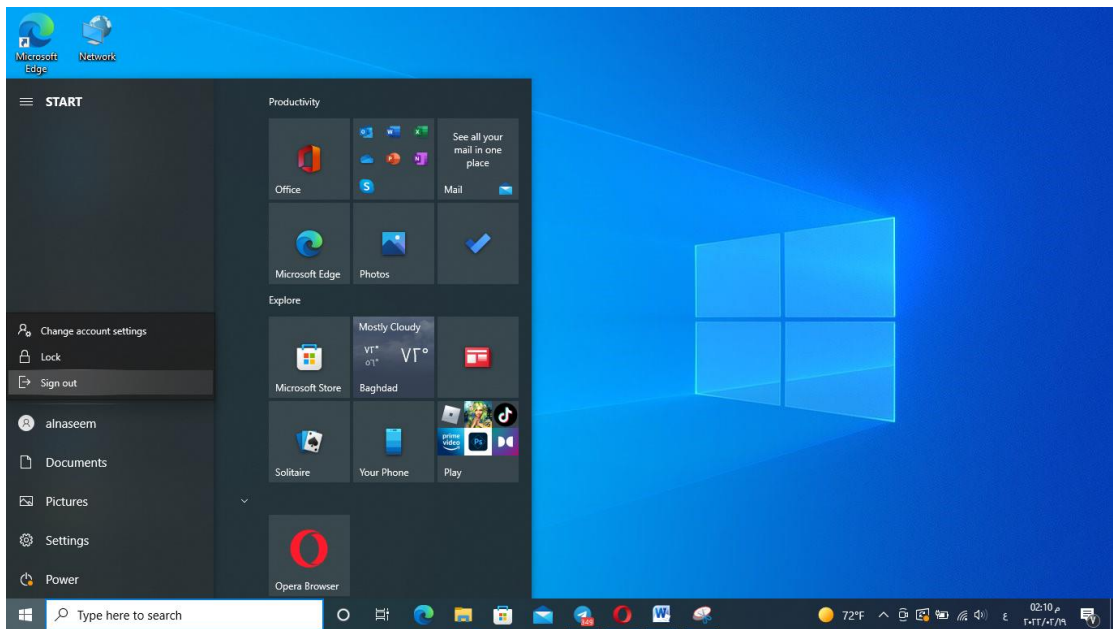
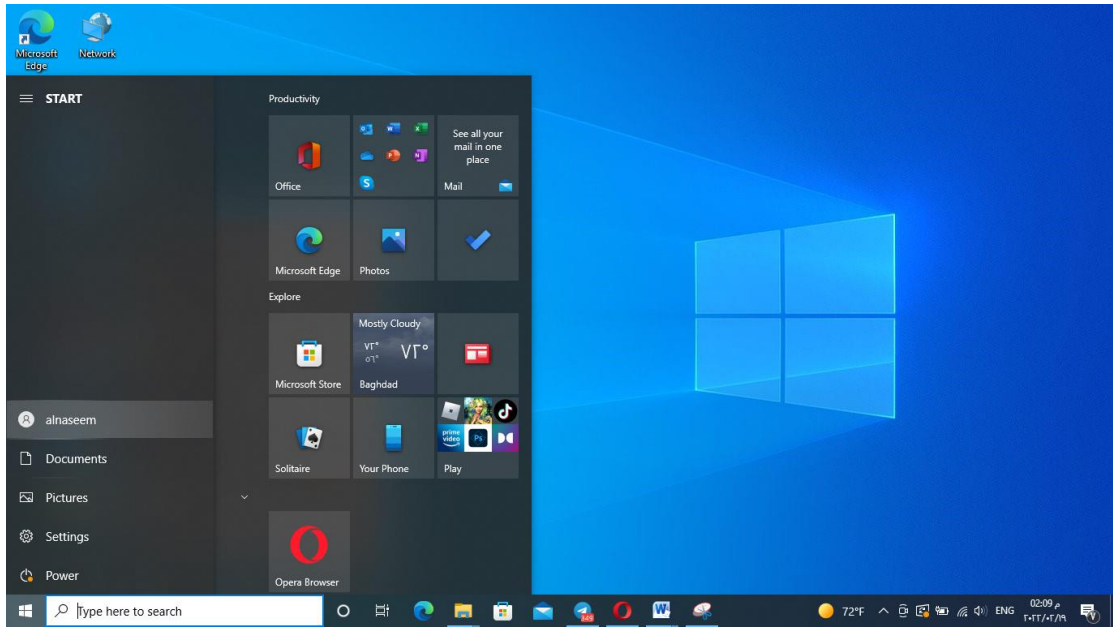
You can also press and hold the Windows key, and then press Tab to achieve the same result.

By pressing the Alt+Tab keyboard shortcut also serves a similar purpose.

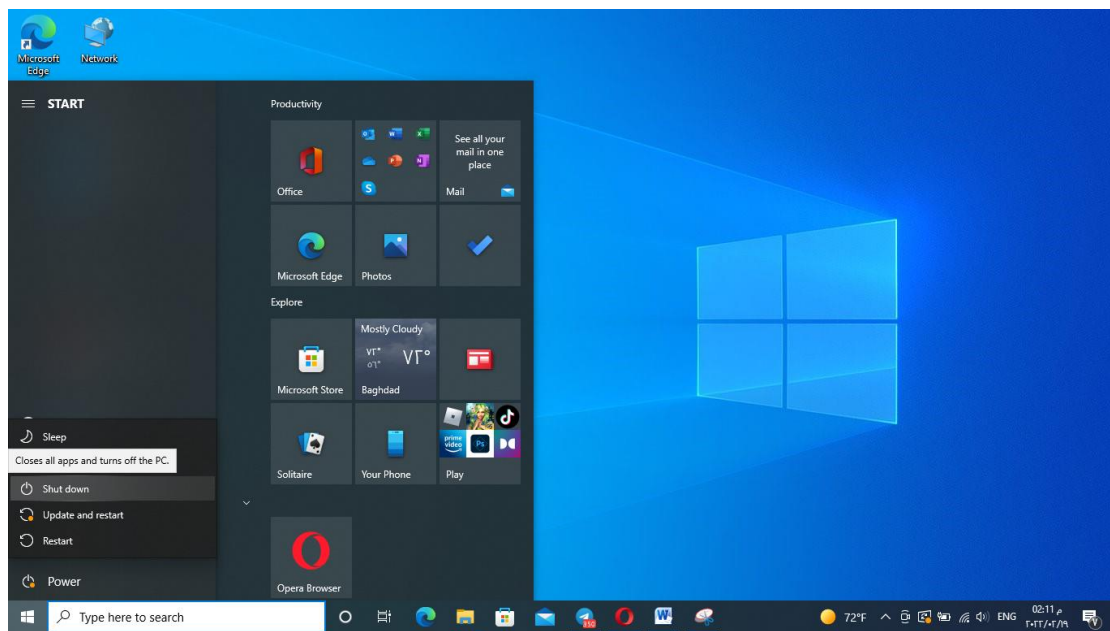


-log out from account of windows :





-shutdown



8. Parts of a Windows in Computer:

Microsoft Windows, the most widely used operating system in the world, employs the metaphor of a window for navigation and file management. Understanding the parts of a window is the first step to knowing how to navigate through the operating system.

The Title Bar

At the top of every window is the title bar. The center of the title bar displays either the name of the program you are currently working in or relevant information about what is happening in the program at any given moment. When the window is not maximized, this is where you can click and drag to move the window to a new location on the screen.

Minimize, Maximize, Close Buttons

In the upper right-hand corner of the window are the three buttons used to minimize, maximize, and close the window. Minimizing the window shrinks it to nothing and places it out of sight. Maximizing the window makes it fill the screen

and locks it into position so that it cannot be moved by dragging the title bar. Closing the window shuts down the program.

The Scroll Bar

On the right side of the window is the scroll bar, which appears only if there is information to be displayed beyond the bottom range of the current window size. Clicking and dragging on the slider in the scroll bar moves the contents of the window up or down so you can view all of the data available.

The Menu Bar

Most programs will have a menu bar visible in the upper left-hand corner of the window. The menu bar appears as the text for most programs and usually starts with “File” at the far left. Accessing the menu allows you to view various commands available to that program, including closing the program or the window.

The Work Space

The workspace is all of the areas inside the window where data for the current program is displayed. usually, the workspace will have a white background, but it is possible to customize this in all versions of Windows, and it may vary by program.