* Changing theme.

-> The visual appearance of application (the buttons, scroll bars, widgets and other graphical components) are controlled by a theme.

-> GNOME comes with a set of diffrent theme which can change the way your applications look.

-> The exact method for changing your theme may depend on your distribution.

-> For many GNOME - based distribution, you can simply run gnome - tweaks, as shown in the screenshot from Ubuntu.

-> How ever as mentioned earlier, if you don't find it there, you will need to look at gnome - extension app, which can now sometimes configure themes.

-> This required installing even more software software and going to external websites, so it is unlikely to be seen as an improvement by many user.

* Locking the Screen

→ It is often a good idea to lock your screen to prevent other people from accessing your session while you are away from your computer.

NOTE:- This does not suspend the computer all your application and processes continue to run while the screen is locked.

- There are two ways to lock your screen.
  - Using the graphical interface clicking in the upper-right corner of the desktop and clicking on lock icon.
  - Using the keyboard shortcut (SUPER-L or SUPER-ESCAPE)
    (The SUPER key is also known as windows key)

→ The keyboard shortcut for locking the screen can be modified by altering keyboard settings

→ To re-enter the desktop session you just need to provide your password again.

* Switching Users

→ Linux is a true multi-user operating system, which allows more than one user to be simultaneously logged in.

→ If more than one person uses the system for each person must have their own user account and password.

→ This allows for individualized setting, home directories and other files and product against both accidental and malicious corruption.

→ users can take turns using machine, while keeping everyone's sessions alive, or even be logged in simultaneously through the network.

* Shutting Down and Restarting

→ Beside normal daily starting and stopping of the computer, a system restart may be require as a part of certain major system updates, generally only those involving installing a new Linux Kernel.

→ initiating the shutdown process from the graphical desktop is rather trivial on all current Linux distributions, with very little variation.

→ we will discuss later how to do this from the command line, using the shutdown command.

→ In all cases, you click on either a settings (gear) or a Power icon and follow the Prompts.

* Shutting Down and Restarting on GNOME

1. Click either the Power of Gear icon in the upper-right corner of the screen.

2. Click on Power off, Restart or Cancel. If you do nothing, the system will shut down in 60 seconds.

* Suspending

-> All morden computers support suspend (or sleep) mode when you want to stop using your computer for a while.

-> Suspend mode saves the current system state and allows you to resume your session more quickly while remaining on, but uses very little power in the sleeping state.

-> It works by keeping system's application, desktop, and so on in the system RAM but turning of all the other hardware.

-> This shortens the time for full system start-up as well as conserves battery power.

-> one should note that morden Linux distribution actually boot so fast that the amount of time saved is often minor.

* Basic operations

-> Even experienced users can forget that the precise command that launches an application or exactly what option and arguments it requires.

-> Fortunately, Linux allows you to quickly open application using the graphical interface.

-> Application are found at diffrent places in Linux (and within GNOME)

- From the Applications menu in the upper-left corner.
- From the Activities menu in the upper left corner.
- In some Ubuntu versions, from the Dash button in upper left corner.
- For KDE, and some other environments, application can be opened from the button in the lower-left corner.

* Default Applications

→ multiple applications are available to accomplish various tasks and to open a file of a given type.

→ For Example you can click on a web address while reading an email and launch a browser such as Firefox or Chrome.

→ To set default application, enter the Settings menu (on all recent Linux distributions) and then click on either Default Application or Details > Default Applications.

→ The exact list will vary from what is shown here in the Ubuntu screenshot.

*→ The hidden files name starts with dot (.).

*Removing a file

→ Deleting a file in Nautilus will automatically move the deleted files to the .local/share/Trash/files/ directory (a trash can of sorts) under the user's home directory.

→ There are ~~serv~~ several ways to delete files and directories using Nautilus.

1. Select all the files and directories that you want to delete.
2. Press CTRL-Delete on your keyboard or right-click the file.
3. Select move to Trash.

→ Note that you may have a Delete Permantly option which bypasses the trash folder

→ And that this option may be visible all the time or only in list (rather than) icon mode.

* To Permanently delete a file

1. On the left Panel inside a Nautilus file browser window, right click on the Trash directory.
2. Select Empty Trash.

OR

Shift + Delete