Technology

- ☑ ~~How to handle the machine~~
- ☐ How to turn on
    - ☐ Press power button
- ☐ Creating Notes
    - ☐ All digitized
    - ☑ ~~I am taking notes~~
- ☐ Screen Shots
    - ☐ Press Windows + Shift + S
- ☐ Short Cuts
    - ☐ Copy- CTRL +C
    - ☐ Paste- CTRL +V
- ☐ Ports on the Machine
    - ☐ Point where connection starts and ends

    - ☐
    - ☐ **There are many USB's like the Iphone USB**

- ☐ Specifications
    - ☐ Press windows for computer specs
- ☐ Password
    - ☐ Do not share a password
    - ☐ Going to change password
    - ☐ Password should be something you will remember 4
    - ☐ Password has been changed
- ☐ Typing Test
    - ☑ ~~Done~~
    - ☐ Average WPM was 55

- ☐ Local Hard Drive
    - ☐ It is a device on the computer that stores and retrieves data
    - ☐ Computer does not save stuff just by itself
    - ☐ You have to press save for that
    - ☐ There is a limit to how much things you can store and eventually it will run out of space
    - ☐ User folder contains all of the users
    - ☐ Sign in as number 3
- ☐ Cloud Drive
    - ☐ Google drive, drop box, etc. are cloud drives.
    - ☐ You can download in cloud storage

- ☐ File Formats

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  - [ ] Giving a PDF to someone else is the best thing because you cannot change anything.
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