

Tips And Tricks

October 17, 2016

Accidentally Turn On Caps Lock

- You're Typing And Notice That Everything Is In Caps
- Set Toggle Alert
 - Go To Settings, Ease Of Access, Keyboard
 - Turn On Toggle Keys Function
 - Tone Sounds When You Turn On/Off Caps, Number Lock Or Scroll Lock

Quick Zoom

- To Zoom In Most Windows Programs
 - Click And Hold Ctrl Key
 - Turn Scroll Wheel On Mouse To Zoom In Or Out

Snap Feature

- Windows 10 Quadrant Feature
 - Using The Windows Key And Cursor Arrows
 - Place Up To 4 Open Apps On Screen
 - Use Cursor To Move App To One Of 4 Quadrants

Task Viewer

- To View Open Apps (Windows Key+Tab Or Click On Task View Icon On Task Bar)
- Click On App To Open In Full Screen Mode
- Use Cursor Keys To Highlight App To Select Or Click With Mouse