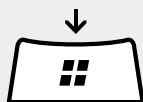




## ACTIVITIES OVERVIEW

### Opening the Activities overview

Press the logo key (it's as simple as that)



### Favorite Applications

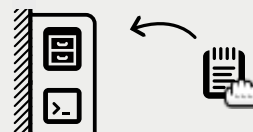
1 Open the overview



2 Click and hold the app

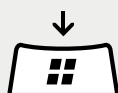


3 Drag to the dash



### Search

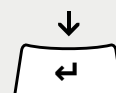
1 Open the overview



2 Just type to search



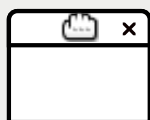
3 Press return to select



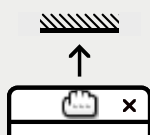
## WINDOWS

### Maximize

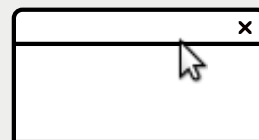
1 Click and hold the titlebar



2 Drag to the top of the screen

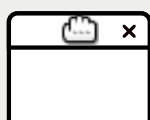


3 Release

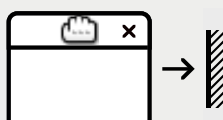


### Resize to Half of the Screen

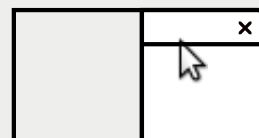
1 Click and hold the titlebar



2 Drag to the side of the screen



3 Release

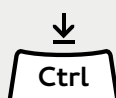


### Open Extra Windows

1 Open the overview



2 Hold down the **Ctrl** key



3 Click the app





## WINDOWS

### Open Extra Windows Using Search\*

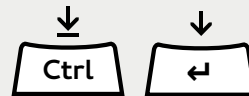
- 1 Open the overview



- 2 Just type to search



- 3 Press ctrl+return to select



### Switch Between Open Apps

- 1 Hold down the Alt key



- 2 Press the Tab key (and repeat)



### Switch Between Windows

- 1 Hold down the Alt key



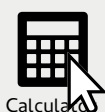
- 2 Press the key above tab (and repeat)



## WORKSPACES

### Start an App in a New Workspace

- 1 Place the cursor over the app



- 2 Click with the middle button

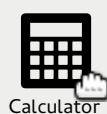


### Send Apps and Windows to a Specific Workspace

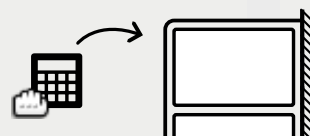
- 1 Open the overview



- 2 Click and hold on the app you want to move



- 3 Drag to the workspace





## ENDING YOUR SESSION

### Suspend

Close the lid

Use the user menu

Press the power button