**Microsoft
Windows 8
Intermediate**

Course Length: 1.0 days

This course is designed for those who have a basic knowledge of Windows 8, the latest version of Microsoft's Windows operating system, and want to expand on it. Windows 8 Intermediate Training Course provides development of knowledge and skills in the new features of Windows 8 and enhancements of old ones so that participants enjoy enhanced use of the operating system.

Advanced users of Windows 8 may consider our Windows 8 Advanced Training Course.

This highly valuable and dynamic training course is now available Hong Kong wide including Central.

This Windows 8 Intermediate training course can be delivered at your premises by one of our expert local or international trainers or live online using our HIVE technology.

Contact us today for a quote or enrol now into the next public course date.

Windows 8 Intermediate Training Course Outline

Foreword:

This intermediate training course in Windows 8 provides participants with skills in customising Windows 8, customising the Start screen and Lock screen, changing settings, working with tiles, using the Music app and Video app, using basic Windows desktop applications, and more.

This comprehensive course helps participants use all the basic and enhanced features of Windows 8 expertly.

Outcomes:

This short, extensive course is the fastest way to develop a deep understanding and skills in using Windows 8.

After completing this course, participants will have achieved mastery in:

- Customising title display
- Working with titles
- Modifying the start screen
- Customising the lock screen, search settings, privacy and sharing settings, and password settings
- Using the video app, music app and camera app
- Games app
- Using Windows media player
- Understanding the basics of Internet Explorer
- Using calculator and paint
- Using WordPad, Windows journal and Notepad
- Using Windows Fax and Scan
- Using the snipping tool
- Using Sticky notes
- Using the XPS viewer
- Using the sound recorder

Windows 8 Intermediate Training Course - Lesson 1
Getting Started

- The Parking Lot
- Workshop Objectives
- Action Plans & Evaluations

Windows 8 Intermediate Training Course - Lesson 2
Customising the Start Screen

- Customising Tile Display
- Working with Tiles
- Modifying the Start Screen
- Customising the Lock Screen
- Customising Other Settings

Windows 8 Intermediate Training Course - Lesson 3
Having Fun in Windows 8

- Using the Music App
- Using the Video App

Windows 8 Intermediate Training Course - Lesson 4
The Basic Windows Desktop Applications

- The Basics of Internet Explorer (Desktop)
- Doing More with Internet Explorer (Desktop)
- Using Calculator
- Using Paint

Windows 8 Intermediate Training Course - Lesson 5
Word Processing with Windows 8

- WordPad Basics
- Doing More with WordPad
- Using Notepad
- Using Windows Journal

Windows 8 Intermediate Training Course - Lesson 6
Other Windows 8 Programs

- Using Windows Fax and Scan, Part One
- Using Windows Fax and Scan, Part Two

- Playing Games
- Using the Camera App
- Windows Media Player, Part One
- Windows Media Player, Part Two

- Using the Snipping Tool
- Using Sticky Notes
- Using the XPS Viewer
- Using the Sound Recorder

Web Links:

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