

Special Windows ® Keys; Starting A Program; Starting A Program From The Start Menu - Toshiba P100-ST1072 User Manual

P100-st1072 user's guide

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Bookmarks

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Special Windows

(Sample Illustration) Special Windows

Your computer's keyboard has two keys that have special functions in Windows



Windows



Application key—Has a similar function as the secondary

mouse button

Starting a program

The easiest way to start a program is to double-click the name of the file that contains the information you want to work on. To find the file, use the Start menu or Windows

If you prefer to open the program first, you have four options. You can:



Double-click the icon for the program on your desktop



Use the Start menu



Use Windows
program file



Use the Start Search box in the Start menu

The next three sections explain how to start a program from the Start menu, Microsoft

Starting a program from the Start menu

When you install a program, the operating system usually puts an icon in the All Programs menu. To start a program that has an icon in the All Programs menu, follow these steps, which use the Windows

1

Click Start, and then All Programs.

The Windows

menu, which lists programs and program groups. If your

program is listed, go to step 3, otherwise, continue with step 2.

NOTE

®

keys

Windows

Application key

®

:

®



key—Opens the Start menu

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Explorer or the Start menu to locate the

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Explorer and the Run dialog box.

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WordPad program as an example:

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operating system displays the All Programs

If you pause with your mouse on All Programs, it will open it up. You may need to scroll up or down to see the complete list.

Learning the Basics

Starting a program

®

key

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keys

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Explorer.

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