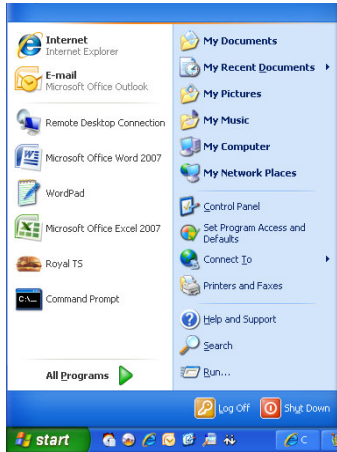


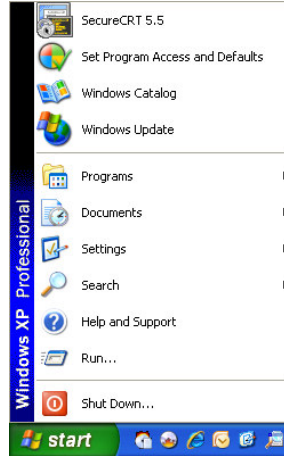
2 TIPS FOR THE WINDOWS XP PROFESSIONAL OPERATING SYSTEM

1. Restore the Classic Start Menu

Unfamiliar with the start menu available by default in Windows XP?

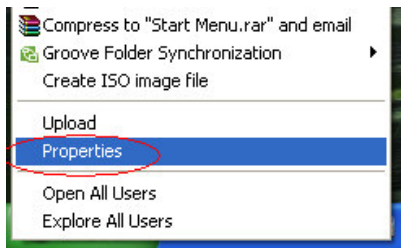


“New” Start menu



“Classic” Start menu






Right click the “Start” button and select “Properties” from the dropdown.



Select “Classic Start menu” to return to a more familiar operating experience and notice that both the “My Computer” and “Recycle Bin” icons reappear on the desktop.



2. Quick and easy keyboard shortcuts designed to make life easier:

- Windows Logo  + “D” - Displays the desktop
- Windows Logo  + “F” - Opens the Find window to search for files or folders
- Windows Logo  + “E” - Opens “My Computer”
- Windows Logo  + “L” - Locks workstation
- Windows Logo  + “R” - Opens the “Run” dialog (Note – typing “Excel” or “Winword” here will open those applications!)