

## Explore Windows 7 Programs

Windows 7 includes programs that can be used to manage the Windows computing experience, create things, or communicate with others.

### Most Likely Used Programs

The table below describes the programs that are most likely to be used.

Program	Description
<b>Windows Edge</b>	This latest version of Internet Explorer introduces many new features; such as an expanded feature set, seamless interaction between the Web browser and common information management programs. These programs include Microsoft Word, Microsoft OneNote, Windows Live Mail, and Windows Live Writer.
<b>Windows Update</b>	This tool monitors the Microsoft Update site and provides an alert when new updates are available for the operating system, for installed Microsoft Programs, and for device drivers that interact with the devices connected to the computer.

### Media Management

These devices are available for streaming media from the Internet. They are also available for recording, playing, and processing still photos, video, and audio clips. The table below describes the program available in Windows 10 for managing media.

Program	Description
<b>Windows Media Center</b>	This center is used to view movies, record television programs and photo slideshows, listen to live radio programs, music from a personal music library, and music from online sources. This is not an automatic Windows program; it needs to be downloaded from the Web.
<b>Windows Media Player</b>	The media player is used to play recorded music and videos from a personal library. This includes content that is accessed or purchased online.
<b>Windows DVD Maker</b>	Use this program to create professional-looking DVDs of photos, videos, and music. Chapters, titles, and special effects can be added to the DVDs. This is not an automatic Windows program; it needs to be downloaded from the Web..

### Communication Tools

Windows 10 comes with two free word-processing programs and a simple graphics program.

Program	Description
<b>Notepad</b>	This text editor can be used to create unformatted documents or HTML files.
<b>WordPad</b>	This is a word processing program that supports rich text formatting and character and paragraph styles.
<b>Paint</b>	This is a simple graphics program that can be used to produce drawings in a variety of graphics formats such as bmp, gif, jpg, png, and tif. It can also be used to save screen images captured by using the Print Screen utility.

Program	Description
<b>Windows Fax and Scan</b>	Use this program to send and receive faxes through an analog phone line and a modem or through a fax server.

### Utilities

These are handy tools that can be used to perform different tasks. These programs are available in the Accessories folder of the All Program menu.

Program	Description
<b>Calculator</b>	The Windows calculator can be used to perform simple calculations such as addition, subtraction, multiplication, and division. It also offers the advanced capabilities of a programmer, scientific, and date calculation calculators.
<b>Math Input Panel</b>	This allows the user to use input devices such as touchscreens, external digitizers, or even a mouse to write mathematical formulas that are automatically recognized. These formulas can be inserted into different types of documents.
<b>Sticky Notes</b>	To attach electronic notes to your computer desktop, use this feature. It is the same concept as sticking the paper version of a sticky note to the physical desktop.
<b>Snipping Tool</b>	Use this tool to capture an image of a screen area and then annotate it with handwritten notes. The image can be saved as a html, png, gif, or jpg file. It can also be sent by email.