

MLCUG - WINDOWS 8 & OFFICE 2013 PREVIEW

- What & Why - to preview the forthcoming release of Windows 8 & MS Office 2013
 - Both these offerings are significant departures from what you have come to expect from MS
 - Win8 is designed to run on tablets
 - Office 2013 is designed to make use of MS SkyDrive (cloud storage) as the default storage location for documents
 - MS hopes to generate a monthly revenue stream
 - Both are designed to work closely with MS's Live.com
 - MS hopes to get you into their cloud
- Resources
 - Office 365 Preview
 - <https://www.microsoft.com/office/preview/en>
 - Windows 8 Preview
 - <http://windows.microsoft.com/en-US/windows-8/release-preview>
 - <http://windows.microsoft.com/en-US/windows-8/faq>
 - Get the product guide (PDF) - <http://go.microsoft.com/fwlink/?LinkId=251529>
 - Windows Live
 - <http://www.live.com>
 - Windows Live ID gets you into SkyDrive, Office (cloud version), Hotmail, Messenger, Xbox LIVE — and other Microsoft services
 - <https://home.live.com/allservices/>
 - Windows Live Essentials
 - <http://windows.microsoft.com/en-US/windows-live/essentials-home>
 - General references
 - Paul Thurrott's Supersite for Windows
 - <http://www.winsupersite.com/>
 - Hot keys
 - <http://www.addictivetips.com/windows-tips/30-new-hotkeys-for-windows-8/>
 - <http://www.winsupersite.com/article/windows8/windows-8-consumer-preview-windows-key-keyboard-shortcuts-142358>
 - <http://windowsteamblog.com/windows/b/windowsexperience/archive/2012/03/08/getting-around-in-windows-8.aspx>
- Notable New & Missing Features (IMO)
 - Anti-Virus called Defender (a version of MSE) included
 - Support for mounting .ISO & .VHD files
 - Windows 8 buyers by default don't get the ability to play DVDs. Users have to upgrade to Windows 8 Pro in order to do so.
 - Pro availability is \$40 starting October 26
 - Still missing PDF creation

- Screens & apps & navigation
 - Lock screen
 - Space bar = fastest way to clear the lock screen on PC
 - Login screen
 - how to login as another user
 - Live account ID vs not using it...
 - Signing in with an ID allows you to:
 - Associate the most commonly used Windows settings with your user account. Saved settings are available when you sign in to your account on any Windows 8 PC. Your PC will be set up just the way you are used to!
 - Easily reacquire your Metro style apps on multiple Windows 8 PCs. The app's settings and last-used state persist across all your Windows 8 PCs.
 - Save sign-in credentials for the different apps and websites you use and easily get back into them without having to enter credentials every time.
 - Automatically sign in to apps and services that use Windows Live ID for authentication.

- Metro ("Start") screen
 - User options
 - Metro apps
 - How to Print
 - from Charms bar | Devices charm
 - http://news.cnet.com/8301-10805_3-57464940-75/how-to-print-from-a-metro-app-in-windows-8/
 - Alt + F4 or drag / swipe down from top closes app
 - MS's App Store
 - Metro IE
 - limited capability, typical of other Metros too
 - Right-click to access app options
 - Classic desktop pinned apps
 - Hot corners
 - Hot keys
 - the "AnyKey" = Search initiation
 - Win + C = Charms bar
 - Win + Q = all apps screen
 - Win + B = classic desktop task tray items
 - Win + Tab = tab between active screens
 - Alt + Tab = tab between active apps
 - Alt + F4 to close Metro apps
- Classic Desktop
 - just another Metro app ???
 - Task bar & Pinned apps
 - Hot corners
 - Hot keys
 - Win = toggle between Metro (Start) & Desktop screens
 - Win + X = utility menu
 - Win + C = Charms bar
 - Win + Q = all apps scrn
 - Win + B = classic desktop task tray items
 - Win + Tab = tab between active screens
 - Alt + Tab = tab between active apps
 - Alt + F4
 - close app windows
 - shutdown, restart, sleep computer when classic desktop selected

- Classic Desktop apps, settings & navigation
 - Importance of Classic Desktop icons - eases frequent access
 - Importance of Pinned Task Bar icons - eases frequent access
 - Importance of Hotkeys & Metro Search
 - Value of Task Manager & changes since Win7
 - File version history, Restore Points, Backup
 - Defender, the built-in anti-virus is essentially MS Security Essentials
 - no icon in Task Tray
 - More stuff in Control Panel
 - file type associations & missing Open With option
 - File defragmentation scheduled by default
 - the Live Essentials apps
 - SkyDrive & Office Web Apps
 - Windows Live Mail client
 - Movie Maker
 - Photo Gallery
 - Writer for Blogging
 - Office 365 apps
 - Word
 - Excel
 - PowerPoint
 - Access
 - Outlook
 - OneNote
 - Publisher
- Installing & Enabling Windows Media Center **in Win8 Preview**
 - <http://windows.microsoft.com/en-US/windows-8/faq>

[Where is Windows Media Center?](#)

Windows Media Center is not preinstalled in Windows 8 Release Preview. If you want to use Windows Media Center, you need to add it by following these steps:

1. Swipe in from the right edge of the screen, and then tap Search.
(If you're using a mouse, point to the upper-right corner of the screen, and then click Search.)
2. Enter add features in the search box, and then tap or click Add features to Windows 8 .
3. Tap or click I already have a product key.
4. Enter this product key: **MBFBV-W3DP2-2MVKN-PJCQD-KKTF7** and then click Next.
5. Select the checkbox to accept the license terms and then click Add features.

Your PC will restart and Windows Media Center will now be on your PC and the tile will be pinned to the Start screen.