

Win 8 Taskbar

Jump Lists

Win 8 Taskbar no longer limits you to opening and switching between windows. Now you can also 'jump' to other tasks by right-clicking the taskbar's icons. For instance, rightclick the Internet Explorer icon and up comes a list of recently visited websites. Click any of these websites and be immediately transported to that website.

These Jump lists allows you to go quickly to previously visited locations.

Notification Area (Startup)

The icons at the right end of the taskbar are items running in the background. In previous versions of Windows OS, this was called the STARTUP area.

Icons here depend upon YOUR computer selections as well as some default icons.

- 1. Minimize Windows: a small strip hidden against the taskbar's far-right edge will instantly minimize all open windows. click it again and they re-open.**
- 2. Time/Date: Click this icon to change the Time or Date.**
- 3. Window Media Center Recording: A red circle means WMC is recording something off the television.**
- 4. Media Center Guide Listings: Media Center is downloading the latest TV listings.**
- 5. Safely Remove Hardware: A small icon that tells windows to prepare a gadget for unplugging.**
- 6. Action Center: Windows is asking you to do something important.**
- 7. Wired Network: This icon appears when you are connected to the internet via a PC or an ethernet wired network. A red X appears on this icon if you're not connected.**
- 8. Wireless Network: Your computer is connected wirelessly to an internet. All 5 bars showing indicates a very strong signal.**

9. **Volume:** Click this little speaker icon to increase or decrease the volume. Doubleclick the word Mixer to bring up the mixing panel.
10. **Windows Problem Reporting:** When this icon appears it means trouble. Click it for possible solutions.
11. **Windows Automatic Updates:** This icon appears when there are updates to be downloaded to your computer.
12. **Task Manager:** This allows you to end misbehaving programs that are running.
13. **Windows Host Process:** This is more trouble, this time with some gadget you've plugged in. It tells you that it's not working. First thing is unplug the device, reload the software and try plugging it in again.
14. **Explorer:** Older computers came with slower USB ports. and some faster ones. The ones on the back of the computer were usually the faster ones.
15. **Power, Outlet:** Indicates that the computer is plugged into a power source and is charging it's battery.
16. **Power, Battery:** Your laptop or tablet is running on Battery. Hover Mouse over this icon to see how much battery remains.
17. **Arrow:** The taskbar hides some icons. A small arrow at the front of the Navigation bar will show the additional icons when you click it. You can customize the taskbar to not hide icons, but it's not recommended.

Customizing the Win 8 Taskbar

1. **Lock the Taskbar -** Setup the taskbar and then select Lock the Taskbar to prevent anything being changed.
2. **Auto-Hide Taskbar -** You may select to have the taskbar slide down and disappear when you move away from it. To bring it up again just point the mouse at the very bottom edge. Not recommended. Leave it in view all the time.
3. **Use small Taskbar button -** This is useful for small screens. It shrinks the taskbar to half-height, letting you add more icons.
4. **Taskbar location on screen -** You may choose any of the 4 edges of the desktop for your taskbar. Drag the taskbar to the edge you prefer.

the windows transparent, allowing you to peek at the desktop behind it. Clicking it minimizes all open windows.5. Taskbar buttons - when you open lots of windows and programs, windows accommodates the lack of space on the taskbar by grouping similar items. Select the option Always Combine, Hide Labels.

6. Notification Area - This section's customize button allows you to choose which icons appear in the Notification Area. Recommended is Show All Icons and Notifications on the Taskbar.

7. Use Peek to Preview the Desktop - Pointing at the strip on the taskbar's far right edge makes

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