



# WINDOWS 10 TIPS & TRICKS

**May 30, 2023**

9:00am to 5:00pm | NIBAF KHI

**Trainer**

**Mr. Azim Zuberi**

Joint Director NIBAF

## Contents

- Windows 10: What's New?
- The Start Menu, Launch and use Applications
- Pin Apps to the Start Menu and Resize an App Tile
- Rename a Tile Group
- Notifications Pane, Action Center and Customize Quick Actions
- Search with Cortana and Multitasking and Switching between Applications
- Microsoft Edge, View Favorites and Add a Webpage Favorites
- Use Reading Mode and Add a Webpage to the Reading List
- Create a Web Note
- Use Multiple Desktops, View Windows and Desktops
- Add a Desktop and Move Windows between Desktops
- The Settings App

**Training Fee**

**Rs. 12,000 Plus Tax**

**registration@nibaf.gov.pk**  
**051-9269778**

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