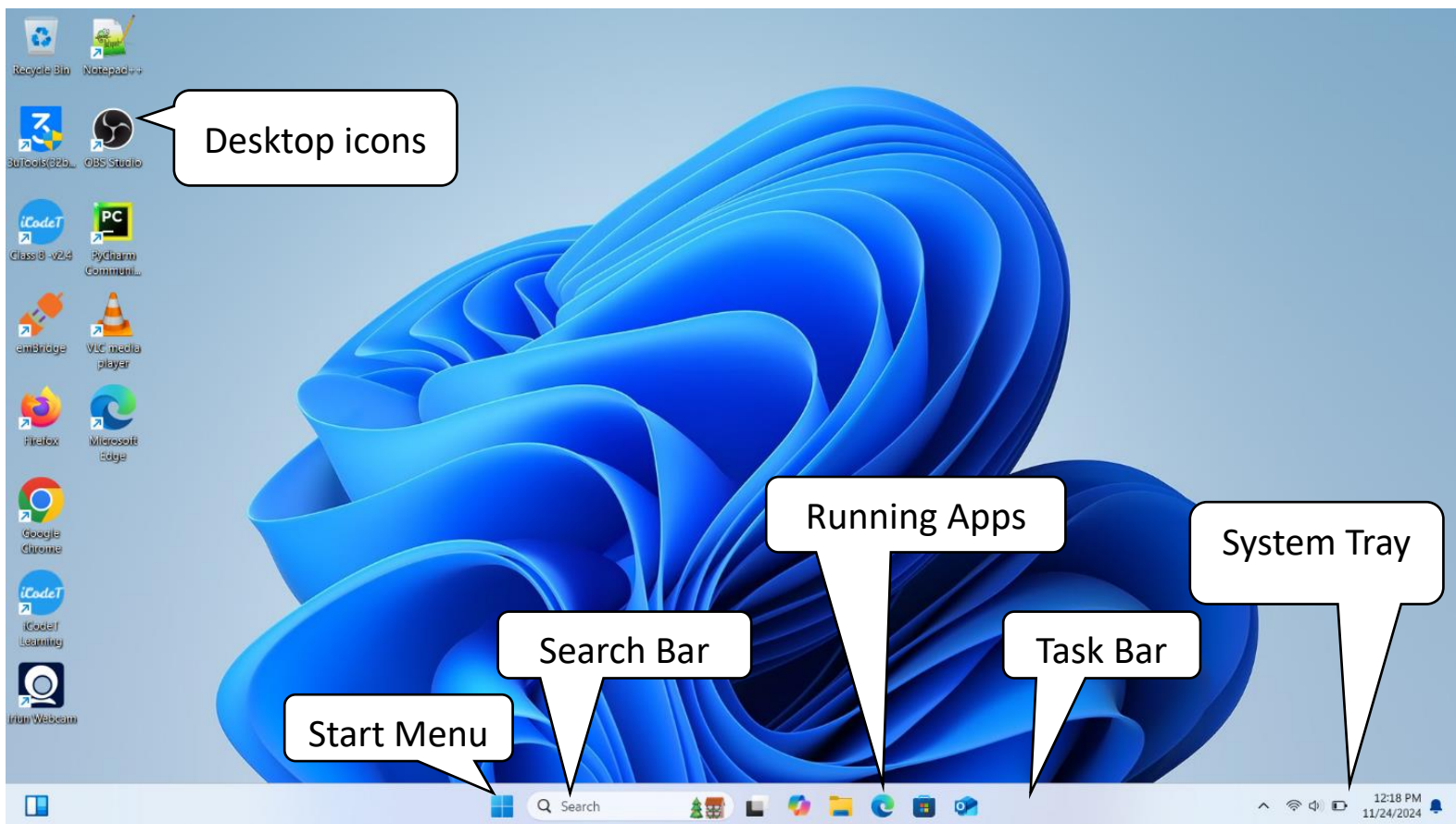


Title: Exploring the User Interface of an Operating System

Description: In this practical, you will explore the user interface of the Windows operating system to understand its components and functionality. You will navigate through the desktop, Start menu, taskbar, File Explorer, and Control Panel, and perform basic customization tasks.

Purpose: The purpose of this activity is to familiarize students with the Windows operating system's user interface, enabling them to confidently navigate and use its features effectively.

Windows Desktop Map



Steps:

1. Start the System:

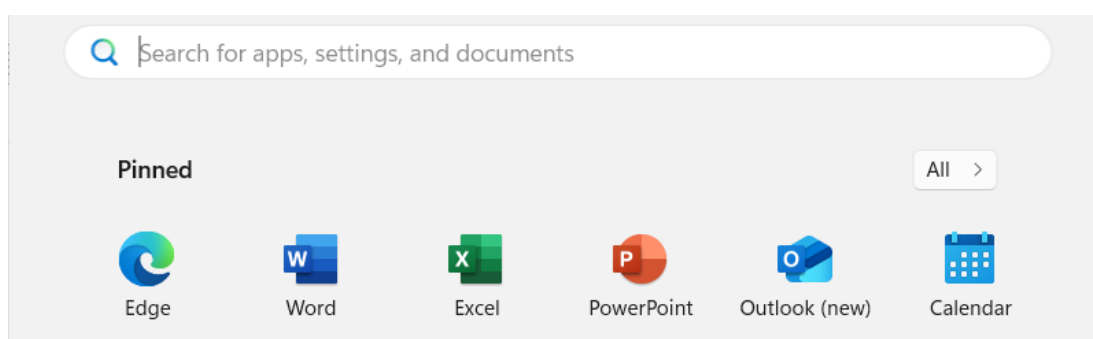
- **Turn on the computer** and wait for the Windows desktop to load.
- Identify the main elements on the screen:
 1. Start menu
 2. Taskbar
 3. Desktop icons

Start Menu



2. Explore the Start Menu:

- Click the **Start** button at the bottom-left corner.
- Observe the layout:
 - **Pinned apps:** Commonly used applications.
 - **All apps:** A complete list of installed software.
 - **Search bar:** For locating files, programs, or settings.
- Search for an application:
 - Type **Calculator** in the search bar and open it.



3. Interact with the Taskbar:

- Observe the **Taskbar** running across the bottom of the screen.
- Identify.
 - **System tray**: Displays clock, volume, and notifications.
 - **Running apps**: Open applications appear here.
- Hover over (Mouse over) any icon to view the app's preview.

4. Customize the Desktop:

- Right-click anywhere on the desktop and select **Personalize**.
- Change the background:
 - Go to **Background** > Choose an image or solid color.
- Right-click again and try arranging icons:
 - Select **Sort by** > Arrange by name or type.

5. Navigate the File Explorer:

- Open **File Explorer** from the taskbar or Start menu.
- Explore folders like **Documents**, **Downloads**, and **This PC**.
- Create a folder:
 - Right-click inside any folder.
 - Select **New** > **Folder** and name it **My Work**.

6. Open and Explore the Control Panel:

- Open the **Control Panel**:
 - Type **Control Panel** in the search bar and select it.
- Click on categories like:
 - **System and Security**: View basic system details.
 - **Programs**: Uninstall or change programs.

7. Practice Common Shortcuts:

- Try these shortcuts keyboard keys to improve your speed:
 - **Windows + D**: Minimize all windows to view the desktop.
 - **Windows + E**: Open File Explorer.
 - **Alt + Tab**: Switch between running applications.
 - **Ctrl + Alt + Delete**: Access Task Manager.

Note: Windows Key on keyboard is marked with  symbol