

## WINDOWS 8

Available Dates: **Call for Availability**

Class Length: **1 day**

Cost: **\$399**

[Email Computer Visions about this class](#)

### **Class Outline:**

**Description:** This course teaches the core functions and features of Windows 8. Students will learn how to navigate the Windows 8 interface, use the Charms bar and search tools, install and use apps, and use Internet Explorer 10. Then they will learn to manage power options, browse folders, configure user accounts, and use system security tools. Finally, students will learn to work with tiles and customize PC settings.

### **Course Outline:**

Unit 1: Getting started with Windows 8

Topic A: Getting around Windows 8

Topic B: Charms

Unit 2: Managing apps

Topic A: Apps and applications

Topic B: Installing apps

Unit 3: Using the web with Windows 8

Topic A: Internet Explorer 10

Topic B: Web apps and desktop IE 10

Unit 4: Managing Windows 8

Topic A: Desktop tools

Topic B: Managing users accounts

Topic C: Windows 8 security features

Unit 5: Personalizing Windows 8

Topic A: Working with tiles

Topic B: PC settings

Unit 6: Keyboard shortcuts

Topic A: Keyboard shortcuts