



# Obedience Lessons

Autumn 2014

**Session 1 – Understanding your “beast”**

# Contact Information

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- **Toilets: -** **Outside turn left**
- **Coffee break: -** **approx 3pm**
- **Finish: -** **4pm**
- **Donations: -** **£6**



## **Wireless Connection**

**To connect to the “Ristie” wireless broadband you will need the following code: -**

**5963b98c25**

# Connecting to Your Computer

- In general leads will only plug in to one socket, and only one way round.
- If plugs are similar they will be colour-coded. (and so will the sockets)



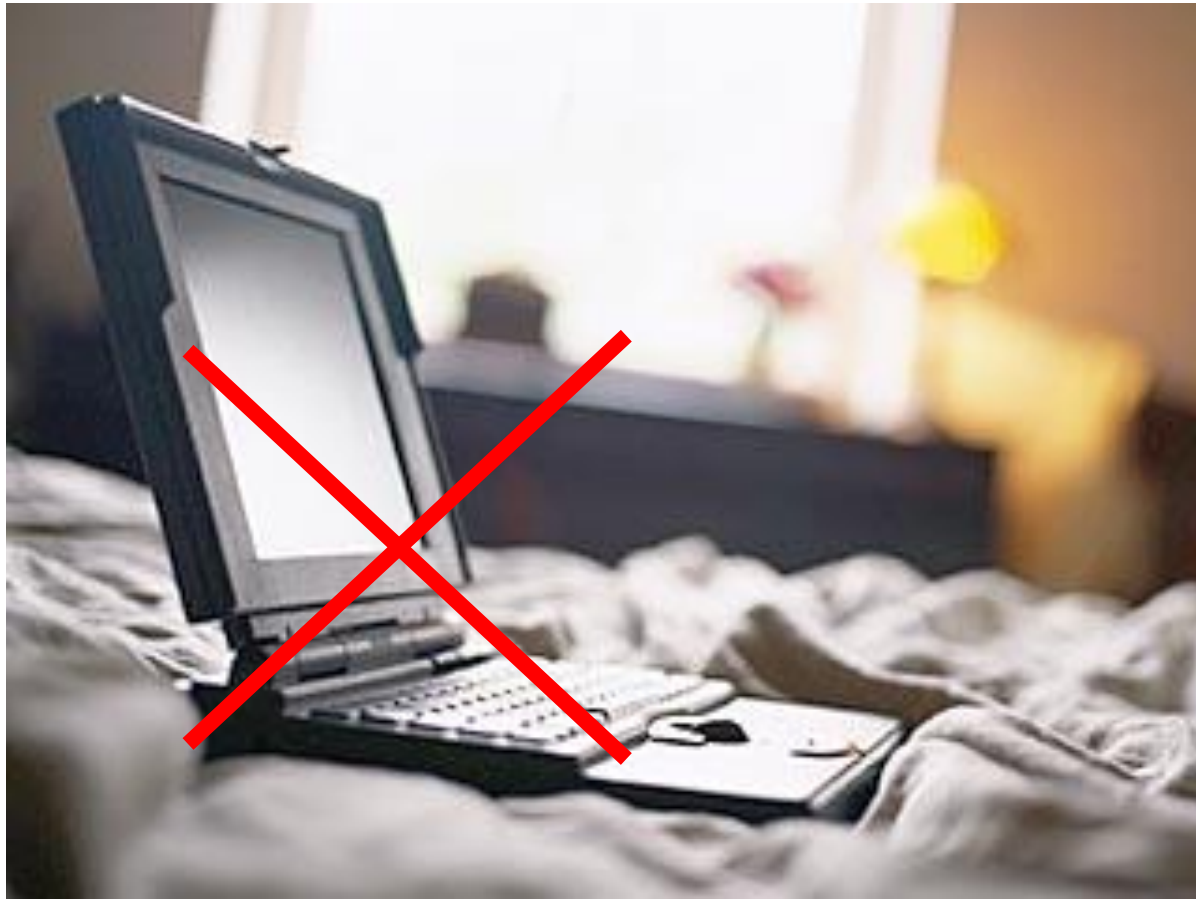
# How to kill your computer



# How to kill your computer



# How to kill your computer



# Getting to know your Computer



**What plugs in where?**



# Which of these sockets have you got?



**USB**



**VGA**



**S-video**



**Ethernet**



**USB 3**



**Mic / Line-in / Headphones**



**Firewire**



**HDMI**



**SD Card reader**

# TASK 1

Fill in the top section of the hand-out sheet

Owners Name:-

*Andrew Tregoning*

Computer type

*(Desktop / Laptop / Netbook / Tablet)*

Manufacturer

*Dell*

Model

*Dimension 5150*

No. of USB Ports

*8 USB 2 ports*

Location of USB Ports

*6 on the rear, 2 on the front*

HDMI port ?

*Yes*

Webcam ?

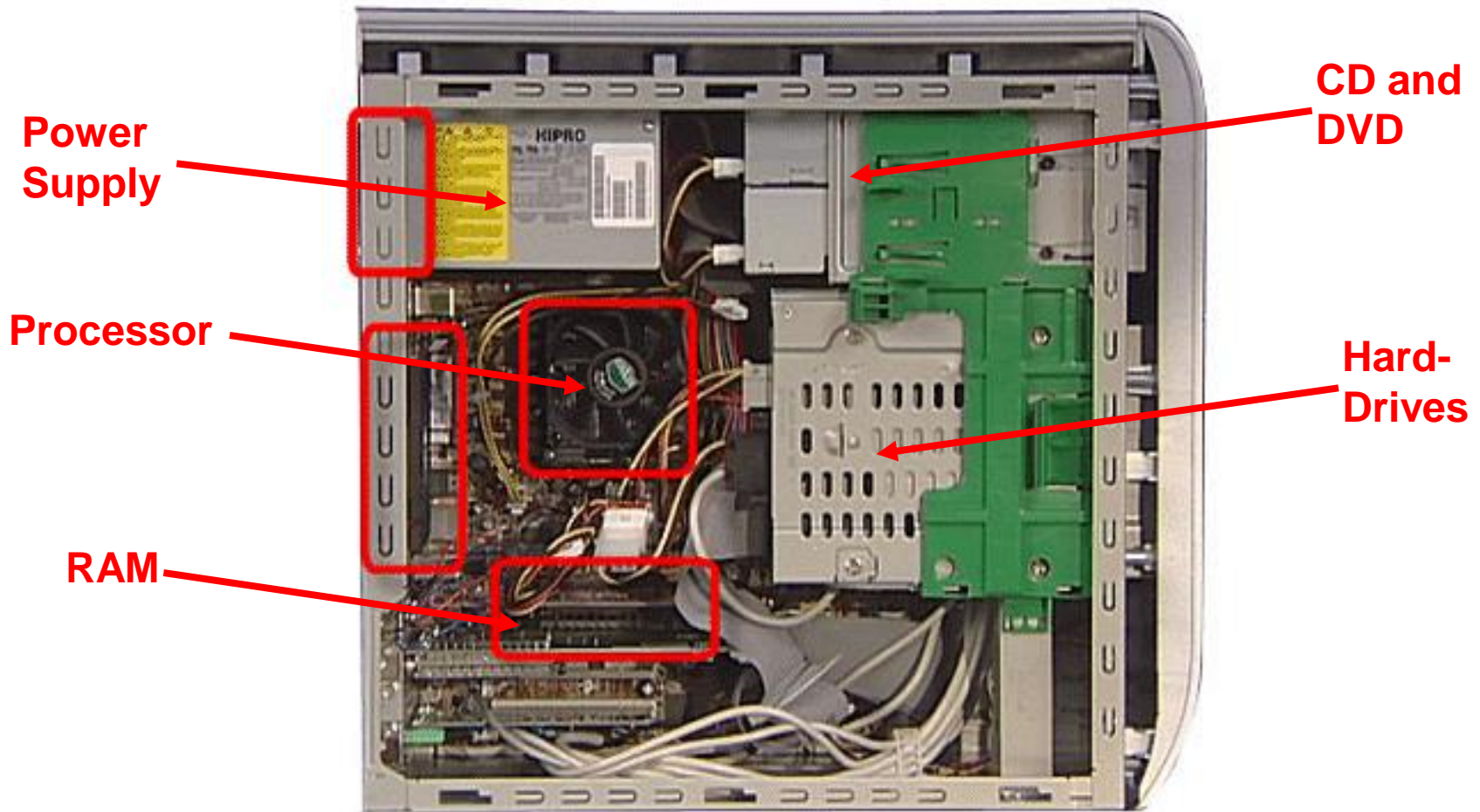
*No*

# Getting to know your Computer



**What's inside your computer?**

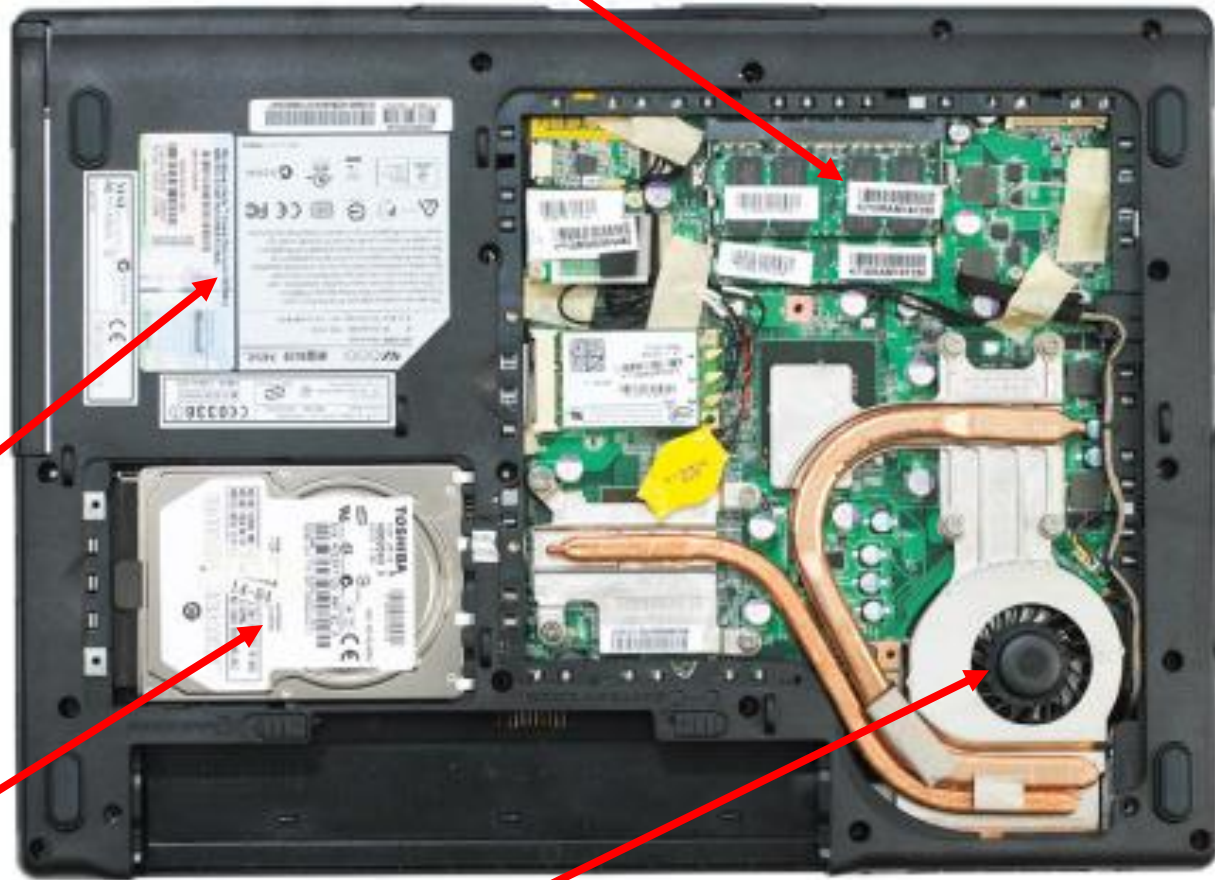
# If it's a desktop – Lots of Space!





**CD /  
DVD**

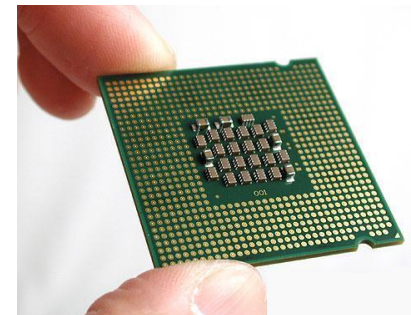
**Hard  
drive**



**RAM**

**Cooling fan**

**Processor**





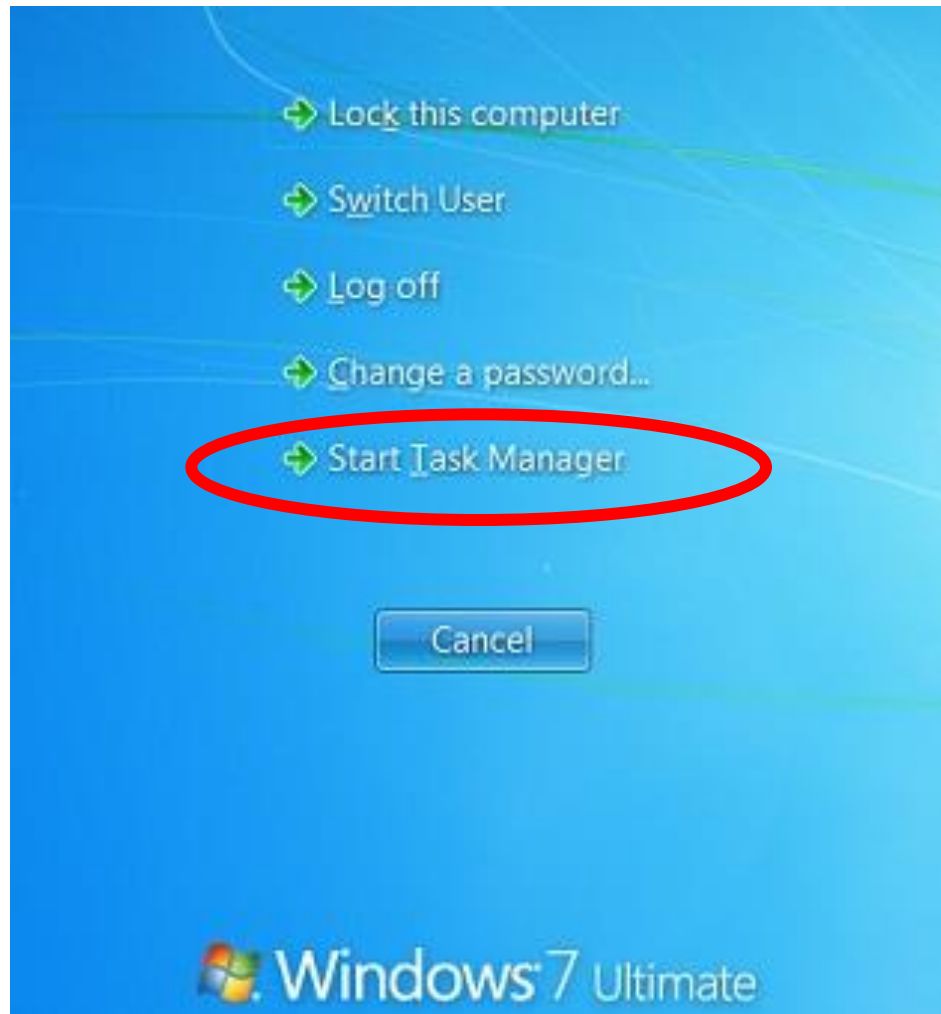
# What to do when your computer “Hangs”



Hold **Ctrl** and **Alt** whilst tapping **Del**

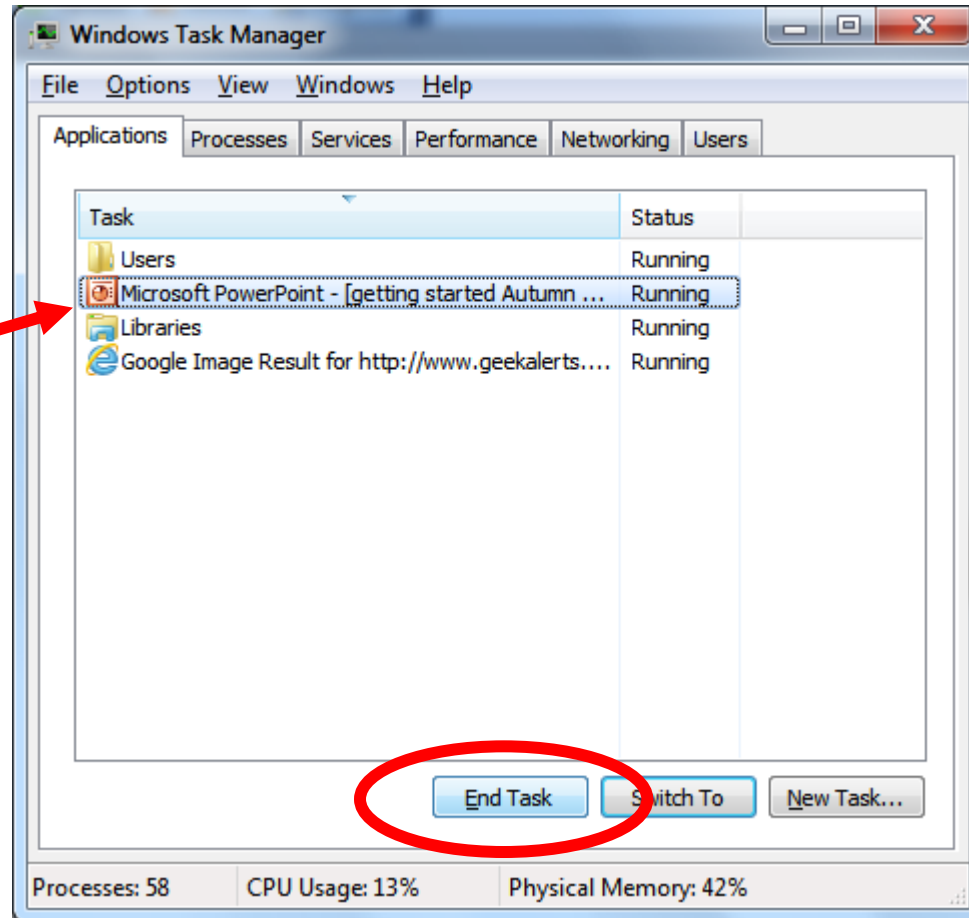


# Using **Ctrl - Alt - Delete**





# Using **Ctrl - Alt - Delete**



**Click the  
problem  
task**

## TASK 2

**Try it and see!**



# What if this doesn't work?

Hold down the power button

Count “1 potato”, “2 potato” etc. until the machine switches off



**Task 3: - Try it now and see!**

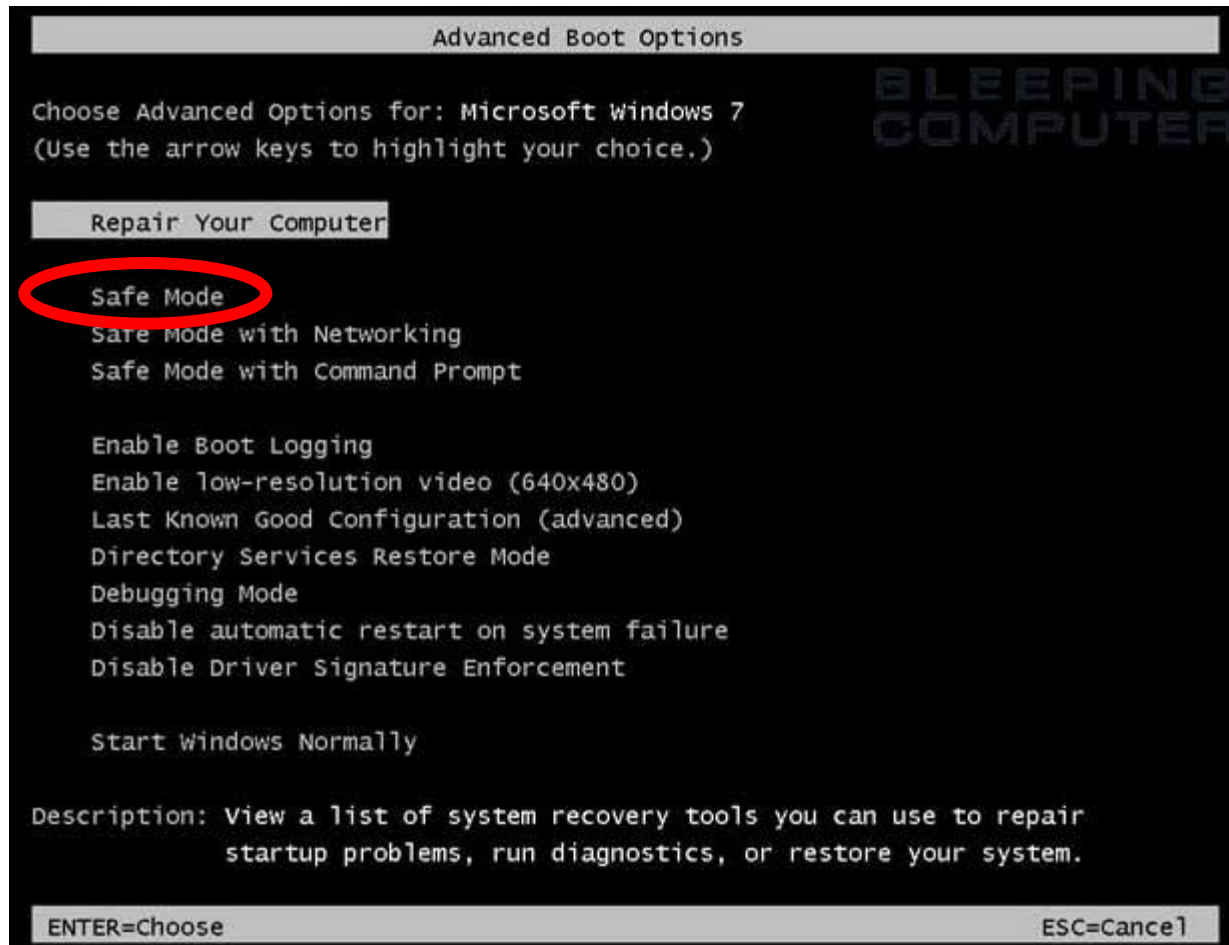
How many “potatoes” is your computer?

# What to do when your computer won't even start



# Start it up in Safe Mode

Press **F8** repeatedly when you turn on your computer



Select **Safe Mode** from the screen that appears.

## TASK 4

# Try it and see!

- Turn your computer completely off
- Restart it
- Tap **F8** repeatedly until the startup screen appears
- Select **Safe Mode** from the list of options
- Wait until it has finished loading (don't worry that it all looks a bit strange)
- Close it down again
- Now restart normally

# Bits Bytes Kilobytes + Megabytes

How your computer stores things

- a **BIT** is a single switch (0 or 1) basic unit of storage
- a **BYTE** is 8 **BITS** (8 switches)

Abbreviations

- a **KILOBYTE** is 1000 **BYTES** **Kb**
- a **MEGABYTE** is 1000 **KILOBYTES** **Mb**
- a **GIGABYTE** is 1000 **MEGABYTES** **Gb**
- a **TERABYTE** is 1000 **GIGABYTES** **Tb**

# Bits Bytes Kilobytes + Megabytes

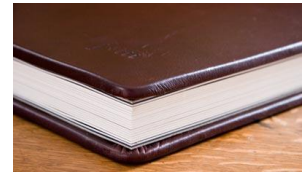
a **BYTE** can store one single CHARACTER

W

a **KILOBYTE** can store about ½ a page of writing

Down by the Bay  
shoulder. "What's the matter with you? Are you trying to break your neck running in the ditch? What's wrong with the path, or the road?" He looked back at Colonel By's two daughters trekking down the road. "And you should have a care for our friends, so they don't get hurt. We don't have many friends in this tiny town. We ought to look after them."  
Thomas shook off Alexander's hand. "They'll catch up. Hurry up, Molasses foot. By the time we get there the boat will be on her way back to Montreal. We should stay off the road, so we won't be noticed. People will start asking why we're not in school."  
"We can tell them Master Maloney is sick today," Alexander said, ignoring the comment about his foot. "That's the truth, isn't it? We've got plenty of time. The boat will be at the wharf for hours, unloading and reloading."  
"And I don't want to miss any of it. Once they put the water in the canal, the storehouse might not stay here. They might keep going up the canal. We have to see this boat while she's here. We'll hide next to the storage building." Thomas took off again, stumbling over rocks, waving his arms to keep his balance.

a **MEGABYTE** can store a 500 page book



a **GIGABYTE** can store a small library (roughly 1000 books)



a **TERABYTE** can store many full-size Libraries





# Bits Bytes Kilobytes + Megabytes

## Or in picture terms: -

a **BYTE** can store one single coloured dot



a **KILOBYTE** can store a line of coloured dots or a tiny part of a picture



a **MEGABYTE** can store a small photo



a **GIGABYTE** can store a large photograph album (100's of photos)



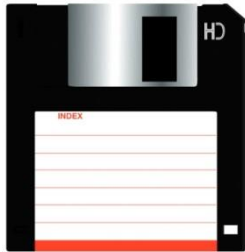
a **TERABYTE** can store 100s of photograph albums



# Storage



- Information is stored on disks as a magnetic pattern (remember magnetic tapes and cassettes). Think of a disk as your filing cabinet.
- The different magnetic patterns represent the “1”s and “0”s
- Disks **do not lose their information** when you turn your computer off.



A / B



C / D



D / E

# TASK 5

How big is *your* hard drive?

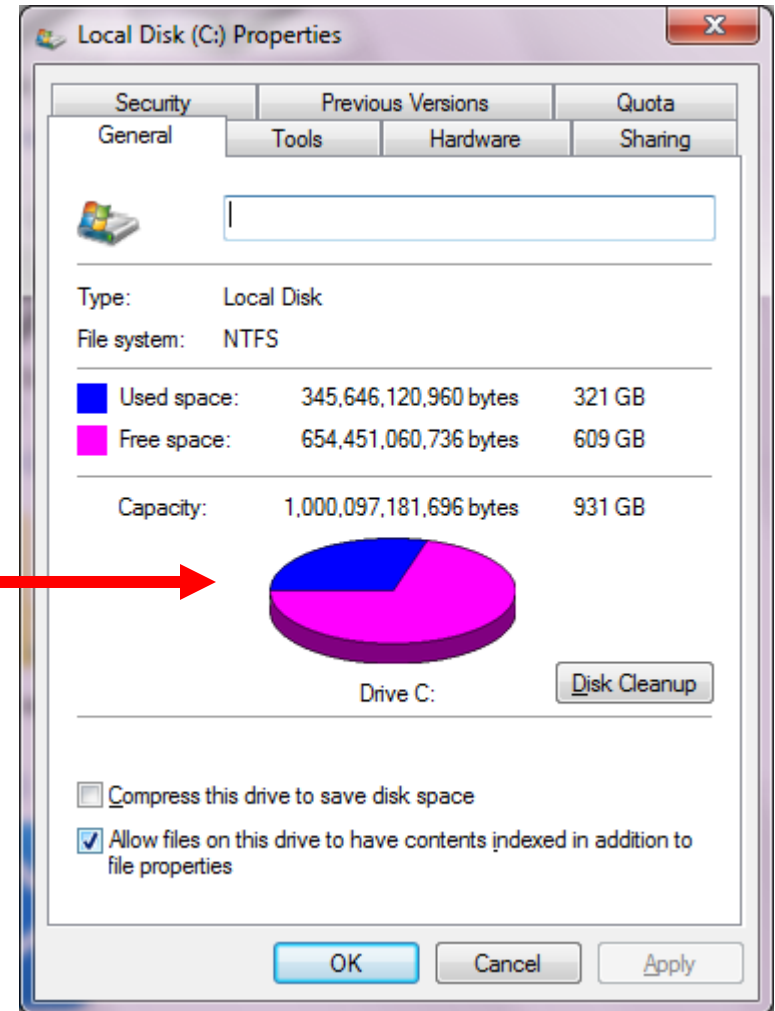
Click **START** - **Computer** and hover your mouse over drive **C**



Potentially how many books (or how many pictures) could you store on your hard drive?

**Right-Click** on the C:  
drive and **Select**  
**Properties**

**You will see a graph**  
**showing how much**  
**space you have left**



Any other storage devices you plug in will automatically pick up the next free available drive letter  
(e.g. Drive **E** ..... **Z**)



## TASK 6

Identify ALL the drives on your computer  
Who's got the most? What is the highest letter?

# TASK 7

- Insert a USB memory stick.
- Predict what drive letter it will be.
- Check it in **Start - Computer**.



# Operating Systems

- The operating system is the software that “operates” your computer and allows all the different programs to work. (Think of it as a Language)
- Microsoft Windows is probably the most common operating system in the world today but there are many others: - Mac OS / Linux / Android



# Windows has come in many “flavours” over the years: -

- Windows 3.1
- Windows 95
- Windows 98
- Windows 2000
- Windows Millennium
- Windows XP
- Windows Vista
- Windows 7
- Windows 8
- Windows 8.1

## TASK 8

- select **Start**
- Right-Click **Computer** then select **Properties**
- What is your operating system?
- Which version?
- Which Service Pack?
- 32 bit or 64 bit?

[View basic information about your computer](#)

Windows edition \_\_\_\_\_

Windows 7 Professional

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Service Pack 1



# RAM (Random Access Memory)

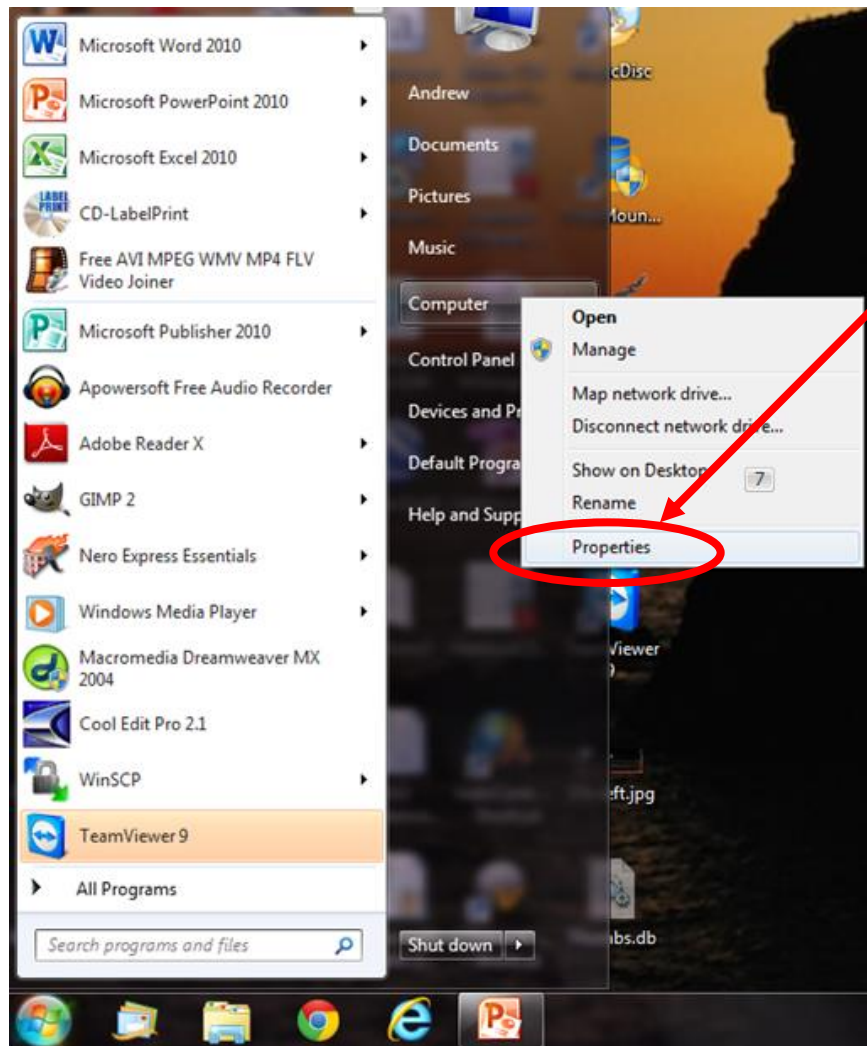


- This is where your computer stores everything while you are working. Think of it as your desktop where you open up all your books and paperwork
- RAM is **Volatile** – **loses everything when switched off!**
- The bigger the RAM the quicker your computer will work. (like having a bigger desk to lay things out on)

# TASK 9

Find out how much RAM your computer has.

(select **Start** - **Right Click** on **Computer** then **Properties**)



System	
Rating:	System rating is not available
Processor:	Intel(R) Pentium(R) D CPU 2.66GHz 2.66 GHz
Installed memory (RAM):	2.00 GB
System type:	32-bit Operating System
Pen and Touch:	No Pen or Touch Input is available for this Display
Computer name, domain, and workgroup settings	
Computer name:	Dell-PC
Full computer name:	Dell-PC
Computer description:	
Workgroup:	WORKGROUP
Windows activation	
Windows is activated	
Product ID:	55041-033-3619295-86259 <a href="#">Change product key</a>

**Who's got the most RAM?**

# How Much RAM do I Need?

	<u>Necessary</u>	<u>Preferable</u>
• Windows XP	512 Mb	1Gb
• Windows Vista	1Gb	4Gb
• Windows 7	2GB	4Gb
• Windows 8	1GB	4Gb

The maximum RAM you can have with a 32bit operating system is **4Gb**

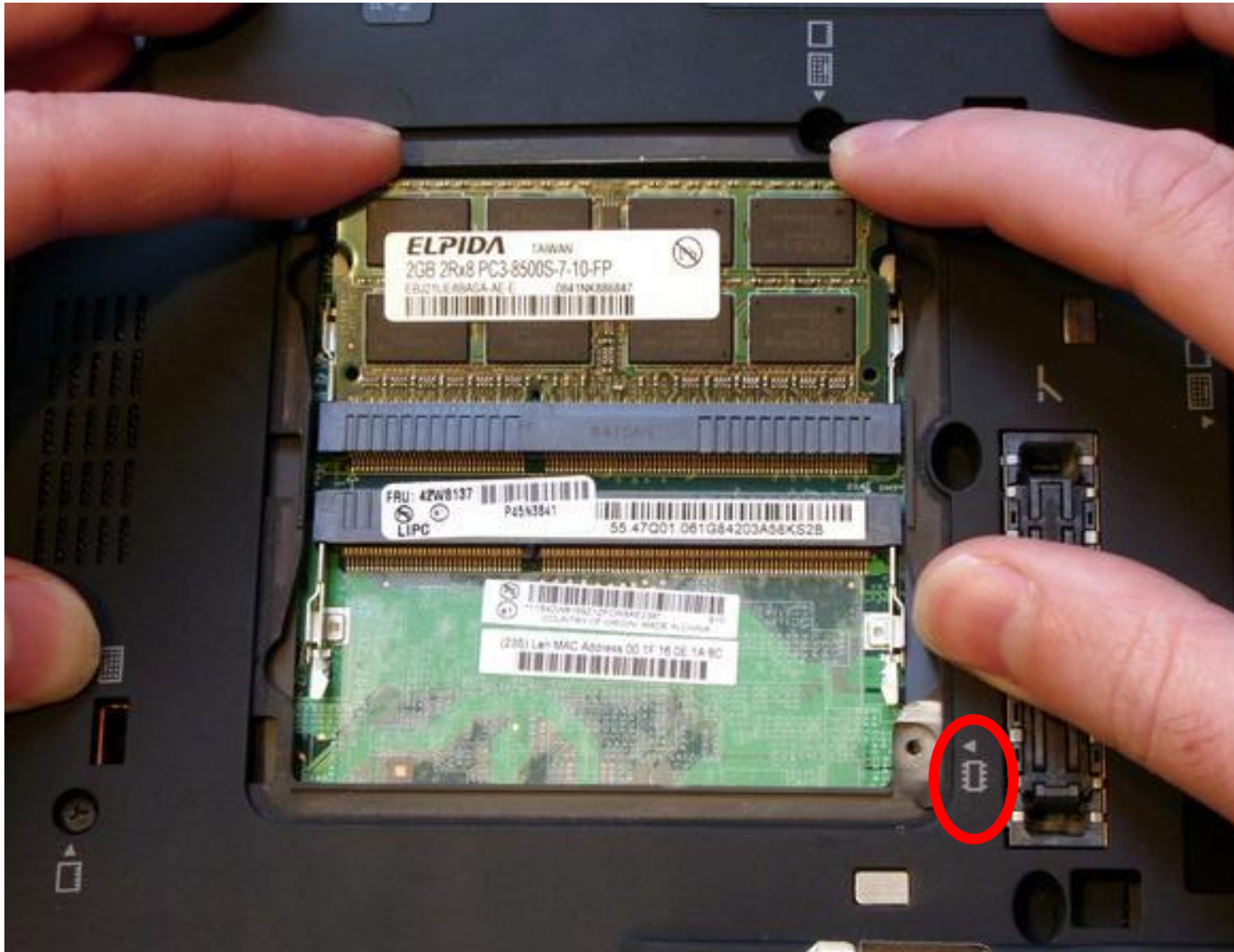
The maximum RAM you can have with a 64bit operating system is **128Gb**

# Installing Laptop Memory





# Installing Laptop Memory



# TASK 10

Now fill in the bottom section of your hand-out sheet

Operating System	(Windows) / Android / Linux / Apple)
Edition (version)	Windows 7
Service Pack	Service Pack 1
Processor	Pentium D 2.66 GHz
Memory (RAM)	2.00 Gb
32 / 64 bit	32 bit
C: Drive capacity	931 Gb
Used Space	321 Gb
Free Space	609 GB

# TASK 11

**Fill in a hand-out sheet for someone else's computer**

**Owners Name:-**

**Computer type** (Desktop / Laptop / Netbook / Tablet) \_\_\_\_\_

**Manufacturer** \_\_\_\_\_

**Model** \_\_\_\_\_

**No. of USB Ports** \_\_\_\_\_

**Location of USB Ports** \_\_\_\_\_

**HDMI port ?** \_\_\_\_\_

**Webcam ?** \_\_\_\_\_

**Operating System** (Windows / Android / Linux / Apple) \_\_\_\_\_

**Edition (version)** \_\_\_\_\_

**Service Pack** \_\_\_\_\_

**Processor** \_\_\_\_\_

**Memory (RAM)** \_\_\_\_\_

**32 / 64 bit** \_\_\_\_\_

**C: Drive capacity** \_\_\_\_\_

**Used Space** \_\_\_\_\_

**Free Space** \_\_\_\_\_

# Hardware and Software

- Hardware hurts if you hit it!
- Software doesn't!



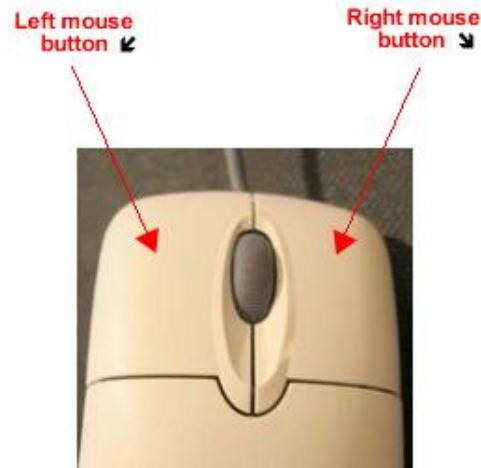


# Hardware or Software?

- **Windows 7**
- **Mouse**
- **Hard-Drive**
- **Microsoft Office**
- **USB Memory Stick**
- **Norton Anti-Virus**

# Left and Right mouse clicking.

- **Left Click:** Means “**Select Something**”
  - Select this program
  - Select this folder
  - Select this picture.
- **Double clicking** will **activate** the item!
- **Right Click:** Means “**Give me a list of possible things I can do**”
  - this will depend on the item selected.



## TASK 12

Experiment with right and left clicking.  
See what options are available when you  
right click on: -

**a) the desktop**

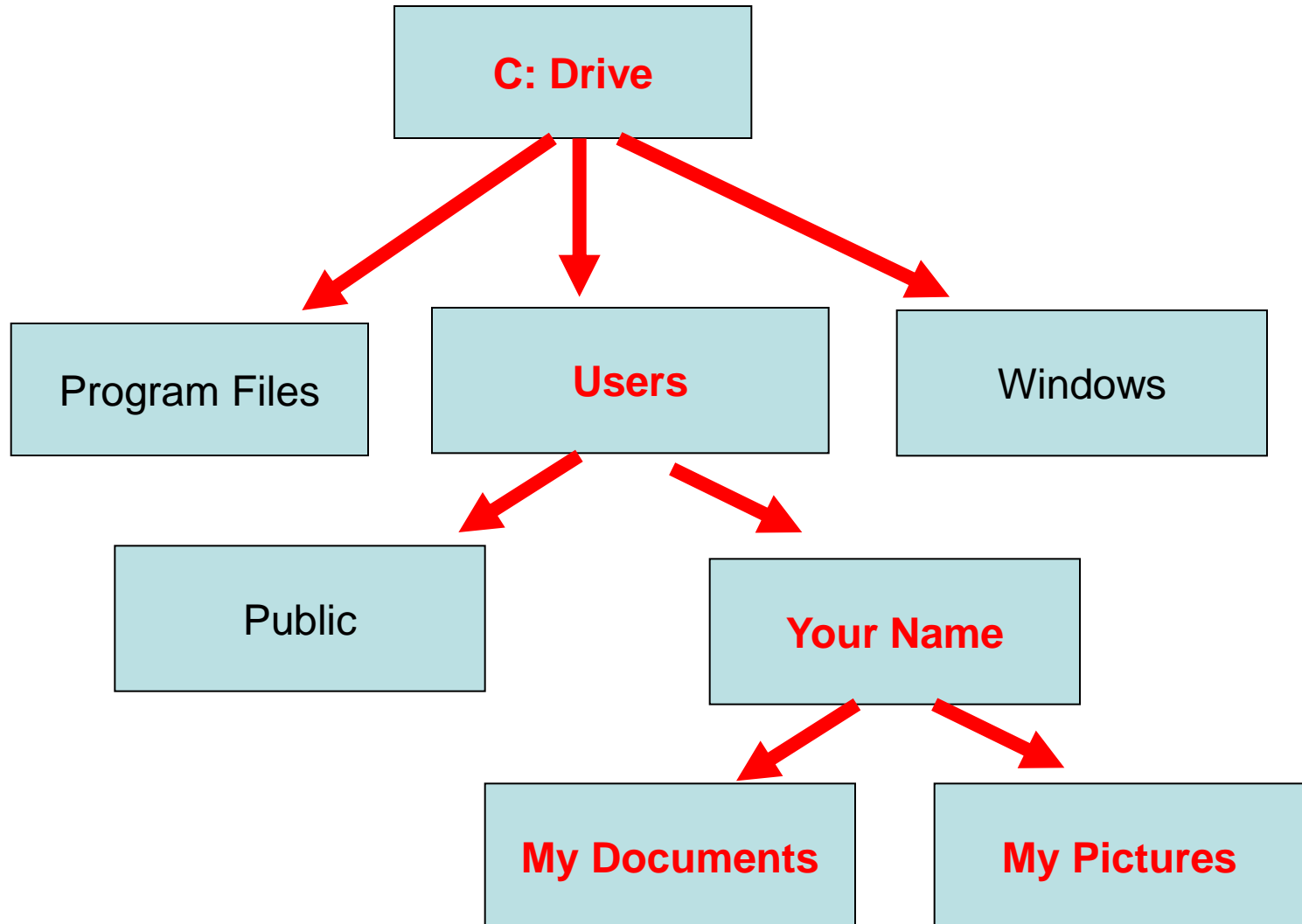
**b) the taskbar**

**c) a link**

**d) a file**



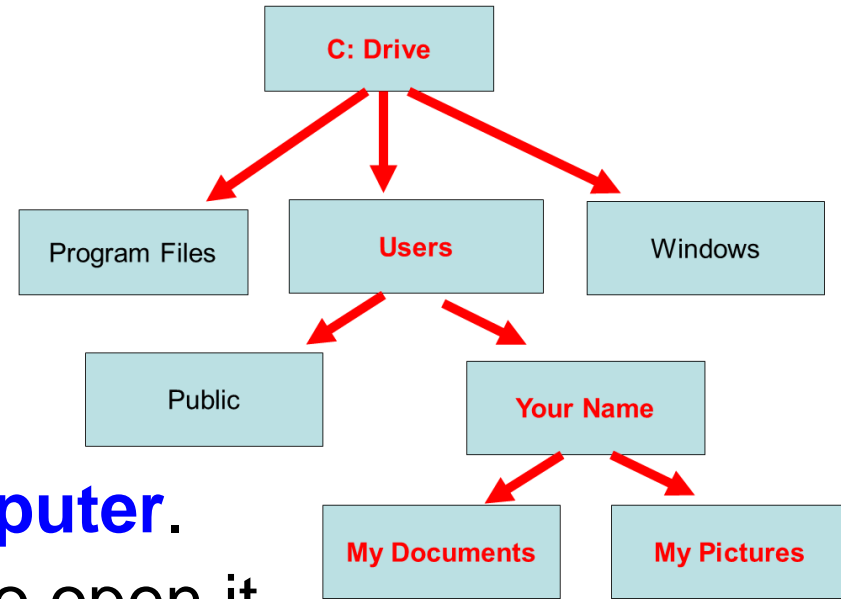
# Navigating your files and folders



## TASK 13 Navigating your “Computer Tree”



**Back**

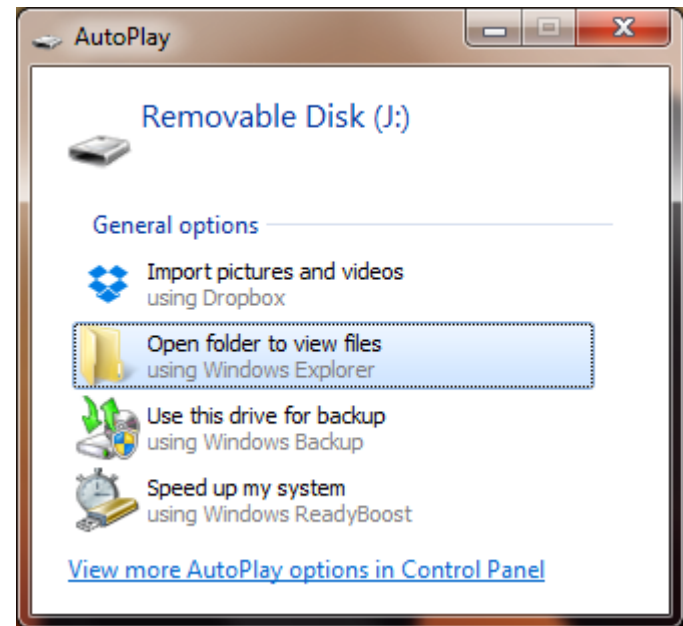


1. Click on **Start** and then **Computer**.
2. Double click on the **C:** drive to open it.
3. You will notice several folders. Open the **users** folder.
4. Open the folder with **your name** then **My Documents**
5. Continue opening folders until you can't go any further.
6. Now use the “**back**” icon to retrace your steps until you get back to “**Computer**”.
7. See if you can imagine this as a kind of inverted “folder tree” (like the example above).

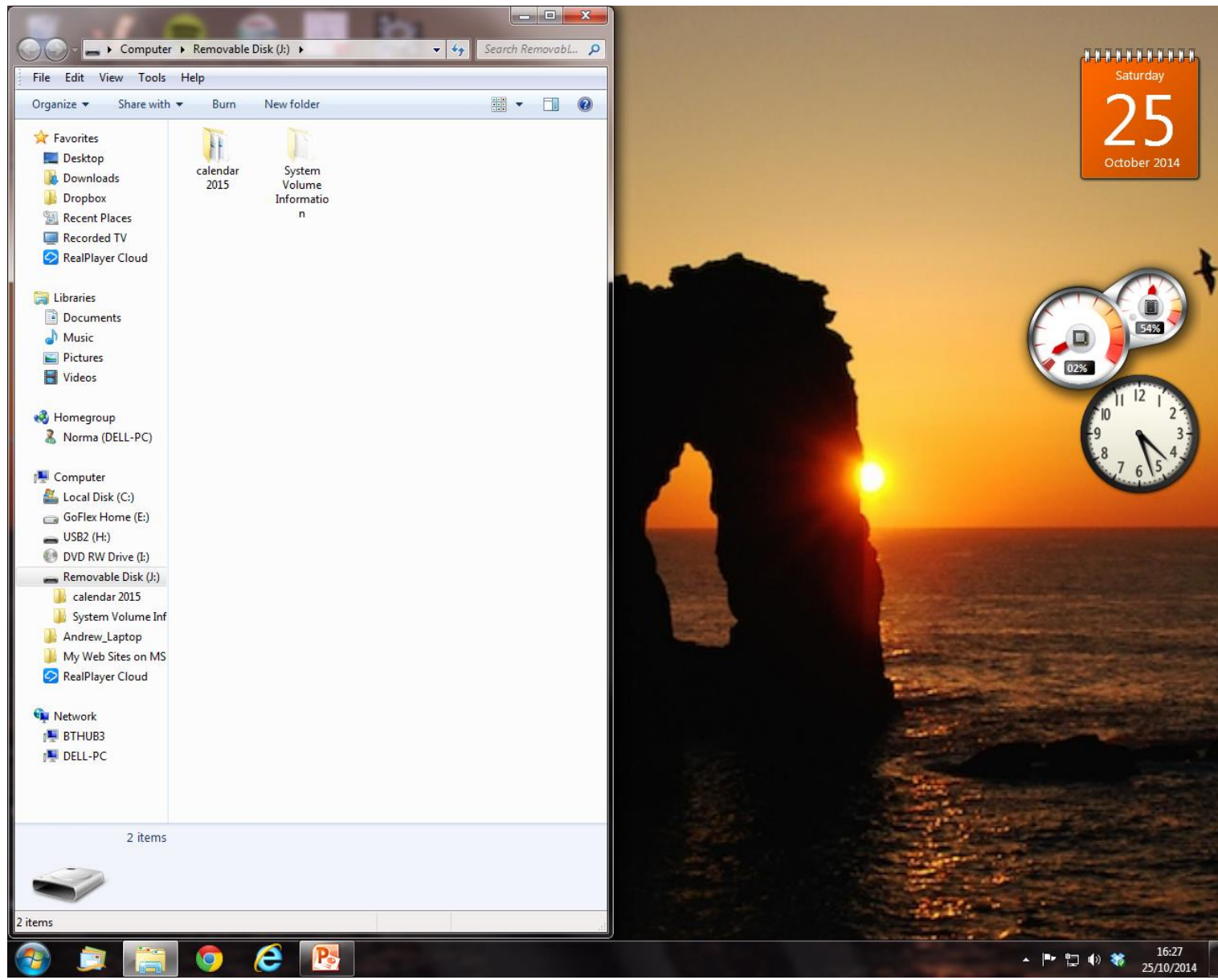
# TASK 14 Copying Files from a USB Stick

Insert your USB stick and wait until you see this message

Select “Open Folder to view files”

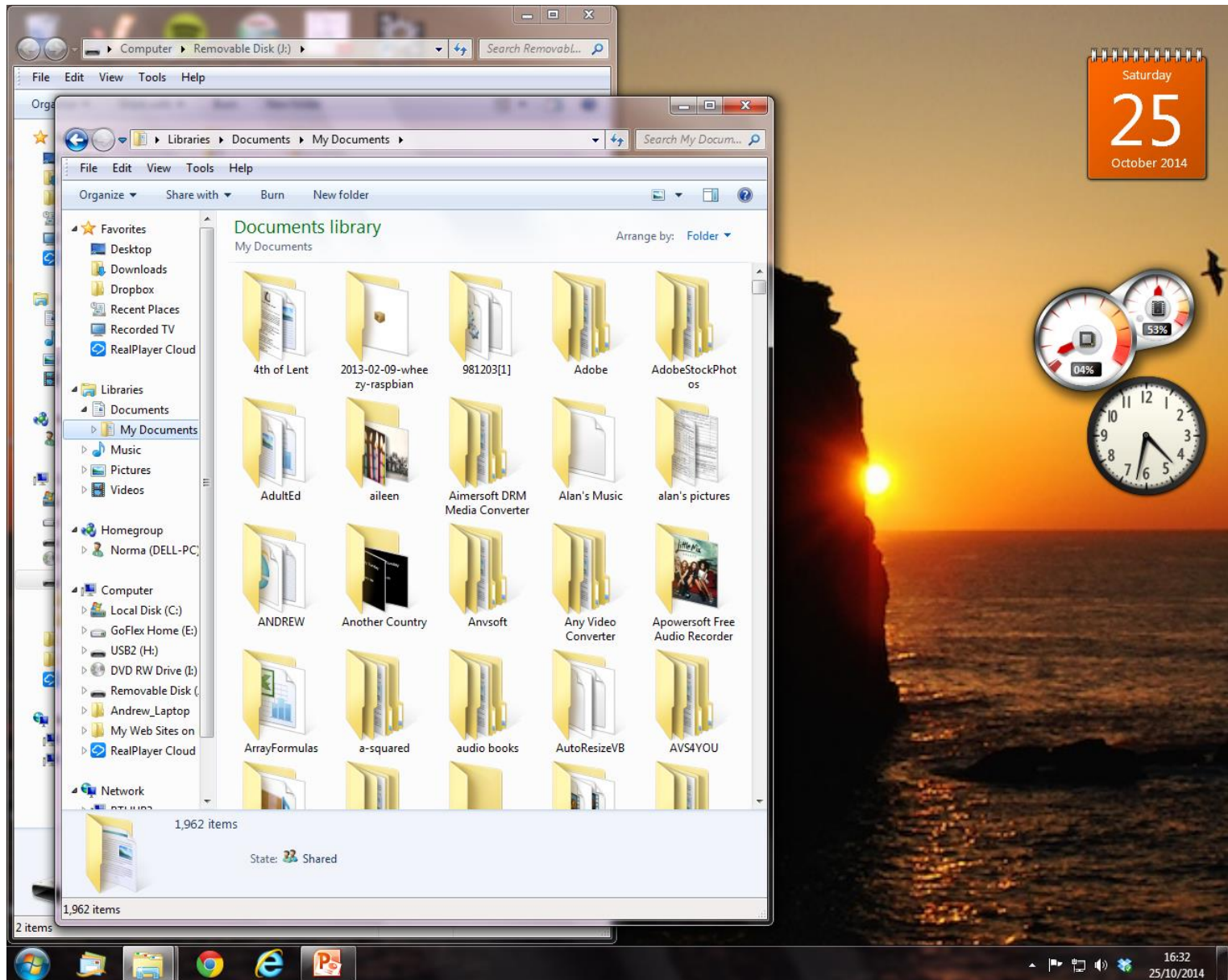


# Press the **Windows Key** and **Left Cursor**



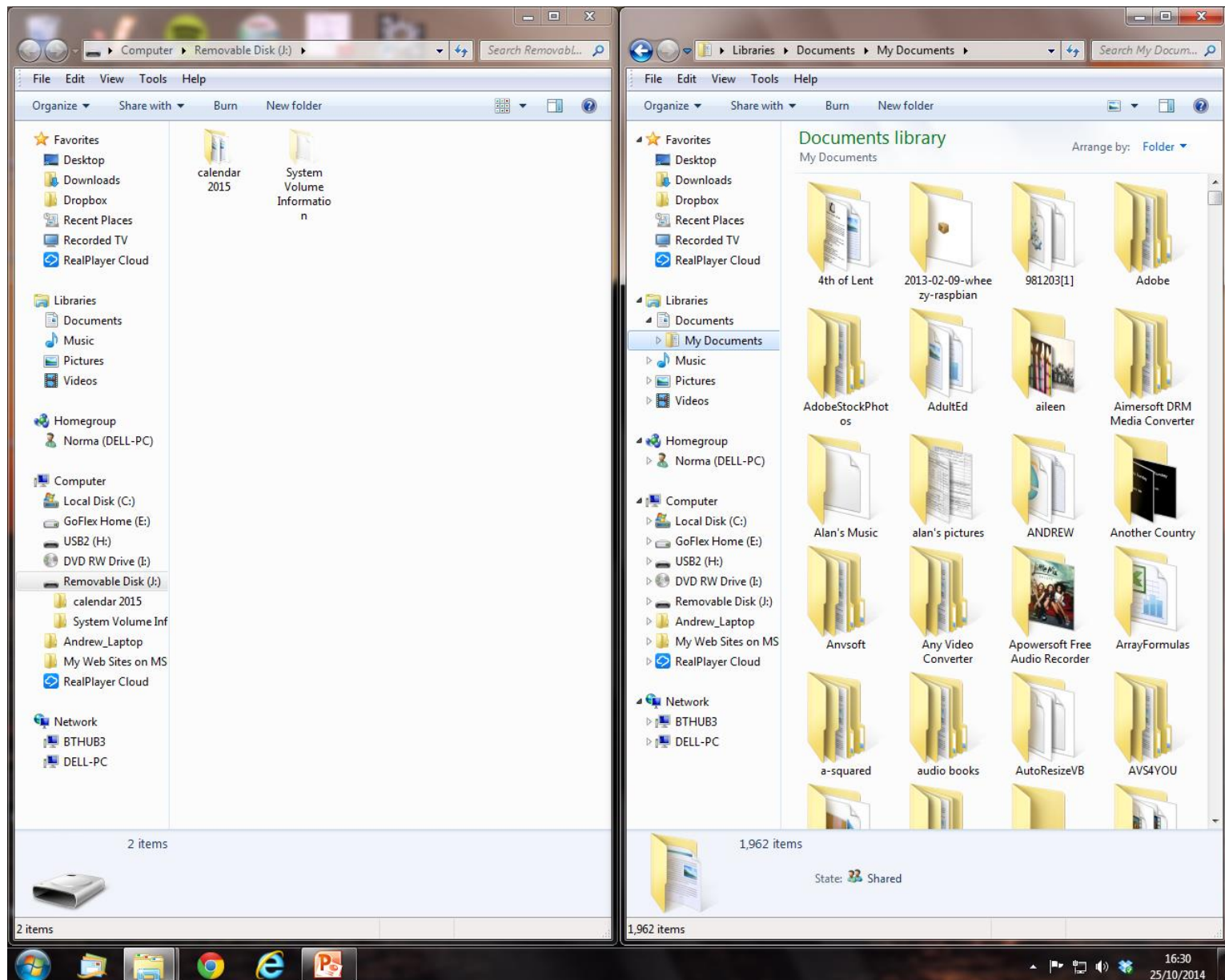


# Select Start and Documents

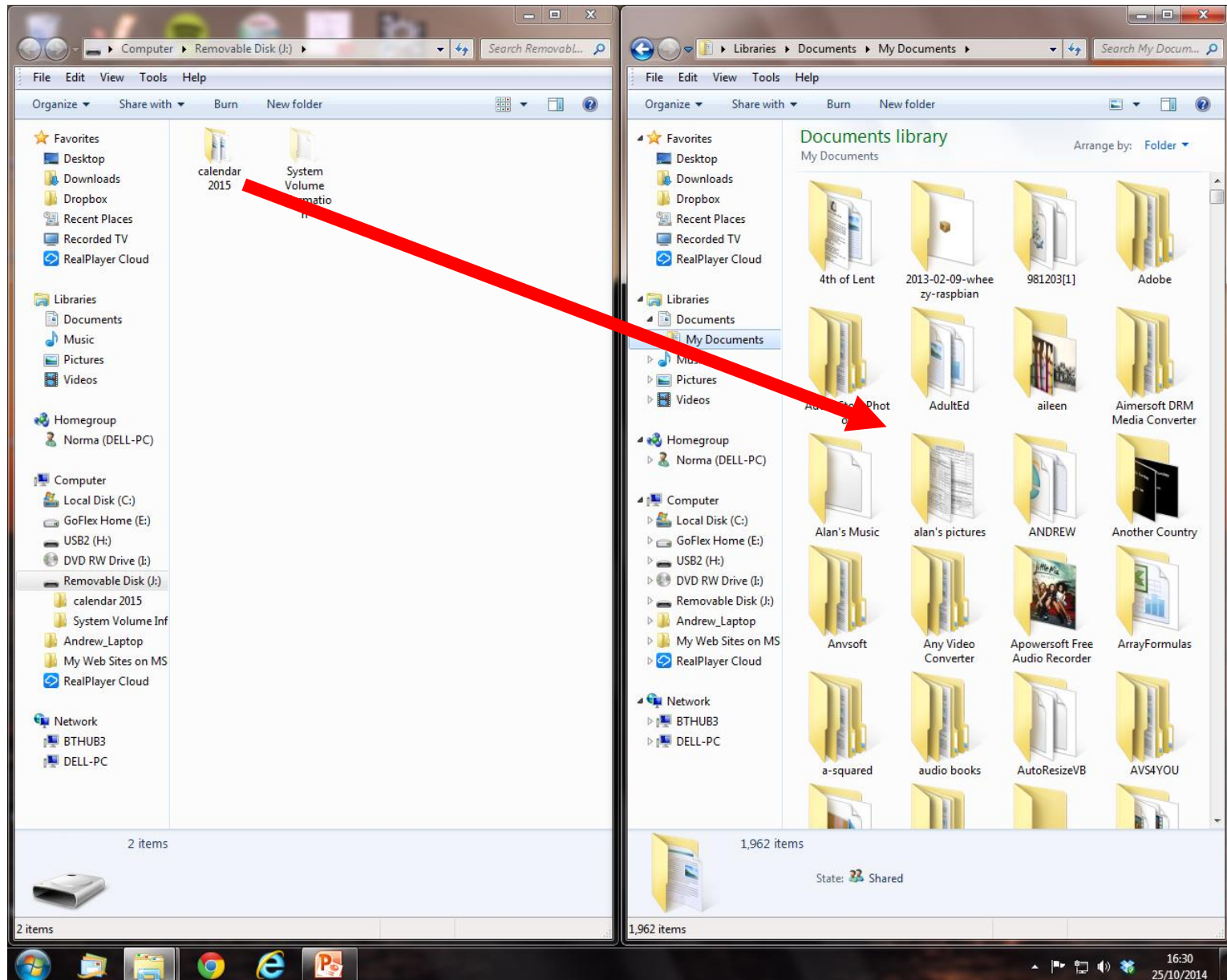




# Press the **Windows Key & Right Cursor**



# Drag the **Calendar** folder into **Documents**





# Homework

Put some photos on a USB stick for next weeks lesson!

Or select some photos and put them in a folder

That's it folks!



You can all go for a lie down in a darkened room now!