Muhammad Asawir khan

Bscs

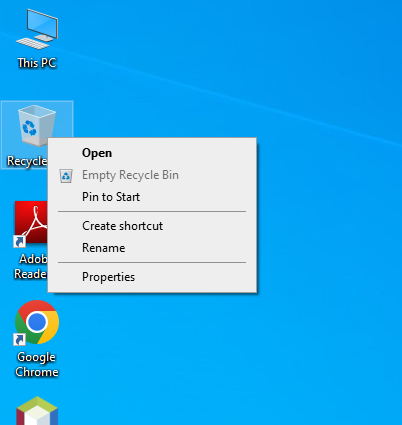
Semester 1

Date:14 sep 22

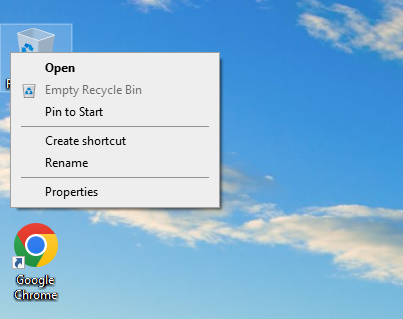
Lab 1

TASK 1:

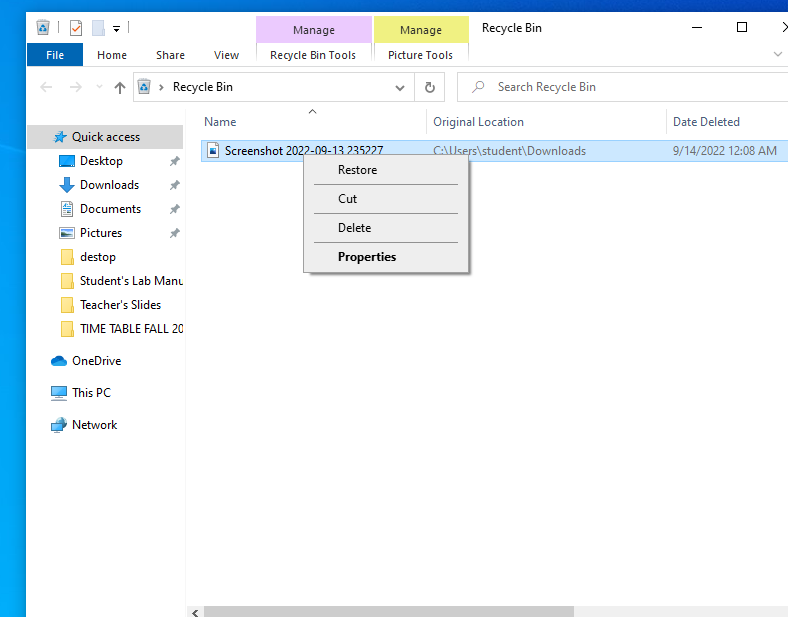
1. Recycle bin:

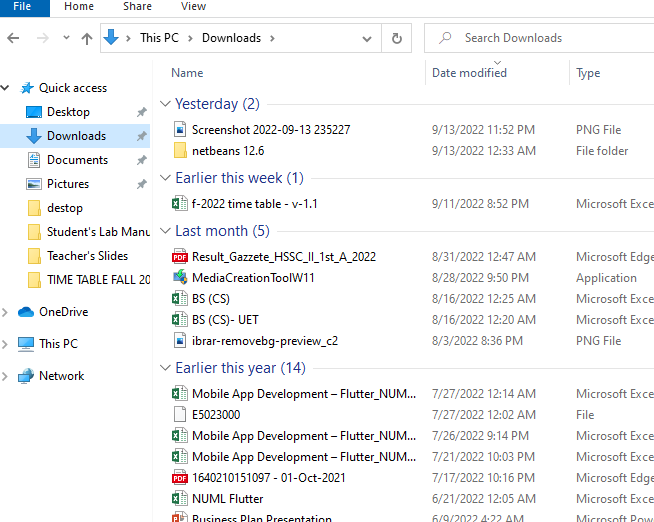


a. Empty Recycle bin



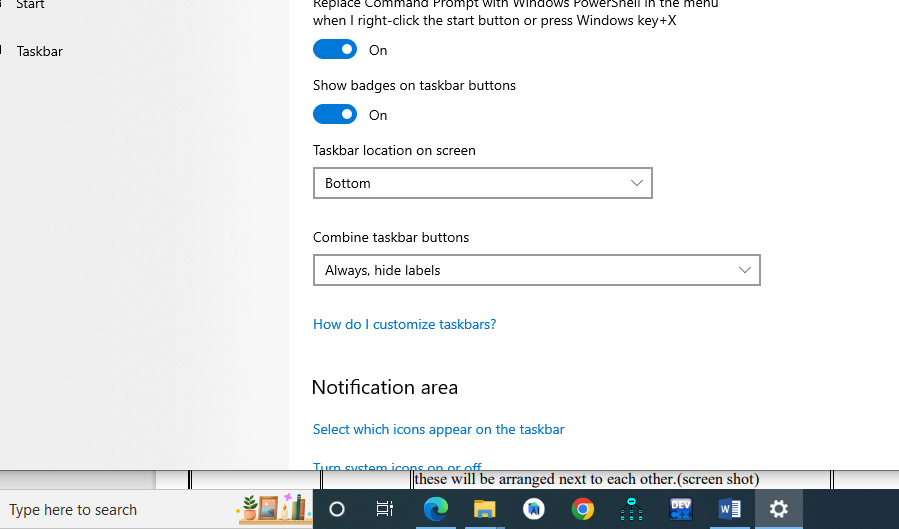
b. Restore Deleted files



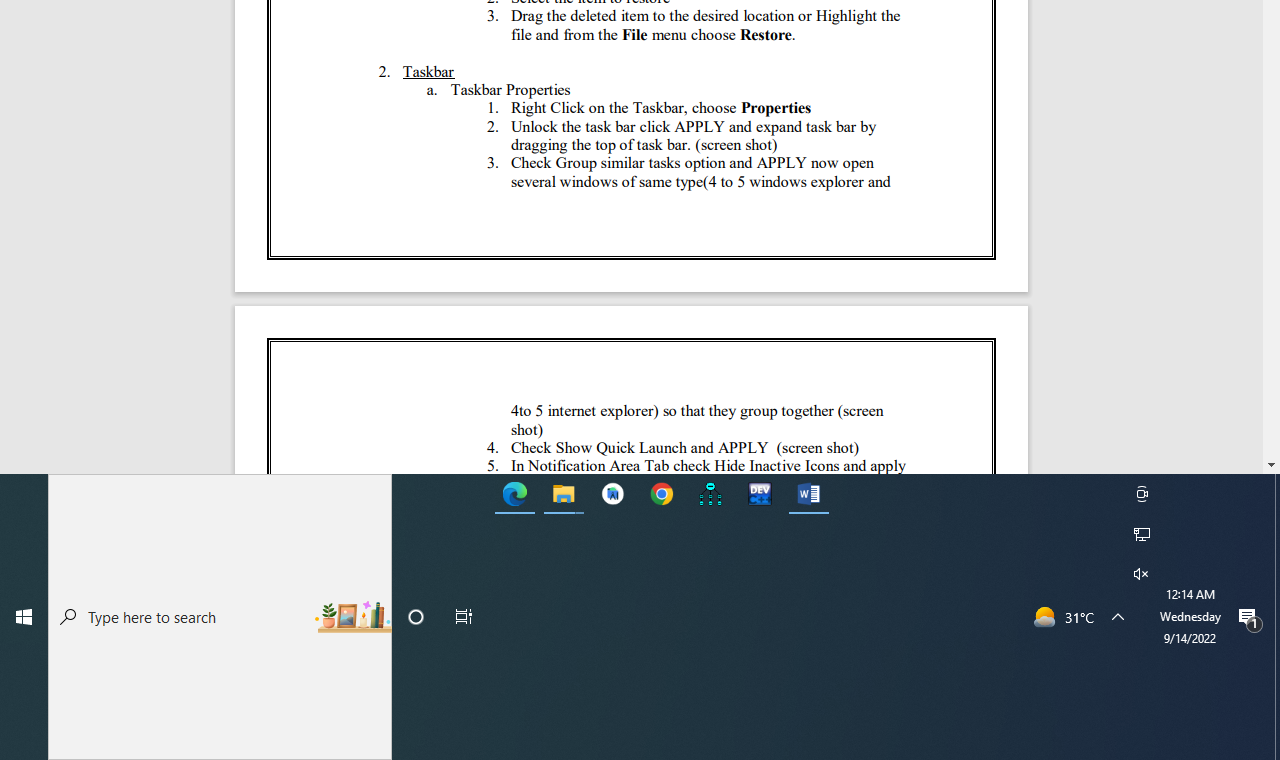


2. Taskbar

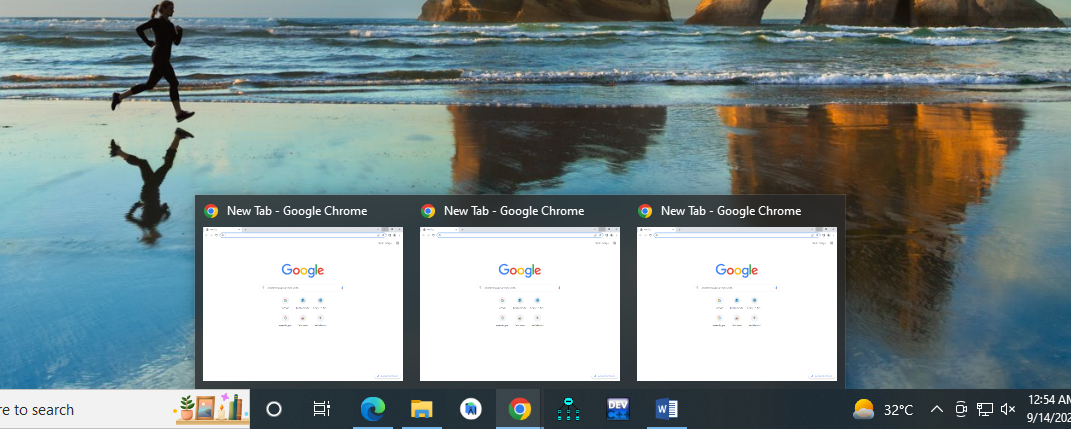
1. Right Click on the Taskbar, choose Properties



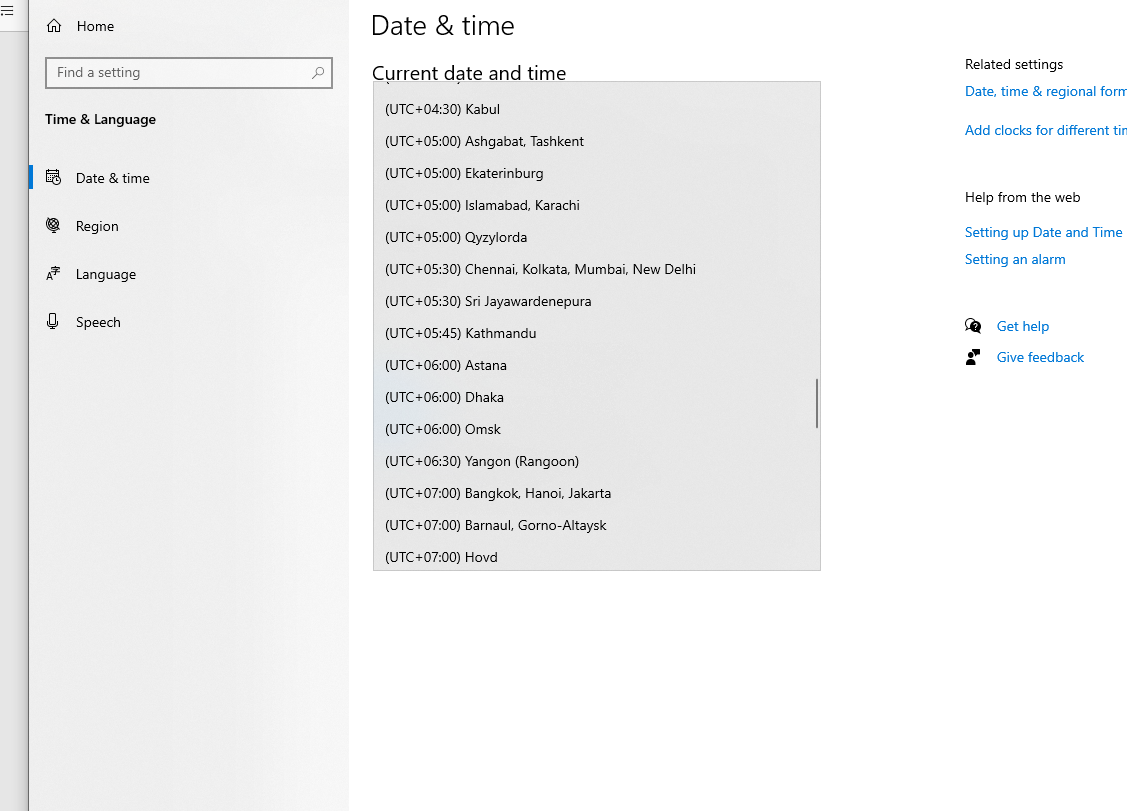
B) Unlock the task bar click APPLY

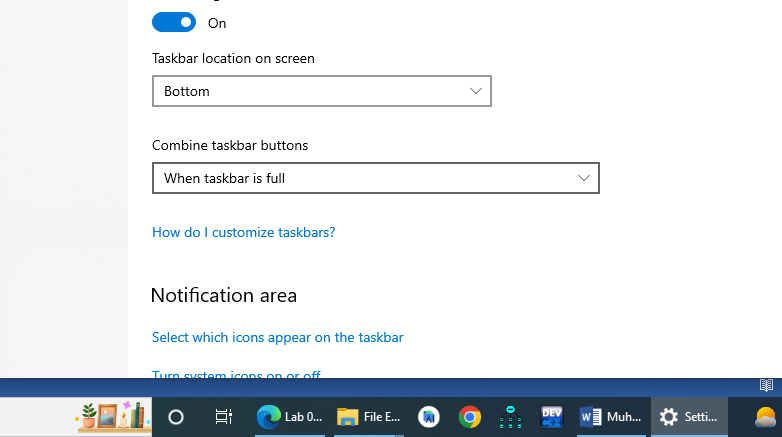


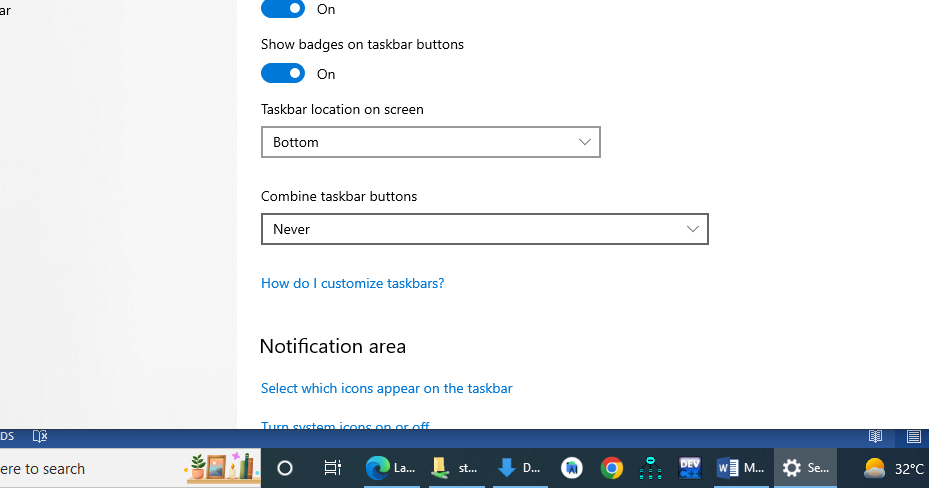
3. Check Group similar tasks option



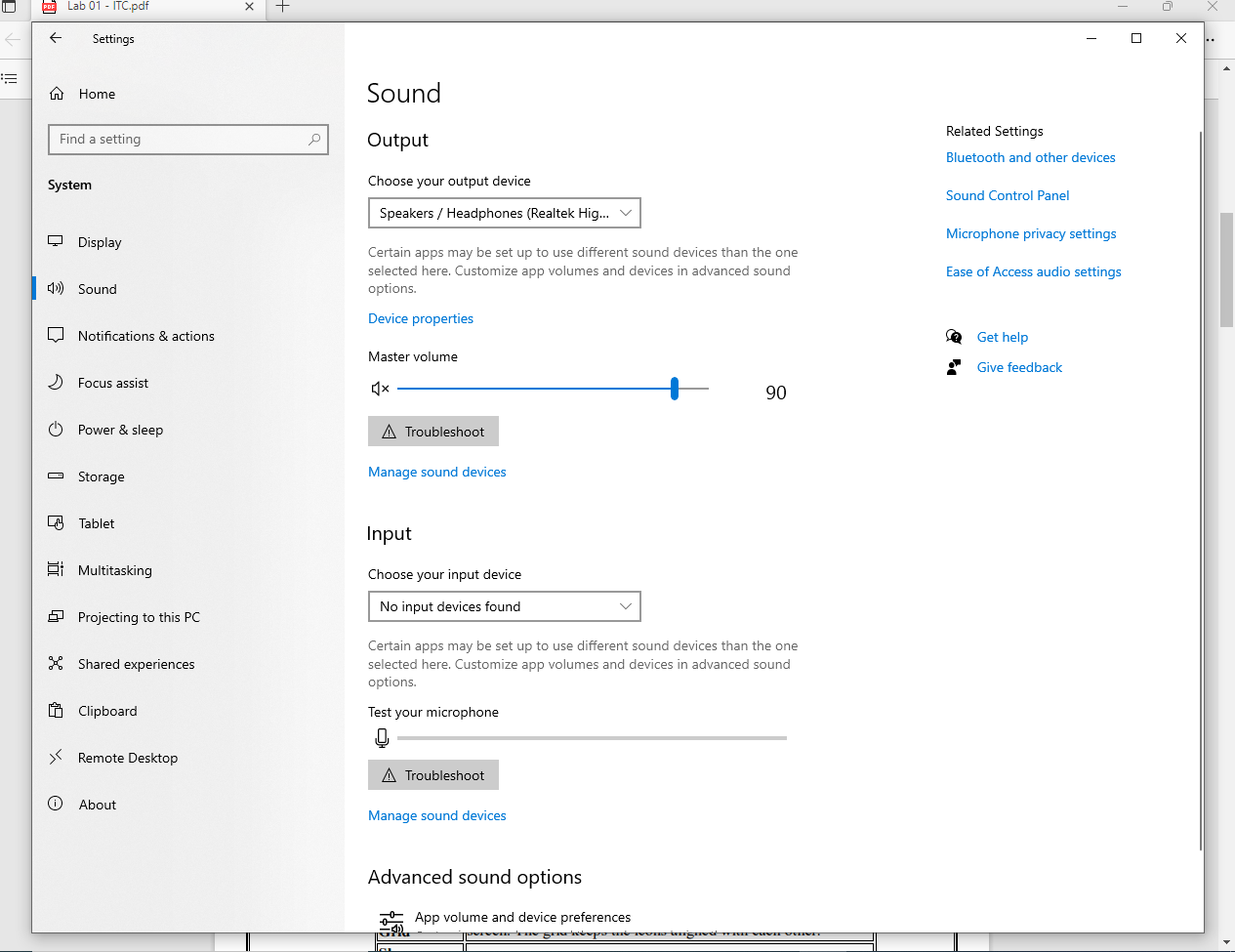
b. Set the clock



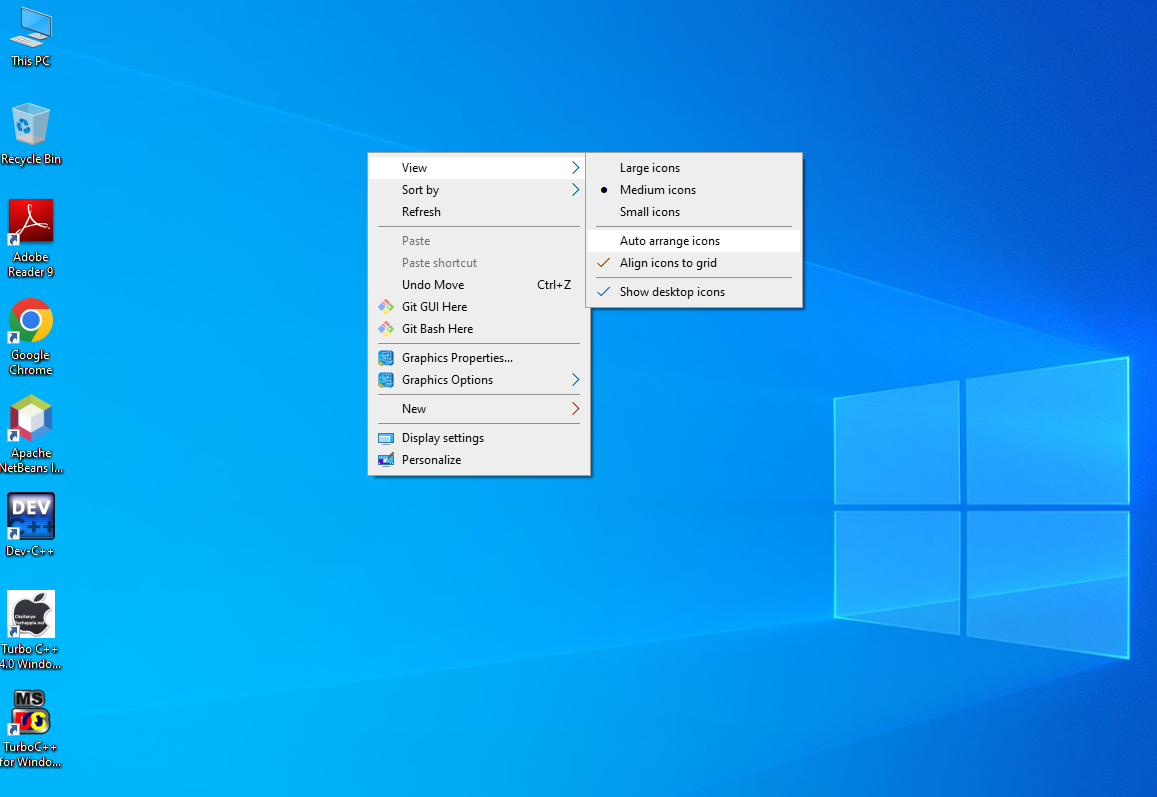


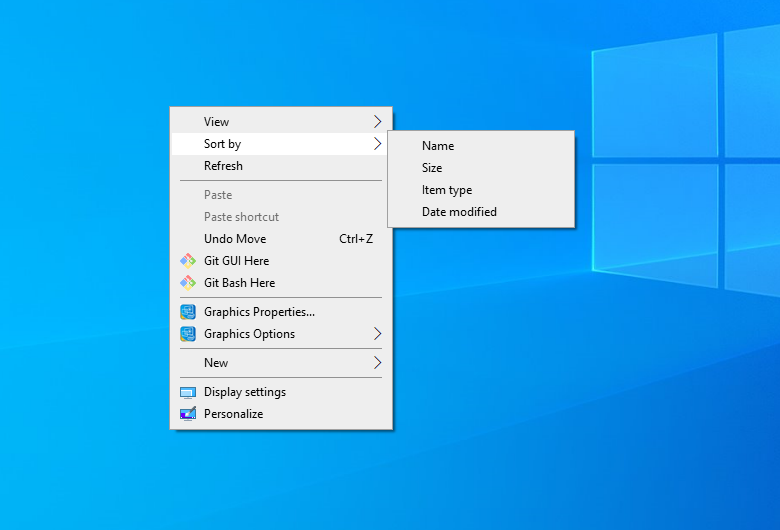


c. Adjust Sound

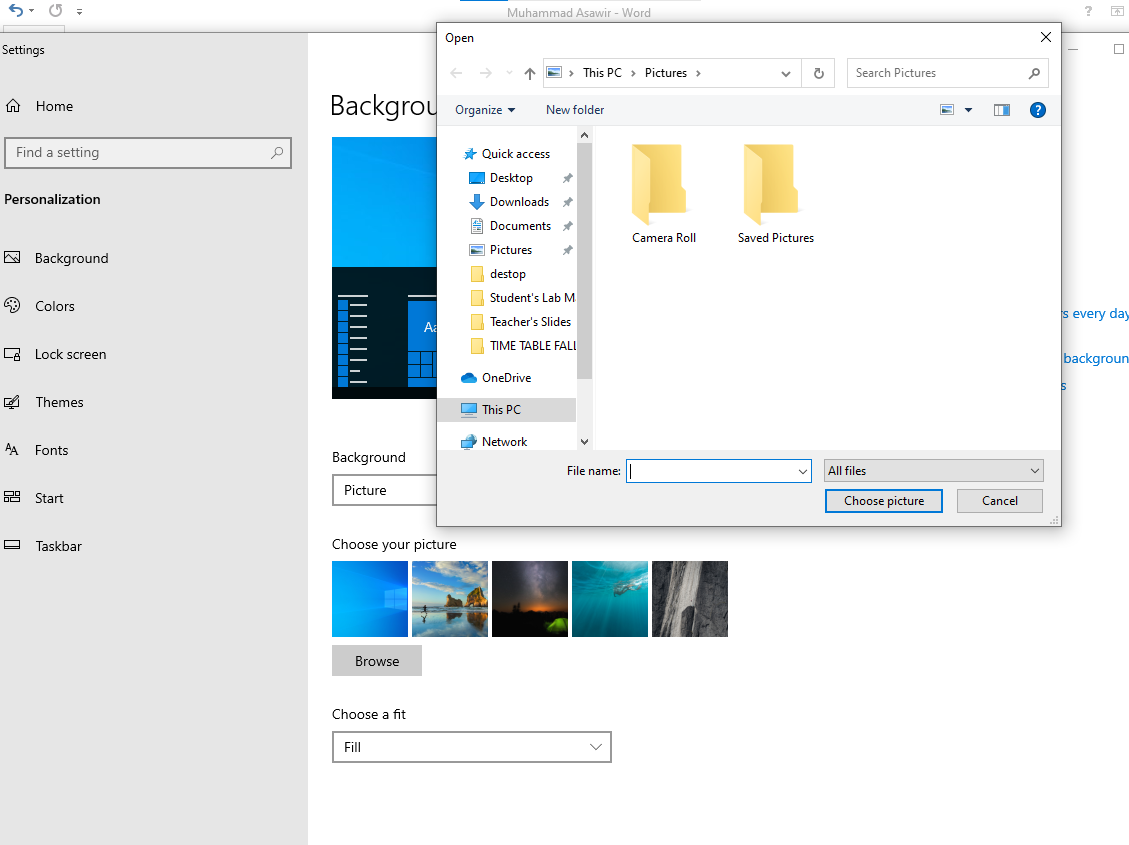


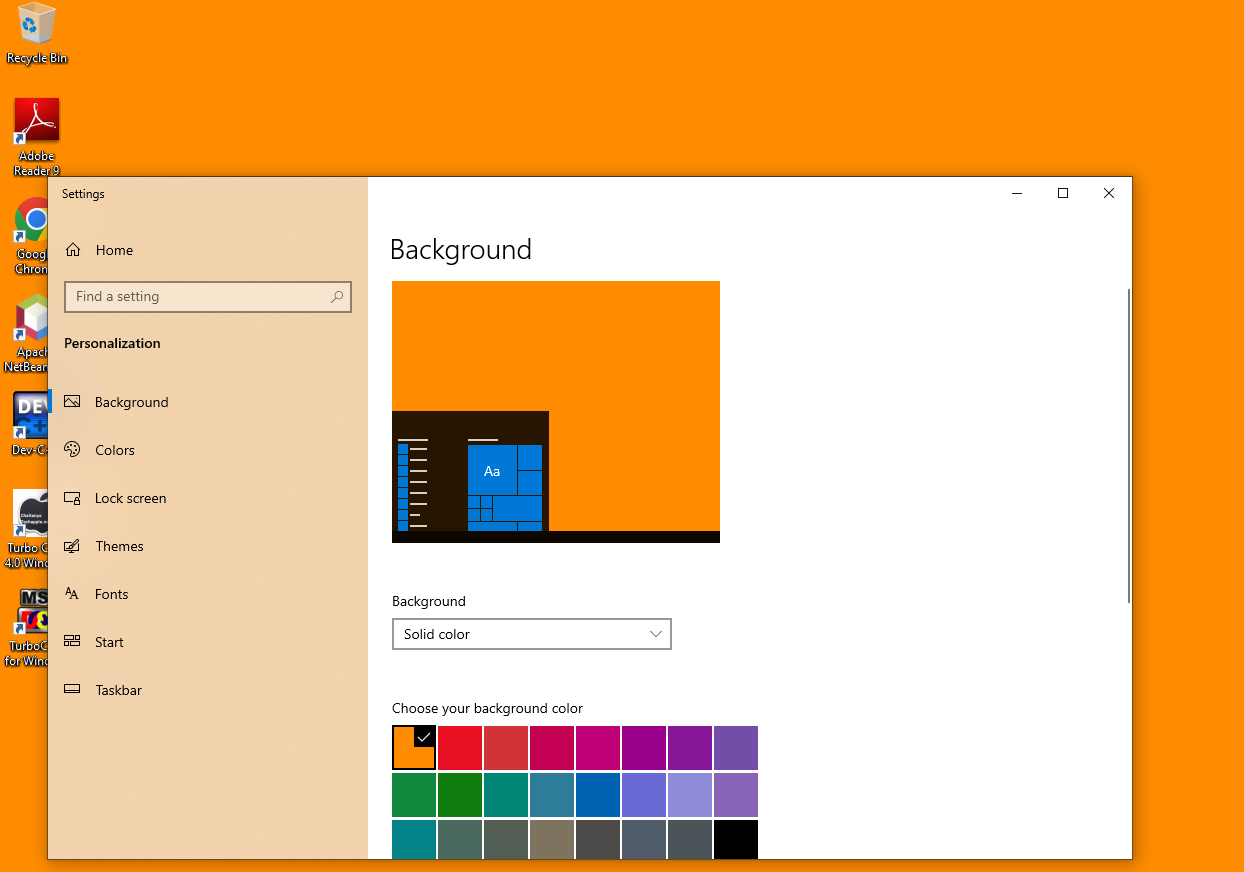
To Arrange your Desktop icons





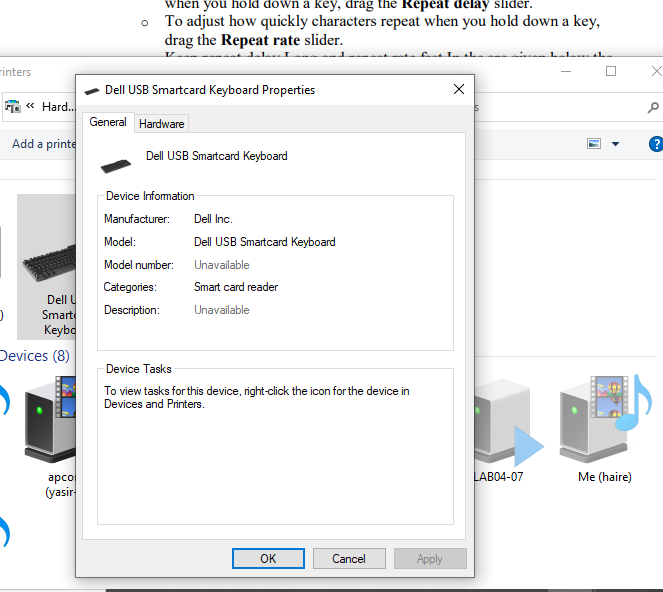
5. Adjust Desktop Display Properties:





Task 2:

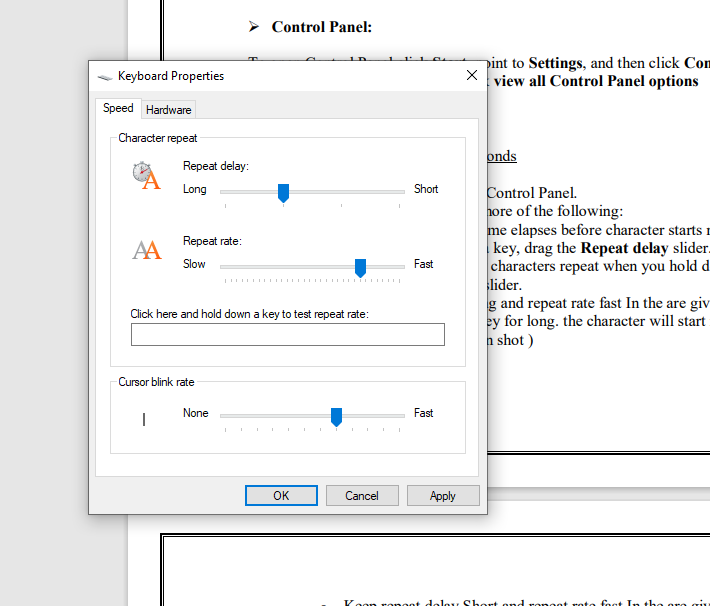
Keyboard properties:



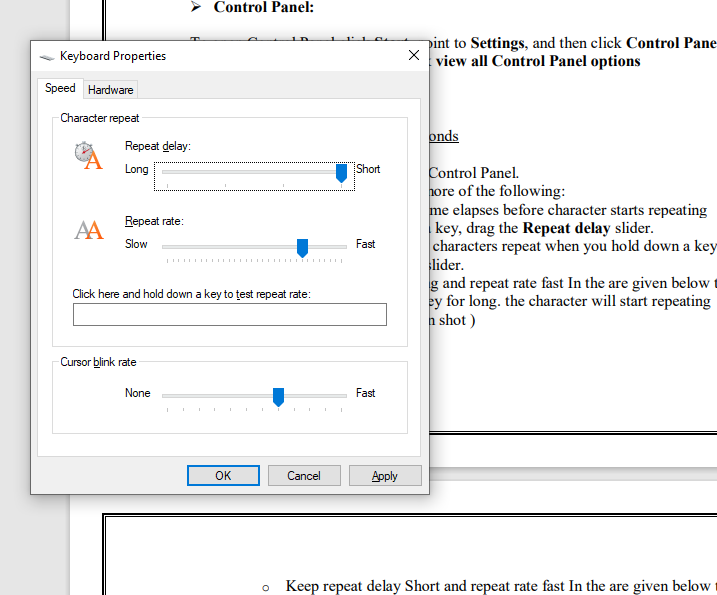
2. On the Speed tab



o Keep repeat delay Long and repeat rate fast

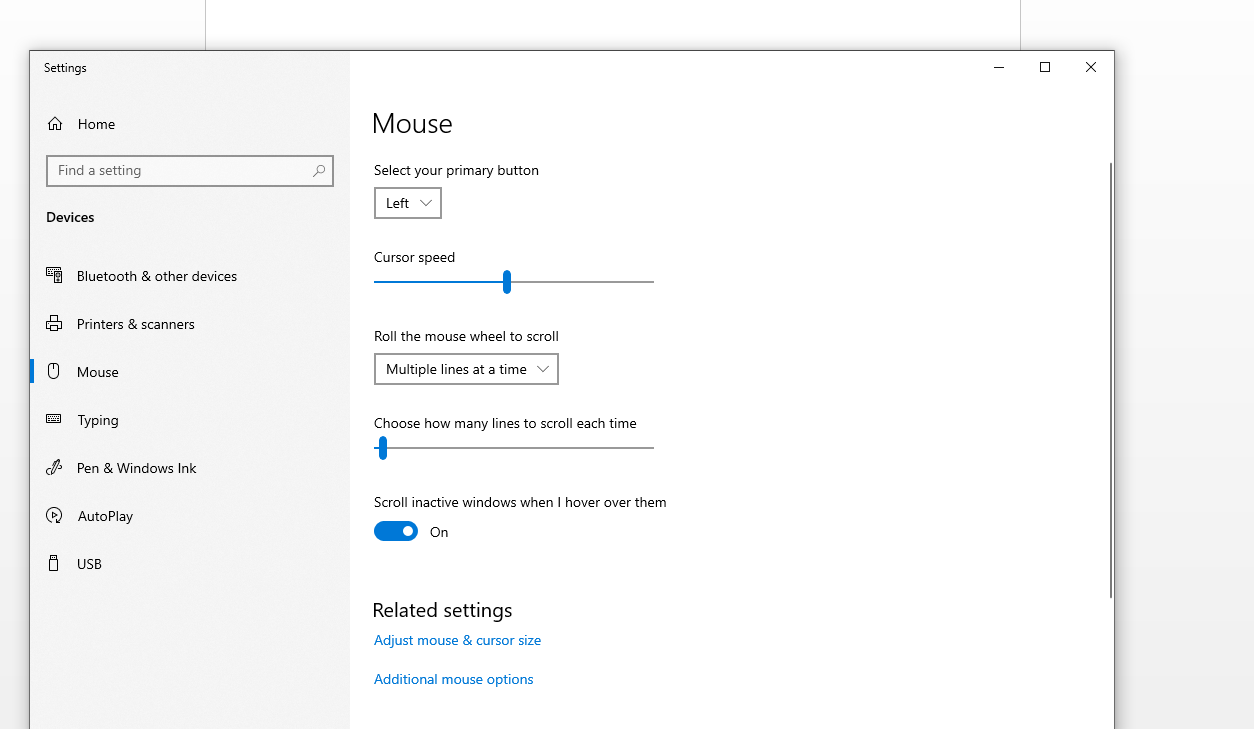


o Keep repeat delay Short and repeat rate fast

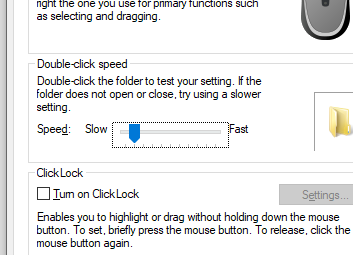


MOUSE:

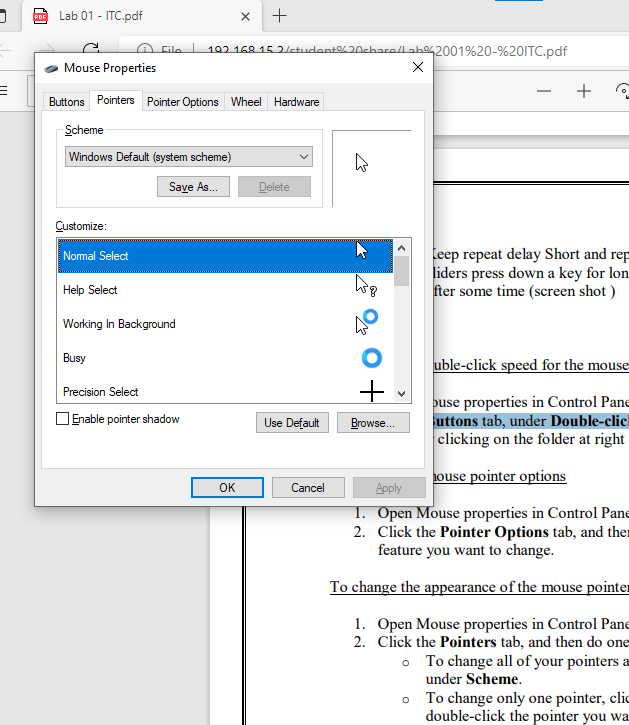
1. Open Mouse properties in Control Panel.



2On the Buttons tab, under Double-click speed



Click the Pointer Options tab



o To change all of your pointers at one time

