

# Upgrading to Windows 10 for users

Course code: WIN10

The goal of the course is to prepare users (primarily Windows 7 users) to smooth upgrading to the latest version of Microsoft Windows. Participants will become familiar with innovations of environment (redesigned Start menu and taskbar, events center, etc), configuration options, or two philosophies of applications & dialogs in one operating system.

Affiliate	Duration	Course price	ITB
Praha	1	3 300 Kč	0
Brno	1	3 300 Kč	0
Bratislava	1	140 €	0

The prices are without VAT.

## Course terms

Date	Duration	Course price	Type	Course language	Location
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The prices are without VAT.

### Who is the course for

For users who want to learn about the environment and novelties of Microsoft Windows 10.

### What we teach you

Effectively usage of the tools and practices of Windows 10 instead of "old school" practices of older Windows versions.

### Course outline

Basic information

- Comparison with previous versions
- Windows 10 editions
- Upgrade, new installation, licencing
- Windows activation
- Mobile devices
- User identity - Microsoft account vs. work account

Screen elements

- Start menu
- Work with tiles
- Tiles modification
- Start menu configuration
- Shortcuts to „admin” locations
- Taskbar
- Application pin
- Notification area
- Action center
- Desktop
- Adding of „common” icons
- Virtual desktops
- Other active parts of screen
- Two kinds of windows - old-school and new
- Manipulation with windows
- Split View

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# Upgrading to Windows 10 for users

## Storage

- OneDrive storage
- Configuration
- Environment of online services
- Explorer
- Document libraries
- Quick access locations
- Backup

## Configuration

- Control Panel vs. Settings
- Privacy
- Security
- Windows Firewall
- Windows Defender
- User accounts
- Accessibility options
- System & Microsoft's applications update
- System recovery

## Applications

- Removing the "advertising" applications
- Microsoft Store
- Default apps for specific file types
- Calendar, Offline maps, Microsoft Edge, Weather, ...

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