

# **Technology Webinar**

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## **Windows 7 Features**

**Larry Nelson  
Instructional Technology**

# Online Workshop

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- **Adobe Connect overview**
- **Personalize Windows**
  - Theme and Backgrounds
  - Windows color
  - Startup Sounds
  - Screen Saver
  - Power Management
  - Connect to Projector
  - Disk Cleanup – Disk Defrag

# Online Handouts

<http://webclass.org>

**Webclass**  
web-based tutorials

Google™ Custom Search

Atomic Learning

Desktop Setup

EasyTech

Elementary Storytelling

Audacity

Copyright Infringement

Creating a Digital Story

Digital Cameras

EPISD Photo Release

iPod - Getting Started

Podcast Projects

Sample Movie Maker files

Syncing video iPod

Using iTunes

Windows Movie Maker

MOV-WMV converter

MP4-AVI converter

WMV-MP4 converter

TEAMS for Teachers

Attendance

Gradebook

1 Gradebook Options

2 Category Setup

3 Copying Categories

4 Adding Assignments

5 Entering Grades

6 Copying Assignments

Parent Portal

Progress Report

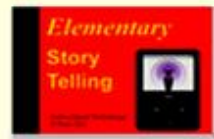
Report Card

Transfer Grade

Education and training via the internet are growing rapidly. Accessibility from home or school makes Internet handouts a viable alternative to hardcopy handouts. The PDF format is accessible on both Windows and MAC platforms using [Adobe Reader](#), or the fast and simple open-source reader for Windows called [Sumatra](#).

## Elementary Storytelling in iTunes

View all **21** digital stories from El Paso ISD teachers and students



[View In iTunes](#)

Elementary Storytelling illustrates how video and audio tools are used to tell a story - a digital story. Curriculum topics chosen by the teacher vary from class field trips to the reenactment of historical or current events.

Some digital stories involve the entire class, while others use a smaller group of selected students. Video length is generally 2 to 10 minutes.

## Technology Webinars

using Adobe Connect

[Creating PDF files using Office 2007](#)

[Customizing Quick-Access Toolbar in Office 2007](#)

[Using Paint for Math-Science-Lang Arts](#)

[Using HP webcam for Digital Storytelling](#)

[Windows 7 Features](#)



# Login

Adobe® Acrobat® Connect™ Professional

## Windows 7 Features

Enter as a Guest

Type your name:

First and Last name

Enter Room

Enter with your login and password



# Attendee List

The screenshot displays a webinar interface. On the left, there is an 'Attendee List (2)' panel with a dropdown menu set to 'My Status:Active'. Below this, two attendees are listed: 'ASUS laptop' and 'Meeting Host 3 episod'. The main area of the interface shows a presentation slide with a purple background. The slide features the text 'Technology Webinar' in a large, bold, yellow font, followed by a horizontal line, and then 'Windows 7 Features' in a similar font. A large red arrow points from the attendee list towards the slide.

# Presentation Area

The screenshot displays a webinar interface. On the left, an 'Attendee List (2)' panel shows 'My Status: Active' and two participants: 'ASUS laptop' and 'Meeting Host 3 episd'. The main presentation area shows a slide with a purple background and yellow text. The text reads 'Technology Webinar' followed by a horizontal line, and 'Windows 7 Features' below it. A large red arrow points from the left side of the slide towards the text.

# Chat

The screenshot displays a webinar interface. On the left, an 'Attendee List (2)' sidebar shows 'My Status: Active' and two participants: 'ASUS laptop' and 'Meeting Host 3 episod'. The main area shows a presentation slide with the title 'Technology Webinar' and subtitle 'Windows 7 Features'. At the bottom, a chat window is visible with a red arrow pointing to it. The chat window has a title bar 'Chat', a large text input area, and a 'To: Everyone' dropdown menu.

# Recording Attendance

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## Online Google form completed at end

- FIRST name
- LAST name
- School
- Webinar relevant to my teaching assignment (1 - 5)
- Webinar organization and time frame (1 - 5)
- Comments



Thanks! Your response has been recorded.

[Go back to the form](#) | [Create your own form](#)

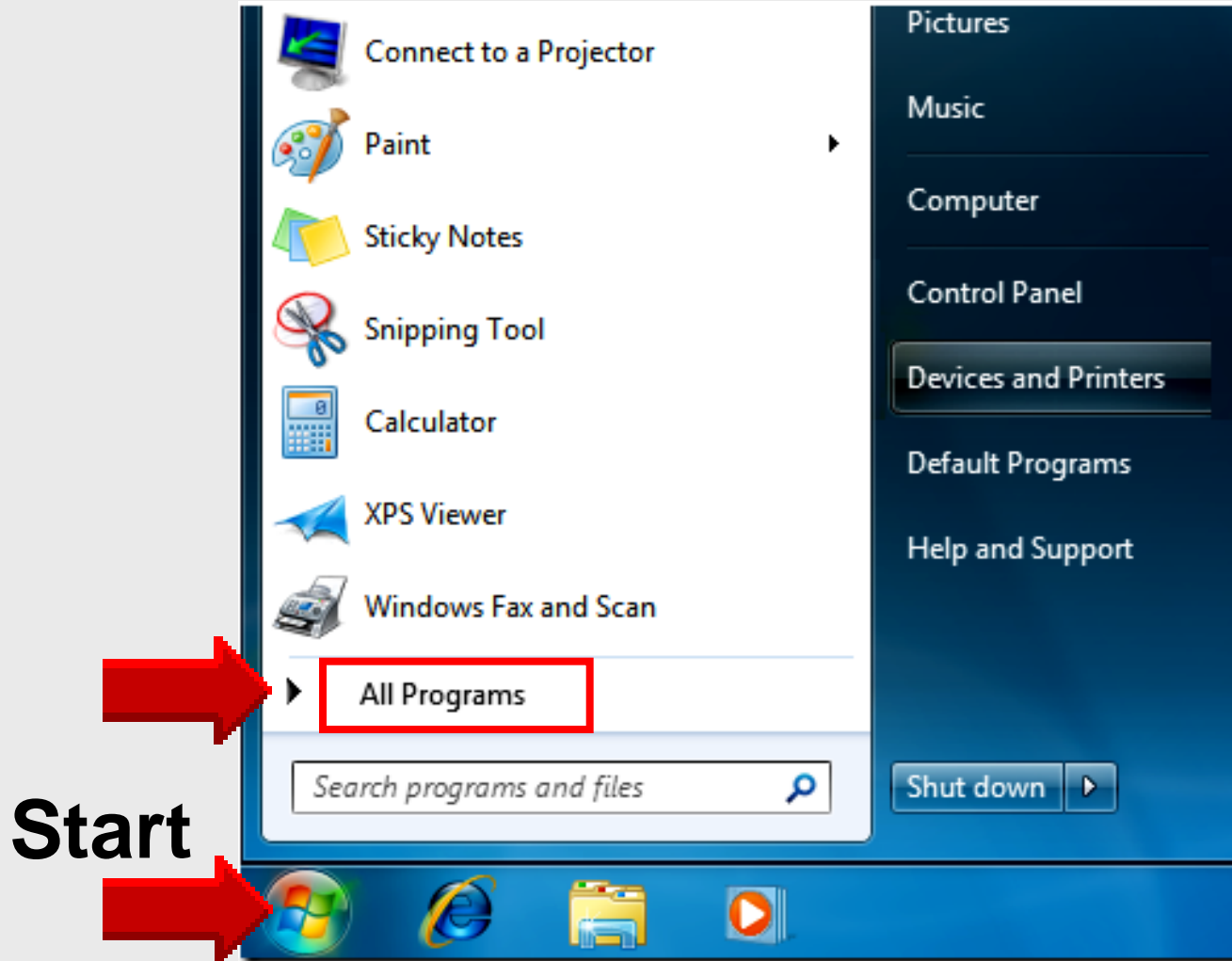
Google docs

# **Technology Webinar**

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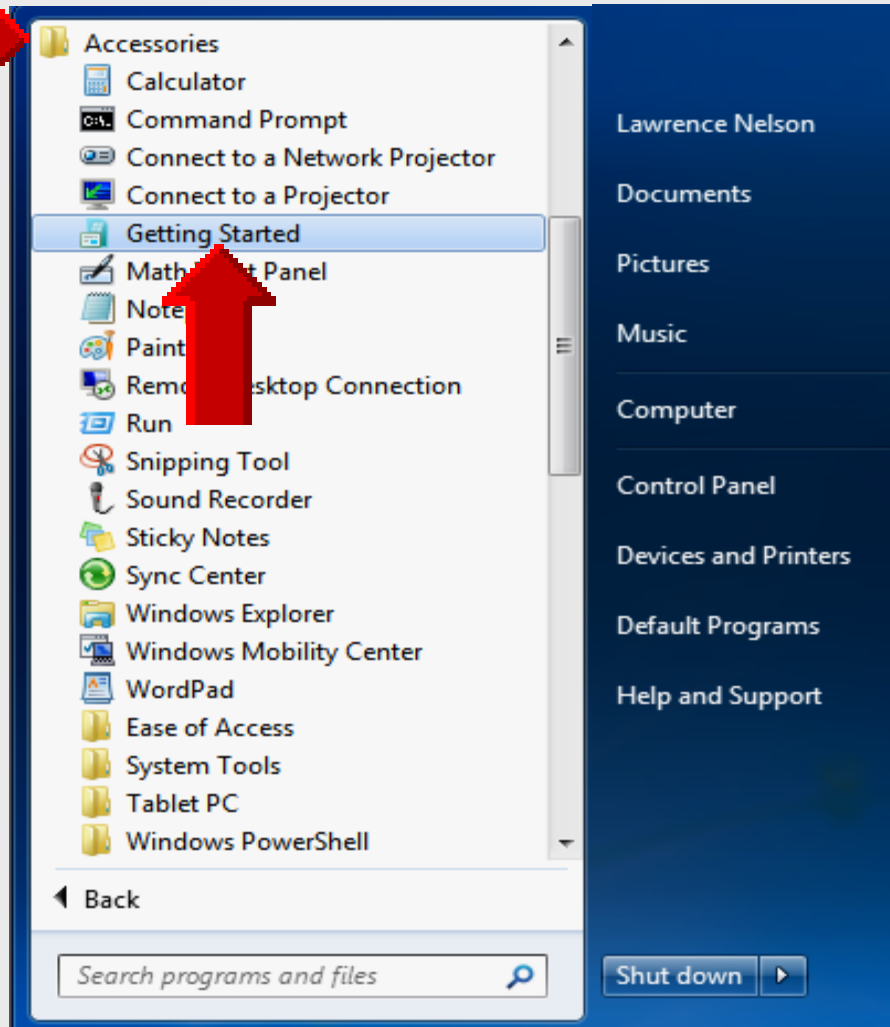
## **Windows 7 Features**

# Start – All Programs



# Getting Started

Accessories



# Getting Started



# Personalize Windows

Control Panel > All Control Panel Items > Getting Started

Search Control Panel

## Personalize Windows

- Make your computer look the way you want it to
- Choose a theme to change the desktop background, window color, sounds, and screen saver all at once
- Create and save your own themes
- Share themes with friends and family
- Or change the pictures, color, and sounds individually

Double click

Personalize Windows

Personalize Windows

Go online to find out what's new in Windows 7

Use a homegroup to share with other computers in your home

Back up your files

Personalize Windows

Choose when to be notified about changes to your computer

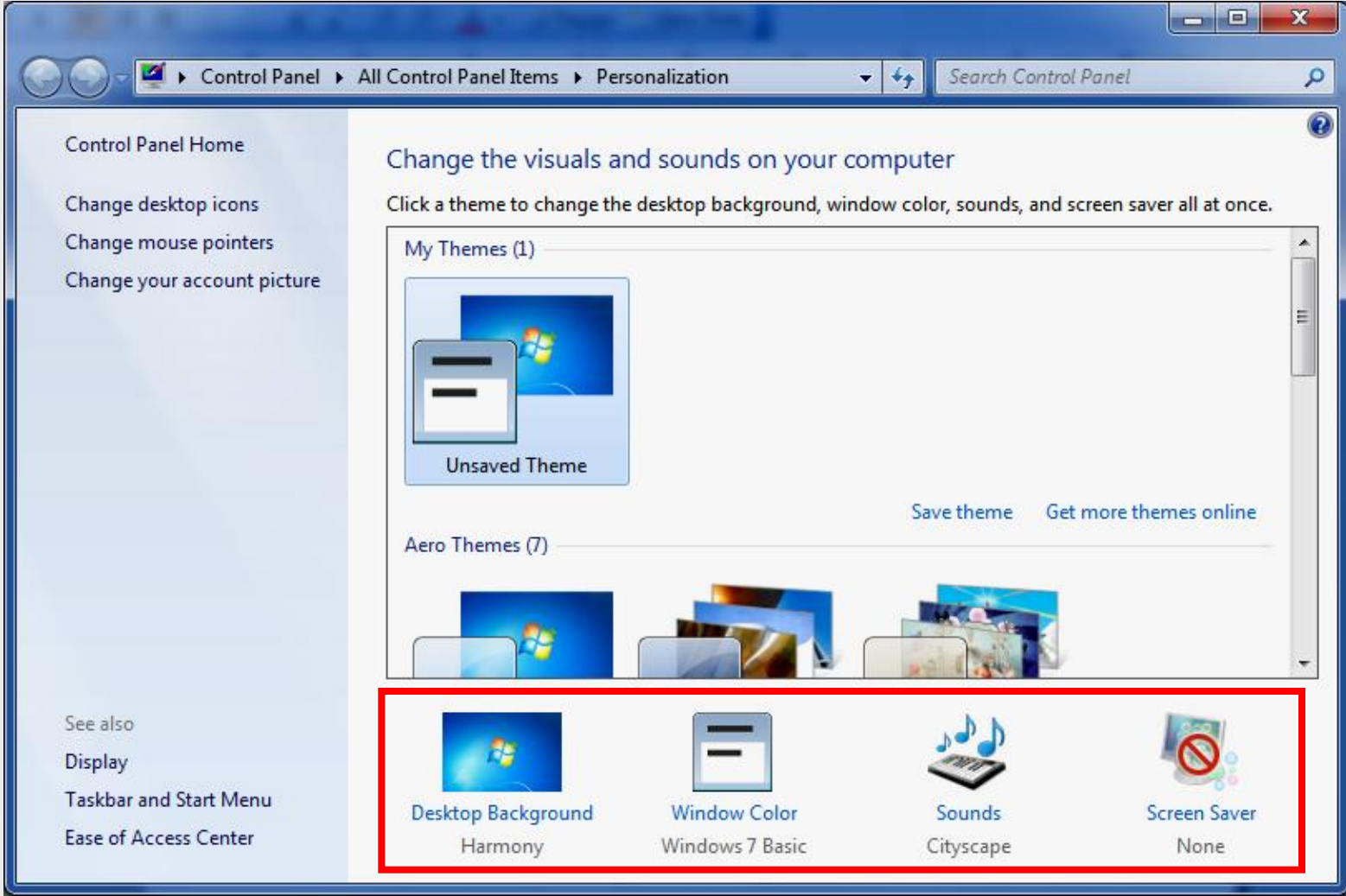
Add new users to your computer

Transfer files and settings from another computer

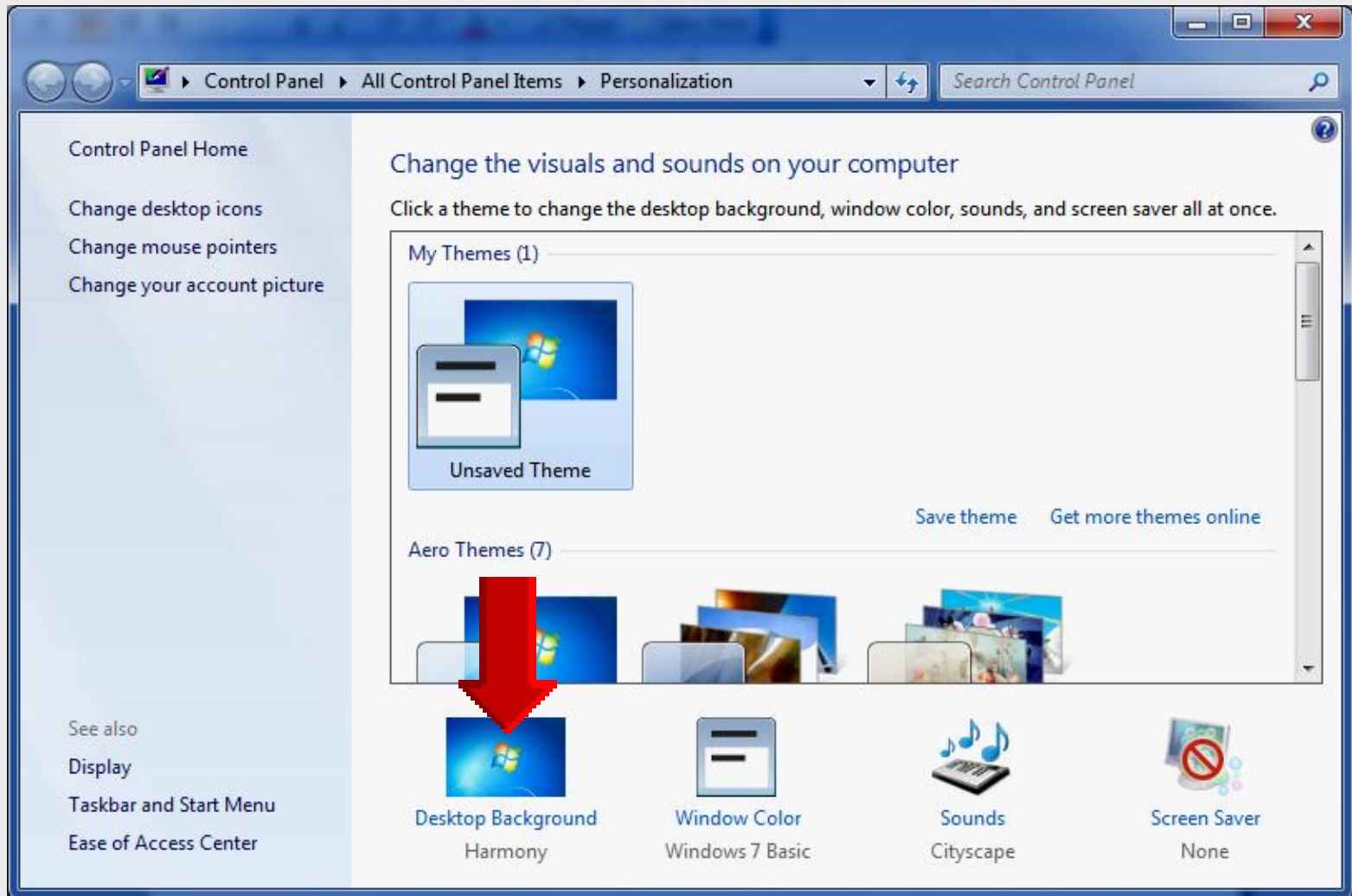
Go online to get Windows Live Essentials

Change the size of the text on your screen

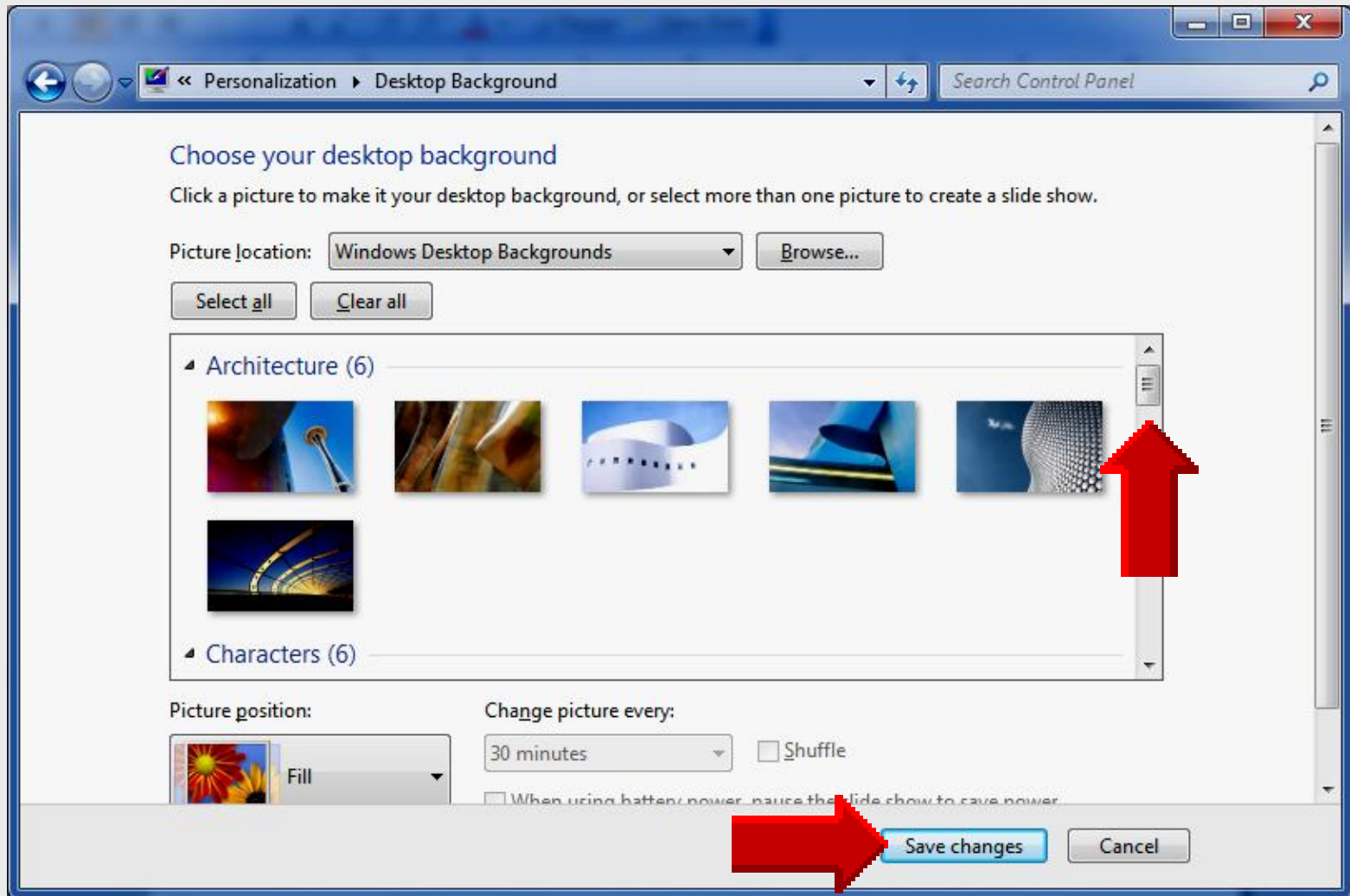
# Change Theme



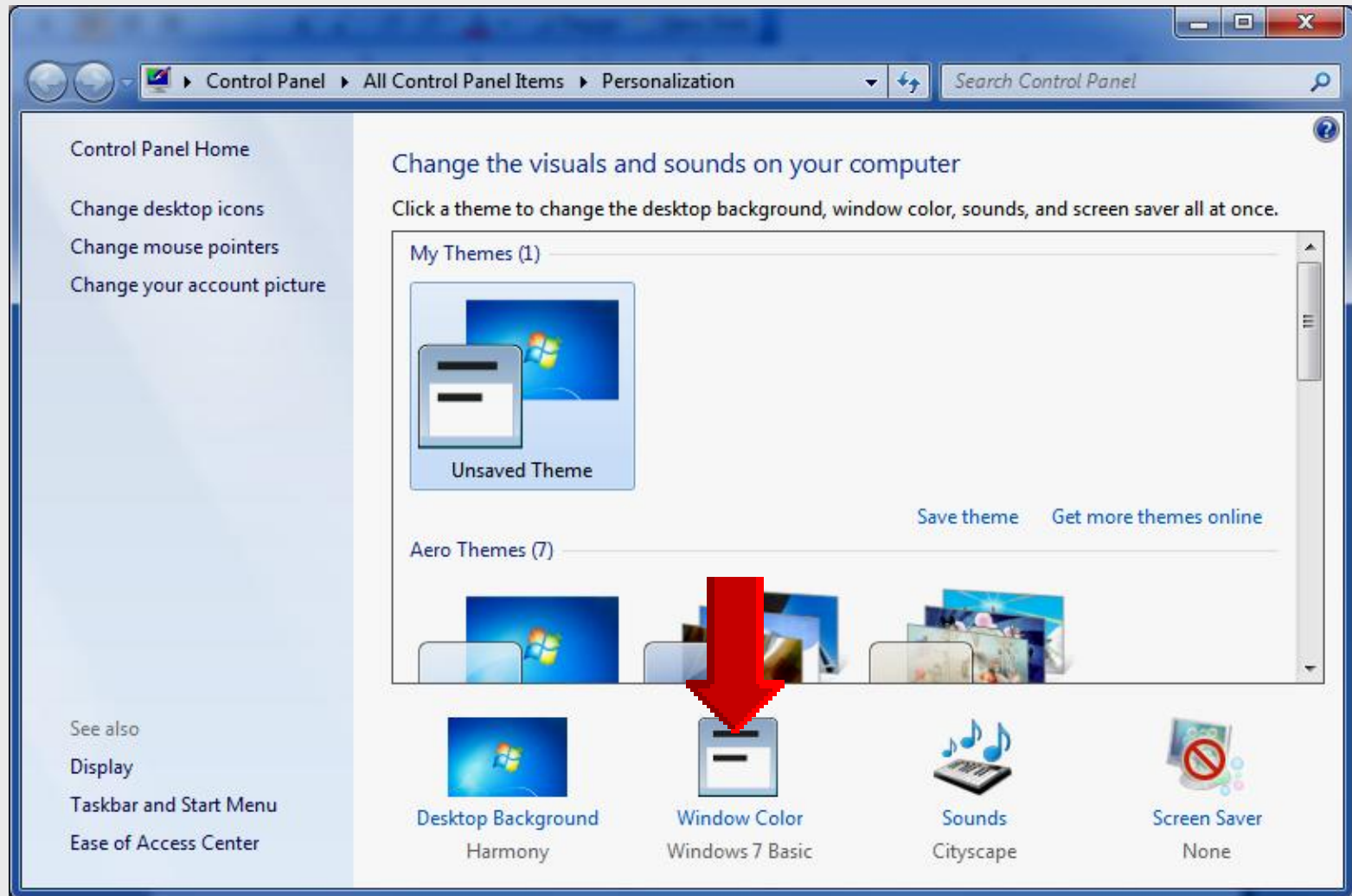
# Change Background



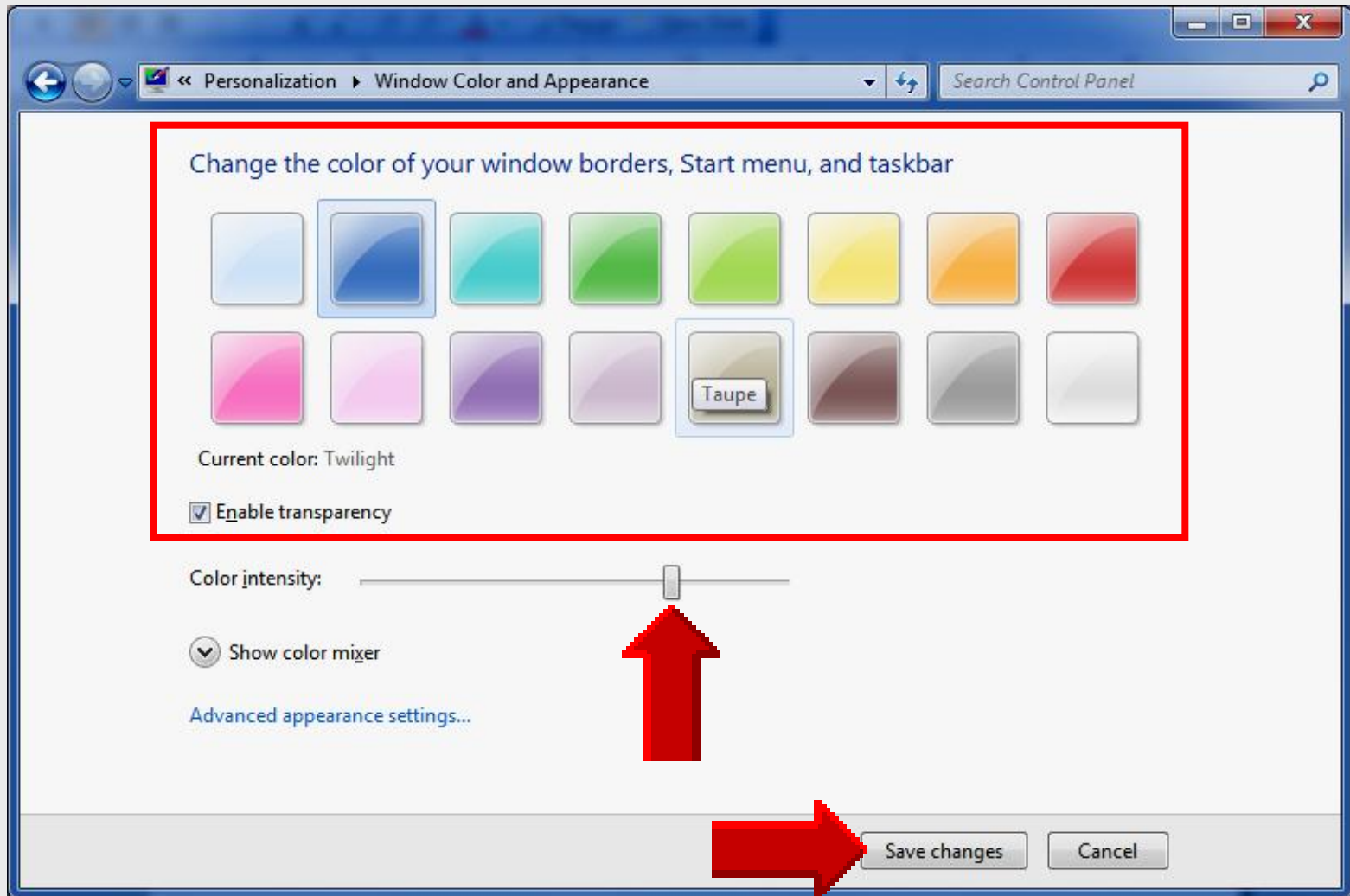
# Select Background



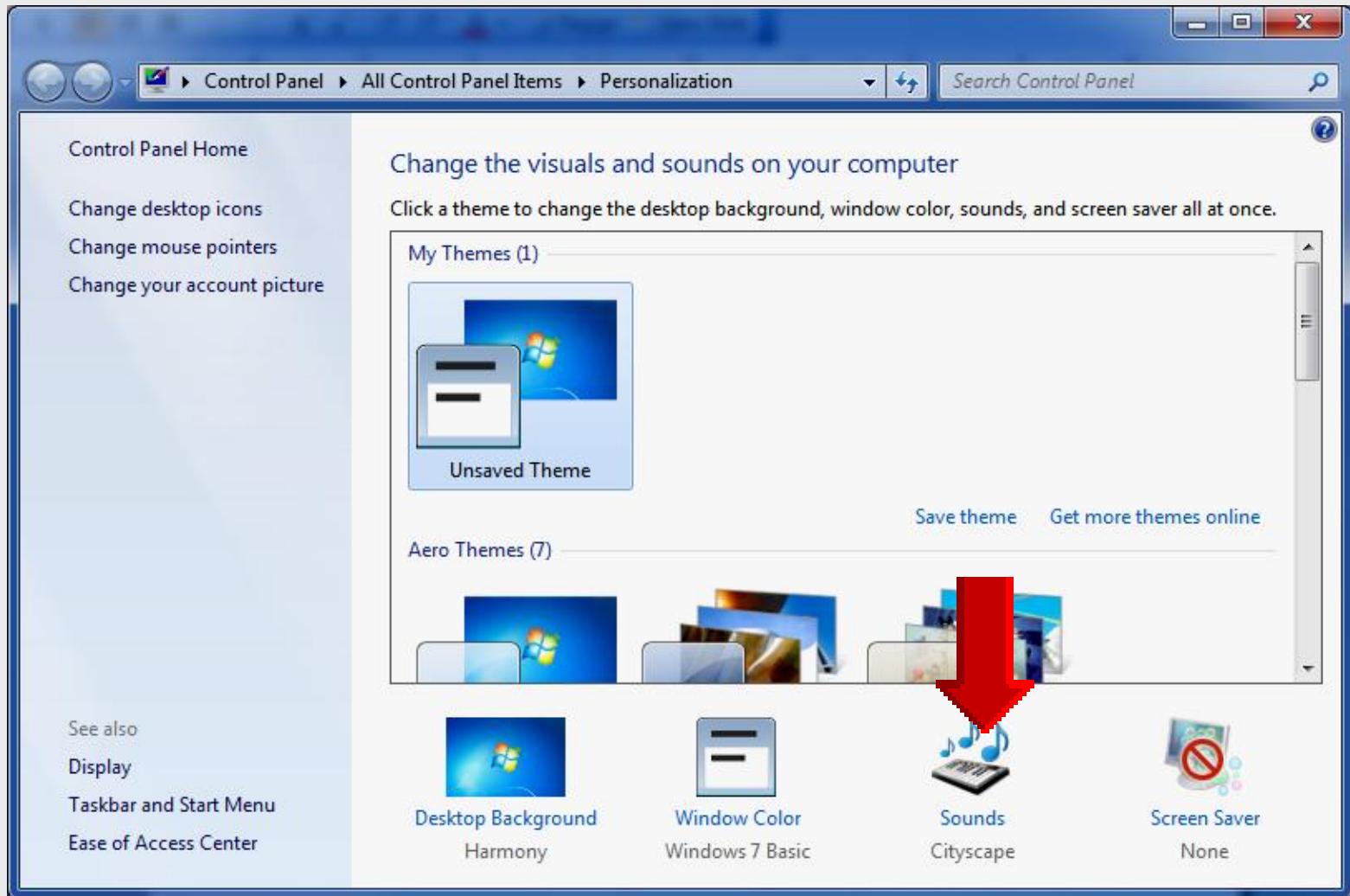
# Change Window Color



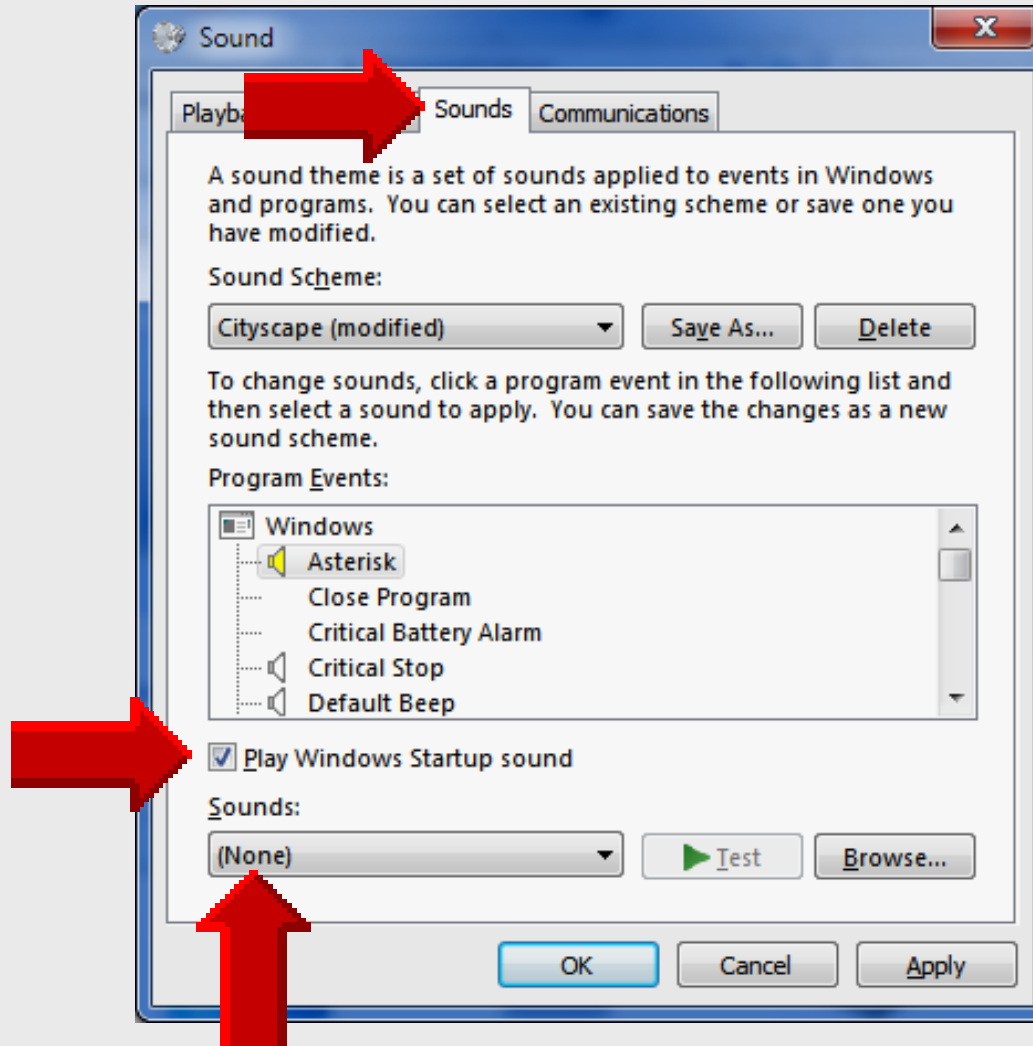
# Change Window Color



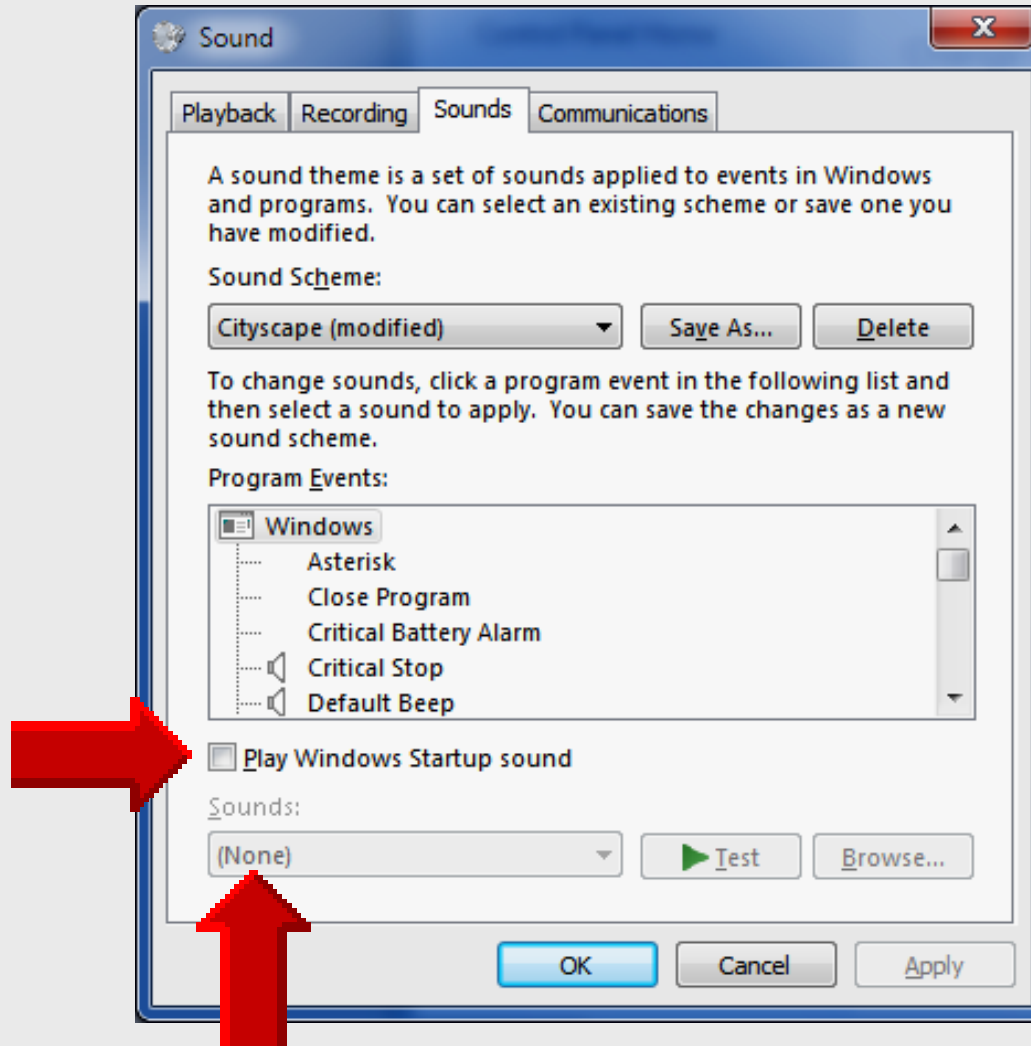
# Change Sounds



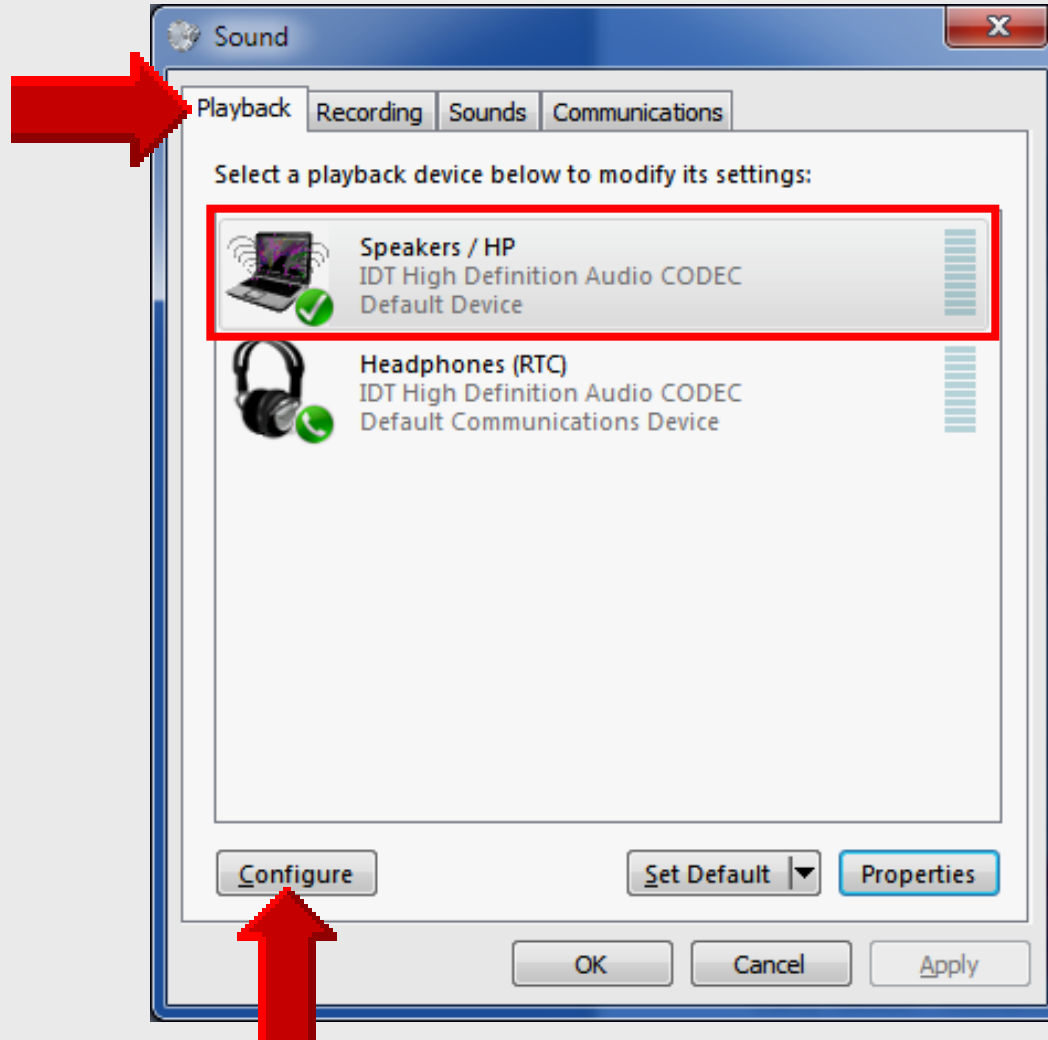
# Change Sounds



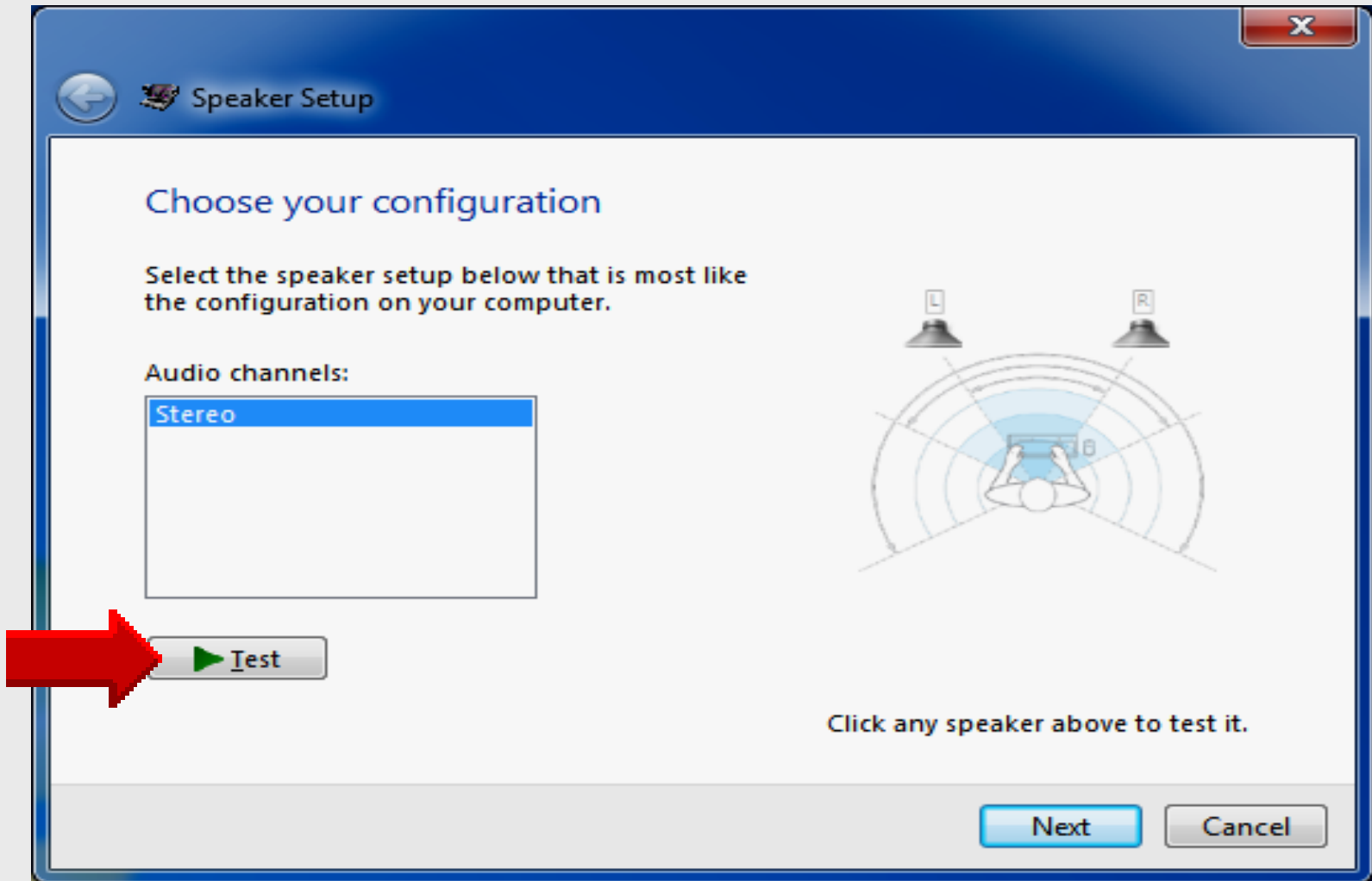
# No Sounds



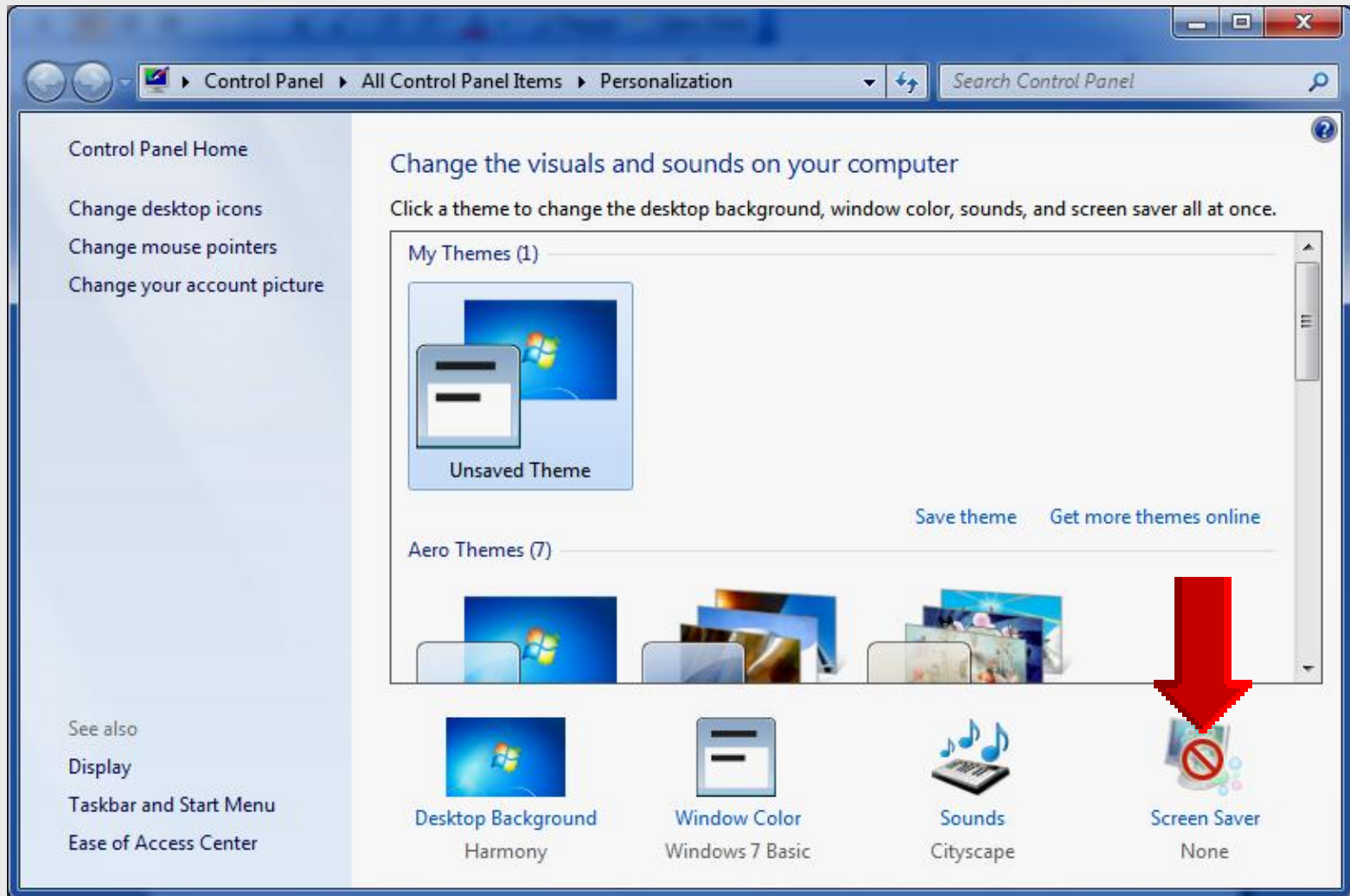
# Playback Sounds



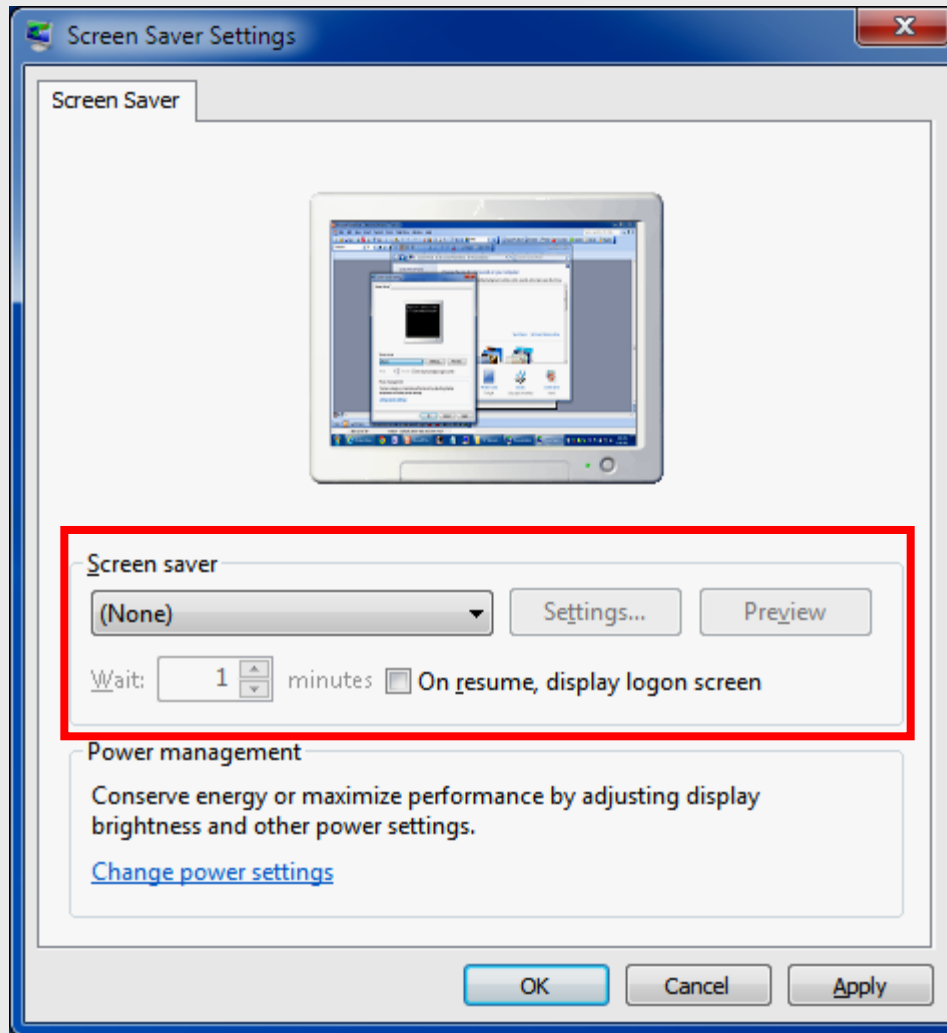
# Test Sounds



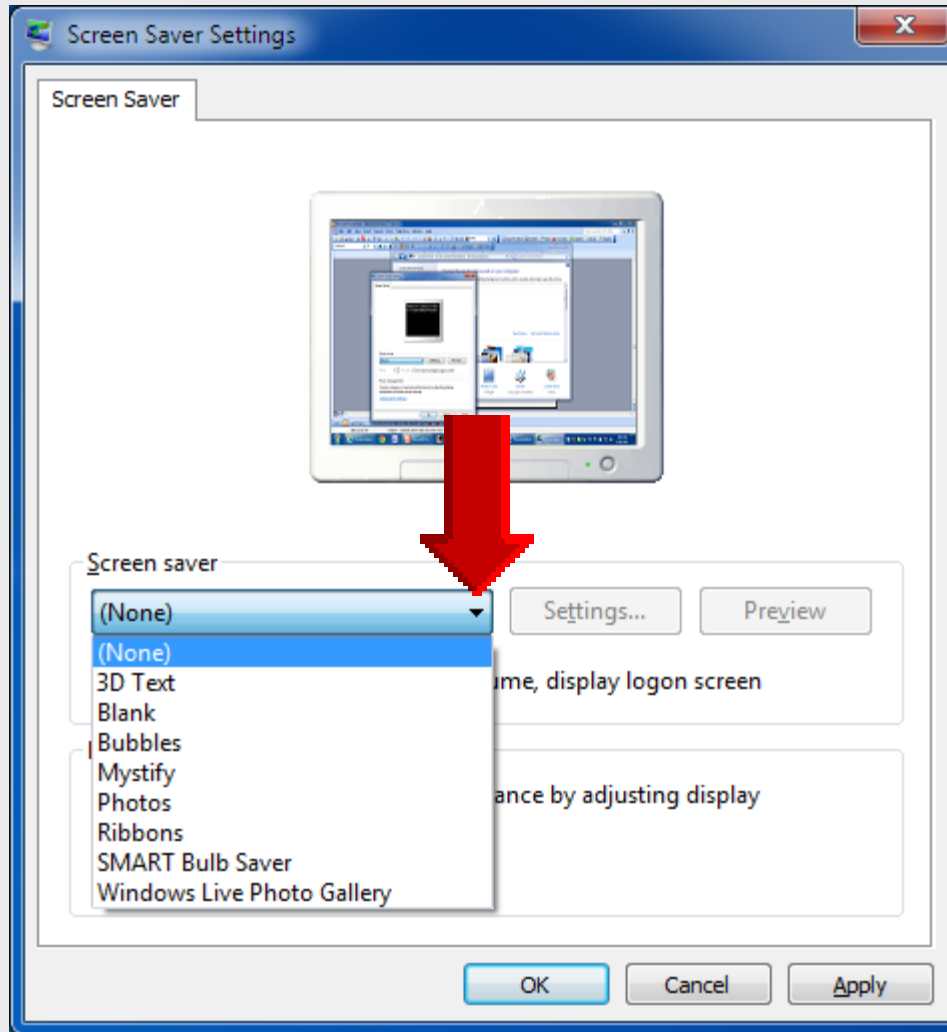
# Screen Saver



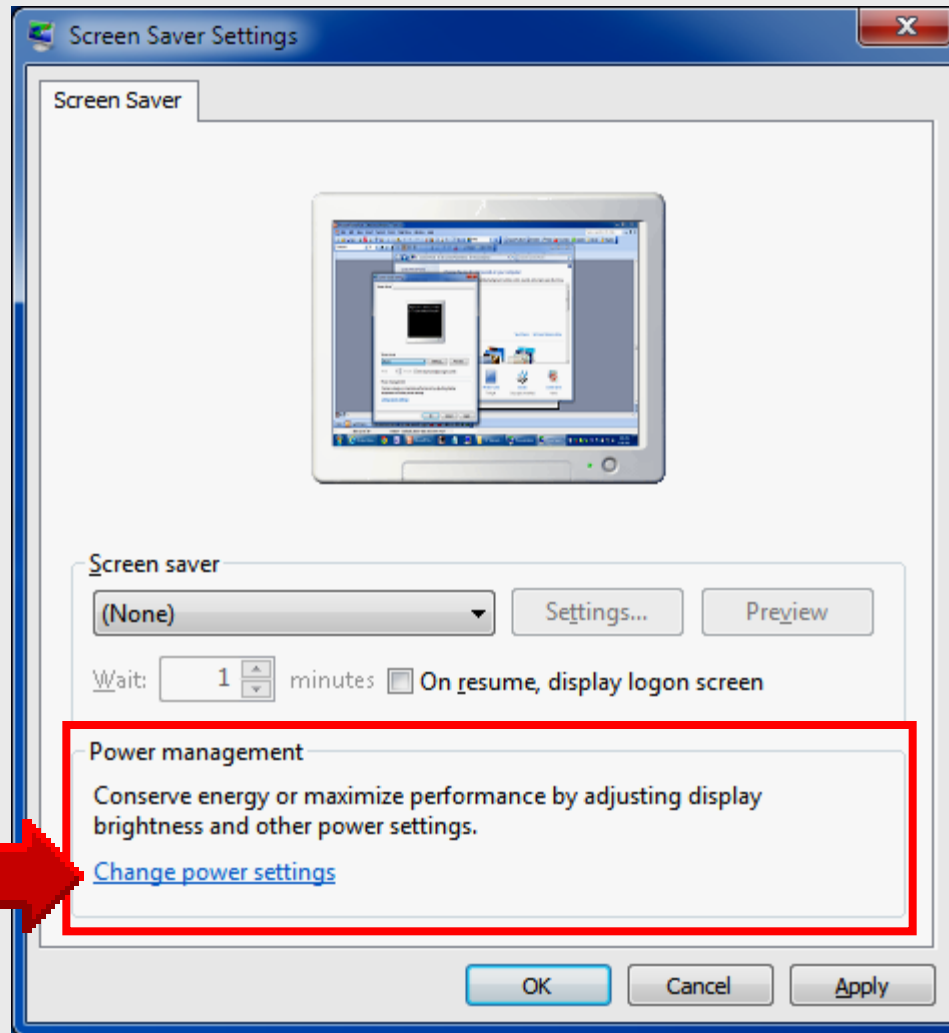
# Screen Saver



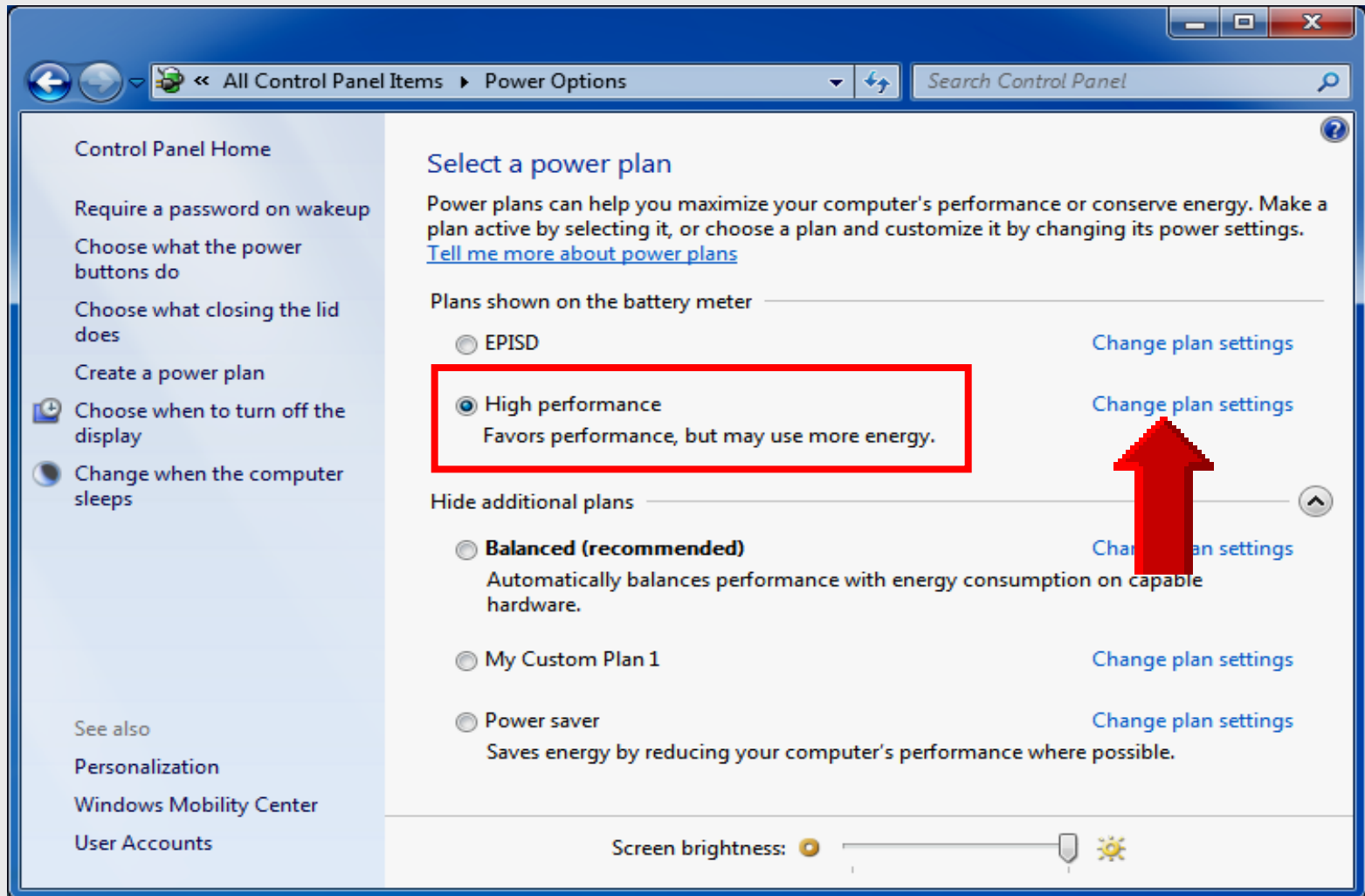
# Screen Saver



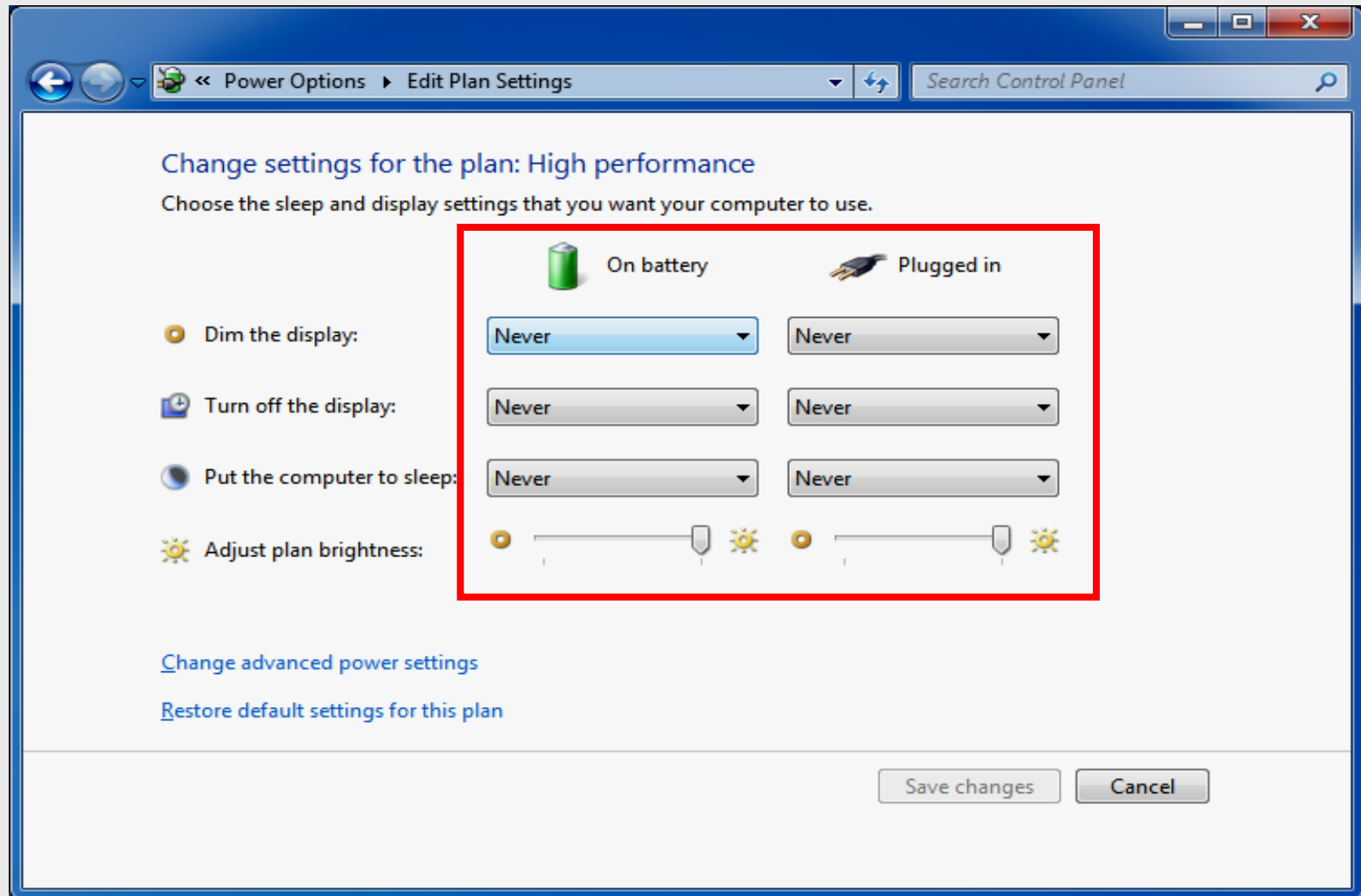
# Power Management



# Power Management



# Power Management



# Text Size

The screenshot shows the Windows 7 Control Panel window titled "Control Panel > All Control Panel Items > Getting Started". The main heading is "Change the size of the text on your screen". Below this heading are two bullet points: "• Make text and other items on your screen larger or smaller" and "• Adjust your screen resolution". To the right of these points is a green arrow icon and the text "Change text size". Below the main heading is a grid of nine task cards. The bottom-right card, titled "Change the size of the text on your screen", is highlighted with a red arrow pointing upwards. The text "Double click" is written in red below the arrow.

Control Panel > All Control Panel Items > Getting Started

Search Control Panel

## Change the size of the text on your screen

- Make text and other items on your screen larger or smaller
- Adjust your screen resolution

Change text size

Go online to find out what's new in Windows 7

Personalize Windows

Transfer files and settings from another computer

Use a homegroup to share with other computers in your home

Choose when to be notified about changes to your computer

Go online to get Windows Live Essentials

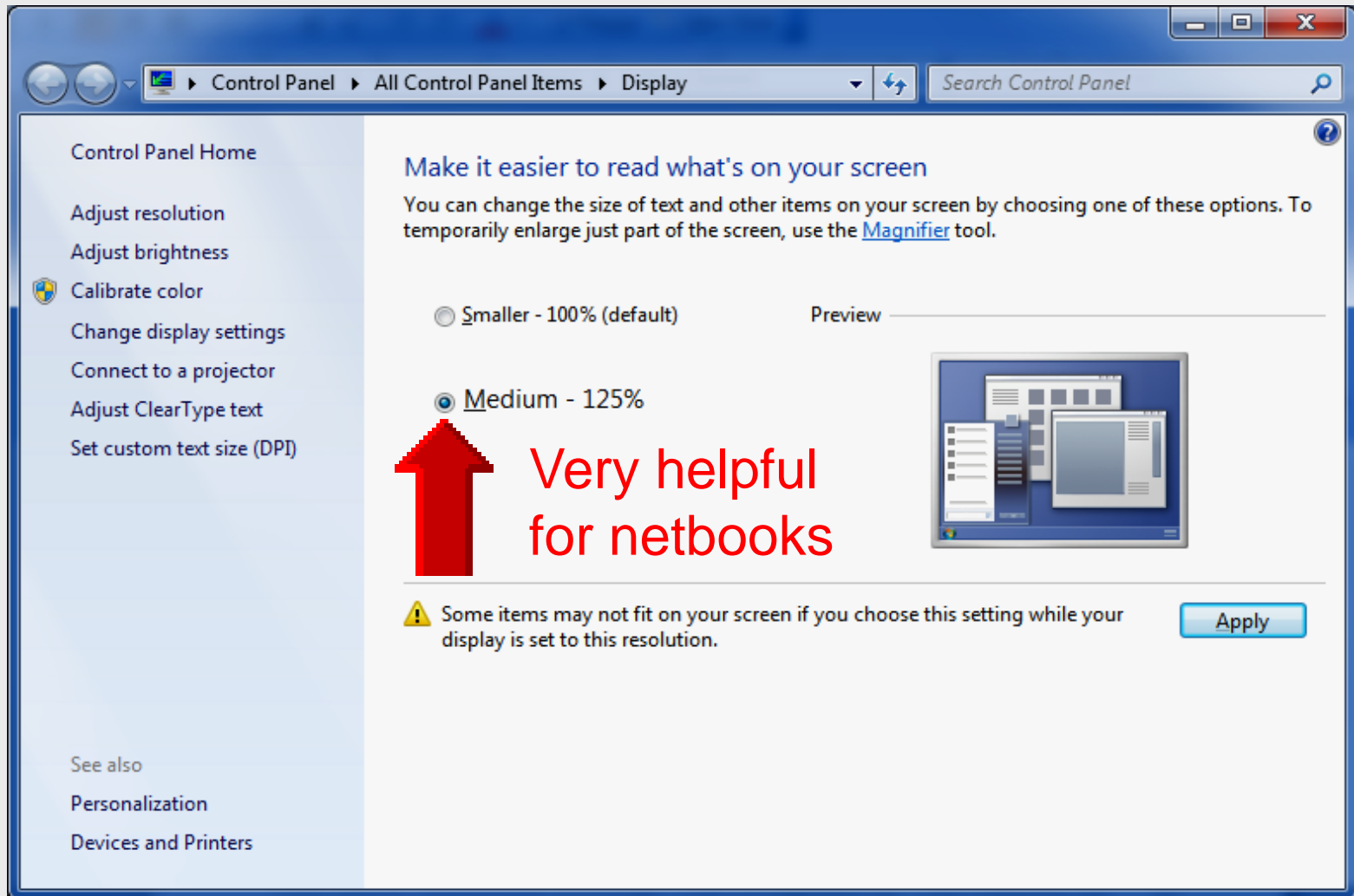
Back up your files

Add new users to your computer

Change the size of the text on your screen

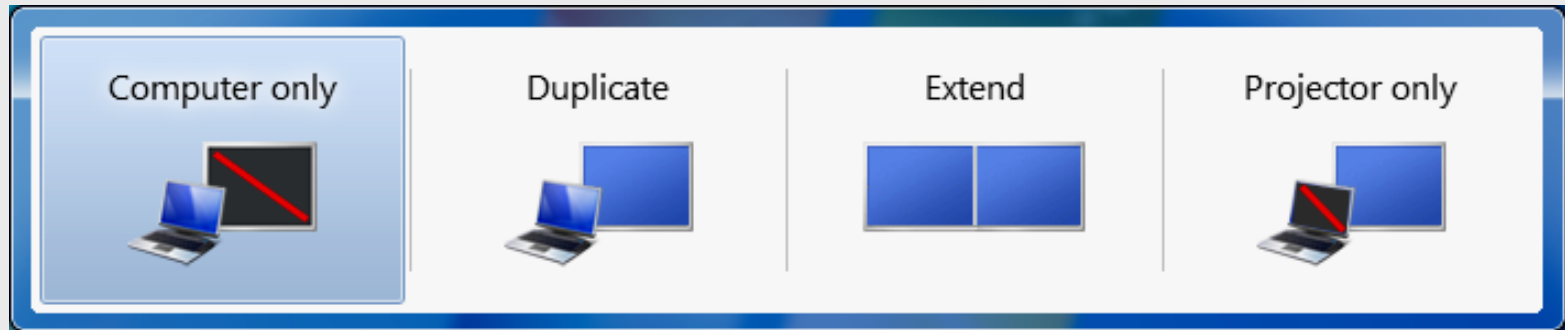
Double click

# Text Size



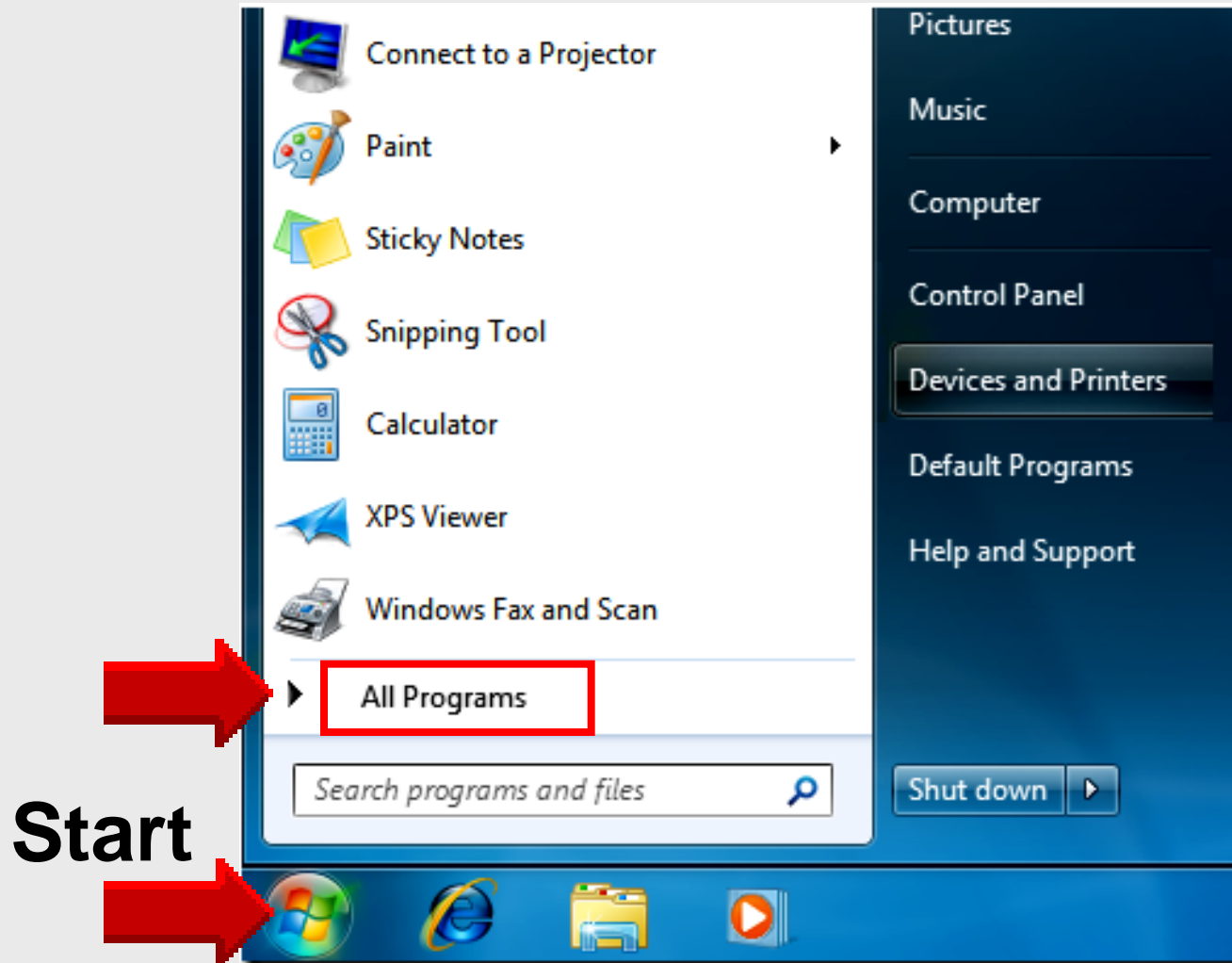
# Connect to a Projector

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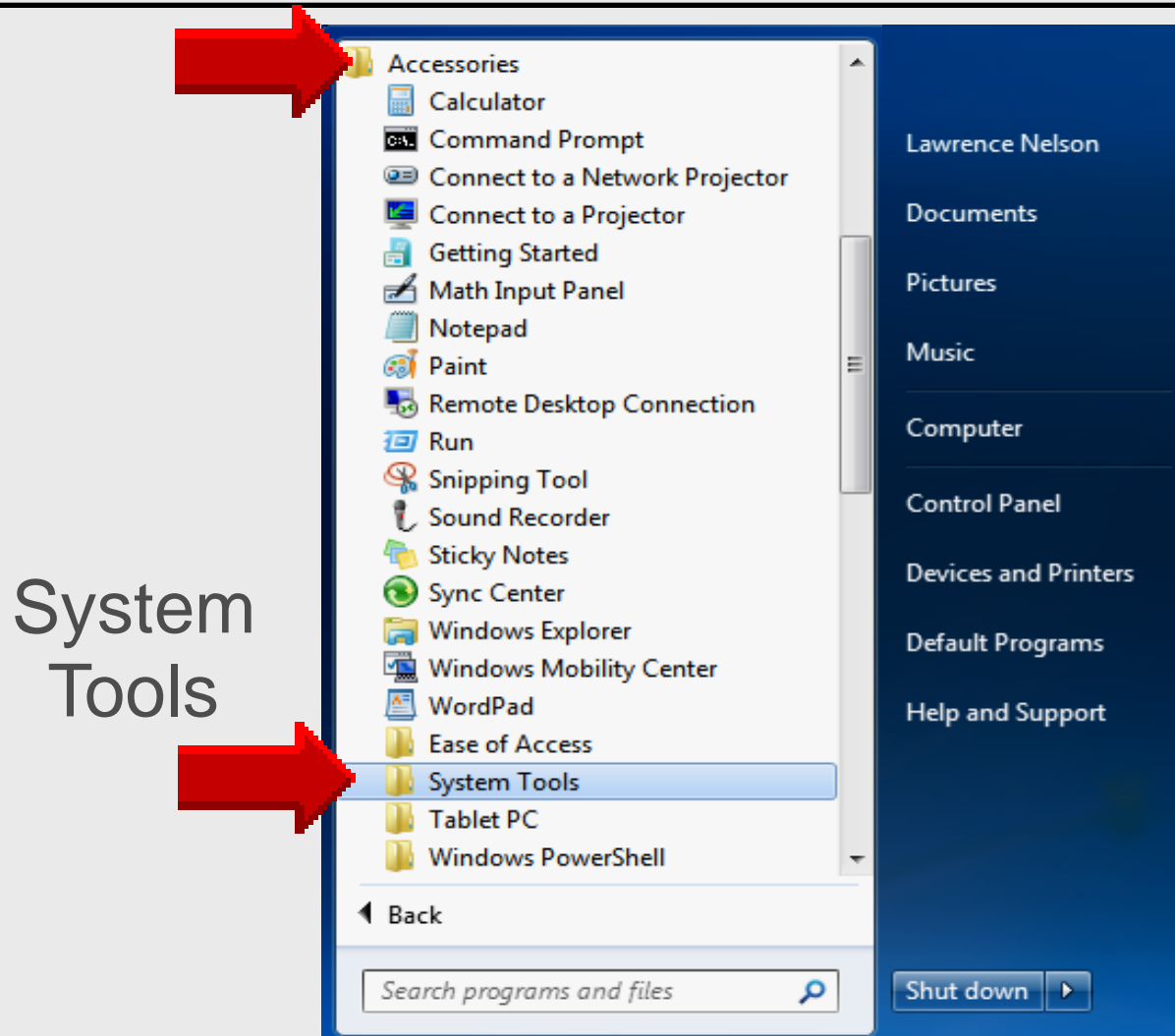


- **Function + F4**
- **Windows + P**

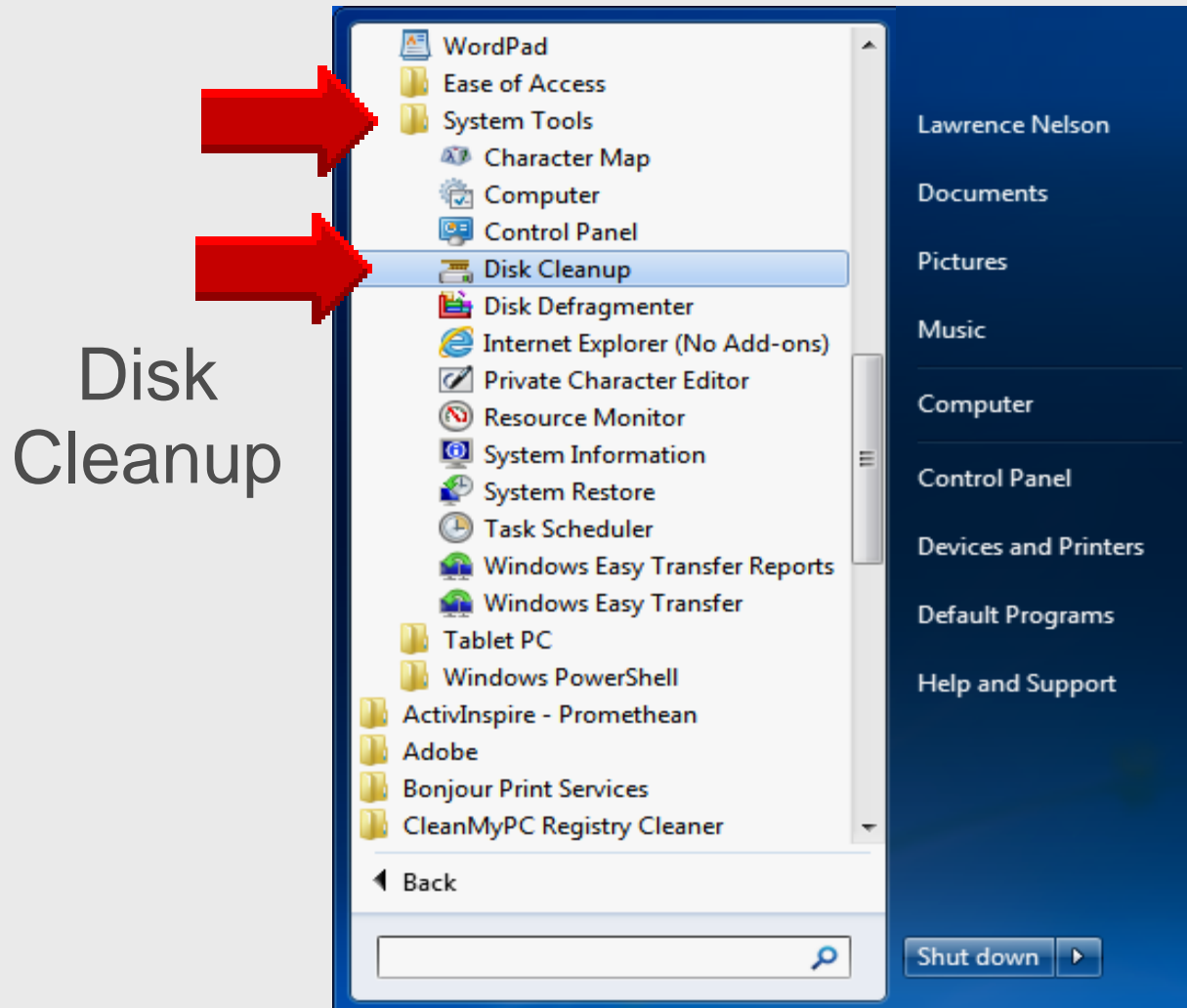
# Disk Cleanup



# Disk Cleanup

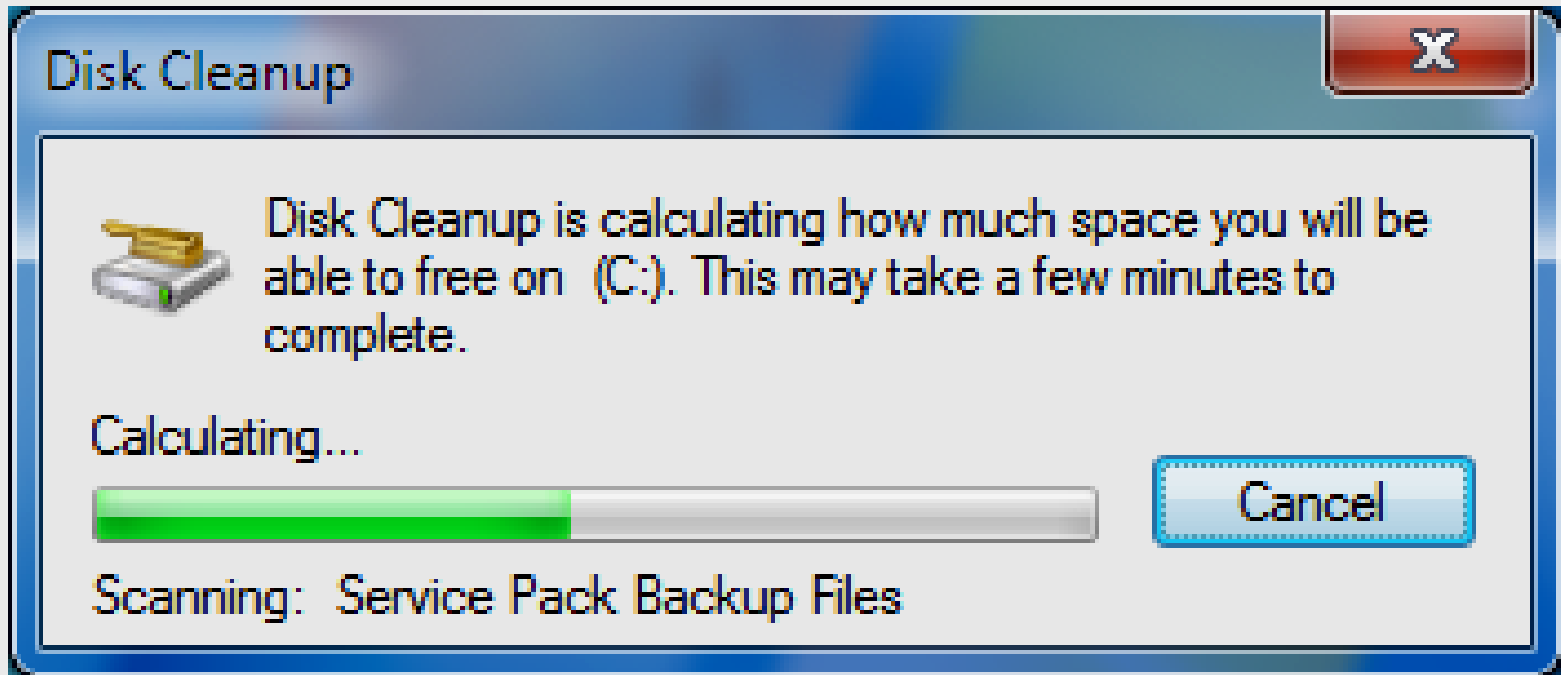


# Disk Cleanup



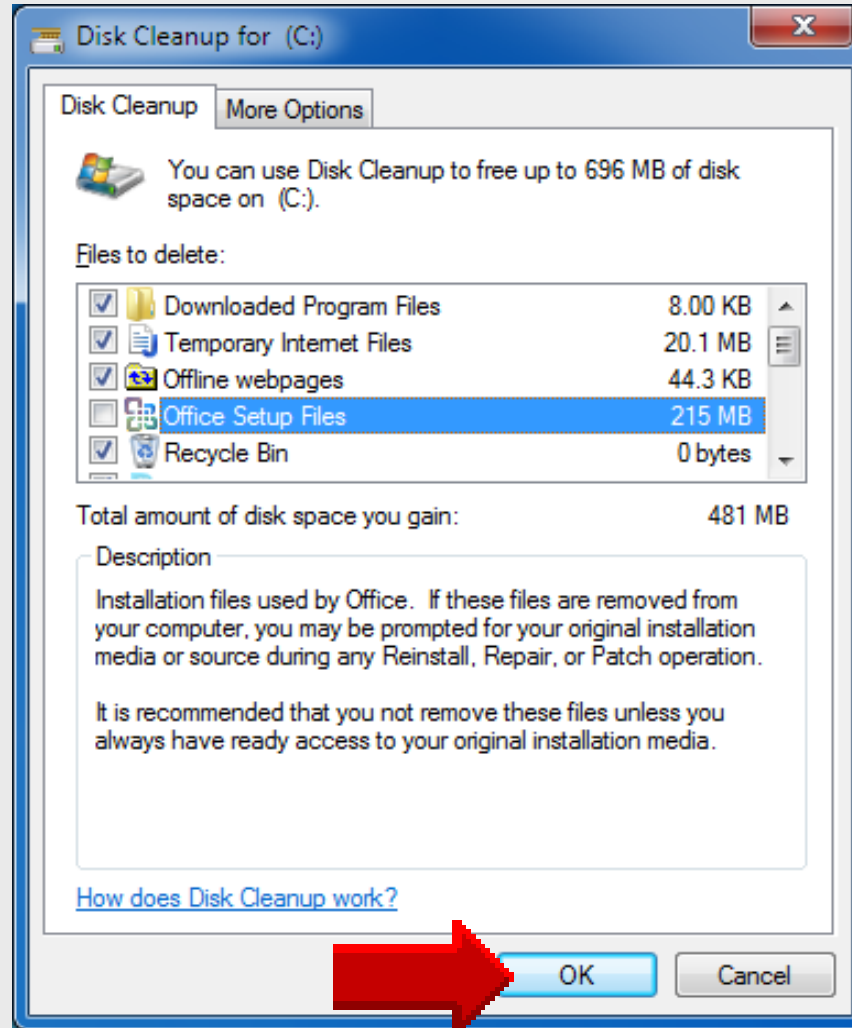
# Disk Cleanup

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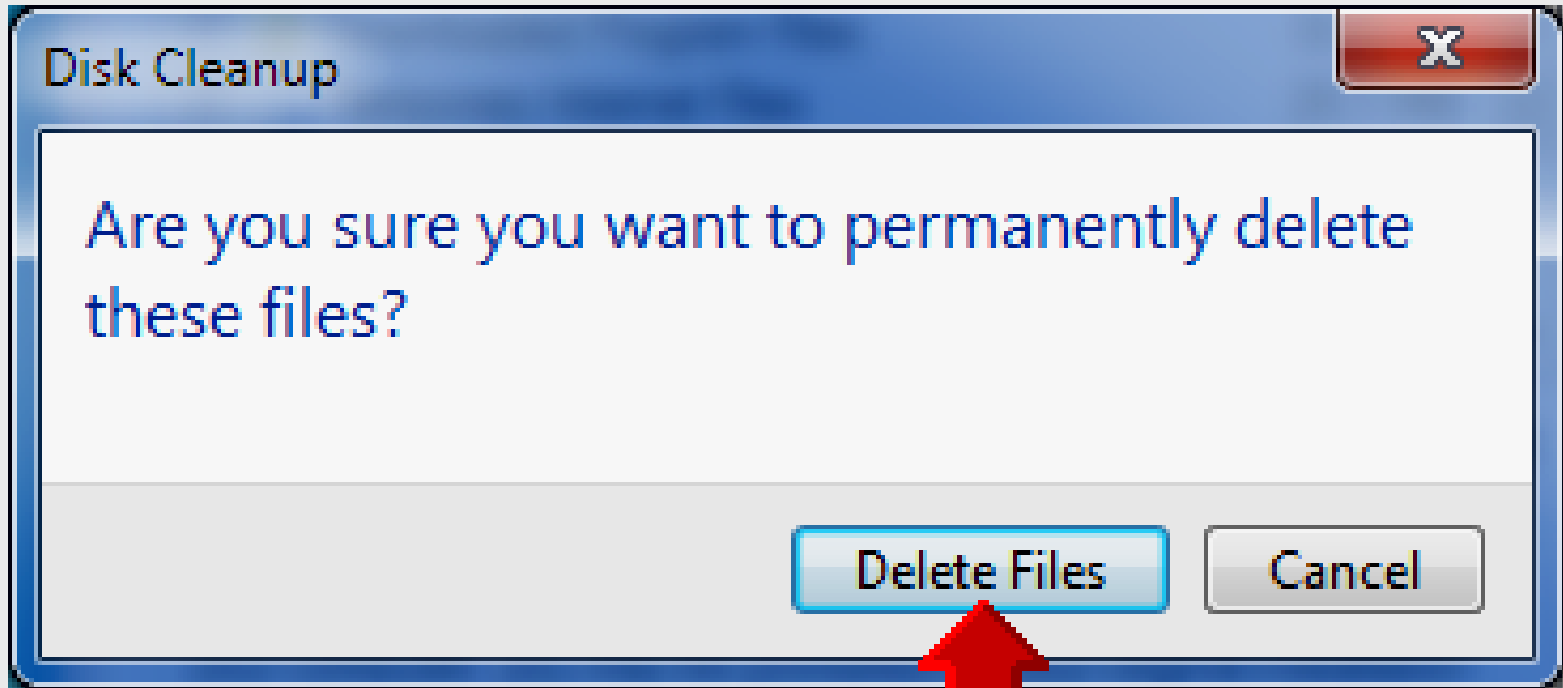
# Disk Cleanup

Select **all**  
**except**  
Office Setup

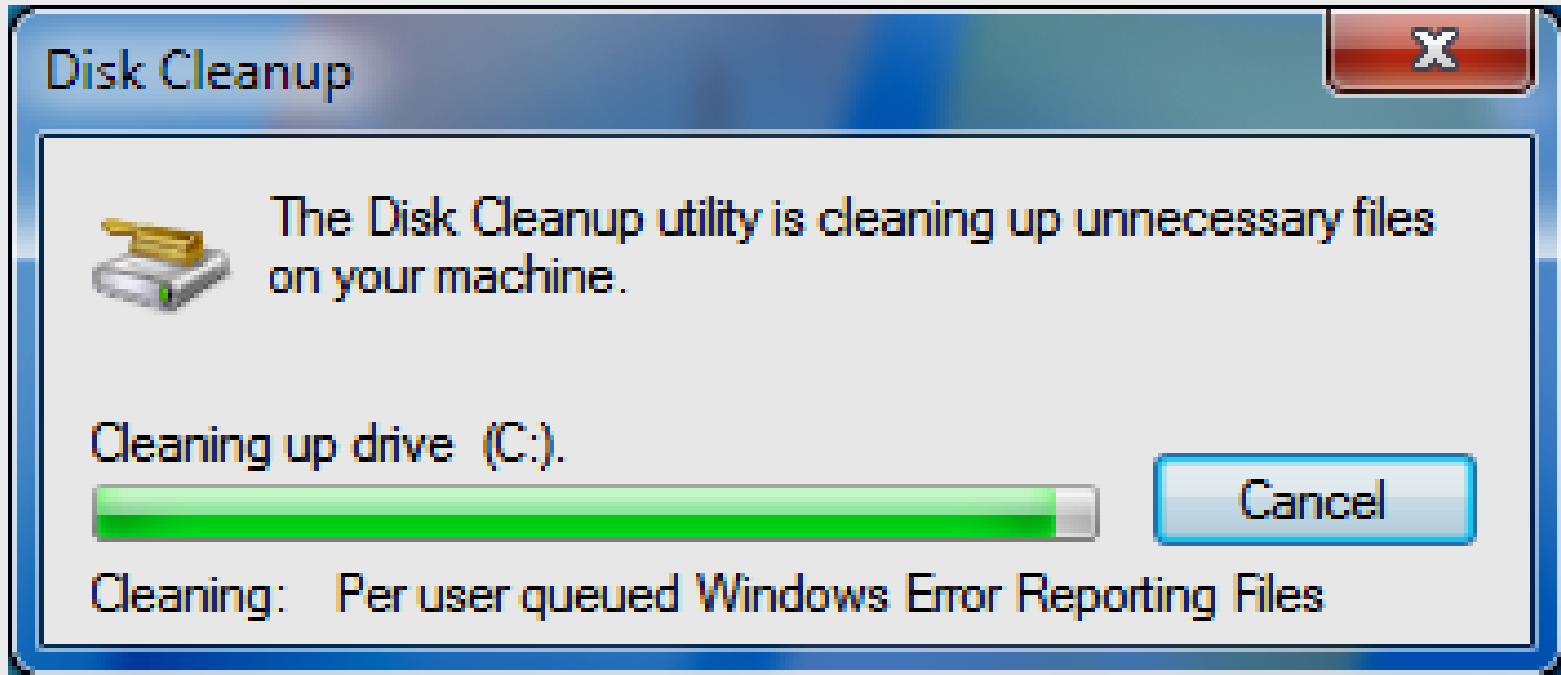


# Disk Cleanup

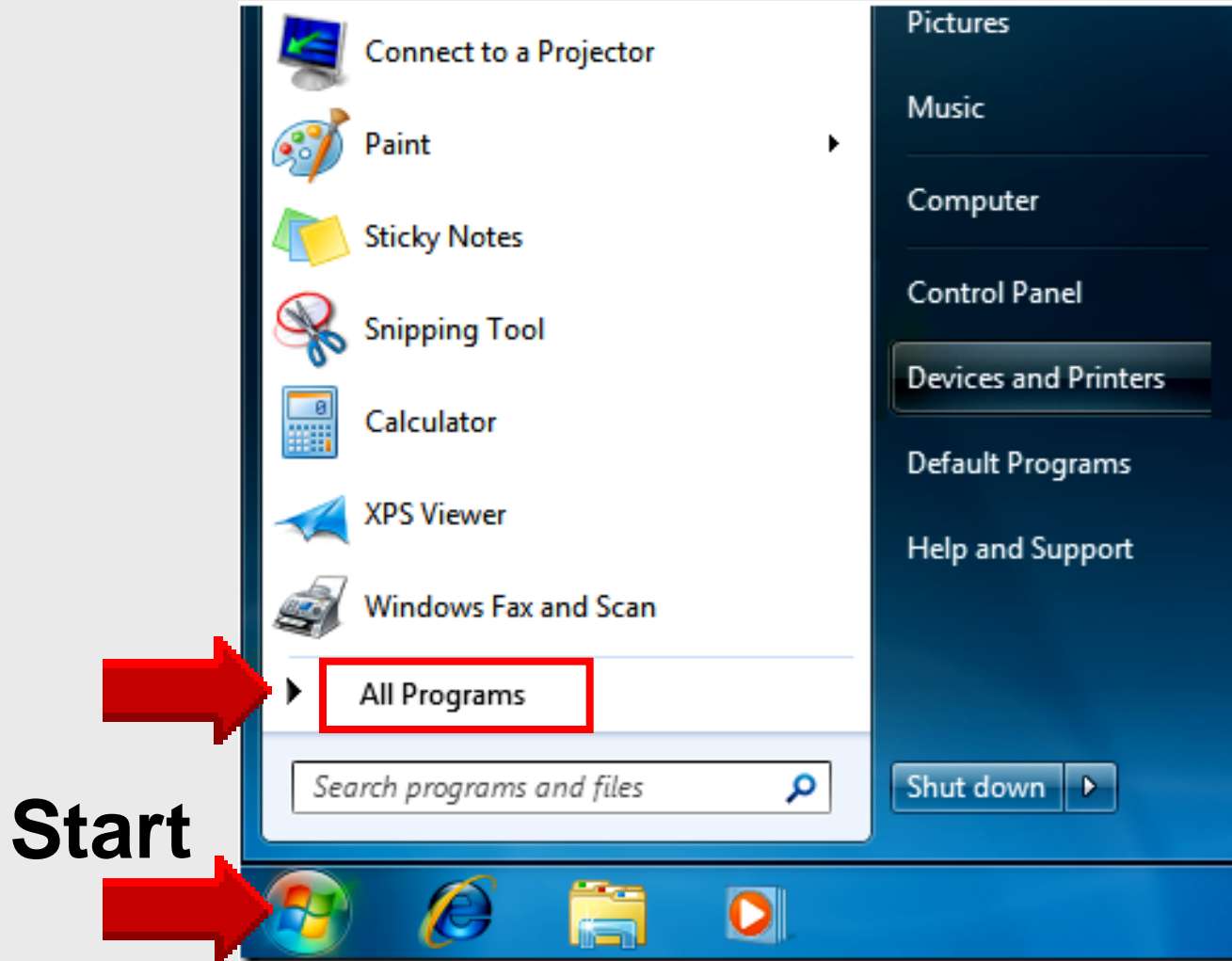
---



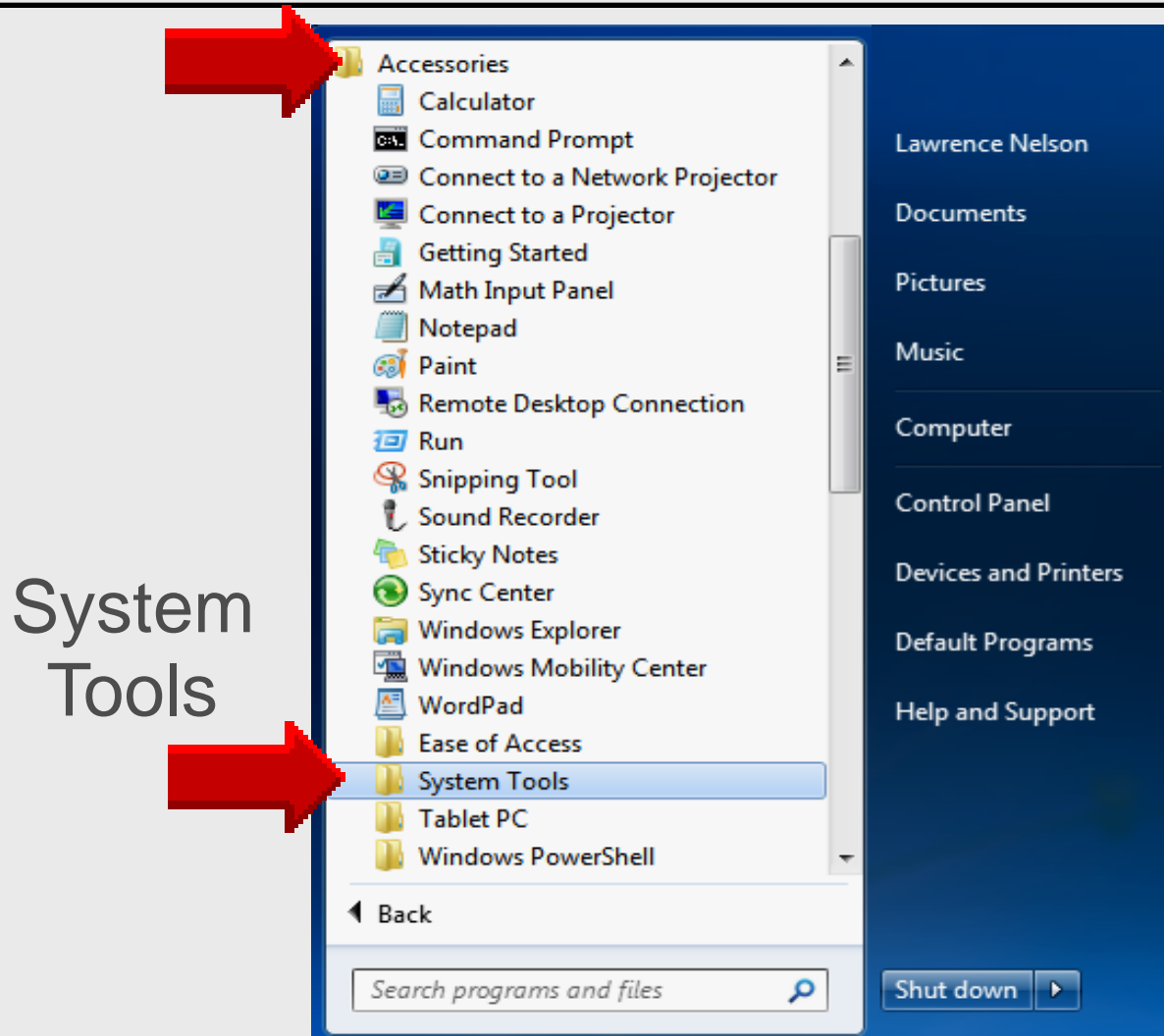
# Disk Cleanup



# Disk Defrag



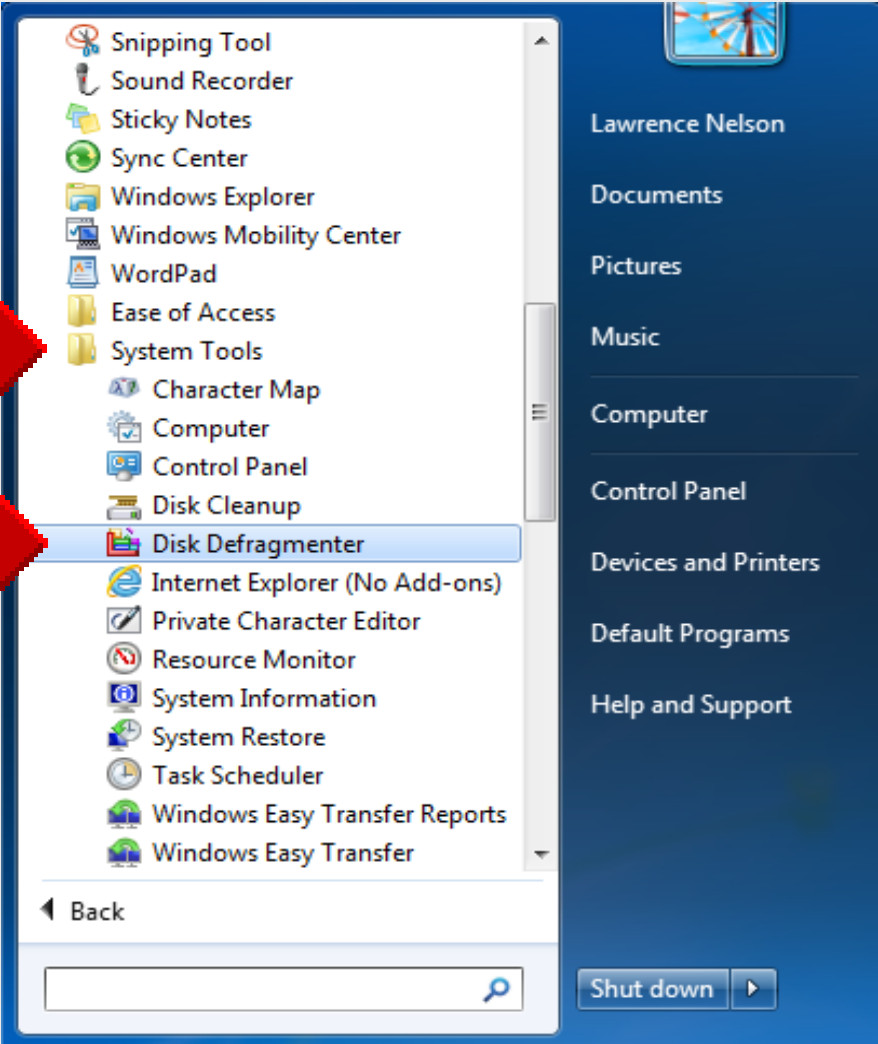
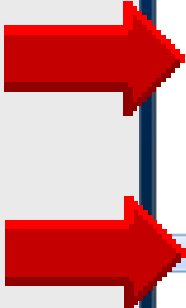
# Disk Defrag



System  
Tools

# Disk Defrag

Disk  
Defragmenter



# Disk Defrag

Disk Defragmenter consolidates fragmented files on your computer's hard disk to improve system performance. [Tell me more about Disk Defragmenter.](#)

Schedule: \_\_\_\_\_

**Scheduled defragmentation is turned off** Turn on schedule...

Current status: \_\_\_\_\_

Disk	Last Run	Progress
(C:)	4/7/2011 3:34 PM (0% fragmented)	
Cruzer (F:)	Never run	
System Reserved	4/6/2011 3:22 PM (0% fragmented)	

Only disks that can be defragmented are shown.  
To best determine if your disks need defragmenting right now, you need to first analyze your disks.

Analyze disk Defragment disk Close

# **Technology Webinar**

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## **Atomic Learning**

# Login



Log In

[Help](#) | [FAQ](#) | [Settings](#)



Subscribe to Atomic Learning eNewsletters!

Text Size +

## Our Solutions

### Education Training

K-12 Education

Higher Education

Assistive Technology

Global Education

## Moving Education *Forward.*

Education solutions to help learners of all ages embrace technology.



Want to learn more?  
Use "Our Solutions" menu on the left.

1-866-259-6890  
+1 320-632-5064  
[Contact us online](#)

## News & Resources

**Small Steps = Big Results**  
When you stop to think about your professional development... [\[more\]](#)

**New Content Alert: Including Facebook for Students**  
Following the recent launch of &ldquo... [\[more\]](#)

**Pre-Designed Projects Make Tech Integration Easy**  
Do you find yourself

<http://atomiclearning.com>

# Login

The image shows a screenshot of the Atomic Learning website. At the top right, there is a navigation bar with a 'Log In' button, a 'Help' link, a 'FAQ' link, and a 'Settings' link. A red arrow points to the 'Log In' button. Below the navigation bar is a dark blue banner with social media icons (Facebook, Twitter, YouTube) and a 'Subscribe to Atomic Learning eNewsletters!' link. The main content area features a 'Moving Education' section with a woman sitting at a desk with a laptop and books. To the left of this section is a 'Our Solutions' menu with options for 'K-12 Education', 'Higher Education', 'Assistive Technology', and 'Global Education'. To the right is a 'News & Resources' section with three articles: 'Small Steps = Big Results', 'New Content Alert: Including Facebook for Students', and 'Pre-Designed Projects Make Tech Integration Easy'. A white callout box with a blue border is overlaid on the page, containing the text 'Click Log In'.

**Atomic Learning**

Log In Help | FAQ | Settings

Subscribe to Atomic Learning eNewsletters!

**Our Solutions**

- Education Training
  - K-12 Education
  - Higher Education
  - Assistive Technology
  - Global Education

**Moving Education**

Education solutions to help learners of all ages embrace technology.

Want to learn more? Use "Our Solutions" menu on the left.

**News & Resources**

- Small Steps = Big Results**  
When you stop to think about your professional development... [more]
- New Content Alert: Including Facebook for Students**  
Following the recent launch of &ldquo... [more]
- Pre-Designed Projects Make Tech Integration Easy**  
Do you find yourself challenged with... [more]

**Click Log In**

# Login



The image shows a screenshot of a login form titled "Log in to your account". The form has two input fields: "Username" and "Password". The "Username" field contains the text "lnelson@episd.org". The "Password" field contains the text "EPISDTECH" in red. To the left of the "Password" field, the text "All caps" is written in black, with a red arrow pointing to the password field. To the right of the "Password" field, there is a black button with the text "Log In" in white. A red arrow points to the "Log In" button. Below the input fields, there is a link that says "Username / Password Help" in blue text. The form has a close button (an 'X') in the top right corner.

Username – **EPISD email**

Password – **EPISDTECH**

# Main Menu



Become a Fan  
View our Blog

Welcome [lnelson@episd.org](mailto:lnelson@episd.org) | [Log Out](#) | [My Reports](#) | [My Profile & Settings](#) | [Help](#) | [FAQ](#)

Home

What's New

Extras

Support

Upgrade Options

Text Size:



## Featured resources

Webinar: **FREE**  
21<sup>st</sup> Century  
Skills

REGISTER NOW!

**CONTEST**  
? Design AI

SEE DETAILS!

3 Keys to a **FREE**  
Successful  
Laptop Initiative

FREE EBOOK!

## PD in Action



## Find an Answer to a Tech Question



## Browse Available Training & Projects



### Tutorials

Select desired filter(s):

EDIT MY PREFERRED TRAINING

Applications...



Platforms...



Types...



Find Tutorials

# Find Tutorials

The screenshot shows the Atomic Learning website interface. At the top, there is a navigation bar with the Atomic Learning logo, a Facebook link, and user information for 'lnelson@episd.org'. Below the navigation bar is a menu with options: Home, What's New, Extras, Support, Upgrade Options, and Text Size. The main content area is divided into two columns. The left column features 'Featured resources' including a webinar on '21st Century Skills', a contest on 'Design AI', and a free ebook on '3 Keys to a Successful Laptop Initiative'. The right column is titled 'Find an Answer to a Tech Question' and 'Browse Available Training & Projects'. Under 'Browse Available Training & Projects', there is a 'Tutorials' filter section. The word 'Applications' is highlighted in a blue box, and a red arrow points to the 'Applications...' filter dropdown. Below the filter section is a 'Find Tutorials' button.

# Find Tutorials

**Browse Available Training & Projects** ?

**Project-based**  **Workshops**

**Type W**

**Select Windows**

EDIT PREFERENCES ►

w

Start typing to show matching filters.

- WebCT (Blackboard)
- Windows**
- Windows Live Movie Maker
- Windows Media Player
- Windows Movie Maker
- Word
- WordPress

# Find Tutorials

The screenshot shows a web interface titled "Browse Available Training & Projects". It features a "Tutorials" section with a checked checkbox. Below this, there is a "Select desired filter(s):" section with three dropdown menus: "Windows", "Versions...", "Platforms...", and "Types...". A red arrow points to the "Windows" dropdown. To the right of the filters is a red button labeled "EDIT MY PREFERRED TRAINING". Below the filters is a dark blue button labeled "Find Tutorials", with a red arrow pointing to it. At the bottom, there is a link: "OR Browse training by State Standards or TE NETS-S". A large blue-bordered box on the right contains the text "Click Find Tutorials" in black and red.

**Windows**

EDIT MY PREFERRED TRAINING

**Click  
Find Tutorials**

Find Tutorials

OR Browse training by State Standards or TE NETS-S

# Windows Tutorials

**Browsing Tutorials: 12 of 638 (filtered)**


 **EDIT PREFERENCES** ▶


Series Title	Publisher	Tutorial Count	Total Play Time	CC
+ Windows 2000 (PC) (1 Item)				
+ Windows 7 (PC) (1 Item)				
+ Windows 98 (PC) (1 Item)				
+ Windows Vista (PC) (3 Items)				
+ Windows XP (PC) (2 Items)				

**Click + to expand Windows 7 menu**

# Windows Tutorials

**Browsing Tutorials: 12 of 638 (filtered)**

 EDIT PREFERENCES ▶

Series Title	Publisher	Tutorial Count	Total Play Time	CC
+ Windows 2000 (PC) (1 Item)				
- Windows 7 (PC) (1 Item)				
<u>Windows 7 Training</u>		42	01:20:55	
+ Windows (PC) (1 Item)				
+ Windows Live Movie Maker 2011 (PC) (1 Item)				
+ Windows Movie Maker 2 (PC) (1 Item)				
+ Windows Vista (PC) (3 Items)				
+ Windows XP (PC) (2 Items)				

**Click Windows 7 Training**

# Windows 7 Tutorials

## Windows 7 Training


Platform: PC


### Description


As stated by Microsoft®: "Windows® 7 is the easiest, fastest, and most engaging version of Windows yet. Better ways to find and manage files, like Jump Lists and improved taskbar previews, help you speed through everyday tasks. Faster and more reliable performance means your PC just works the way you want it to. Get to know Windows 7, and see how it can simplify just about everything you do with your PC."



[Expand all](#) / [Collapse all](#)

 **A. Introducing Windows 7**

 **B. Customizing Windows 7**

 **C. Updated Features in Windows 7**

# Introducing Windows 7

## A. Introducing Windows 7

		Key #	Length		
1.	📺	Introducing Windows 7 pt. 1	75840	2:01	★
2.	📺	Introducing Windows 7 pt. 2	75841	1:50	★
3.	📺	Getting started	75842	1:26	★
4.	📺	Using the Start menu	75843	2:23	★
5.	📺	Adding and using desktop gadgets	75845	2:13	★
6.	📺	Using the Taskbar	75847	2:02	★
7.	📺	Using Jump Lists	75851	2:48	★
8.	📺	Using Aero Themes pt. 1	75853	2:32	★
9.	📺	Using Aero Themes pt. 2	75861	1:39	★
10.	📺	Using Aero Peek pt. 1	75859	2:25	★
11.	📺	Using Aero Peek pt. 2	75860	2:22	★
12.	📺	Using Aero Snap	75862	2:07	★
13.	📺	Using Aero Shake	75863	0:49	★
14.	📺	Using libraries	75865	1:00	★
15.	📺	Creating a HomeGroup	75870	1:55	★
16.	📺	Using the Action center	75875	3:07	★

## B. Customizing Windows 7

## C. Updated Features in Windows 7

# Customizing Windows 7

## + A. Introducing Windows 7

## - B. Customizing Windows 7

		Key #	Length	
1.	☰ Customizing the Start menu	75844	2:19	★
2.	☰ Customizing the desktop gadgets	75846	1:20	★
3.	☰ Customizing the Taskbar	75848	2:03	★
4.	☰ Setting Taskbar options pt. 1	75849	2:07	★
5.	☰ Setting Taskbar options pt. 2	75850	1:59	★
6.	☰ Customizing Jump Lists	75852	1:02	★
7.	☰ Customizing a theme	75854	1:37	★
8.	☰ Saving a theme	75855	0:51	★
9.	☰ Creating a desktop slideshow pt. 1	75856	1:54	★
10.	☰ Creating a desktop slideshow pt. 2	75857	1:42	★
11.	☰ Deleting a theme	75858	0:38	★
12.	☰ Including folders in a library	75866	2:55	★
13.	☰ Removing folders from a library	75867	0:59	★
14.	☰ Creating a library	75868	1:43	★

## + C. Updated Features in Windows 7

# Updated Features

+ A. Introducing Windows 7

+ B. Customizing Windows 7

- C. Updated Features in Windows 7

		Key #	Length	
1.	🗑️ Using WordPad	75864	2:06	★
2.	🗑️ Using Paint	75873	2:34	★
3.	🗑️ Using the calculator	75874	1:33	★
4.	🗑️ Using the Snipping tool	75881	2:51	★
5.	🗑️ Using Sticky Notes pt. 1	75877	2:05	★
6.	🗑️ Using Sticky Notes pt. 2	75878	1:52	★
7.	🗑️ Using Internet Explorer® 8	75879	2:40	★
8.	🗑️ Using Windows Search	75880	1:27	★
9.	🗑️ Using the XPS viewer	75869	2:14	★
10.	🗑️ Using devices and printers	75872	1:44	★
11.	🗑️ Changing the User Account Control settings	75876	1:32	★
12.	🗑️ Using new keyboard shortcuts	75871	2:29	★

# Online Handouts

<http://webclass.org>



Atomic Learning

Desktop Setup

EasyTech

Elementary Storytelling

Audacity

Copyright Infringement

Creating a Digital Story

Digital Cameras

EPISD Photo Release

iPod - Getting Started

Podcast Projects

Sample Movie Maker files

Syncing video iPod

Using iTunes

Windows Movie Maker

MOV-WMV converter

MP4-AVI converter

WMV-MP4 converter

TEAMS for Teachers

Attendance

Gradebook

1 Gradebook Options

2 Category Setup

3 Copying Categories

4 Adding Assignments

5 Entering Grades

6 Copying Assignments

Parent Portal

Progress Report

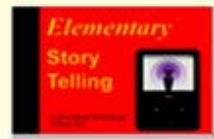
Report Card

Transfer Grade

Education and training via the internet are growing rapidly. Accessibility from home or school makes Internet handouts a viable alternative to hardcopy handouts. The PDF format is accessible on both Windows and MAC platforms using [Adobe Reader](#), or the fast and simple open-source reader for Windows called [Sumatra](#).

## Elementary Storytelling in iTunes

View all **21** digital stories from El Paso ISD teachers and students



View In iTunes

Elementary Storytelling illustrates how video and audio tools are used to tell a story - a digital story. Curriculum topics chosen by the teacher vary from class field trips to the reenactment of historical or current events.

Some digital stories involve the entire class, while others use a smaller group of selected students. Video length is generally 2 to 10 minutes.

## Technology Webinars

using Adobe Connect

Creating PDF files using Office 2007

Customizing Quick-Access Toolbar in Office 2007

Using Paint for Math-Science-Lang Arts

Using HP webcam for Digital Storytelling

Windows 7 Features

