Windows 11 Control Panel Practice Lab

Objectives:

- Understand how to navigate the Control Panel
- Manage system settings and configurations
- Customize appearance and accessibility options
- Configure network settings
- Use troubleshooting tools

Part 1: System Settings

1.1 System and Security

1. **Access System and Security**:
   - In the Control Panel, click on **System and Security**.
2. **Explore System Information**:
   - Click on **System** to view system properties, including device specifications, Windows edition, and system type.
3. **Adjust Power Options**:
   - Go back to **System and Security** and select **Power Options**.
   - Choose a power plan or create a new one. Set the display and sleep settings for different power plans.
4. **Check Windows Update**:
   - From **System and Security**, go to **Windows Update**.
   - Check for updates, view update history, or set update preferences.

1.2 Security and Maintenance

1. **Access Security and Maintenance**:
   - Go to **Security and Maintenance** from the System and Security section.
2. **View Maintenance and Security Settings**:
   - Check system maintenance and security options, including antivirus protection and system backup.

Part 2: Network and Internet

2.1 Viewing Network Status and Tasks

1. **Access Network and Sharing Center**:
   - In the Control Panel, click on **Network and Internet**, then **Network and Sharing Center**.
2. **Check Connection Status**:

- Click on your network connection to view details such as IP address, speed, and signal quality.
3. **Change Adapter Settings**:
   - In the Network and Sharing Center, select **Change adapter settings** to view all network connections.
   - Right-click a connection to enable, disable, or troubleshoot it.

2.2 Managing Network and Sharing Options

1. **Set Network Preferences**:
   - From **Network and Internet**, click on **Network and Sharing Center**, then **Change advanced sharing settings**.
   - Configure options like file and printer sharing, network discovery, and public folder sharing.

Part 3: User Accounts

3.1 Managing User Accounts

1. **Access User Accounts**:
   - In the Control Panel, click on **User Accounts**.
2. **Manage Your Account**:
   - Select **User Accounts** again to view account settings and adjust details like username, account type, and password.
3. **Add or Remove Users**:
   - Go to **Manage another account** to view other user accounts on the system.
   - If you have administrative rights, try creating a new account or modifying an existing one.

Part 4: Appearance and Personalization

4.1 Display Settings

1. **Access Appearance Settings**:
   - In the Control Panel, click on **Appearance and Personalization**.
2. **Adjust Screen Resolution**:
   - Under **Display**, select **Adjust screen resolution** to change resolution, orientation, and display settings.

4.2 Personalize Themes

1. **Customize Themes**:
   - Go to **Appearance and Personalization** > **Personalization**.
   - Change themes, desktop background, and accent colors.

Part 5: Hardware and Sound

5.1 Managing Devices and Printers

1. **Access Devices and Printers**:
   - In the Control Panel, click on **Hardware and Sound**, then **Devices and Printers**.
2. **View and Configure Devices**:
   - View connected devices, including printers, monitors, and input devices.
   - Right-click a device to access settings, including troubleshooting and hardware properties.

5.2 AutoPlay Settings

1. **Configure AutoPlay**:
   - In **Hardware and Sound**, click **AutoPlay**.
   - Adjust how Windows handles external devices, like USB drives and DVDs.

Part 6: Troubleshooting

6.1 Using Troubleshooting Tools

1. **Access Troubleshooting**:
   - In the Control Panel, go to **System and Security**, then **Troubleshooting**.
2. **Run Troubleshooters**:
   - Select troubleshooters for common issues, such as network connections, audio playback, or Windows updates.
   - Run a troubleshooter and follow the instructions provided to attempt to resolve any detected issues.

6.2 System Restore

1. **Open System Restore**:
   - In **System and Security**, select **System**, then **System Protection** on the left side.
   - Click **System Restore** to create a restore point or revert to a previous system state if needed.

Part 7: Challenge Questions

1. **System Challenge**: How would you change the power button's action when pressed? (Hint: Power Options > Choose what the power button does).

2. **Network Challenge**: Which setting would you adjust to make your computer discoverable on a network?

3. **User Accounts Challenge**: Create a new standard user account and switch to it. What

differences do you notice?

4. **Troubleshooting Challenge**: Run the troubleshooter for network issues and note any recommendations it gives.

Completion

Once you've completed these exercises, you'll have a solid understanding of the basic settings and tools available in the Windows 11 Control Panel.