

Course overview:

Windows XP Advanced

(S321eng)



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Overview and objectives

This one-day course will give students grounding in advanced topics of Windows XP.

Who should attend?

This course will benefit experienced users of a personal computer.

Course prerequisites

Students are expected to have a good basic understanding of the Windows XP operating system.

Customizing the user interface

- Customizing the Start menu • Customizing the taskbar • Customizing folders

Files and folders

- File and folder attributes • Advanced folder options • File associations

Print management

- Adding a printer • Managing print jobs

Managing multiple users

- Windows XP user accounts • Fast user switching • User security

System utilities

- Using System Restore • Disk maintenance • Using Backup

Sharing LAN resources

- Sharing files, folders, and drives • Mapping network drives • Sharing printers

Course summary

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