**connect a laptop to a projector**

Before starting, make sure that both the laptop and the projector are turned off. First, you connect the video cable from your laptop’s external video port to the projector: just plug it into the projector socket. After that, insert the projector’s power cable into an electrical outlet and press the “power” button to turn on the laptop and the projector. Next, you press the ‘Function’ key (‘Fn’) on the keyboard and, at the same time, press the key with a picture of a screen on it. Finally, don't forget to unplug the projector from the laptop when you've finished.

**transfer photographs from a digital camera to a computer**

It is easy for you to transfer photographs from a digital camera to a computer. After you have got the required number of images, make sure the memory card is removed. Then find the card reader and connect it to your computer: plug your memory card into the card reader and plug it into the USB slot. Next, turn on the computer and find the software which called is ‘File Explorer’ that will help you transfer your photos.Next, open ‘FE’ software and select the card reader folder on dropdown menu on the left of the screen. After that, you have to right click and chose ‘Copy’ or you can press ‘Ctrl’ and ‘X’ key on the keyboard to “cut” these images. Finally, select destination folder and press ‘Ctrl’ with ‘V’ key and click ‘OK’ button of the dialog to start the process. Don’t forget to switch off the computer after you’ve finished. .

**transfer my folders of data to a new laptop.**

First, you just plug the memory stick into your old computer. Then you drag the folders you want to transfer to the memory stick by using Windows Explorer. You should wait for a few minutes because it makes sometimes to finish. After that, you unplug the memory stick from your old computer. Next, you plug it into your new laptop. Then, you drag folders that you have copied from the memory stick to your new laptop. Finally, don't forget to unplug the card reader from the computer when you've finished.