

## **Win 8 Charms Bar**

You may access the Charms Bar from anywhere within Win 8 by using either of the following 3 methods.

1. Mouse: Point at the top or bottom right corners and the Charms Bar will appear along the right side.
2. Keyboard: Press the Windows logo key + the C key.
3. Touchscreen:(if you have touchscreen). Slide your finger inward from the screen's right edge.

### **Charms Bar has 5 icons:**

1. Search: to search through what you're seeing onscreen now.
2. Share: to share what's currently on your screen, via email.
3. Start: takes you back to the START screen. Pressing the windows logo key will also take you to START.
4. Devices: to send your current screen's info to another device, such as the printer, a second monitor or a phone.
5. Settings: allows you to 'tweak' your computer's six major settings. WiFi Network, Volume, Screen, Notifications, Power and Keyboard/language.

### **Charms Bar Keyboard Shortcut Keys:**

1. Windows logo + C = Open the Charms bar
2. Windows logo + Q = Search Apps, files or settings
3. Windows logo + H = Share what you see on your screen
4. Windows logo =Return to START screen
5. Windows Logo + K = Interact with attached devices
6. Windows logo + I = Change settings

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