

# Windows 10: Gripes, Tips, Secrets, and Resources

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PATACS / OPCUG Joint Meeting

Update: 2018 Feb 17

**Epsilon**logix

# Windows 10: The Best Thing Since...

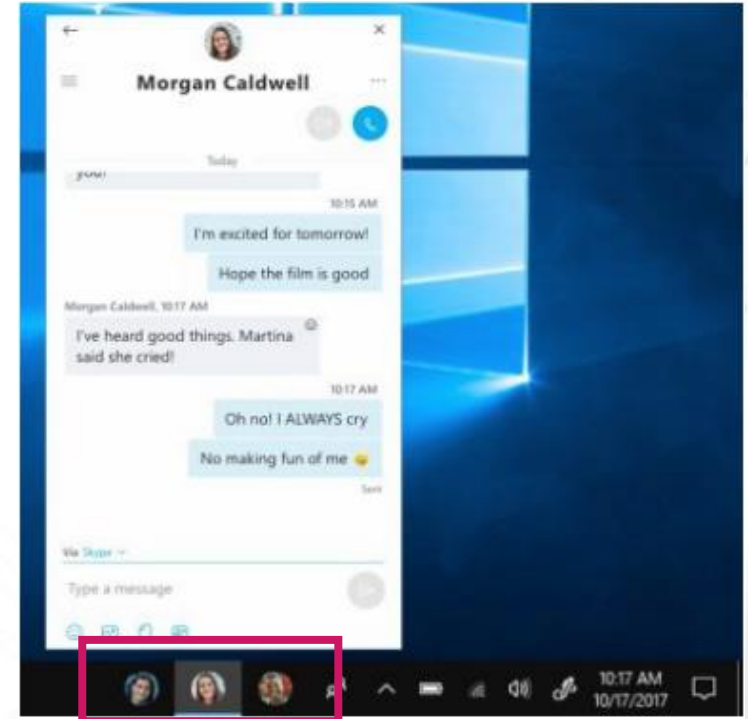
- Once Windows was a Product, now it's a Service
  - Major focus: collecting consumer data, because Android and iOS already are
  - Major benefit: slowly eliminating outdated versions
  - Windows 10 and Office 365 will be continuously updated
- Windows version history (so far):
  - 1507 – Initial RTM (Release To Manufacturing)
  - 1511 – Released 2016Apr8
  - 1607 – “Anniversary”, released 2017Nov29
  - 1703 – “Creator's update”, released 2017Jul11
  - 1709 – “Fall Creator's update”, released 2017Oct17 and slowly rolling out now
  - 1803 – “Redstone”, expected in 2018



Details: <https://technet.microsoft.com/en-us/windows/release-info.aspx>

# What's New In The Fall Creators Update

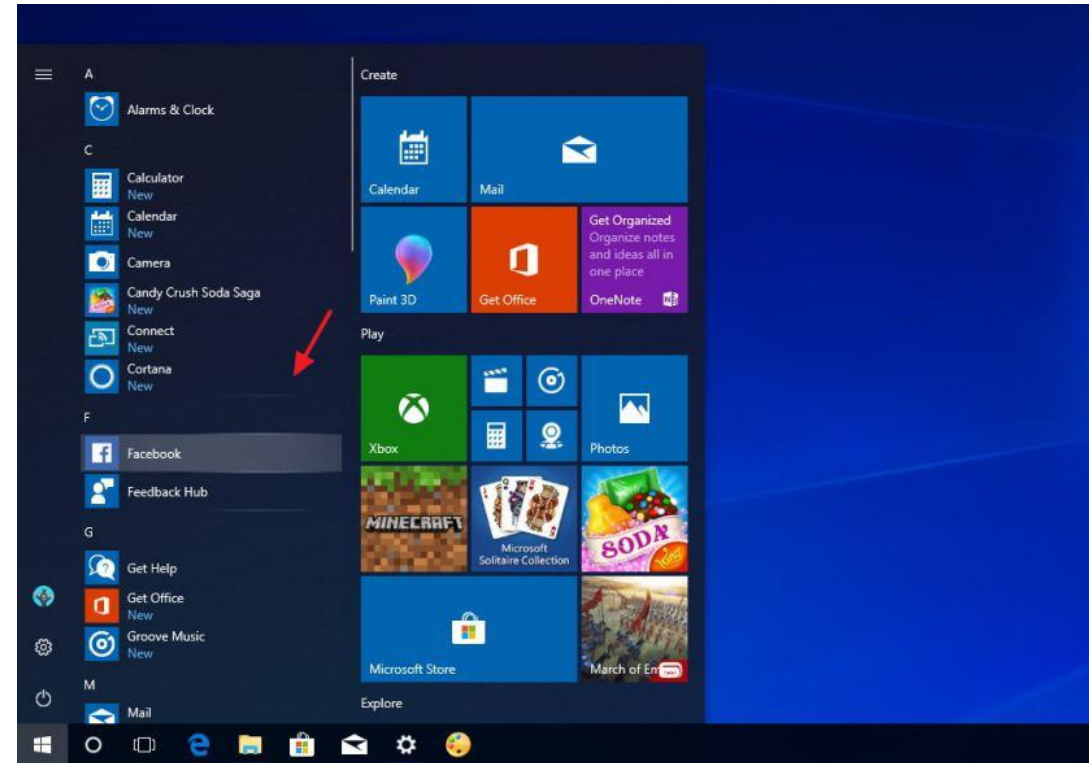
- Many new features are aimed at business; for the rest of us, about 30 minor tweaks:
  - My People – Pin people to the taskbar, then use drag-and-drop to share content
  - Photos – Works more like phot editing on your phone, with filters, effects, etc.
  - Cortana now accepts voice commands to shut down, restart, or sleep
  - **Do not pursue; wait for the update to roll out by itself! There are issues!**
- Be ready for the upgrade:
  - Backup your data (you always do this anyway, right?)
  - Use System Protection to take at least one snapshot
- After every upgrade:
  - **Check System Protection to insure it is still enabled and working**
    - Major updates have turned it off about 20% of the time
  - Take another System Protection snapshot
  - Confirm all privacy settings



<https://blogs.windows.com/windowsexperience/2017/10/17/whats-new-windows-10-fall-creators-update/>

# Coming Attractions: Redstone 1803

- Too many new features to list:
  - Graphics: Reveal highlight
  - Remember Aero? Meet “Fluent Design Acrylic material effect”
  - Manage activity: Timeline
  - Privacy: **Diagnostic data viewer**
  - Security: Defender -> Security
  - Security: Ransomware protection
  - Insecurity: HomeGroup goes away
  - Edge: Might actually work



<https://pureinfotech.com/windows-10-redstone-4-version-1803-new-features/>

# Key Privacy Settings To Note

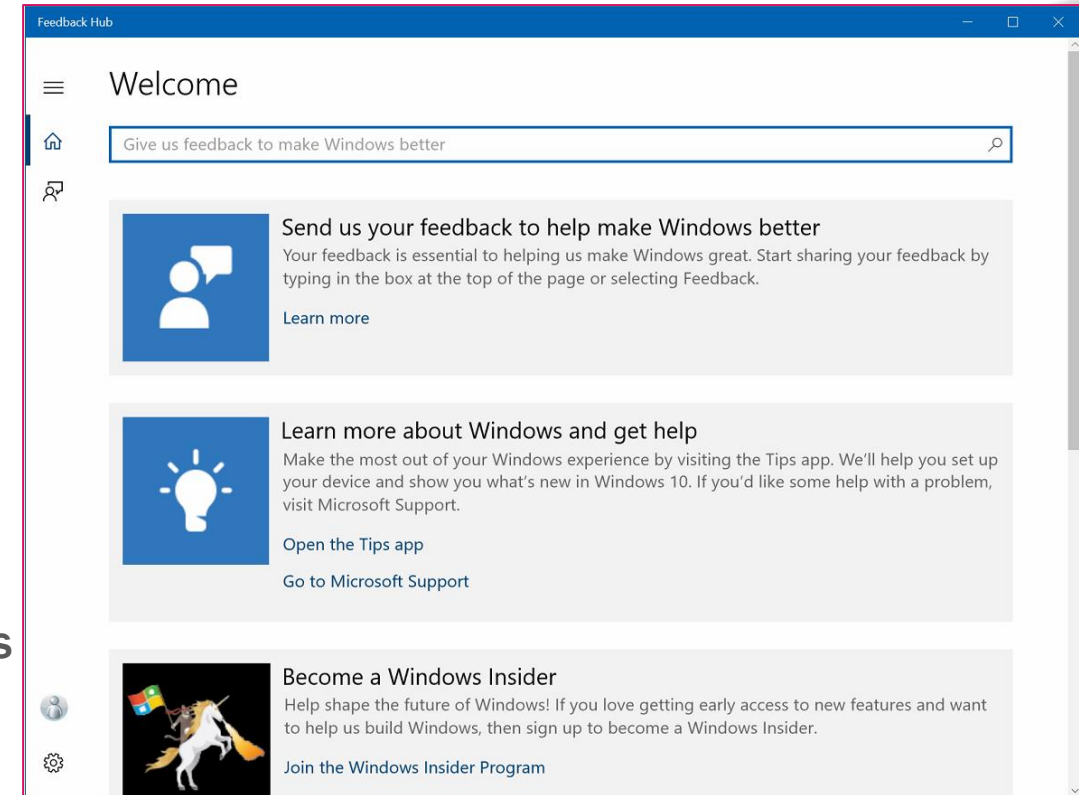
- Windows Update is using your bandwidth to share updates publicly. To disable:
  - Settings
  - Update (or “Update & Security”)
  - Advanced options
  - Click the “Delivery Optimization” link
  - Select “PC's on my local network”, not “PCs on the Internet”
- Windows 10 will automatically connect you to open WiFi hotspots. To disable:
  - Settings
  - Network and Internet
  - WiFi
  - Manage WiFi Settings
  - Disable “Connect to...” and “Get Online...” options

# Key Sanity Settings To Note

- **Disable suggestions from Microsoft**
  - Settings
  - Personalization
  - Start
  - Disable “Occasionally show suggestions in Start”
- **Uninstall unwanted applications shipped with Windows 10**
  - Settings
  - System
  - Apps and Features
    - Candy Crush Soda Saga
    - Etc.

# Feedback Hub

- Microsoft wants to know how you feel
  - Windows 10 includes the Feedback Hub
  - Standard Windows Store app allows you to provide feedback directly to Microsoft
  - They have not yet provided instructions regarding limiting that to complaints, so I have submitted bugs that way
  - Here is their statement:
    - **We are working to improve Windows 10 Creators Update. We encourage you to submit your issue using the Feedback Hub. You can either vote on an existing submissions or submit a new issue. Feedback items regularly receive Microsoft responses on the submissions in the Feedback app so you can see what we are doing about your feedback.**



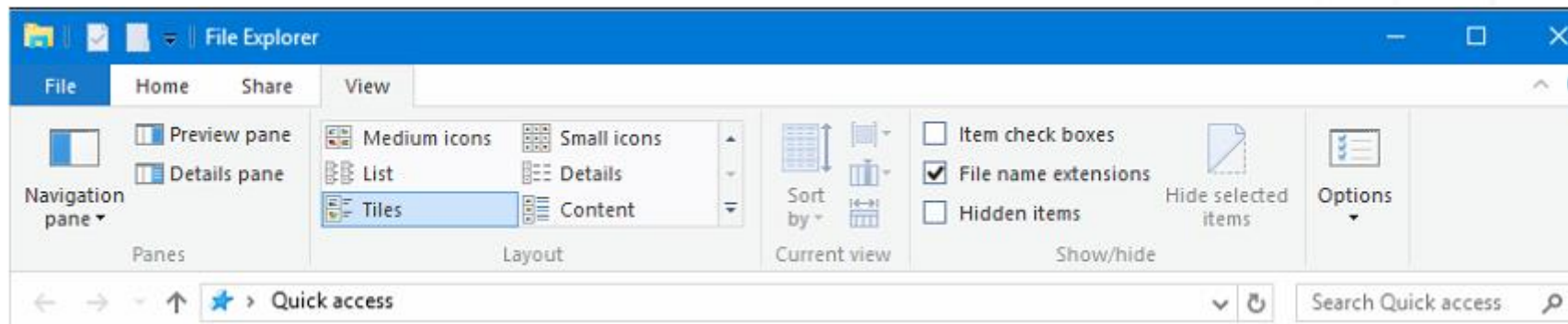
# Feedback Hub - 2

- In order to submit new feedback, please follow these steps:
  - Open Feedback Hub.
  - Navigate to Feedback in the left menu, then press + Add new feedback.
  - Select the Problem, and share any details you think are relevant, and choose an appropriate category and subcategory.
  - If possible, reproduce the problem after clicking Begin monitoring (or Start capture) near the end of the form, and click Stop monitoring when you're done.
  - Click Submit.
  - Click Continue using Feedback Hub.
  - Click My feedback, then find the items you submitted.
  - Open the items you submitted, then click Share.
  - Click Copy link, the paste the link here in your response.



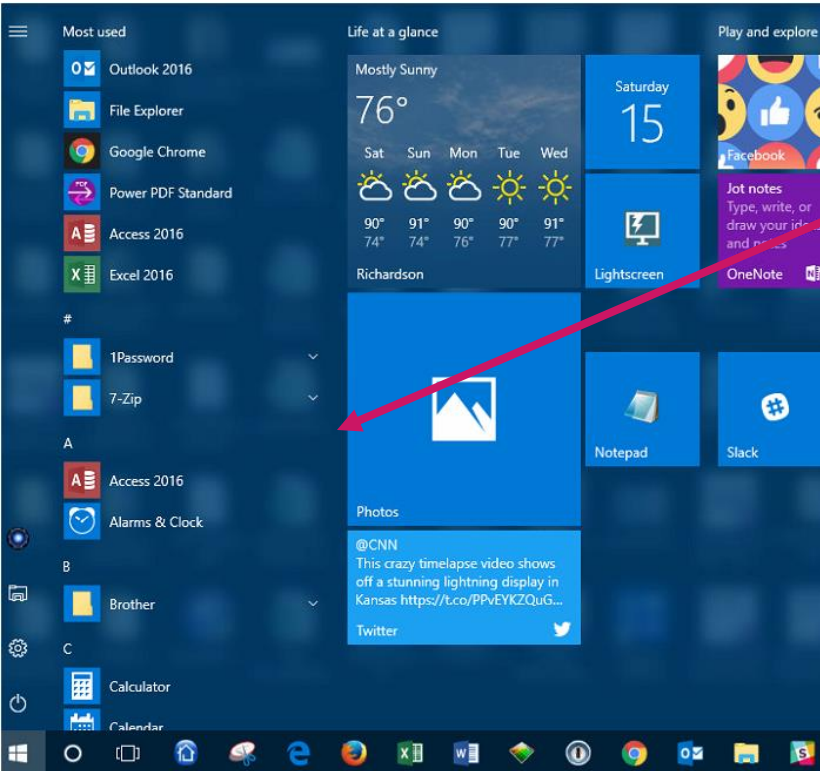
# Gripes...

- After all these years Windows still insists on hiding extensions
- You may not care, but you need to see them to protect yourself
  - Open File Explorer
  - Click the View tab
  - Check the box next to File Name Extensions



# Gripes - 2

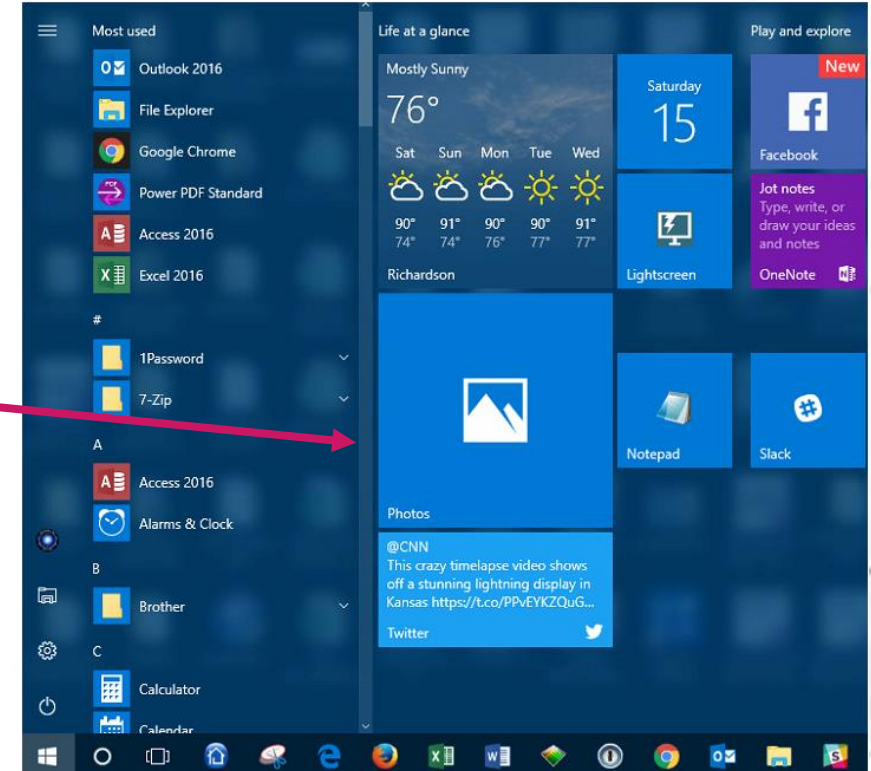
- Transparent scrollbars make it hard to see how to navigate. Improved in the original Creator's update, and again in the Fall Creator's update, but still lacking.



Normal view

Mouse hovering over scrollbar

Scrollbar display will time out!



2/16/2018

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# Gripes - 3

- Programs versus Apps
  - Programs are the traditional software we are used to, installed from our own media
  - Apps are the new way, available and installed only from the Microsoft Store
  - Many applications are available from both channels
  - From our perspective, there is no difference. (The code may not be the same.)
- Many Windows 10 apps can't be uninstalled
  - Mail, One Drive, GrooveMusic, Money, Movies & TV, Maps, Sway, Cortana
- Going forward, more and more programs will no longer be available via traditional retail channels: they will be required to be acquired from the Microsoft Store

# Gripes - 4

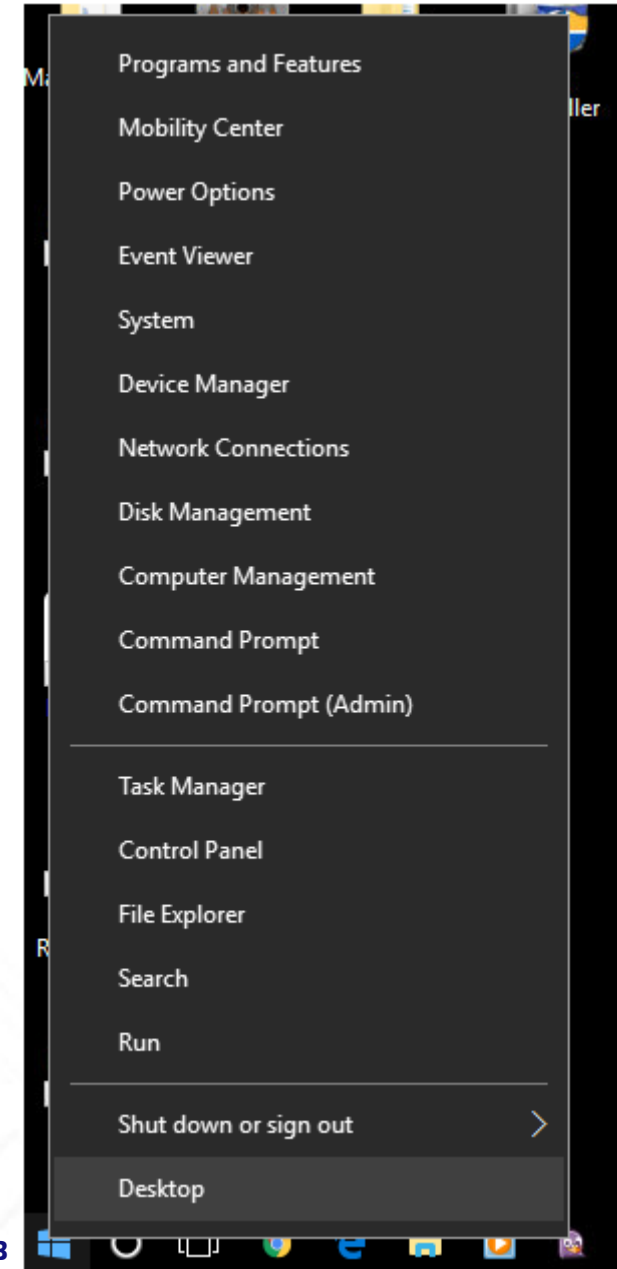
- Upgrading major Windows versions in place is not for the faint of heart
- What is the best way to acquire Windows 10?
  - When you acquire a new machine
    - This choice is automatic
  - Should I / Can I perform a clean install?
    - Yes, if the machine is capable
    - If the machine will run Windows Vista, it will run everything later
  - Should I perform an upgrade in place?
    - Business users: never!
      - Keep the machine as is until it gets replaced
    - Personal users: your choice, but your mileage **will** vary

# Tips...

- Here is a summary of my most important tips:
  - Right-click on everything!
  - Learn to use Task Manager
  - Use the Power Menus to get places quickly and locate hard to find settings
  - Register Microsoft software with your Microsoft account
  - Restart your machine every week, whether you think it needs it or not
  - Enable System Protection for the sake of Windows recovery
  - Enable File History for the sake of your own file recovery

# Tips – Use the Power Menu

- Right-Click on the Windows icon in the lower left corner is a fast path to most of the settings you will want
  - Control Panel goes away after the Creator's update, so some settings will be harder to find

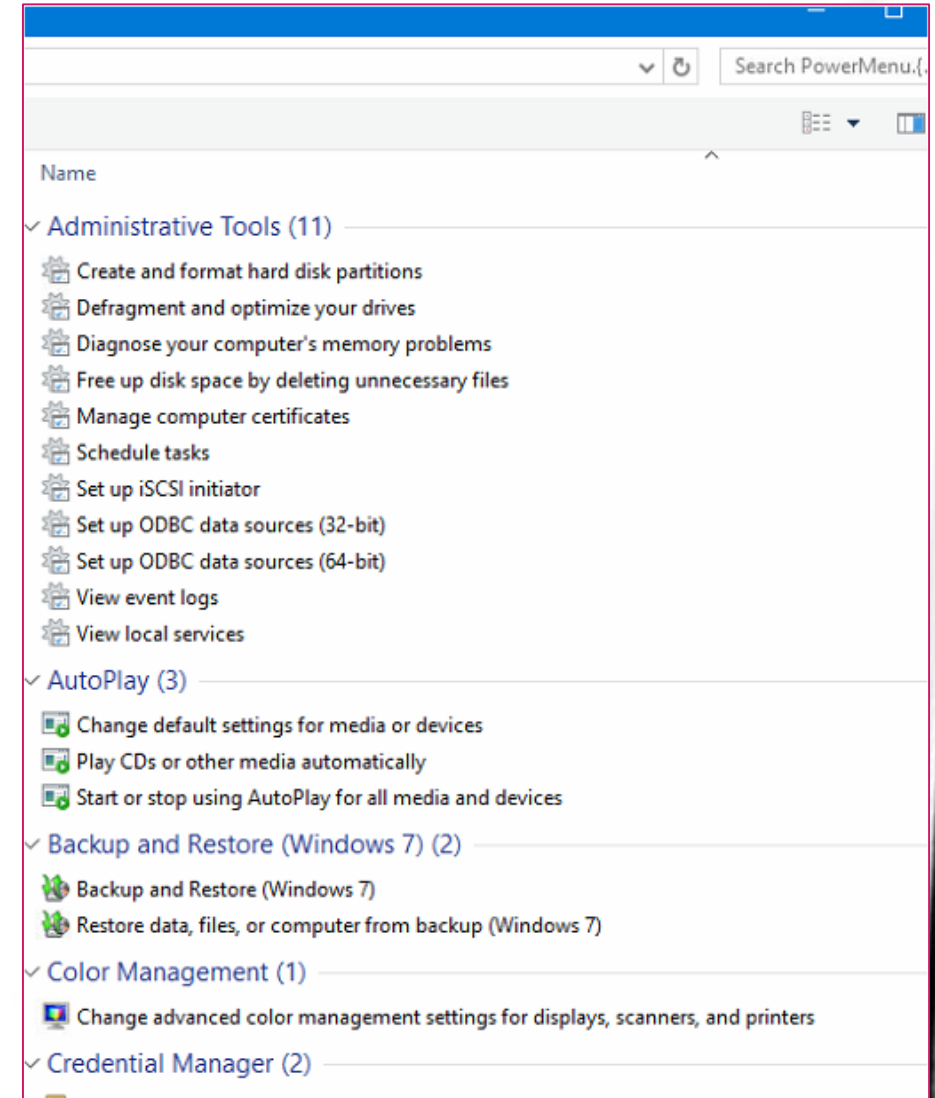


# Tips – Use the Power Menu - 2

- You can create your own Power Menu:
  - Create a new folder on the Desktop, with any name
  - After you create it, rename it using this name:

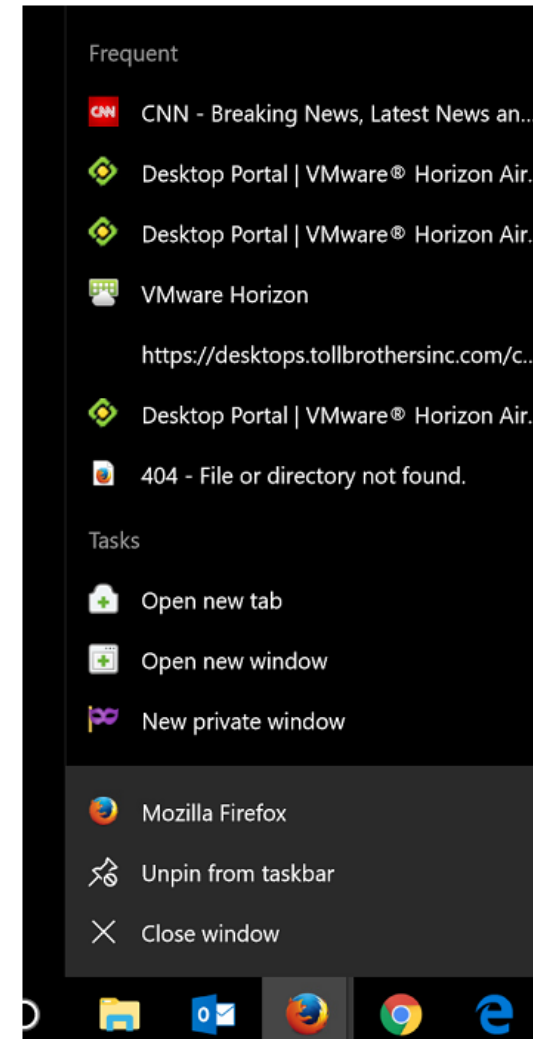
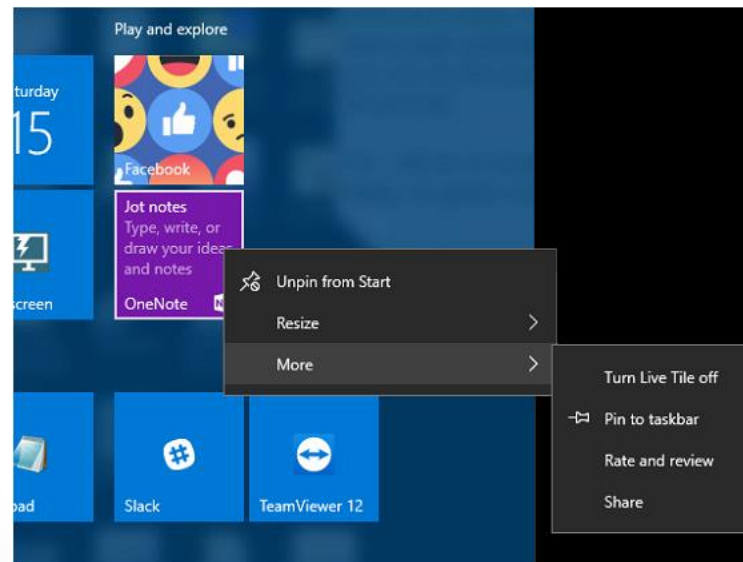
**PowerMenu.{ED7BA470-8E54-465E-825C-99712043E01C}**

- Note: my example uses **PowerMenu**, but you can really use any name you like at the front as long as you keep the period and everything after it exactly the same
- Sometimes referred to as “God mode”



# Tips – Right-Click Behaviors

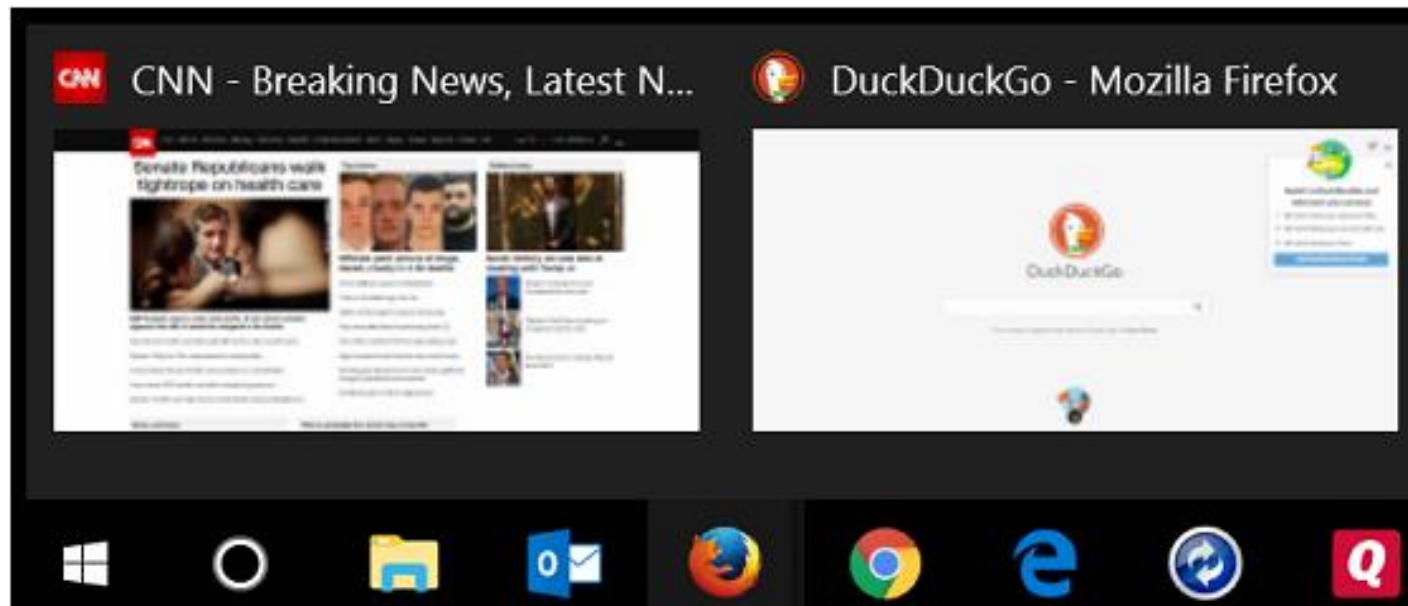
- Taskbar
  - Pin / Unpin to taskbar
  - Show most recent activity with the selected application
- Tiles
  - Right-clicking on Tiles shows many choices





# Tips – Hover Behaviors

- Hover over a Taskbar icon and see images of open tabs

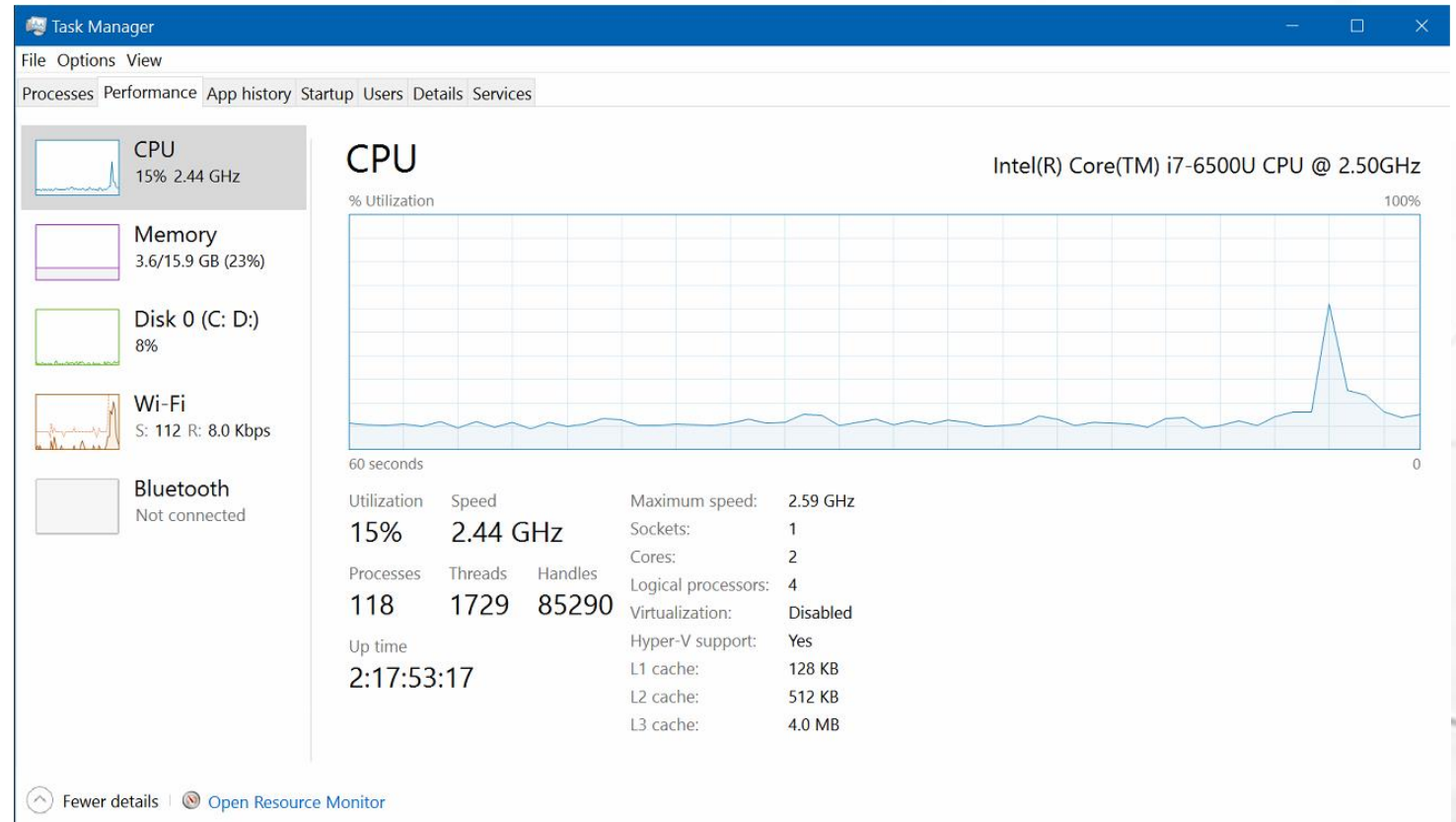


# Tips – Task Switching

- Three different ways of switching to another task quickly
  - Windows key–Tab
    - Display all open applications with **large** window size
    - Click with mouse to select app, or open new Desktop
  - Alt-Tab
    - Display and cycle through open applications with **medium** window size
    - Release keyboard to select
  - Ctrl-Alt-Tab
    - Display through open applications with **medium** window size
    - Click with mouse or use Tab key, then press Enter to select

# Tips – Task Manager

- Right-Click on the Taskbar
- Select Task Manager
- Simple, graphic view of resource utilization
- Much, much more if you want to investigate

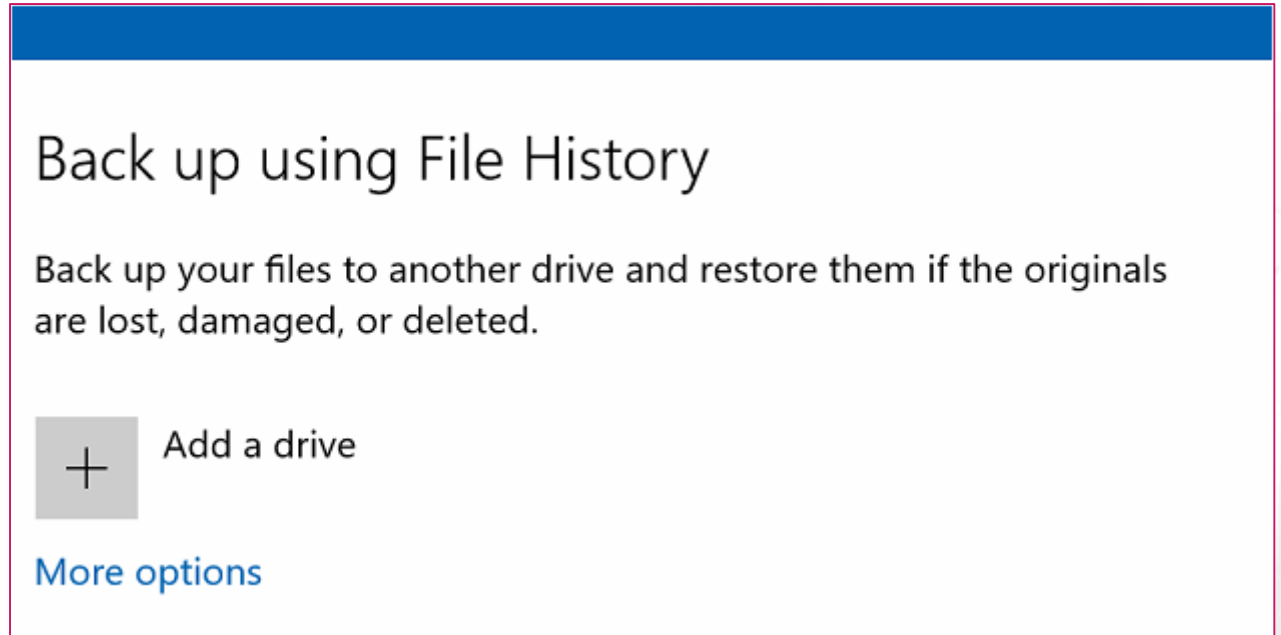


# Tips – Microsoft Account

- Register your Microsoft software with a Microsoft Account
  - Microsoft will allow you to use any email address you like, but to avoid confusion and other issues down the line, create a new Outlook.com mail account for this
  - Don't use your Microsoft Account for any other purpose
- Benefits:
  - Your Windows 10 and Office 365 licenses are tracked there
  - You can log in and revoke any Windows or Office licenses that are no longer needed or used, even if your machine is stolen
  - Use this account to log into:
    - Windows 10
    - Microsoft Office 365


# Tips – File History

- Automatic file-level backup is built-in:
  - Settings
  - Windows Update and Security
  - Backups
- You must have a separate physical drive present to use this (A USB stick or drive will work)
- Changed files will be backed up to your History drive at the interval you choose
- Space will be cleared automatically when it is needed

A screenshot of the Windows File History settings window. The window has a blue header bar. Below the header, the title "Back up using File History" is displayed in a large, dark font. Underneath the title, there is a paragraph of text: "Back up your files to another drive and restore them if the originals are lost, damaged, or deleted." Below this text, there is a grey square button with a white plus sign, followed by the text "Add a drive". At the bottom of the window, there is a blue link that says "More options".

Back up using File History

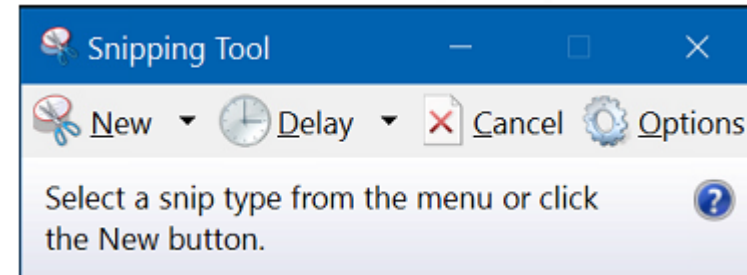
Back up your files to another drive and restore them if the originals are lost, damaged, or deleted.

 Add a drive

[More options](#)

# Tips – Snipping Tool

- This tool has been around for some time, but many don't know about it.
- It is very handy to have and easy to use to create images of the part of the screen you select, then save them as images or paste them directly into another application
- Click “New”, then simply drag a rectangle around the portion of the screen you want. Use the
- This is the tool used to build this presentation
- <http://www.howto-connect.com/windows-10-use-snipping-tool-capture-screenshot/>



# Tips – Compute Stick

- A computer on a memory stick
- An easy way to experiment, and have a highly mobile machine
  - Not much of a price break
- Requirements:
  - An HDMI connection (your TV will do)
  - USB keyboard / mouse
- For more:
  - [https://en.wikipedia.org/wiki/Intel\\_Compute\\_Stick](https://en.wikipedia.org/wiki/Intel_Compute_Stick)
  - <https://www.intel.com/content/www/us/en/compute-stick/intel-compute-stick.html>

# Secrets - Recovery

- Windows 10 has a built-in recovery tool that does not require you to have installation media or a license key, and will refresh the machine to “like new”:
  - Settings / Update and Security / Recovery
    - Reset this PC
- Microsoft allows you to download a Windows 10 image legally: the Media Creation Tool can create bootable DVD/USB installation media:
  - <https://www.microsoft.com/en-in/software-download/windows10>
- If the above methods don't work for you, an older method might:
  - Windows Refresh Tool (Anniversary Update Only)
  - Fresh Start (Creator's Update Only)
  - Two tools, one URL:
  - <https://www.microsoft.com/en-us/software-download/windows10startfresh>



# Resources

- Windows 10 Online Help:
  - <https://support.microsoft.com/en-us/products/windows?os=windows-10>
- PATACS web site:
  - <http://www.patacs.org/patwindows10.html>
  - Don't be afraid of the very long list there
- Micro Center
  - Next Windows 10 Basics is scheduled for March 10 and 11 at 2:00 PM
  - <http://www.microcenter.com/site/stores/instore-clinics.aspx>

