

Computing for Beginners

Presented by Academic Success Center

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Computer Hardware

- Basic
 - System Unit
 - Monitor
 - Keyboard
 - Mouse
- Laptop – 4 components in 1
- Desktop – Each component is separate

Desktop - can mean a computer that sits on a desk OR what is seen on a monitor when Windows is open.

- Laptop usually also contains
 - Network card
 - Camera
- Desktop usually comes with
 - Network card
- Can also add
 - Drawing Pad
 - Headphones
 - Separate keyboard, mouse – laptop
 - Camera - Desktop

<https://www.youtube.com/watch?v=mLgTnkW558w>

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Buying a computer

What to look for

- Laptop or Desktop
 - Portable or not
- Windows, MacOS, Chrome, Linux
 - For school: Windows is better
- CPU
 - General medium computing tasks: Intel i5 or AMD Ryzen⁵
- Memory
 - minimum 8 GB; 16 GB better
- Storage
 - Minimum 256 GB; more is better, usually 500 GB to 1TB

¹ ired.com/blog/how-to-buy-the-right-laptop-for-you
<https://www.consumerreports.org/electronics-computers/computers/buying-guide/>

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1st Step – Power On

- Source – Cords or Battery
- Already On? (Look for LED indicator)
 - Yes - Tap any key; move mouse; log on window appears
 - No – Find Power Switch and turn on
- Laptop – Usually above keyboard; upper right or left corners
- Desktop (Tower) – Can be on front, on top, or on sides

Exercise: Find Power Button

Used only to turn on, not turn off. Use Start Button on task bar to power off.

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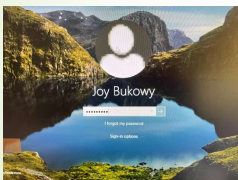
You've Powered Up – What happens

- Computer
 - Checks for attached devices
 - Loads **Operating System**
 - Opens Dialog Box to log-in

See school's Internet use policy first? Click to agree

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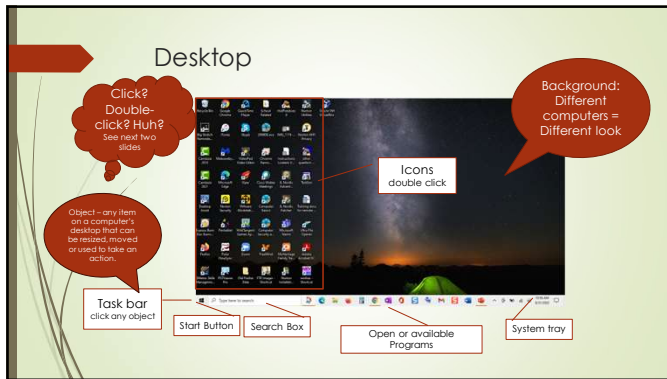
Logging On



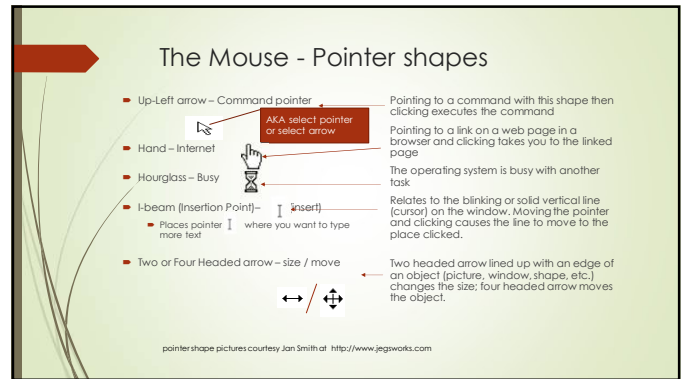
- at School
 - User Name: f#####
 - Password: fimmddy (or last password for returning students)
- at Home
 - User Name: you create
 - Password: you create
 - Press Enter or click

Note: after user name created automatic; no need to reenter; not your name, get owner to create account for you.

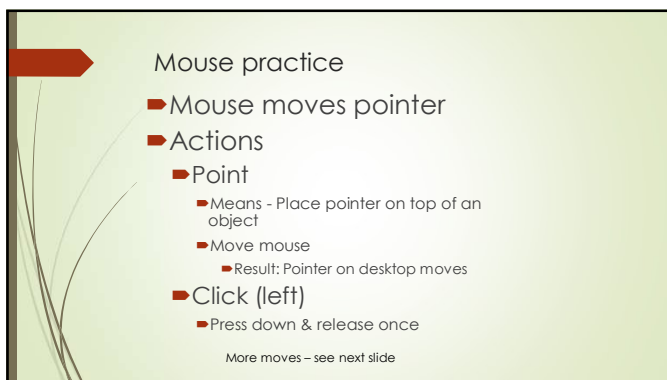
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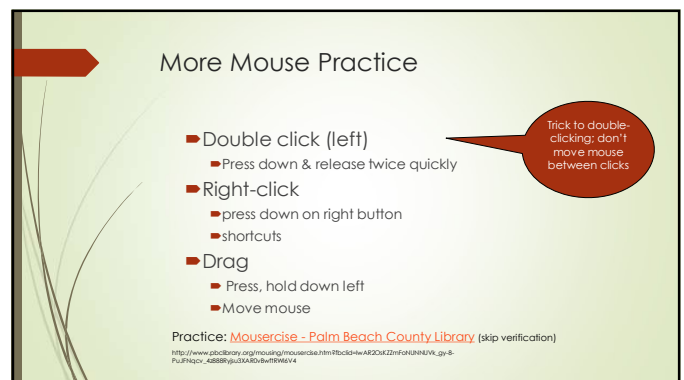
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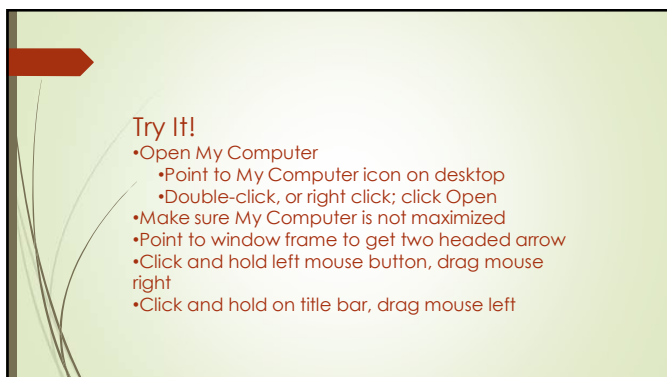
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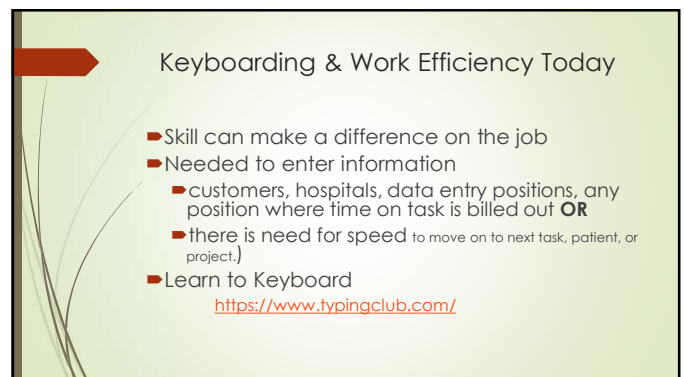
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Browsers

- Must have network connection to use
- Open Edge, or Chrome



- To open:
 - Double click any one of the icons on the desktop
 - Click the icon if it is on Taskbar
 - Find & Right-click one of the icons on Desktop: Click Open
 - Click the start button, click All Programs. Browsers are usually at the top of the list.

Note: Browser Features vary by Browser - example: downloading files

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What about Security

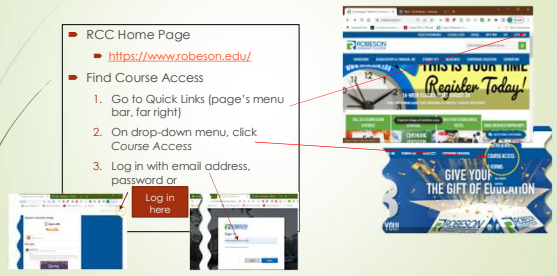
- Absolute Must**
- Minimum
 - Have Software for Antivirus and Malware
 - With browser open, google "free antivirus and malware"
- Other
 - VPN (virtual private network)
 - Real-Time Scanning
 - Anti-Phishing



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Use Browser for Courses


- RCC Home Page
 - <https://www.roberson.edu/>
- Find Course Access
 - Go to Quick Links (page's menu bar, far right)
 - On drop-down menu, click Course Access
 - Log in with email address, password or



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Log in to Course Access, E-mail, Other

- RCC Home page <http://roberson.edu>
- Click Quick Links
- From dropdown menu: Click E-Mail or Course Access.
- Log in dialog appears
 - User Name = Email Address
 - Password - network password.



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With Just a Few Basics . . .



... you're off and running!

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