

Windows Checklist

- Check disk space
- Add/Remove Programs
- Change Screen Background
- Add Screen saver
- Change Power Options
- Check System Devices
- Resizing and moving Windows
- Adding Icons to your desktop
- Organizing Desktop
- Installing a Program that doesn't start automatically
- Finding Files
- Managing Files
- Adding Folders
- Viewing Files and Folders
- Moving Files
- Backing up Files
- Deleting Files and Folders
- Removing Temporary Files, Internet Files, Cookies
- Restoring Files from the Recycle Bin
- Emptying files from Recycle Bin