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Collana	--For dummies series
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Lingua di pubblicazione	Inglese
Formato	Materiale a stampa
Livello bibliografico	Monografia
Note generali	Includes index.
Nota di contenuto	Introduction: -- What's new in this edition? -- Where to start -- Conventions used in this book -- Foolish assumptions -- Icons used in this book -- Where to go from here -- Part 1: Hello, PC!: -- What Is This Thing, This PC?: -- Some Quick Questions To Get Out Of The Way: -- What is a PC? -- Why not just use a tablet or smartphone instead of a PC? -- Should I buy a Dell? -- Will my computer explode? -- Basic Computer Concepts In Easily Digestible Chunks: -- What a computer does -- Hardware and software -- Buy Yourself A PC!: -- Step 1: What do you want the PC to do? -- Step 2: Find software -- Step 3: Match hardware to the software -- Step 4: Locate service and support -- Step 5: Buy it! -- What to do with an old computer -- Final thing to remember -- PC Knobs, Buttons, And Doodads Tour: -- Big picture -- All Around The Console: -- There is no typical console -- Major points of interest on the console, front -- Stuff found on the console's rump -- I/O panel -- Helpful hints, hieroglyphics, and hues -- PC Setup: -- Computer Assembly: -- Unpacking the boxes -- Setting up the console -- Plugging in and connecting -- Plugging-Things-In Guide: -- Attaching the keyboard and mouse -- Setting up the monitor -- Connecting to the network -- Adding a printer -- Hooking up the speakers -- It Must Have Power: -- Plugging everything into a power strip -- Taking advantage of a UPS -- Using the UPS (a short play) -- Both On And Off: -- Turn on your PC -- Windows, ahoy! -- Turn Off

The Computer: -- Shutting down Windows -- Putting Windows to sleep -- Restarting the PC -- Signing out -- Reviewing other shutdown options -- Should You Leave Mr PC On All The Time?: -- I want to leave my computer off all the time -- I want to leave my computer on all the time --

Part 2: Nerd's-Eye View: -- Deep Inside The Console: -- Computer Guts: -- Looking under the hood -- Powering Mr computer -- Lurking on the motherboard -- Corralling all the mass storage devices -- King Processor: -- Understanding the processor's role -- Naming PC processors -- Measuring processor speed -- Discovering your PC's processor -- Your Computer Is Also A Timepiece: -- Viewing the date and time -- Using the Internet to set the clock -- PC Memory: -- What is computer memory? -- Tasty chocolate memory chips -- Memory, one byte at a time -- Memory Q & A: -- How much memory is in my PC right now? -- Do I have enough memory? -- Does my PC have enough memory? -- Can I test whether my PC has enough memory? -- Can I add memory to my PC? -- Will the computer ever run out of memory? -- What is virtual memory? -- What is video memory? -- What about shared video memory? -- Mass Storage System: -- PC's Mass Storage System: -- Surveying the mass storage landscape -- Identifying the primary storage device -- Finding mass storage devices -- Inserting a media card or thumb drive -- Inserting an optical disc -- Ejecting media -- Adding more storage -- Mass Storage Alphabet: -- Handing out drive letters -- Exploring drive icons and names -- Checking drive capacity -- Using mass storage -- Accessing removable media -- Merry Monitor Mayhem: -- PC's Graphics System: -- Minding the monitor -- Discovering the display adapter -- Show Me What Ya Got: -- Measuring a monitor -- Connecting the monitor to the PC -- Reading monitor messages -- Working the monitor's controls -- Windows Controls What You See: -- Setting resolution -- Adding a second monitor -- Orienting the monitor -- Input This!: -- Meet Mr Keyboard: -- Attaching a keyboard -- Examining the typical PC keyboard -- Using modifier keys -- Changing keyboard behavior keys -- Touring some useful keys -- Understanding strange keys -- Understanding keys for math -- Controlling the keyboard in Windows -- Say "Eeek!" To The Mouse: -- Connecting the mouse -- Reviewing basic mouse parts -- Exploring mouse species -- Moving the mouse -- Changing mouse settings -- Touchscreen Input: -- Using basic touchscreen techniques -- Typing on a touchscreen -- System Expansion: -- It's a port -- Versatile USB Port: -- Understanding USB cables -- Connecting a USB device -- Working with USB-powered gizmos -- Removing a USB device -- Using hubs to expand the USB universe -- Expansion Slots: -- Shopping for expansion cards -- Adding an expansion card -- Bluetooth Thing: -- Checking for Bluetooth -- Controlling Bluetooth in Windows -- Pairing a Bluetooth peripheral -- Reviewing paired devices -- Un-pairing a Bluetooth device -- P Is For Printer: -- Printer, The Paper, The Document Maker: -- Surveying the printer landscape -- Touring the typical printer -- Using the printer's control panel -- Drinking ink -- Eating paper -- Choosing the proper paper -- Where The Printer Meets The PC: -- Connecting the printer -- Finding printers in Windows -- Setting the default printer -- Printer Operation: -- Printing something -- Stopping a printer run amok -- PC Audio Abilities: -- Noisy PC: Setting up speakers -- Using headphones -- Exploring microphone options -- Sound Control In Windows: -- Configuring the speakers -- Configuring the microphone -- Enabling the microphone -- Adjusting the volume -- Windows goes bleep -- It Listens: -- Recording our own sounds -- Dictating to the PC --

Part 3: Basic Computing: -- Relevant Parts Of Windows: -- What's an operating system? -- Windows And Its Gooney, Glorious Graphical Interface: -- Starting at the desktop -- Working the taskbar -- Accessing the start menu -- Looking at the notifications area -- Summoning the action center -- Settings And Controls: -- Using the settings app -- Visiting the control panel -- Programs On Your PC: -- Software nomenclature -- Run That Program: -- Hunting down programs in Windows -- Starting an app from tablet mode -- Finding a program when you know its name -- Pinning a program -- Install And Remove Programs: -- Obtaining software from the Internet -- Installing a program from external media -- Uninstalling a program -- Fun With Files And Folders: -- Behold The File!: -- Describing a file -- Creating a new file -- Understanding the filename extension -- Folder Folderol: -- Understanding subfolders and parent folders -- Finding a place for your stuff -- Making a new folder -- Working with folders in the open and save as dialog boxes -- Manage Files Because They Can't Manage Themselves: -- Selecting files -- Manipulating files -- Finding files lost, missing, or dead -- Life On The Cloud: -- Cloud thing -- Cloud Storage: -- Adding a cloud storage service -- Copying a file to cloud storage -- Accessing cloud storage from another device -- Online Media: -- Keeping your pictures on cloud storage -- Accessing cloud storage pictures -- Sharing a picture from cloud storage -- Listening to your cloud music -- Weird World Of Networking: -- Why network? -- Network Hardware: -- Reviewing the network configuration -- Setting up a gateway -- Network Connection: -- Connecting to a wired network -- Connecting to a wireless network -- Connecting to a hidden Wi-Fi network -- Checking the network type -- Resetting the network type -- Disconnecting from a network -- Forgetting a Wi-Fi connection -- On The Network: -- Accessing a network folder -- Mapping a network drive -- Sharing a folder -- Accessing shared media -- Activating media sharing on your PC --

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Part 5: Security And Maintenance: -- System Security: -- Tools to fight the bad guys -- Take Action Against The Barbarian Hoard: -- Finding the action center -- Setting up the Windows Firewall -- Protecting the PC with Windows Defender -- Paying attention to the UAC warnings -- System Privacy Settings: -- Setting the screen saver lock -- Reviewing Windows 10 privacy options -- Latest Version: -- Updating and

upgrading -- Updating Windows -- That All-Important Safety Copy: -- File You Had Yesterday: -- Obtaining an external backup device -- Configuring Windows 10 file history -- Setting up Windows 7 backup -- Recovering a previous version of a file -- Restoring files from a backup -- Exploring Internet backup utilities -- Compressed Folder Archives: -- Compressing files -- Working with a compressed folder -- Installing software from a compressed folder -- Maintenance Chores: -- Storage Utilities: -- Freeing storage space -- Checking for errors -- Running defrag -- Network troubleshooting -- Manage The PC's Power: -- Setting power options in Windows 10 -- Configuring a power management plan -- Adding the hibernate option -- Windows 10 do-over --

Part 6: Part Of Tens: -- Ten PC Commandments: -- Thou shalt not fear thy PC -- Thou shalt save thy work -- Thou shalt back up thy files -- That shalt not open or delete things unknownst -- Thou shalt not be a sucker -- Thou shalt use antivirus software, yea verily, and keepeth it up-to-date -- Thou shalt upgrade wisely -- Thou shalt compute at a proper posture -- Thou shalt keepeth Windows up-to-date -- Thou shalt properly shut down windows -- Ten Things Worth Buying For Your PC: -- Mouse pad and wrist pad -- External mass storage -- Cleaning materials -- Internal expansion -- USB hub and cables -- Better keyboard and mouse -- Uninterruptible Power Supply (UPS) -- Headset -- Scanner -- Thumb drives and media cards -- Ten Tips From A PC Guru: -- Remember that you're in charge -- Mind who "helps" you -- Give yourself time to learn -- Create separate accounts -- Mind what you download -- Organize your files -- Don't reinstall Windows -- Shun the hype -- Keep on learning -- Remember not to take this computer stuff too seriously -- Index.

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Overview: The bestselling PC reference on the planet-now available in its 13th edition. Completely updated to cover the latest technology and software, the 13th edition of *PCs For Dummies* tackles using a computer in friendly, human terms. Focusing on the needs of the beginning computer user, while also targeting those who are familiar with PCs, but need to get up to speed on the latest version of Windows. This hands-on guide takes the dread out of working with a personal computer. Leaving painful jargon and confusing terminology behind, it covers Windows 9 OS, connecting to and using services and data in the cloud, and so much more. Written by Dan Gookin, the original *For Dummies* author, it tells you how to make a PC purchase, what to look for in a new PC, how to work with the latest operating system, ways to protect your files, what you can do online, media management tips, and even basic topics you're probably too shy to ask a friend about. Determine what you need in a PC and how to set it up. -- Configure your PC, hook up a printer, and connect to the Internet. -- Find your way around Windows 9 OS with ease and confidence. -- Play movies and music, view photos, and explore social media. -- If you're a first-time PC user at home or at work or just need to brush up on the latest technological advancements, the new edition of this bestselling guide gets you up and running fast.
