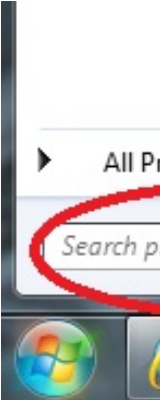


Windows 7 is the latest end-user operating system released by Microsoft. Whether you have just bought a new PC or have been using Win7 for some time, there are plenty of improvements and new features. The best part is not all of them are just for the administrators or technically minded.

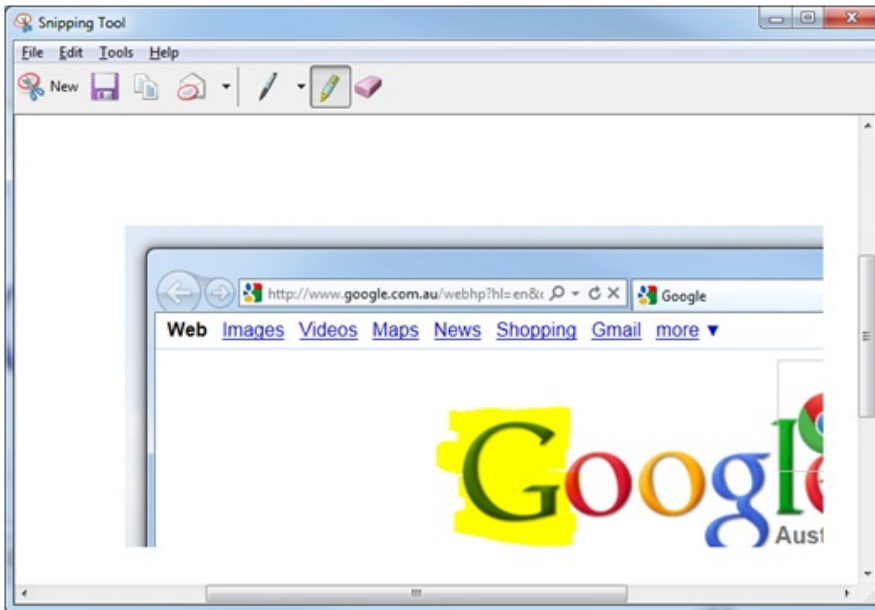
Search Utility when you press the WinKey

Finding what you want within Windows can sometimes be a “Where’s Wally” moment. So for



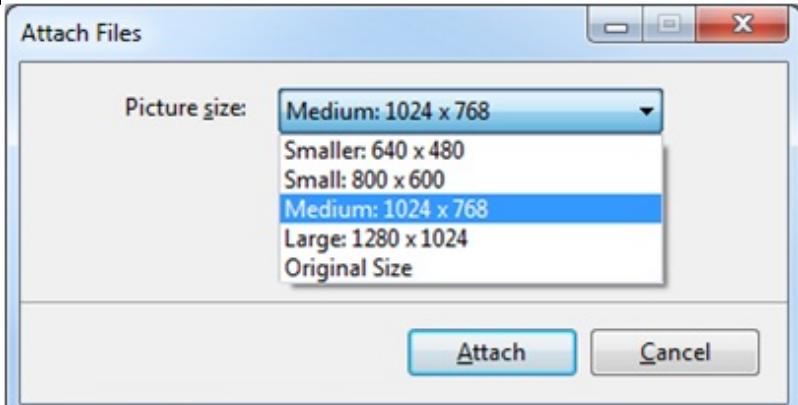
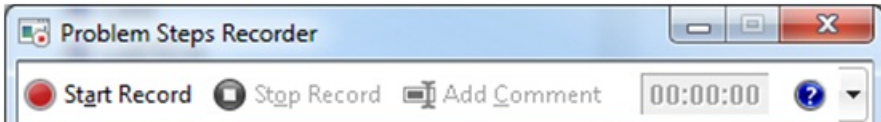
those who know what it is they are looking for, just type the name into the search utility. You can bring this up by either pressing the WinKey on your keyboard or clicking the Windows Button in the bottom left corner of your screen. Even if you only partially remember the name of the program you are looking for, auto complete will display all matches found. Try using the "search Utility" to find the below programs within Windows 7. For Example - type "snipping tool" (minus speak marks) into the search utility.

Snipping Tool



The Snipping Tool is an advancement on the old "print screen" function. It allows you to capture a screen shot or snip any object on your screen ready to paste, save or share the image. You can snip full screens or windows but the added usefulness is being able to drag the cursor around an object to form a rectangle or draw a free-form shape. Other features include pens and highlighters to draw over the snipped object.

Problem steps Recorder



Start to type pictures