Lab - Task Manager in Windows 7 and Vista (Instructor Version)

Introduction

In this lab, you will explore Task Manager and manage processes from within Task Manager.

Recommended Equipment

The following equipment is required for this exercise:

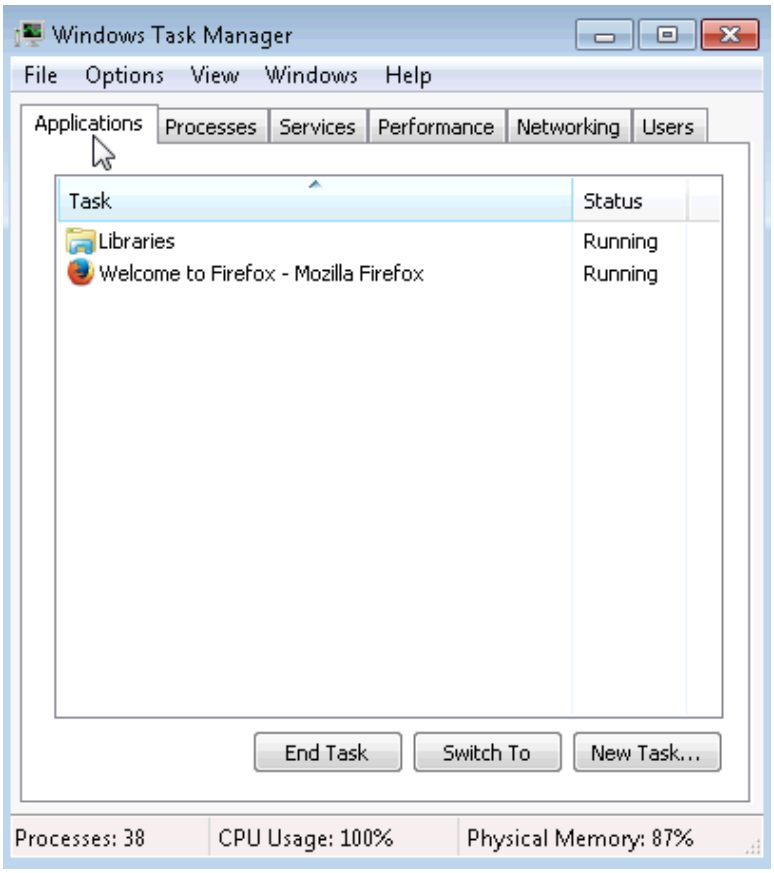
- A computer running Windows 7 or Vista

Step 1: Work in the Applications Tab of Windows Task Manager.

a. Log on to Windows as an administrator.

b. Open a browser and a folder.

c. Click the **desktop** and press **Ctrl-Alt-Delete > Start Task Manager > Applications** tab.



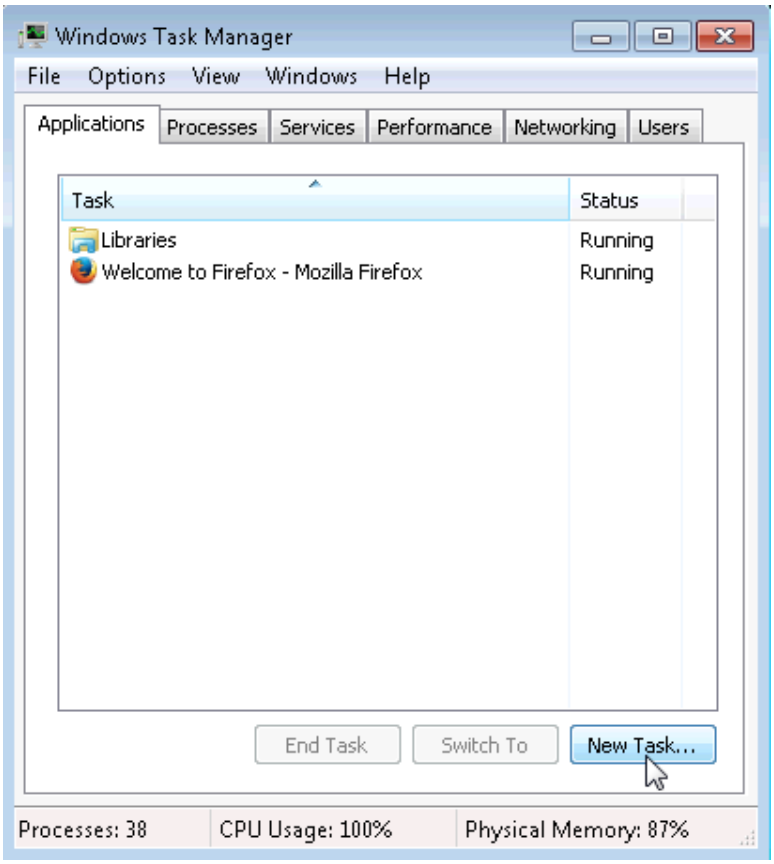
d. Select the open browser and then click **Switch To**.

What happened to the browser?

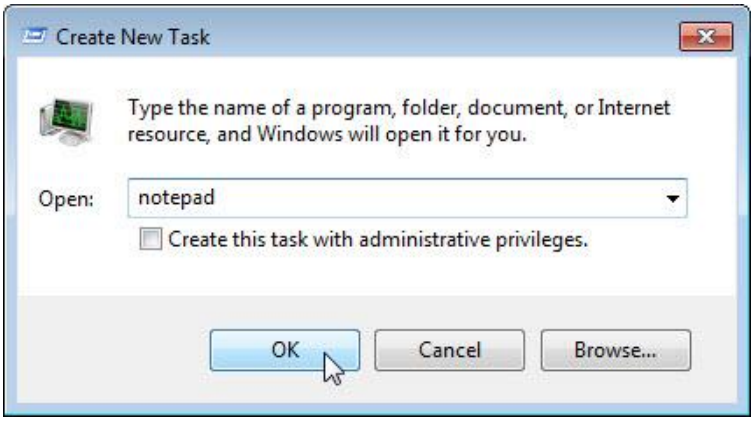
_____

The browser became the active window.

e. Bring **Windows Task Manager** to the front of the desktop. Click **New Task** to open the **Create New Task** window.



f. In the **Open** field, type **Notepad** and click **OK**.

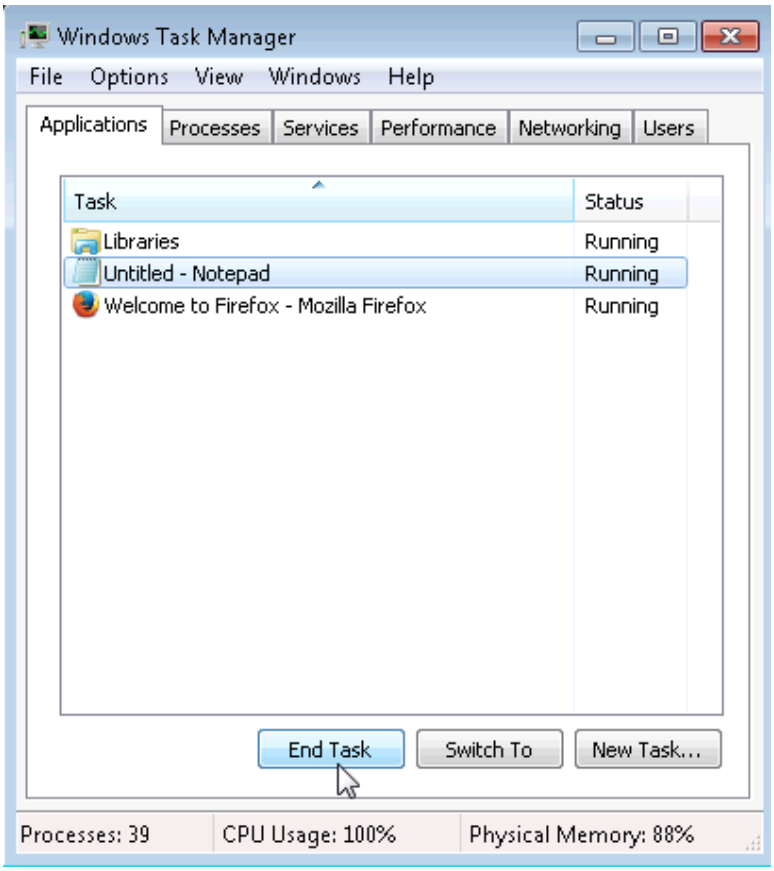


What happens?

_____

Notepad opens.

g. Navigate back to the **Windows Task Manager**, select **Notepad**, and click **End Task**.

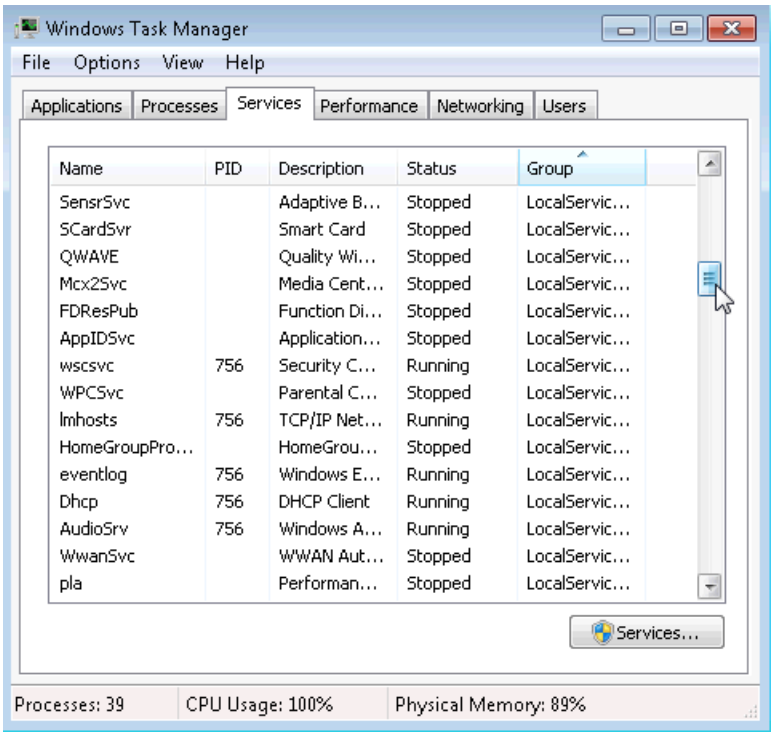


What happens?

Notepad closes.

Step 2: Work in the Services tab of Windows Task Manager.

a. Click the **Services** tab. Use the scroll bar on the right of the **Services** window to view all the services listed



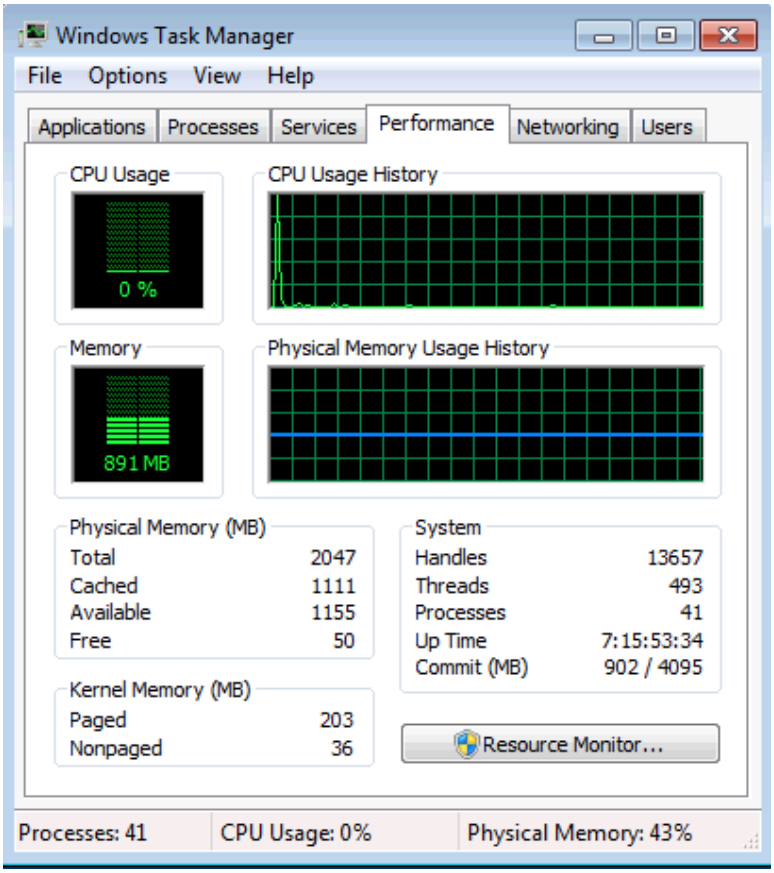
What are the statuses listed?

_____

Stopped and Running.

Step 3: Work in the Performance tab of Windows Task Manager.

a. Click the **Performance** tab.



How many threads are running?

_____

Answer may vary. The example displays 493.

How many processes are running?

_____

Answer may vary. The example displays 41.

What is the total physical memory (MB)?

_____

Answer may vary. The example displays 2047.

What is the available physical memory (MB)?

_____

Answer may vary. The example displays 1155.

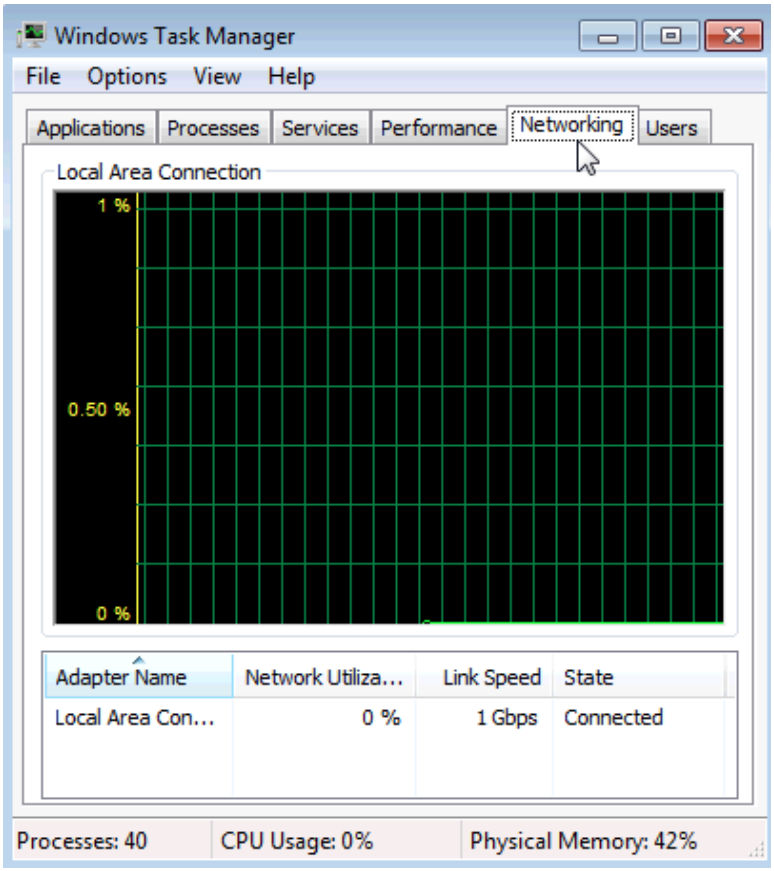
How much physical memory (MB) is being used by the system?

_____

Answer may vary. This can be calculated by subtracting Free Physical Memory from Total Physical Memory. In the example the calculation would be 2047 – 50 = 1,997MB.

Step 4: Work in the Networking tab of Windows Task Manager.

a. Click the **Networking** tab.



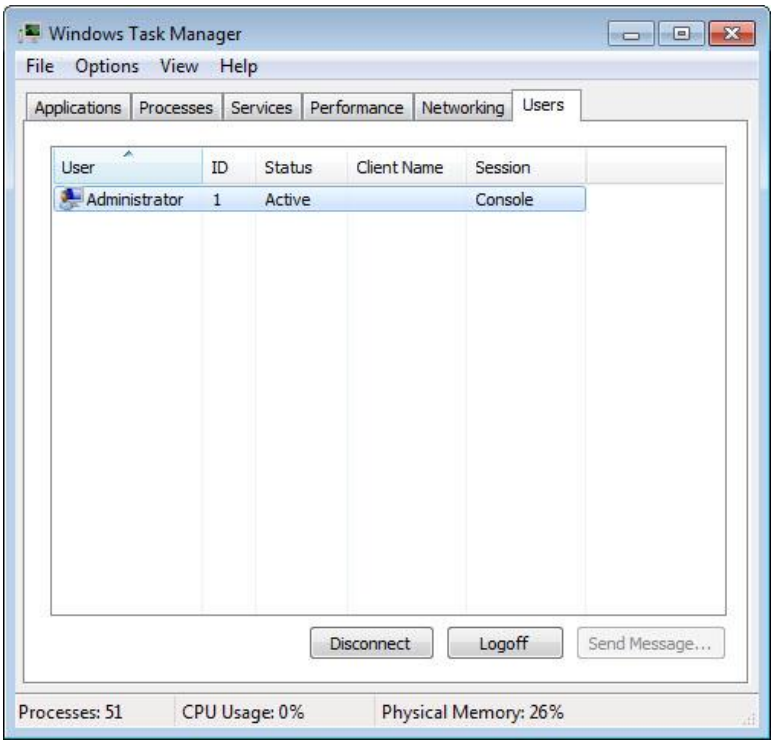
What is the link speed?

_____

Answer may vary. The examples displays 1 Gbps.

Step 5: Work in the Users tab of Windows Task Manager.

a. Click the **Users** tab.



List all users and their status.

_____

Answer may vary. The example displays one user, Administrator, with a status of active.

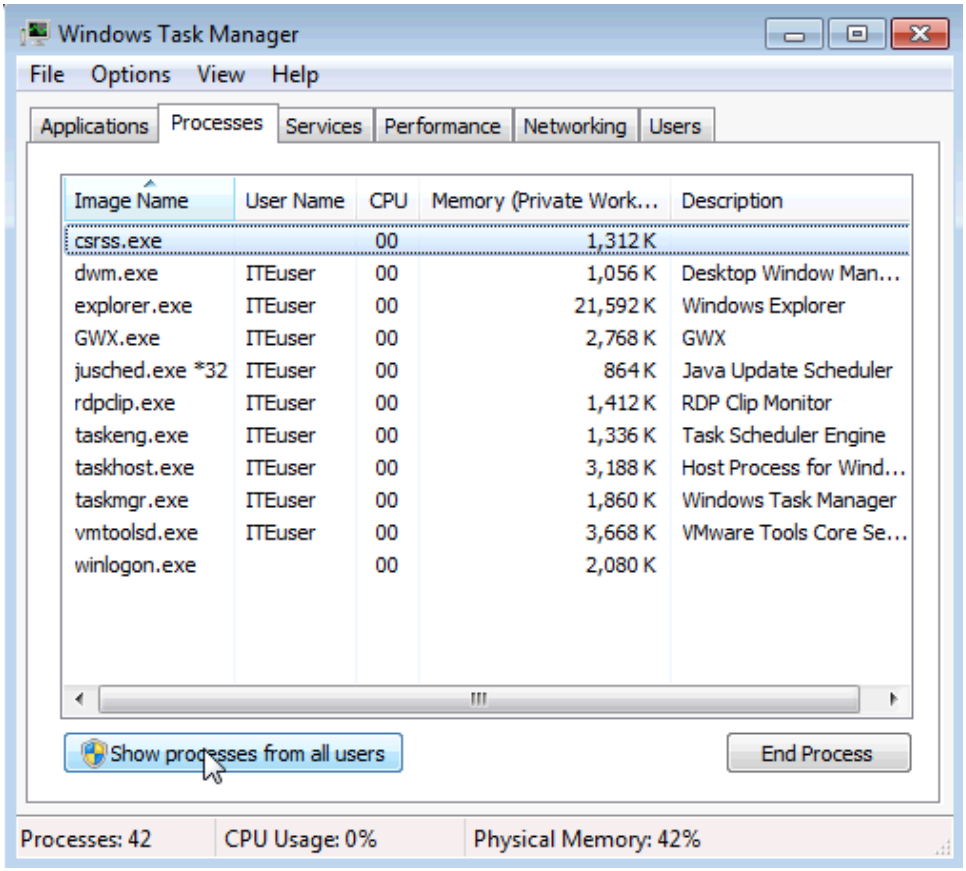
What actions can you perform on the user from this window?

_____

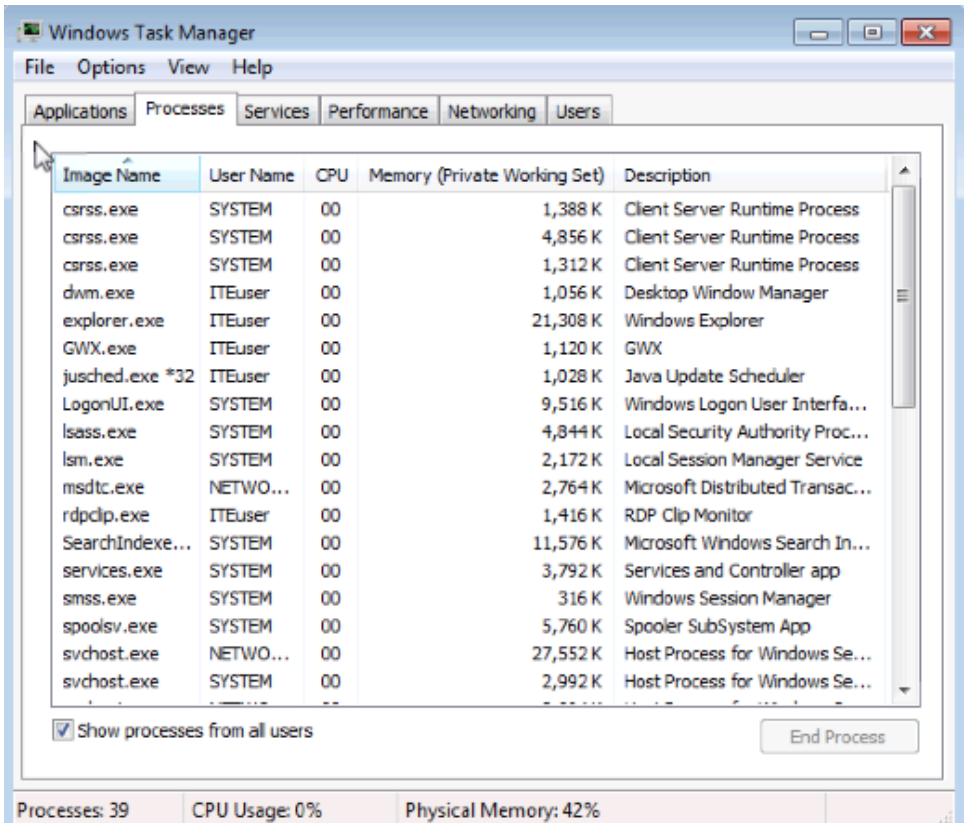
Three actions are displayed: Disconnect, Logoff, and Send Message. But only Disconnect and Logoff can be performed on the user.

Step 6: Work in the Processes tab of Windows Task Manager.

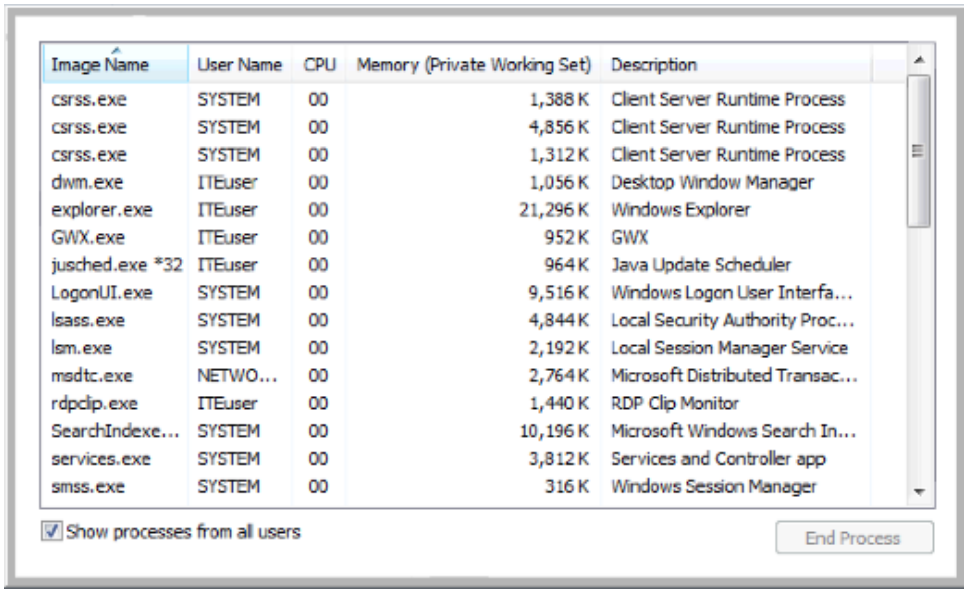
a. Click the **Processes** tab.



b. Check the checkbox **Show processes from all users**.

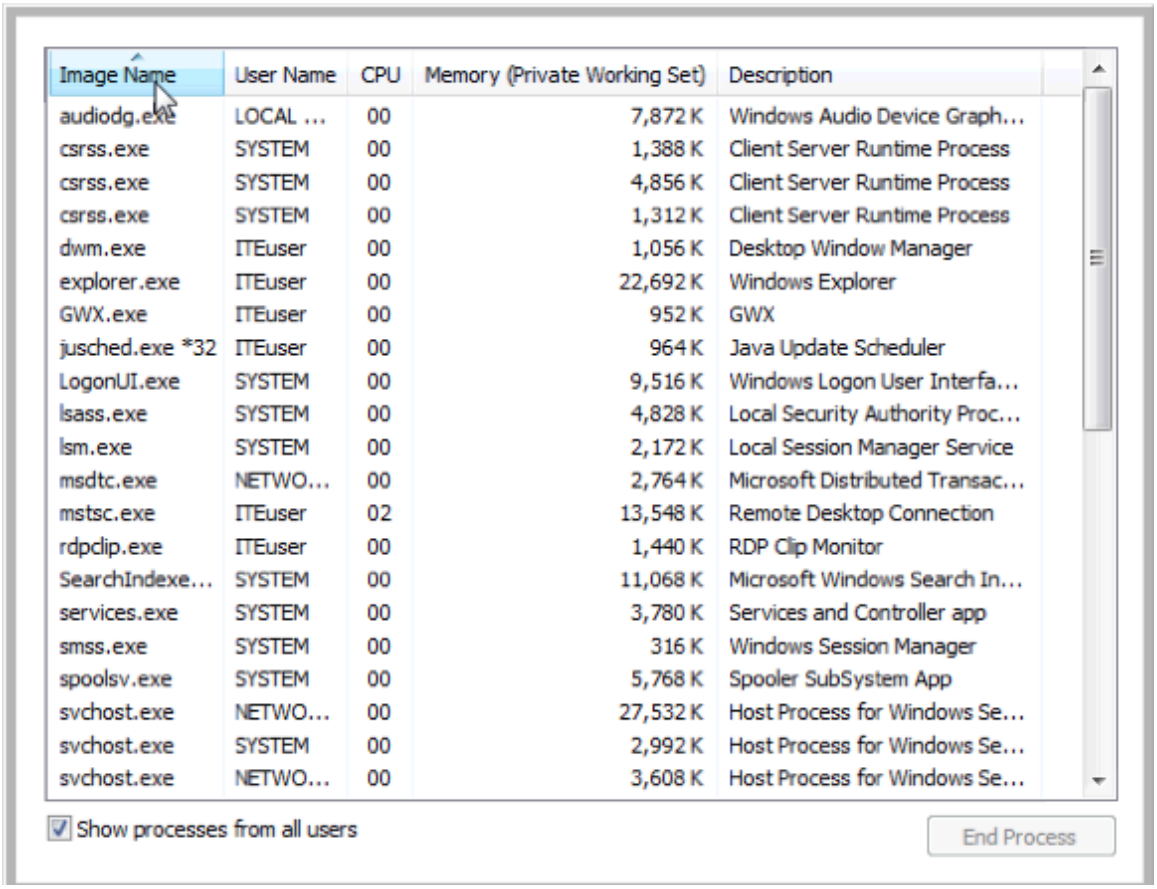


c. Double-click the white border around the Processes tab. This changes the view of Windows Task Manager to compact mode.



Note: The **User Account Control** window may open in Vista asking for permission to continue. Click **Continue**.

d. Click the heading **Image Name**. Click **Image Name** again.

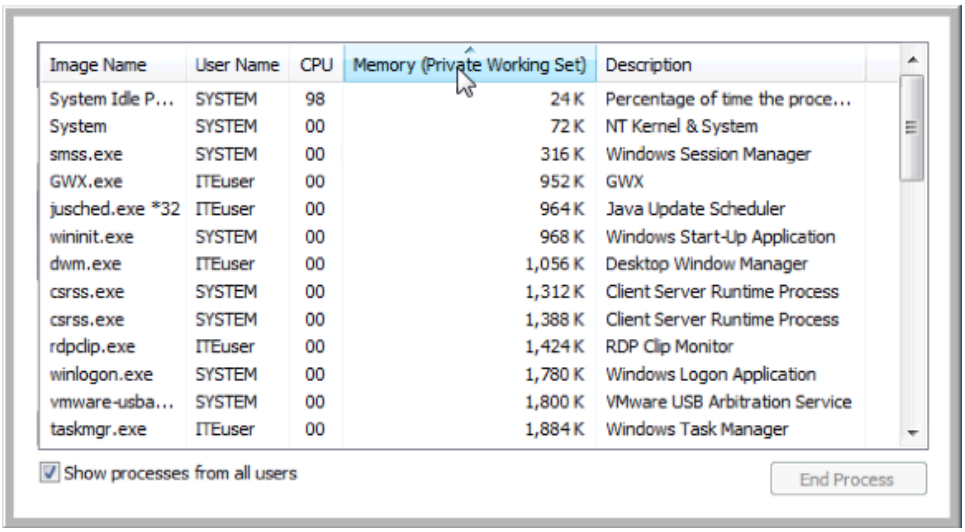


What effect does this have on the columns?

_____

Places the names in alphabetical order. Each time you click the Image Name heading, it reverses the order (A to Z, then Z to A).

e. Click **Memory (Private Working Set)**.



What affect does this have on the columns?

_____

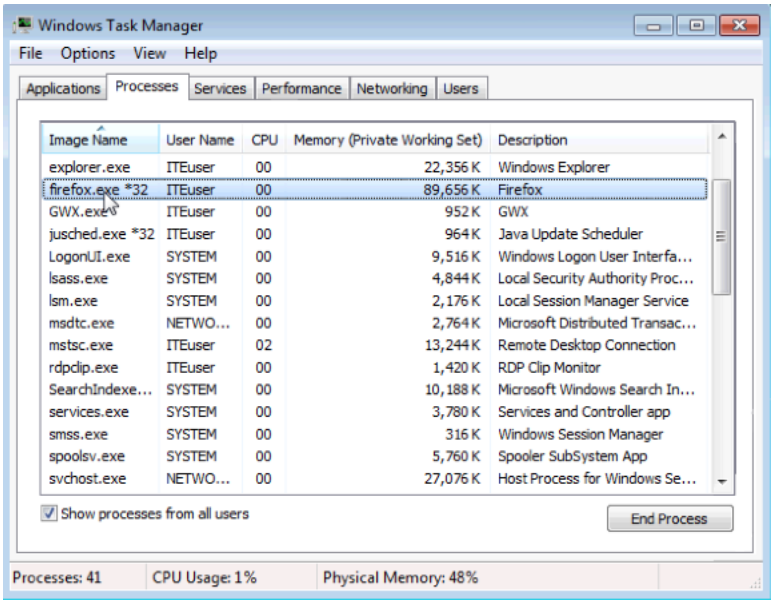
Places the numbers in ascending or descending order.

f. Double-click the outside border again to return to tabs mode.

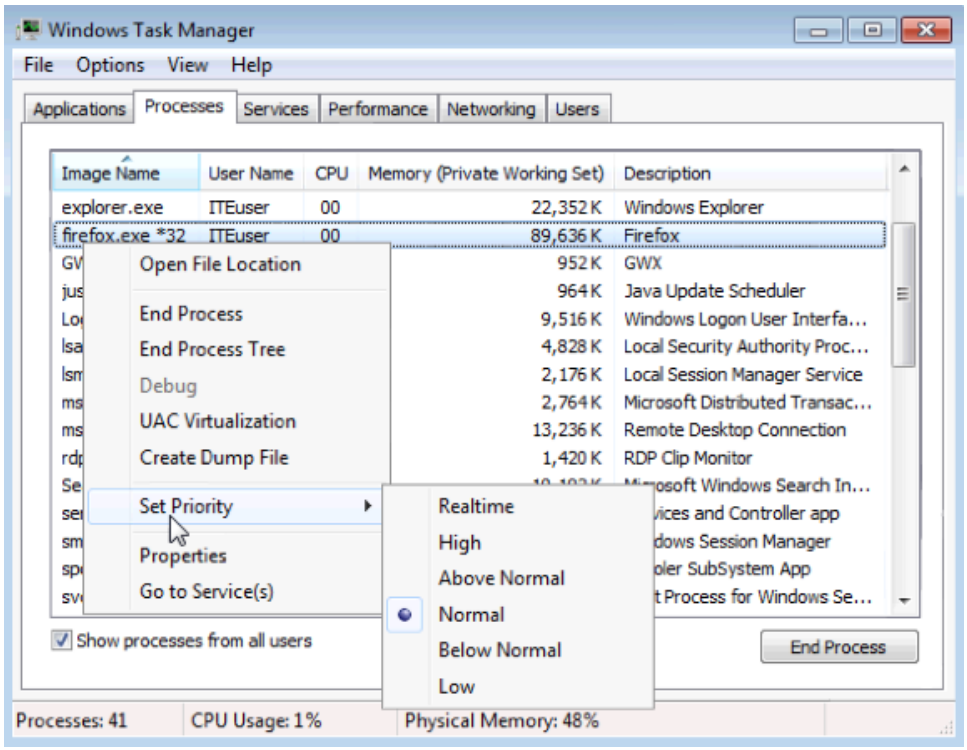
g. Open a browser.

Note: **Firefox** is used in this lab. However, any browser will work. Just substitute your browser name whenever you see the word **Firefox**.

h. Return to the **Windows Task Manager**. Click **Image Name** so the list is in alphabetical order, then locate and select **firefox.exe**.



i. Right-click **firefox.exe > Set Priority**.

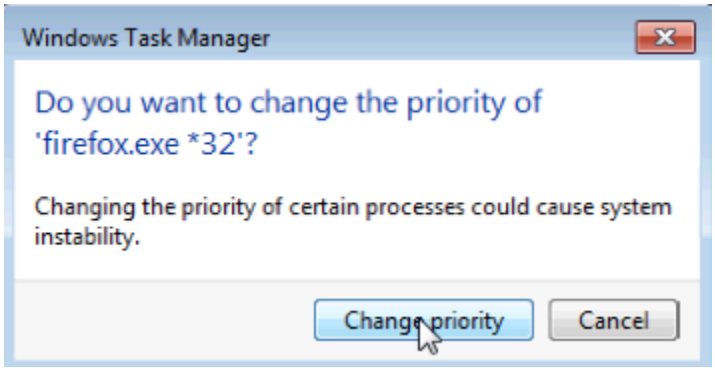


What is the default priority for the browser?

_____

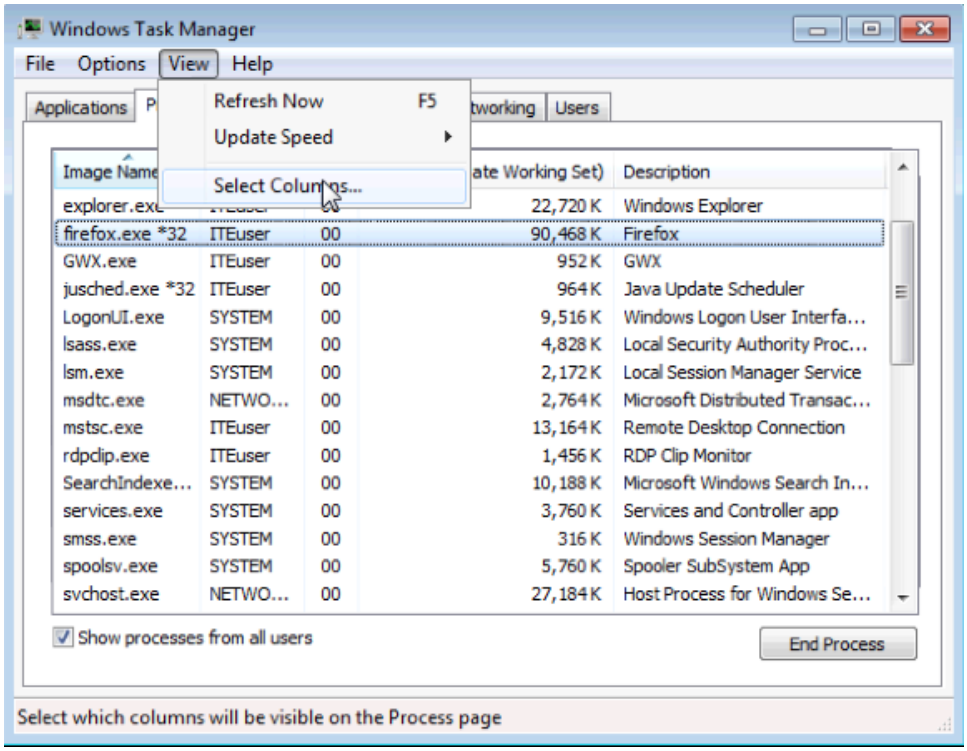
Normal.

j. Set the priority to **Above Normal**. Then click **Change priority** in the Windows Task Manager warning message.

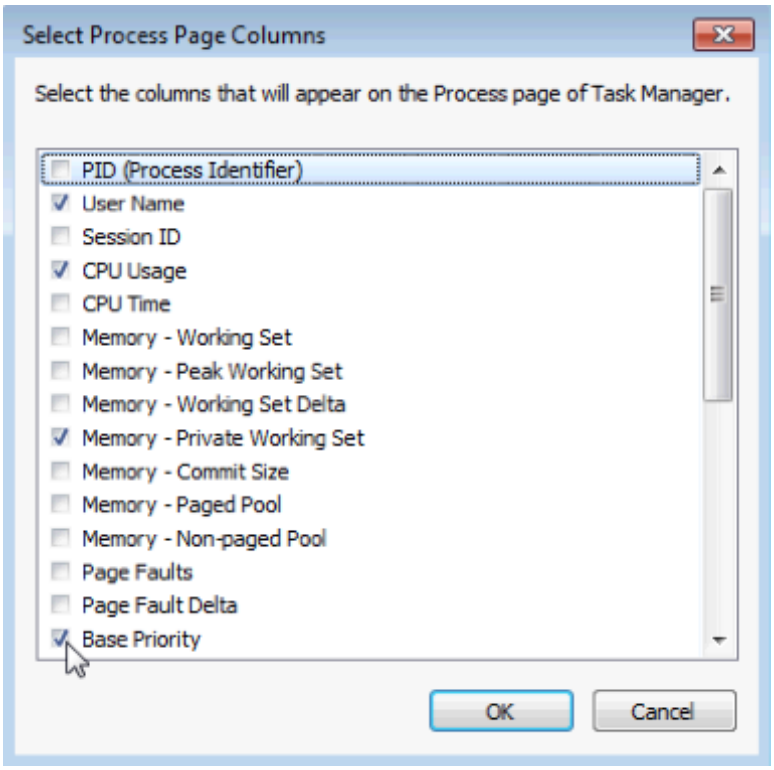


Step 7: Change the fields that are displayed in the Windows Task Manager.

a. Click **View > Select Columns**.



b. The **Select Process Page Columns** window opens. Check **Base Priority and** click **OK**.



c. Expand the width of the **Windows Task Manager** so the **Base Priority** column is visible.

List the name of the image that has a base priority of Above Normal?

_____

Firefox.exe.

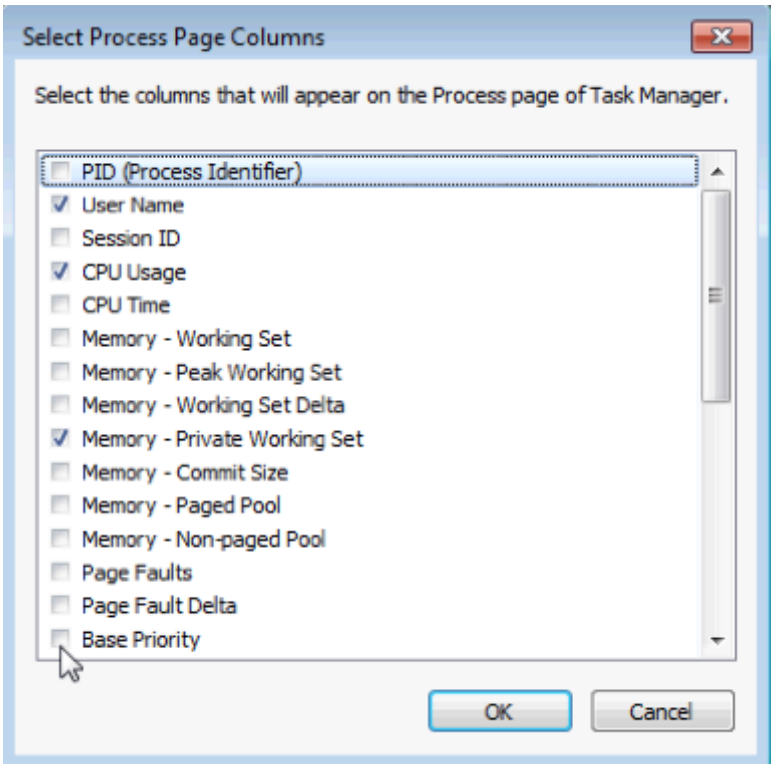
Which image name has a base priority of N/A?

_____

System Idle Process.

d. Reset Firefox.exe base priority to normal. To do this, right-click **firefox.exe > Set Priority > Normal > Change priority**.

e. Click **View > Select Columns. Uncheck Base Priority and click OK**.



f. Close **Firefox**.

Is Firefox listed as a process?

_____

No, it is removed from the list of processes when it closes.

g. Close all open windows.

Reflection

Why is it important for an administrator to understand how to work within the Windows Task Manager?

_____

_____

_____

_____

Answers may vary. The Windows Task Manager can be a valuable tool for an administrator when troubleshooting problems with a Windows PC. It provides information about memory, CPU usage, and processes. It also allows the administrator to control process priority levels, and provides a way to end tasks or cancel processes.