

# INTRODUCTION TO EASY MICROSOFT WINDOWS VISTA

Becoming familiar with a new operating system, such as Windows Vista, can seem like a daunting task. There's so much to learn! And in this new version of Windows, there are so many different features; the interface looks different, commands aren't where you expect them to be, the entire way things work has seemingly been overhauled, all with the goal of making things easier. And they *will* be easier ... after you learn how Windows Vista is set up and how it works.

When you sit down to use a computer, you don't want to spend your time staring at it, hoping to figure out how to send a simple email. You want to be able to start right away; you want to take advantage of all the cool things you see advertised. Sending pictures of your children or grandchildren, listening to music and burning your own CD collection of your favorite tunes, watching movies, and so on, are all easily accomplished if you have the right foundational understanding of how to use Windows.

That's why *Easy Windows Vista* comes in so handy: it provides concise, visual, step-by-step instructions for showing you how to do the things you want to do with your computer. And while it's perfect for beginners, it's also ideal for anyone upgrading to this new version of Windows.

In this book, you'll start with a quick overview of what is new in Vista and then move straight into the basics of getting around and getting things done. You'll learn how to start programs, the main reason you have a computer. (A program is what you use to "do" things on your computer—send email, browse the Internet, write letters, edit photographs, and so on.) Plus, you'll discover so much more—how to play games, how to purchase music online and then burn it to a disk, and how to get pictures from your digital camera to your computer and then print or email them.

In addition, you'll find out how to maintain your computer to avoid problems, protect your computer from viruses and other security concerns, improve your computer's performance, personalize your computer so that it works the way you want, and expand its capabilities (like adding a printer or setting up a network).

All the skills you need to use your computer and Windows Vista are covered and in an easy-to-follow, visual format that gets you up and running with Windows Vista in no time.

As for using this book, you can read it cover to cover or use it as a reference when you encounter a problem or a feature you don't know how to use. Either way, *Easy Microsoft Windows Vista* lets you see it done and then do it yourself. Here's to happy computing!