Introduction

**The Pc**

Power on

Power off

Shutdown/Restart

**The Console**

Introduction

Front of the console

Back of the console

Inside the console

Memory

**The Monitor**

Introduction

Monitor Buttons

The desktop

Monitor settings

**The Mouse**

Introduction

Clicking the mouse

Mouse settings

Maintenance and troubleshooting

**The Keyboard**

Introduction

The typical keyboard

Keys in Details

**Floppy Drive**

Introduction

Accessing your A Drive

Formatting a floppy Disk

**CD-ROM DRIVE**

Introduction

More information

**Printers**

Introduction

Connecting a printer

Printer Data

**The modem**

Introduction

Modem speed and Types

**Computer Peripherals**

Introduction

How to connect Peripherals

**Operating System**

Introduction

Getting started

Interface and toolbars

Windows Explorer

My computer

The control panel

Accessories

Working in windows

New/open/close Documents

Wrapping up windows

**Files and Folders**

Introduction

Creating folders

Renaming and Deleting folders

Customizing folders

**Internet-WWW**

Introduction

Connecting to the internet

Internet Explorer or any browser

The interface of any browser

Web pages

Security and privacy

Closing internet Explorer

Finding Assistance

**E-mail**

Introduction

Creating Email Accounts or address

Sending Messages

Receiving Mails

The Address Book

Attachment and viruses