

Windows 7 v. Windows 10

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4/13/2020

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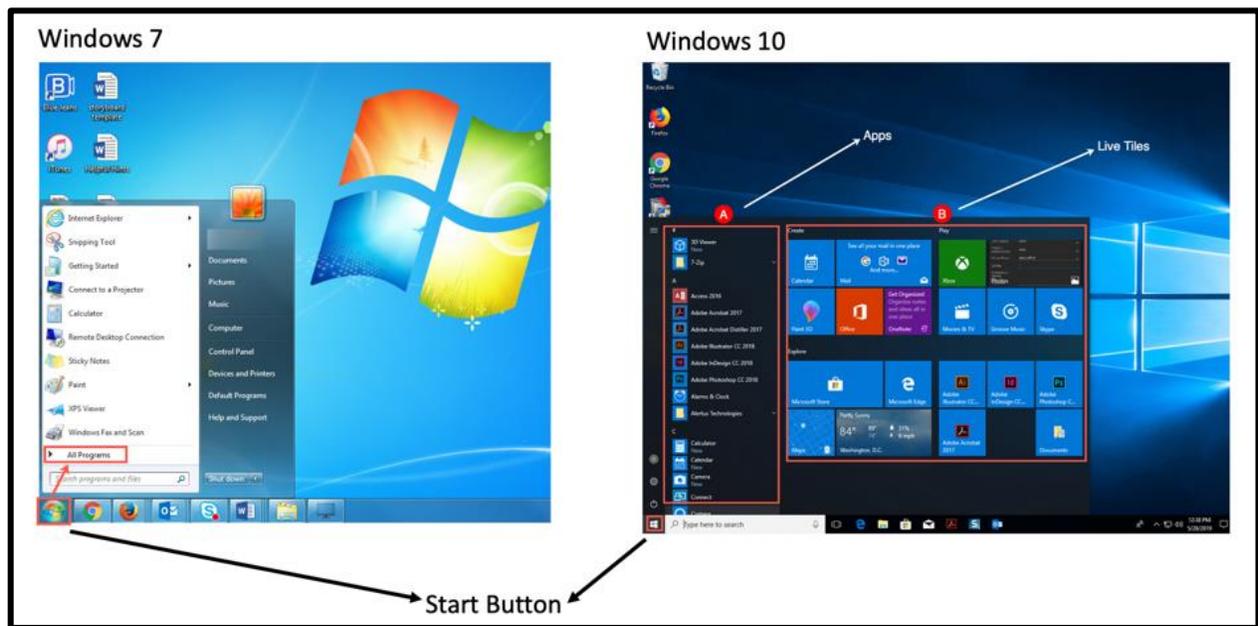
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Introduction

Change of any type can be somewhat apprehensive on behalf of the user; however, this document will identify and examine the key points on what you can expect when migrating from Windows 7 to Windows 10. While the basis of the operating system remains the same, many of the visual aspects and functionality have been enhanced, resulting in a much more user-friendly design.

Program v. Apps

The Start menu looks a bit different in Windows 10, but has all the usual features as Windows 7. Unlike Windows 7, Windows 10 refers to Programs as ‘**Apps**’, as in the term used for various smartphone software or ‘applications’.

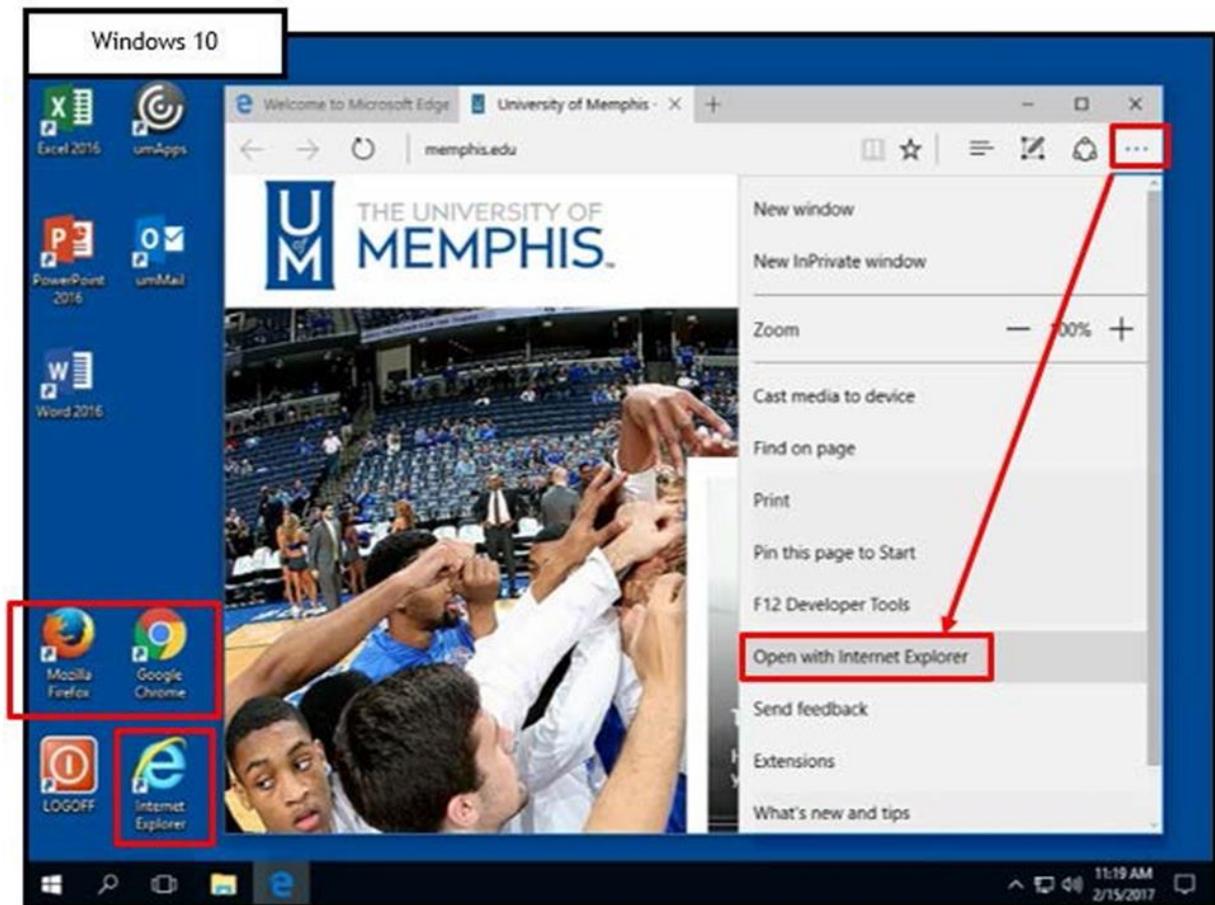


- Click the start button on the lower taskbar to display the Apps
- Your most often used Apps are listed on the right, known as ‘Live Tiles’
- Live Tiles can be removed using the right-click option
- The start menu can be resized by moving your mouse to any edge using the click/drag/resize function.

Browsers (new)

Windows 10 introduces their newest web browser, 'Edge', which is set to replace Internet Explorer in the near future (currently IE11 is the only supported version).

Edge, however, should be more standards-compliant and perform better, as it no longer supports ActiveX controls.

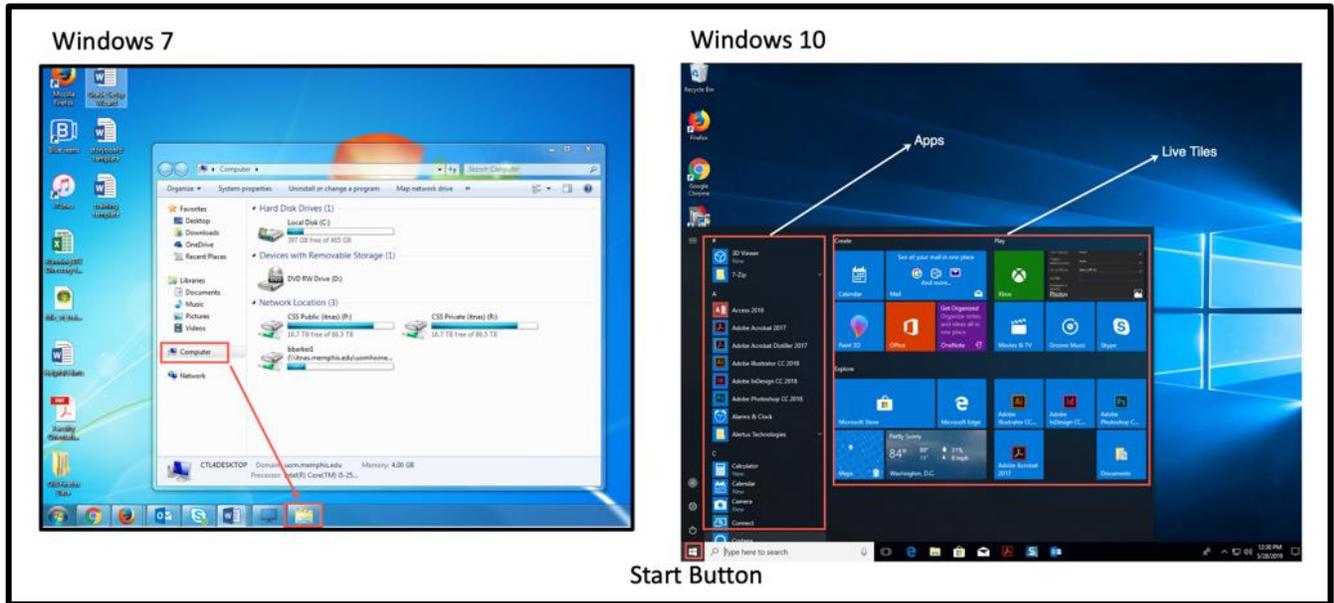


Despite Internet Explorer no longer being the default browser, users can still access it by way of the start menu, or by clicking the 'more' option on the Edge task bar as shown above.

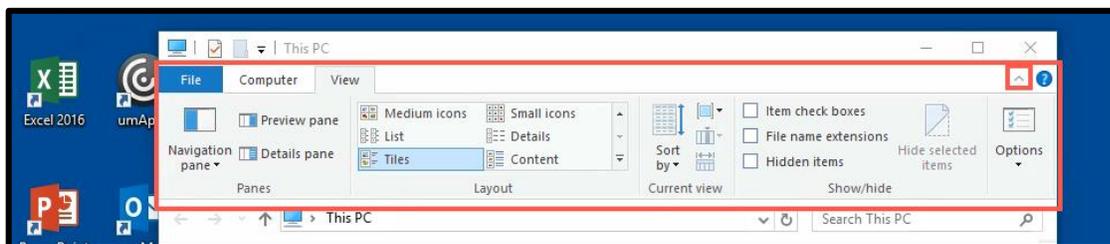
Chrome and Firefox, however, will both be pre-installed on UofM devices, as many UofM components are not IE/Edge friendly. Banner, however, will need to be opened using the Internet Explorer option.

Windows Explorer v. File Explorer

File access in Windows 10 is much similar to that of Windows 7, as all files can be accessed by clicking on the folder icon, located on the lower task bar. Windows 10 now refers to this as ‘**File Explorer**’, rather than ‘Windows Explorer’, however this location still displays your frequently used folders and recent files, giving you Quick Access. In addition, the term ‘This PC’ has replaced the generic term ‘Computer’.



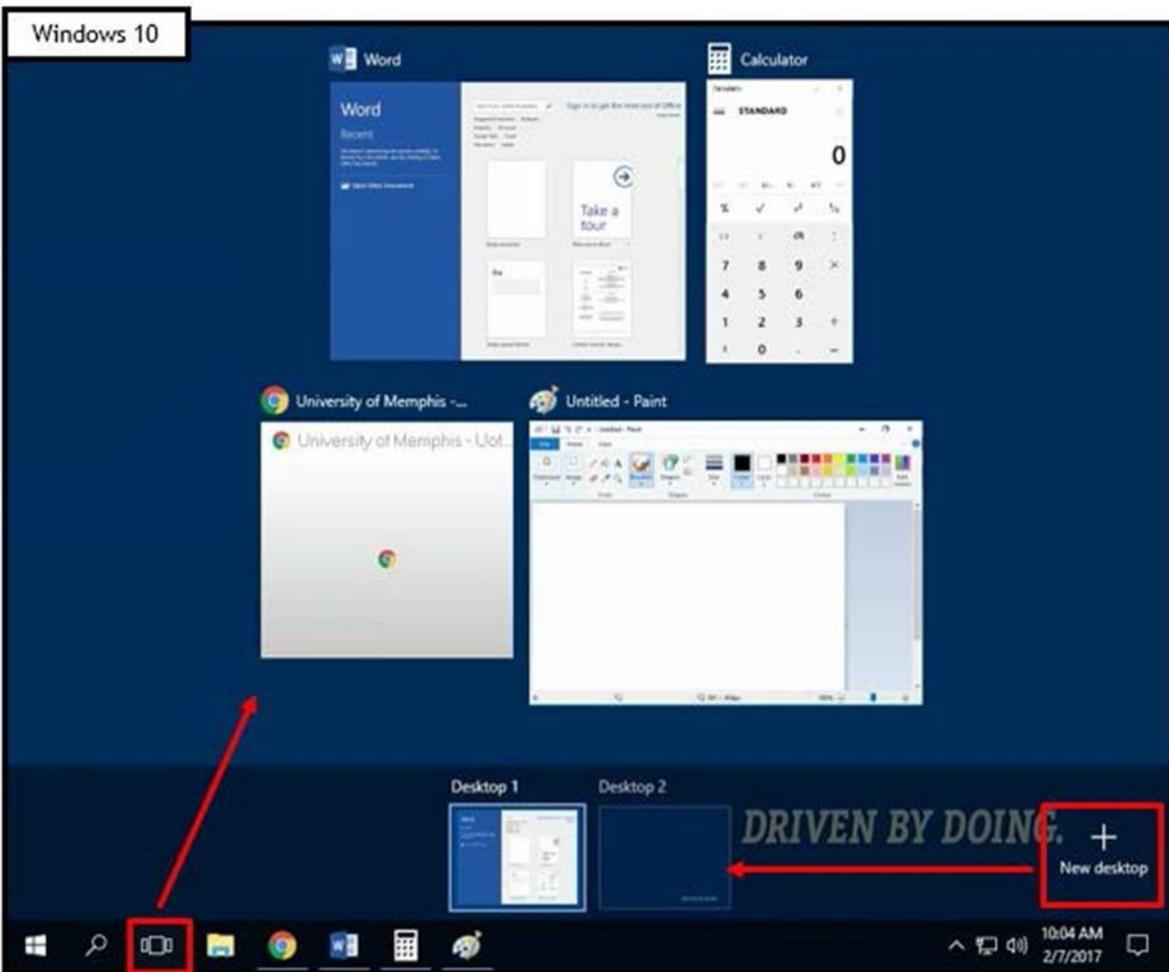
The File Explorer Ribbon is a new feature of Windows 10, allowing you to easily navigate and organize your files and folders. You can customize your default view to either a collapsed or expanded ribbon by clicking the carat in the upper right corner.



Task View (new)

New in Windows 10 is the ‘**Task View**’ option that will allow you to easily minimize and view all open apps for easy access. To do this, click on the Task View icon, located on the lower task bar, between the search and folder options.

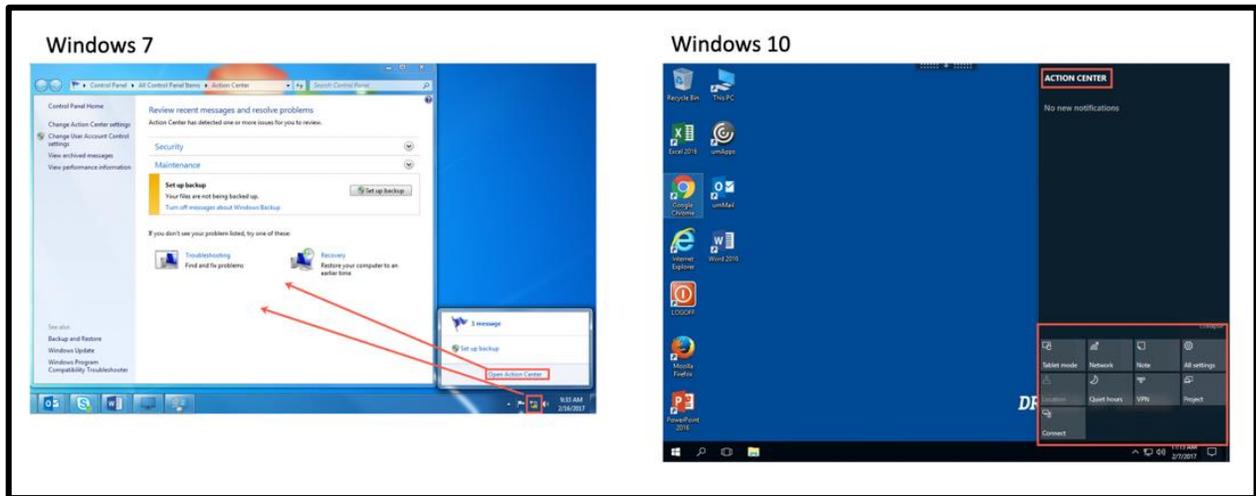
Here, you can seamlessly navigate back and forth between apps with ease, as well as close out the apps you no longer need.



You can also click ‘**New Desktop**’ to create virtual desktops, just as you would have on a smartphone or tablet. This feature will allow you to organize and manage your apps and documents by placing them on alternate desktops, thus eliminating clutter on a single screen.

Action Center (updated)

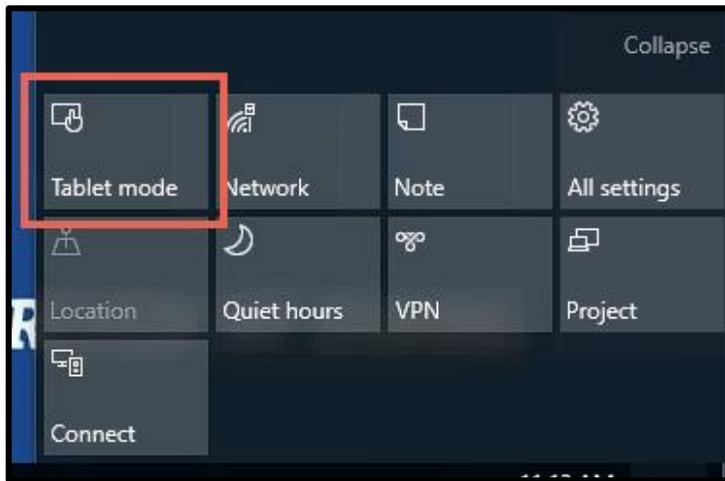
Similar to the Windows 7 Action Center, the updated Windows 10 Action Center, allows notifications to remain for a longer period of time, unlike Windows 7, where they disappear after several seconds. To access, you will click the icon on the lower task bar, just right of the clock.



Once you click on the Action Center icon, it will automatically open up to display new and past notifications. This feature will also allow you to delete notifications that are no longer relevant to you or your device.

Action Center (Cont.)

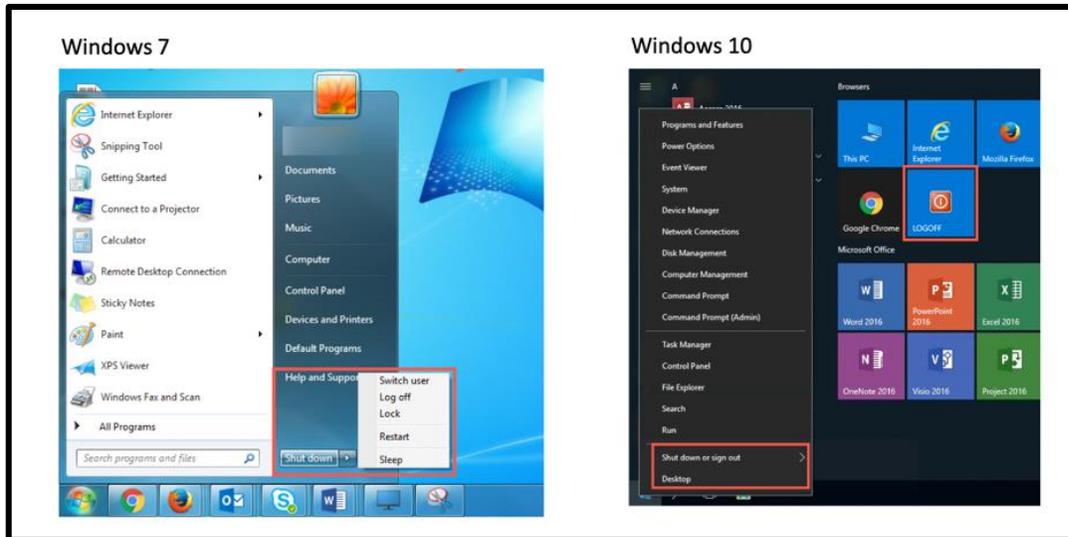
If your device operates as a touch-screen tablet, the new **Tablet Mode** setting will allow you to switch the interface to a full tablet mode, eliminating the need for the keyboard.



If you decide to utilize this option, you will find **Windows Ink** extremely useful, as it is considered the app for Pen Support, allowing you to write on items in apps such as Sticky Notes, Sketchpad and Screen Sketch using a stylus or your fingertip.

Log-Off

Previously in Windows 7, you would select the 'shut down' option, located in the start menu, to switch users, log off, lock, restart or shut down the device. Now, for Windows 10 classroom and lab users, you will click the 'Logoff' icon, already placed on the desktop.



You can also choose to right-click on the new start icon and select the 'Shut down or sign out' option.

Locating Help Resources

The Center for Teaching and Learning offers support to faculty, staff, and students. Upon completing the training covered in this course; faculty, staff and students are able to receive additional training help and resources. Such help can be located as follows:

Service Desk Request

Submitting a Ticket

- Login URL:
 - [Here is a link to our service desk ticketing system](#)
 - After logging in, choose the link **Request Help or Services**.
 - Choose Request Help or Services.

Call the ITS Service Desk (901.678.8888) any day of the week! (Excluding Some Holidays)

- The ITS Service Desk is available from 8:00 a.m. - 11:59 p.m., seven days a week (excluding some holidays). You can contact the Service Desk for assistance with technical login problems or issues. Incoming calls after hours will be handled by voicemail services. If you require assistance after 12:00 a.m., please leave a message or submit a service request.
- Messages will be checked regularly and receive priority response the following business day. You may also email The Center for Teaching and Learning, umtech@memphis.edu (using this email will automatically generate a help desk ticket).

Important Links

- [Explore the umTech Website](#)
- [Center for Teaching and Learning \(CTL\) Website](#)
- [Search our Training and Documentation](#)