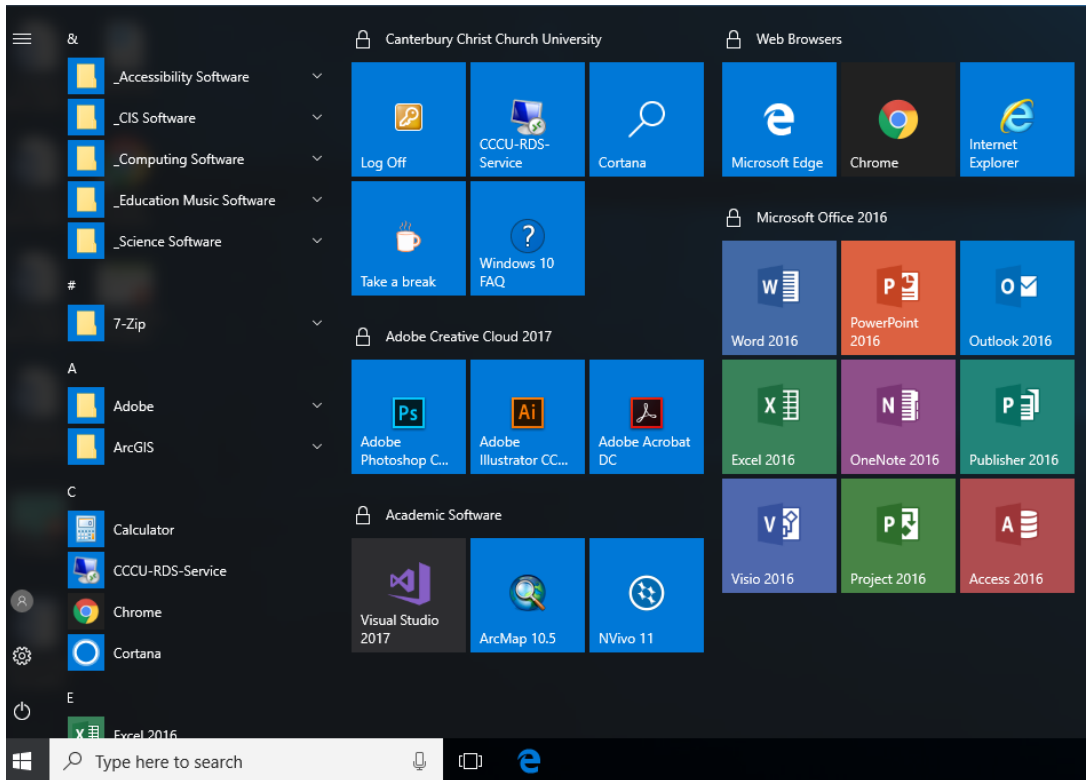


Using Windows 10

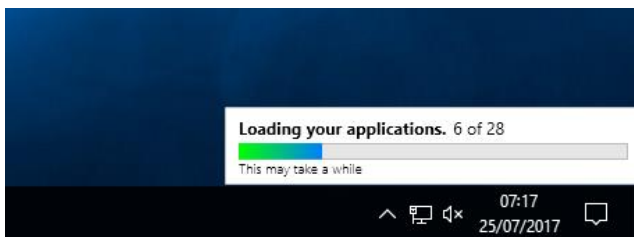
Once your device has turned on double click anywhere on the screen or press any key on the keyboard to display the login screen. Enter your University username and password to proceed.



AppV

AppV now refreshes when you log into your PC.

You should see a “Loading your applications” bar in the bottom right of the screen. This will automatically refresh your applications.

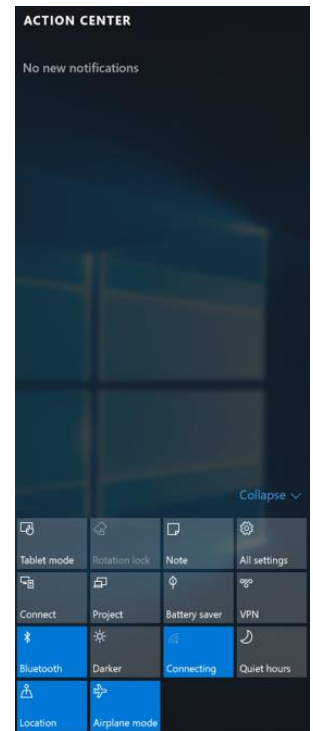


If you are missing an application, please log off your machine and log back in again. The application should appear after you log in.

Action centre

In Windows 10 the Action Centre is where to find your application notifications, as well as quick actions, which give you quick access to commonly used settings and apps.

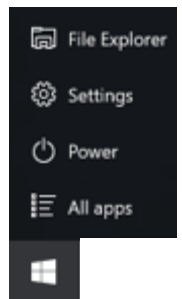
To access the action centre, click the action centre icon located in the taskbar in the bottom right of the screen, the icon looks like this:



Accessing applications

To access your applications, change settings, use file explorer and power your device off, click the start button located on the taskbar in the bottom left of the screen:

“All apps” displays all available software on your device including Microsoft Office 2016, locally installed applications as well as applications accessed via AppV.



Cortana

Cortana is the Microsoft equivalent to Apple’s “Siri” and Google’s “Google Now”.

Cortana will help you find things on your PC, manage your calendar and find files. The more you use Cortana, the more personalised your experience will be.

To use Cortana, type a question in the search box on the taskbar located next to the start menu.



Further help

A range of guides and resources can be found via the IT Training webpages:

<https://cccu.canterbury.ac.uk/information-technology/training/training.aspx>

However if you have any specific problems with your device after, please contact the IT Service Desk on 01227 92(2626) or by emailing: it-service@canterbury.ac.uk