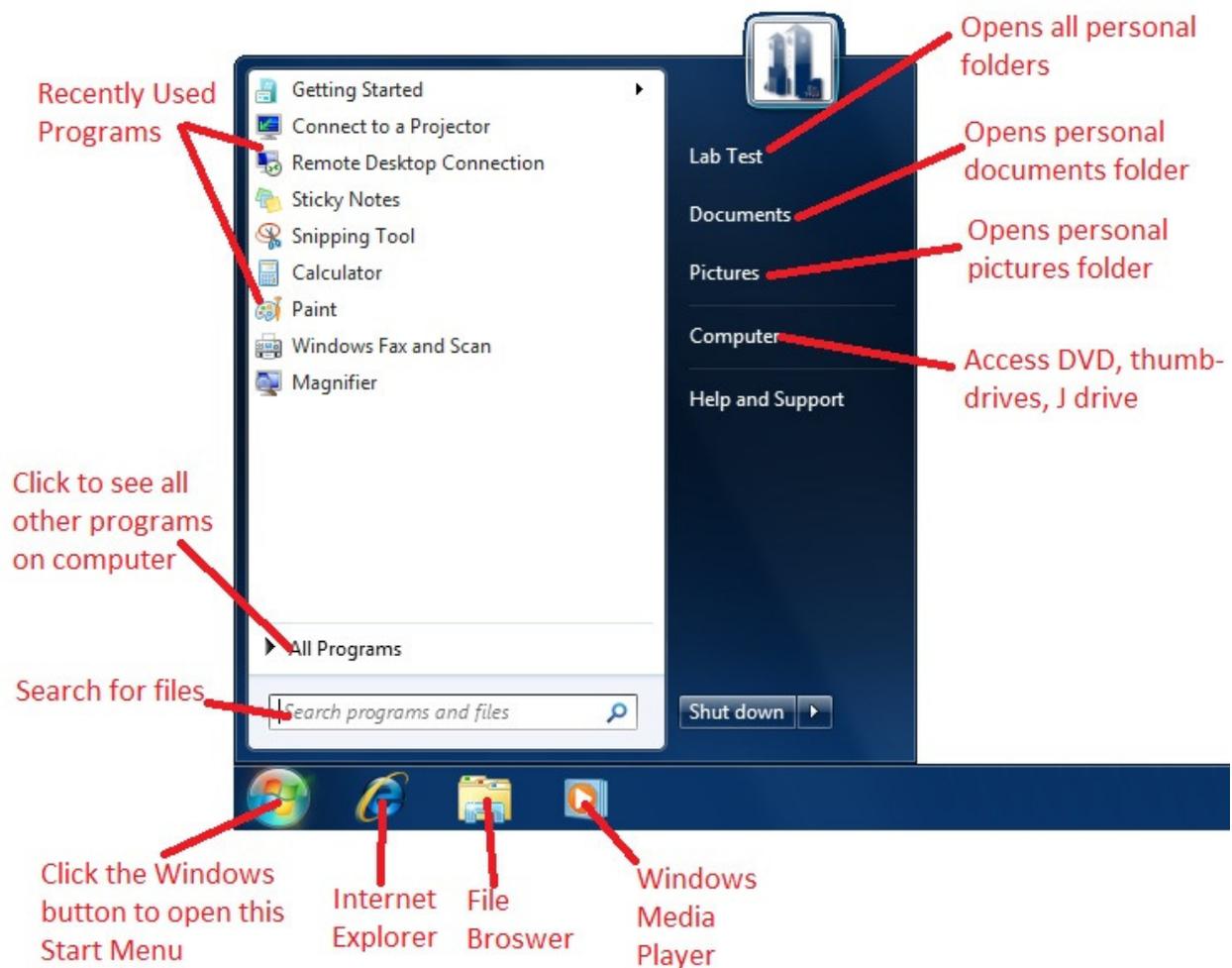


Login

- Your login should be the same as always
 - Push a button to bring the computer out of sleep
 - Press CTRL + ALT + DEL
 - Enter username (firstname.lastname) and password
 - Press Enter to login

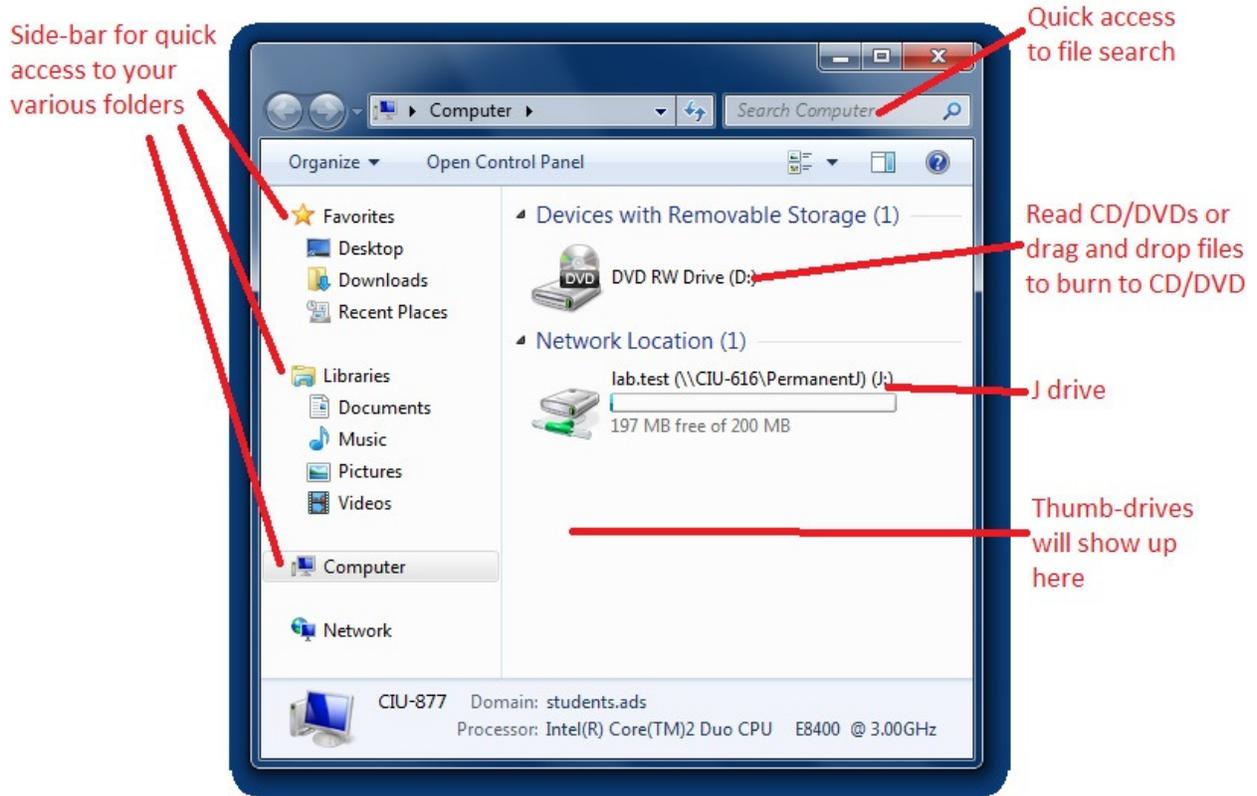
Access Programs and Start Menu

- All programs and access to your files are under Start Menu
- Click the Windows globe (*lower left corner*) to open Start Menu
- See picture below for details on the new Start Menu



File Browser

- When accessing documents or Computer, you will enter the File Browser
- See picture below for details on new File Browser



Print Queue

- Look to the dollar sign (*lower right corner*) for how much money you have

Move mouse over dollar sign to see print money left



Burning – Insert a burnable CD or DVD ***FIRST***

- Regular files/folders for data purposes
 - Go to Computer in Start Menu
 - Drag and drop any and all files/folders to the DVD RW drive icon
 - Right-click the DVD RW drive icon and select **Burn to Disk**
- Music/soundtrack disks to play on CD players
 - Open **Windows Media Player**
 - Select the **Burn** tab in *upper right corner*
 - Drag and drop music files (any type) to right-side list
 - Click the burn icon on right-side
- DVD video to play on DVD players
 - Go to Start Menu and open All Programs, select **Windows DVD Maker**
 - Follow in-program instructions to build DVD menus, settings, and videos
- ISO Images
 - Download an ISO image file
 - Right-click the file, select Open With and select **Windows Disk Image Burner**
 - Follow in-program instructions to burn the ISO image to disk

Other Available Programs from Start Menu -> All Programs

- Artweaver – Photoshop clone, alternative paint program for those who want more than Windows Paint
- Firefox – Alternative browser to Internet Explorer
- Microsoft Office – Complete Enterprise Suite
 - Microsoft Office Document Imaging/Scanning – Access scanners for those computers with them
- Movie Maker – Video editor
- VLC Player – Alternative video player for those who want more than Windows Media Player