











How to use your FreeGeek computer

This is a class outline for the "How to use your FreeGeek computer"

As of July 2014, FreeGeek is using the Xubuntu 12.04 operating system

- Connecting your computer (*ask attendees if needed, if not skip*)
 - Plug in keyboard, mouse, monitor, network cable, power cord
 - Turn computer and monitor on
 - Logon screen
- What is an OS (Operating System)?
 - The operating system acts as an intermediary between programs and the computer hardware.
 - Examples of OS: [DOS](#), [Windows](#), [Mac](#), [Linux](#)
 - OS Distros: [Windows XP](#), [Windows 7](#), Linux [Redhat](#), Linux [Ubuntu](#), Linux [Debian](#).
 - Example of what the OS does: when saving a document you wrote in the word processing program Abiword, it needs to know where your disk is, and how to access it, the OS does that.
- Basic concepts
 - Menus
 - Applications Menu
 - Top Panel
 - Bottom Panel
 - Notifications area
 - Wireless/wired connection
 - Sound settings
 - Application shortcuts you dragged to this area
 - Minimize, maximize and close buttons
 - Icons
 - Shortcuts (ex calculator)
 - Right-Click(on a menu, in a program, on the desktop)
 - File types, the programs that make them, and the programs that view them. (Example can't open a music file with a word processor).

- Shutdown menu
- Two desktops
- Home folder
 - Talk about pre-created folders
 - Create a new folder called "your name"
- Changing Settings
 - Desktop background
 - Screen saver
 - Add a guest user
- Connecting to a network
- Ubuntu Software Center
- Creating and saving documents, and other files (PDF, JPG)
 - Save a file as a diff. format – i.e. Abiword >> .DOC
- Updates
- Browsing the internet (Firefox)