Hidden Gems in Windows 10

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The material for the following six tips for users
is taken from an article by Richard Hay
in Windows Secrets Newsletter, March 13, 2018

Six Gems in Windows 10:

1) You can have your Start Menu look like Windows 7
    (if you preferred it).
2) the Built-in Calculator has many modes.
3) Quick Assist is an easy connection to a remote p.c.
4) the Windows 10 Tips App.
5) Virtual Agent for user help.
6) the Snipping Tool.

(Additional sources of operating tips and customizations of
Windows 10 are given in the final slide).

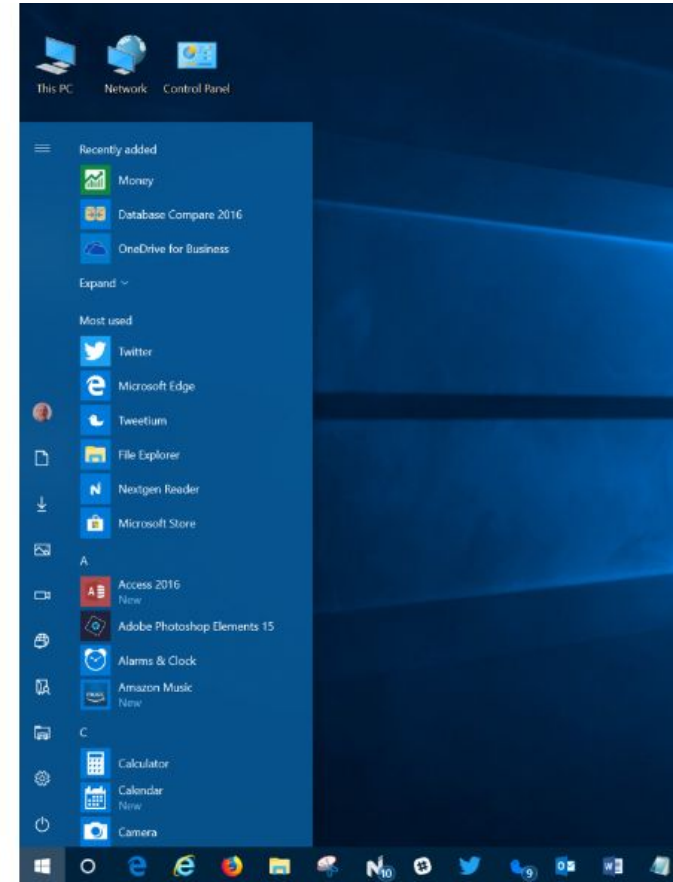# Set up the Start Menu to your liking:

You can have the main screen and Start Menu look like Windows 7. The keys to doing it are:

- Open the Start Menu, right click on each Live Tile and select "Unpin from Start," and repeat one by one;
 (there is no way to unpin a group of tiles all at once).
- Go into Windows Settings > Personalization > Start, and make sure "Show app list in Start menu" is toggled on.

Now when you open the Start Menu you will see the minimal view just like the image on the next slide:
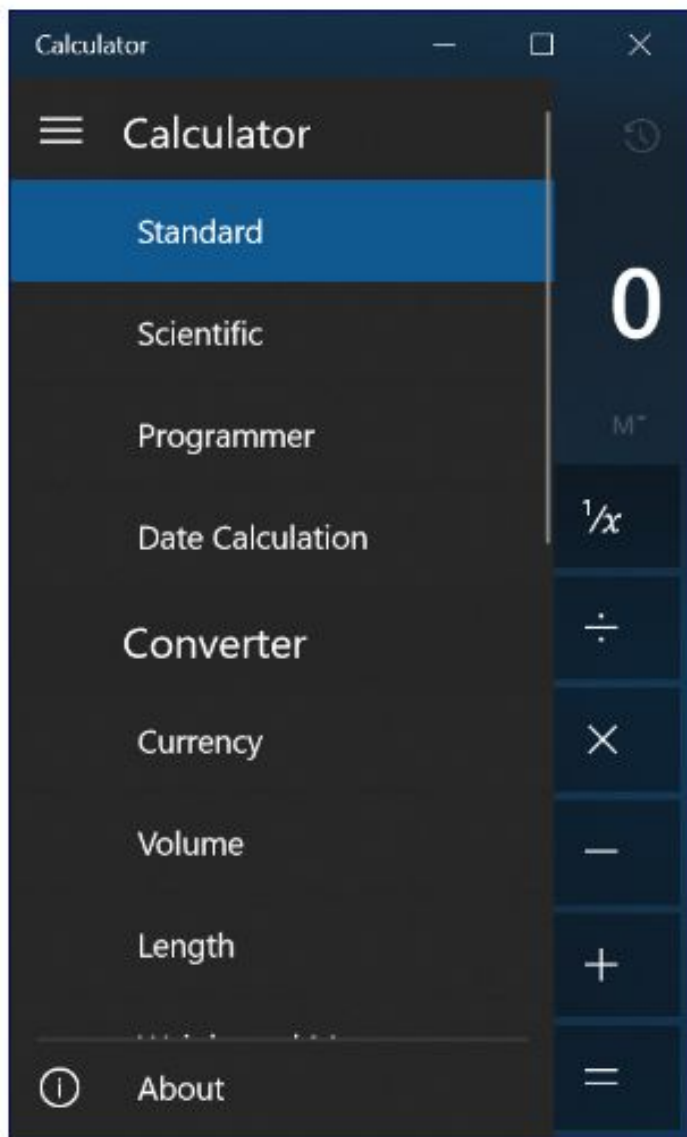
Keys to customizing the Start Menu, continued:

- Bonus Tip:

  Go back to Windows Settings > Personalization > Start:

  Click on the "Choose which folders appear on Start."

  You can place shortcuts on the left side of your fresh Windows-7-style Start Menu to quickly access system and user folders such as Documents, Music, Videos, and Pictures. In addition, there is a shortcut for File Explorer.

The Built-in Calculator has multiple modes:

- Standard (Default mode)

- Scientific

- Programmer

- Units Converter → → →

- Date Calculator

- Currency
- Volume
- Length
- Weight and Mass
- Temperature
- Energy
- Area
- Speed
- Time
- Power
- Data
- Pressure
- Angle

Calculator

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Standard

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Date Calculation

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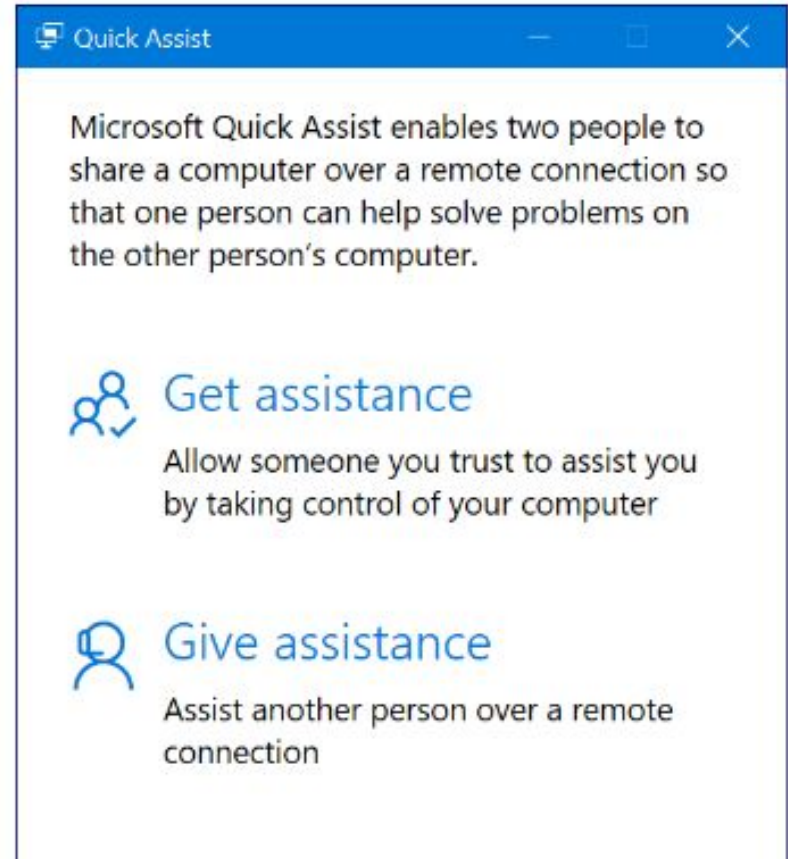
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Quick Assist:

Enables two people to share a computer at a distance;
so one person can help solve problems on the other person's computer.

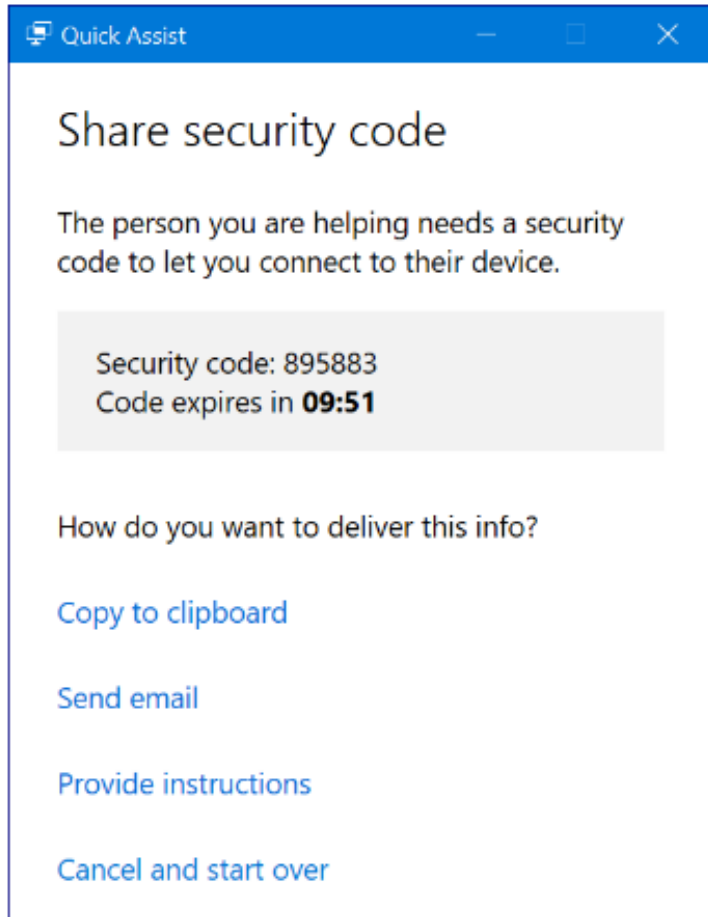Example: provide technical assistance to family and friends
- requires both have an internet connection (of course).
- available only if both computers are running Windows 10 (otherwise, use Remote Assistance, that has been in Windows OS for some time).
- An easier alternative to TeamViewer, as well.
- Here's a How-to-Geek article that's quite detailed:

https://www.howtogeek.com/268808/how-to-use-windows-10s-quick-assist-to-remotely-troubleshoot-a-friends-pc/

Quick Assist – setup process: both parties start up the application to set up a secure communication link.

The initial window allows each user to indicate the party getting assistance and the party receiving assistance.
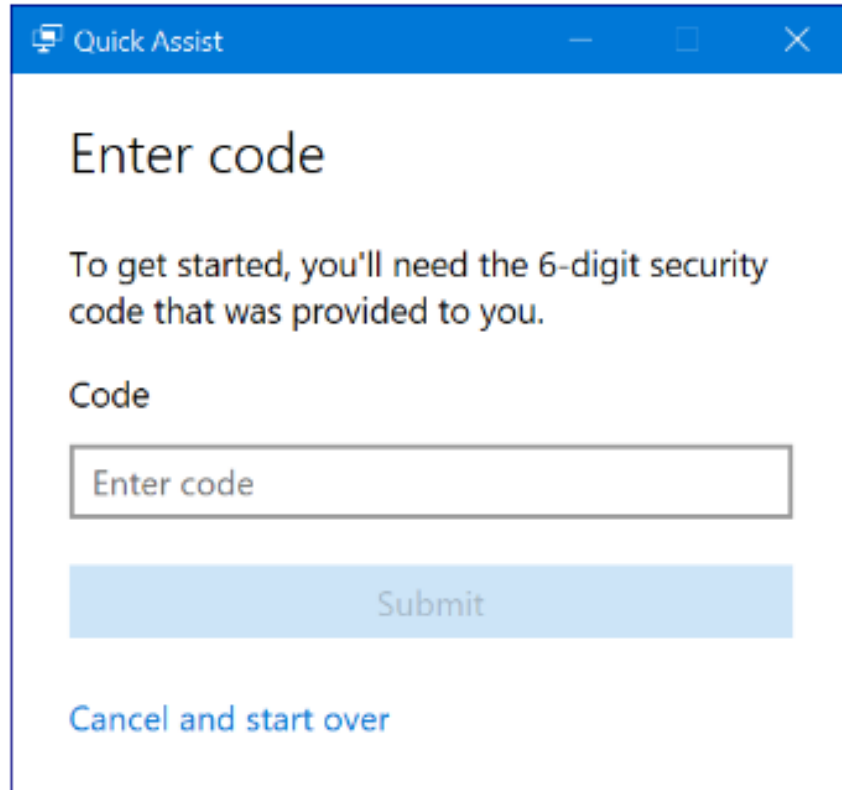

Quick Assist

Microsoft Quick Assist enables two people to share a computer over a remote connection so that one person can help solve problems on the other person's computer.

Get assistance
Allow someone you trust to assist you by taking control of your computer

Give assistance
Assist another person over a remote connection

Quick Assist – the person giving assistance leads the setup process from the next window presented:

Quick Assist

Share security code

The person you are helping needs a security code to let you connect to their device.

Security code: 895883
Code expires in **09:51**

How do you want to deliver this info?

Copy to clipboard

Send email

Provide instructions

Cancel and start over

Windows has generated a security code to be given to the person receiving assistance (with a time limit)

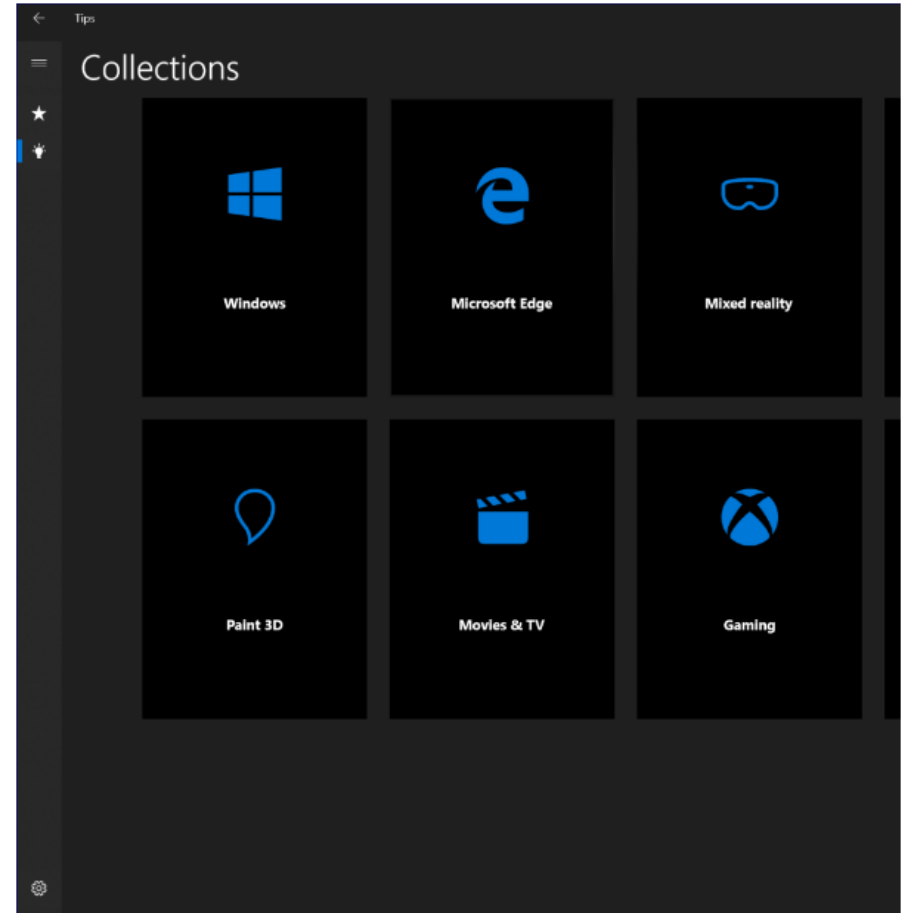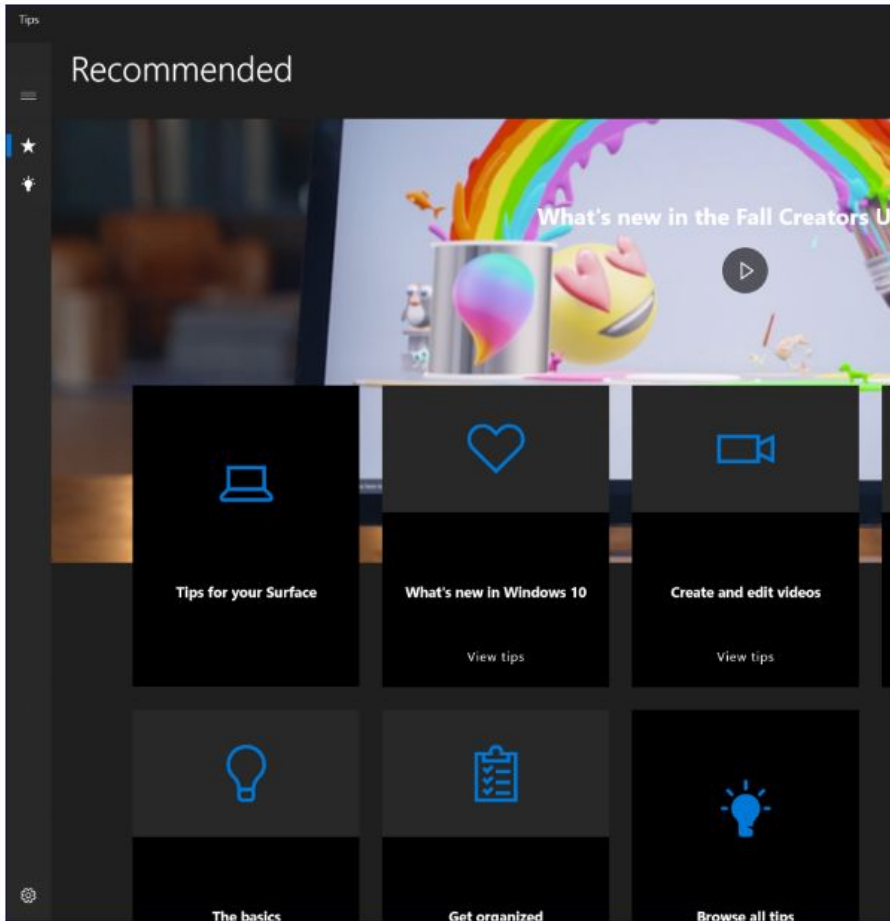# Quick Assist – the person receiving assistance sees a followup window:

It provides a place to fill in the security code known to the person giving assistance (within the time limit)

- Then the user here will be asked to grant permission for the "give assistance" computer to access this computer remotely.

"Windows 10 Tips" App

- updated after each feature update is released so the latest information is reflected for users who want to learn more about Windows 10.

- has two main sections:
  - Recommended tips
  - Collections

- laid out by categories to group things together in logical lists

- provided in text and video formats to accommodate your particular learning preferences.

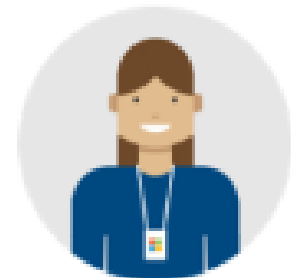# Recommended tips - - - - and Collections

Virtual Agent

Brings a little machine learning and artificial intelligence to searches
- uses natural language input to retrieve help articles.
- draws upon the Microsoft Support Center and other documentation repositories at Microsoft.
- type what you are looking for and the assistant will give a response along with links to further steps and directions.
- If the assistant does not understand a question just rephrase it.

Virtual agent (PREVIEW)

Hello!

OK, let's start over. Please describe your issue and I'll look for the best solution.

Snipping Tool

- Useful for capturing and saving anything on the display screen.
- Boundary of the snip can be
  - Rectangular,
  - Freeform,
  - All of a window, or
  - The full display screen.
- Pen and ink tool available to highlight a certain item in the snip.
- New in Windows 10 now is a 5-second delay option:
  - capture an item that shows up after your initial click to snip.
  - example: snip images of sub-menus that are fleeting.

Snipping Tool command window:

Additional Suggestions for Managing Windows 10, from comments by attendees at the April 18th meeting:

1) Woody Leonhard, writing in ComputerWorld, or at www.askwoody.com, is a good source of tips about Windows 10. (contributed by Bob Primak)

2) For the more adventuresome, Winaero provides a number of utilities to tweak the operation of Windows 10, even to shutting down "telemetry." https://Winaero.com (contributed by Ken Heyda)

"Winaero is a website hosting freeware tweaking tools for Microsoft Windows. It is operated by Russian developer, Sergey Tkachenko. The website sports 50+ freeware tools for modifying the behavior of Microsoft Windows." (Wikipedia).   another article reference:

https://www.pcworld.com/.../how-to-customize-your-windows-pc-with-winaero-tweaker.html Dec 23, 2016 ... Winaero Tweaker lets you do deep system customizations that require meddling in the registry, without directly meddling in the registry.