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# Keyboard shortcuts for Windows



## Gowtham Patel II BCA-C

This article lists keyboard shortcuts that you can use with Windows.

### Windows system key combinations

- F1: Help
- CTRL+ESC: Open Start menu
- ALT+TAB: Switch between open programs
- ALT+F4: Quit program
- SHIFT+DELETE: Delete item permanently
- Windows Logo+L: Lock the computer (without using CTRL+ALT+DELETE)

### Windows program key combinations

- CTRL+C: Copy
- CTRL+X: Cut
- CTRL+V: Paste
- CTRL+Z: Undo
- CTRL+B: Bold
- CTRL+U: Underline
- CTRL+I: Italic

### Mouse click/keyboard modifier combinations for shell objects

- SHIFT+right click: Displays a shortcut menu containing alternative commands

- SHIFT+double click: Runs the alternate default command (the second item on the menu)
- ALT+double click: Displays properties
- SHIFT+DELETE: Deletes an item immediately without placing it in the Recycle Bin

### General keyboard-only commands

- F1: Starts Windows Help
- F10: Activates menu bar options
- SHIFT+F10 Opens a shortcut menu for the selected item (this is the same as right-clicking an object)
- CTRL+ESC: Opens the Start menu (use the ARROW keys to select an item)
- CTRL+ESC or ESC: Selects the Start button (press TAB to select the taskbar, or press SHIFT+F10 for a context menu)
- CTRL+SHIFT+ESC: Opens Windows Task Manager
- ALT+DOWN ARROW: Opens a drop-down list box
- ALT+TAB: Switch to another running program (hold down the ALT key and then press the TAB key to view the task-switching window)
- SHIFT: Press and hold down the SHIFT key while you insert a CD-ROM to bypass the automatic-run feature
- ALT+SPACE: Displays the main window's System menu (from the System menu, you can restore, move, resize, minimize, maximize, or close the window)
- ALT+- (ALT+hyphen): Displays the Multiple Document Interface (MDI) child window's System menu (from the MDI child window's System menu,

you can restore, move, resize, minimize, maximize, or close the child window)

- CTRL+TAB: Switch to the next child window of a Multiple Document Interface (MDI) program
- ALT+*underlined letter in menu*: Opens the menu
- ALT+F4: Closes the current window
- CTRL+F4: Closes the current Multiple Document Interface (MDI) window
- ALT+F6: Switch between multiple windows in the same program (for example, when the Notepad Find dialog box is displayed, ALT+F6 switches between the Find dialog box and the main Notepad window)

## Shell objects and general folder/Windows Explorer shortcuts

For a selected object:

- F2: Rename object
- F3: Find all files
- CTRL+X: Cut
- CTRL+C: Copy
- CTRL+V: Paste
- SHIFT+DELETE: Delete selection immediately, without moving the item to the Recycle Bin
- ALT+ENTER: Open the properties for the selected object

### To copy a file

Press and hold down the CTRL key while you drag the file to another folder.

## To create a shortcut

Press and hold down CTRL+SHIFT while you drag a file to the desktop or a folder.

## General folder/shortcut control

- F4: Selects the Go To A Different Folder box and moves down the entries in the box (if the toolbar is active in Windows Explorer)
- F5: Refreshes the current window.
- F6: Moves among panes in Windows Explorer
- CTRL+G: Opens the Go To Folder tool (in Windows 95 Windows Explorer only)
- CTRL+Z: Undo the last command
- CTRL+A: Select all the items in the current window
- BACKSPACE: Switch to the parent folder
- SHIFT+click+Close button: For folders, close the current folder plus all parent folders

## Windows Explorer tree control

- Numeric Keypad \*: Expands everything under the current selection
- Numeric Keypad +: Expands the current selection
- Numeric Keypad -: Collapses the current selection.
- RIGHT ARROW: Expands the current selection if it is not expanded, otherwise goes to the first child
- LEFT ARROW: Collapses the current selection if it is expanded, otherwise goes to the parent

## Properties control

- CTRL+TAB/CTRL+SHIFT+TAB: Move through the property tabs

### **Accessibility shortcuts**

- Press SHIFT five times: Toggles StickyKeys on and off
- Press down and hold the right SHIFT key for eight seconds: Toggles FilterKeys on and off
- Press down and hold the NUM LOCK key for five seconds: Toggles ToggleKeys on and off
- Left ALT+left SHIFT+NUM LOCK: Toggles MouseKeys on and off
- Left ALT+left SHIFT+PRINT SCREEN: Toggles high contrast on and off

### **Microsoft Natural Keyboard keys**

- Windows Logo: Start menu
- Windows Logo+R: Run dialog box
- Windows Logo+M: Minimize all
- SHIFT+Windows Logo+M: Undo minimize all
- Windows Logo+F1: Help
- Windows Logo+E: Windows Explorer
- Windows Logo+F: Find files or folders
- Windows Logo+D: Minimizes all open windows and displays the desktop
- CTRL+Windows Logo+F: Find computer
- CTRL+Windows Logo+TAB: Moves focus from Start, to the Quick Launch toolbar, to the system tray (use RIGHT ARROW or LEFT ARROW to move

focus to items on the Quick Launch toolbar and the system tray)

- Windows Logo+TAB: Cycle through taskbar buttons
- Windows Logo+Break: System Properties dialog box
- Application key: Displays a shortcut menu for the selected item

### **Microsoft Natural Keyboard with IntelliType software installed**

- Windows Logo+L: Log off Windows
- Windows Logo+P: Starts Print Manager
- Windows Logo+C: Opens Control Panel
- Windows Logo+V: Starts Clipboard
- Windows Logo+K: Opens Keyboard Properties dialog box
- Windows Logo+I: Opens Mouse Properties dialog box
- Windows Logo+A: Starts Accessibility Options (if installed)
- Windows Logo+SPACEBAR: Displays the list of Microsoft IntelliType shortcut keys
- Windows Logo+S: Toggles CAPS LOCK on and off

### **Dialog box keyboard commands**

- TAB: Move to the next control in the dialog box
- SHIFT+TAB: Move to the previous control in the dialog box
- SPACEBAR: If the current control is a button, this clicks the button. If the current control is a check box,

this toggles the check box. If the current control is an option, this selects the option.

- ENTER: Equivalent to clicking the selected button (the button with the outline)
- ESC: Equivalent to clicking the Cancel button
- ALT+*underlined letter in dialog box item*: Move to the corresponding item

## WINDOWS MBL OS MANGO 7.5

### What's new in Windows Phone 7.5

A.Aravindh III BCA-A



The latest release of Windows Phone has hundreds of improvements and new features. Here's a sampling of the smart, the fun, and the just plain cool.

#### Notes

Some features may work differently or not at all if your phone has 256 MB of RAM. To find out how much memory your phone has, on Start, flick left, tap Settings, and then tap About. For more information, contact your mobile operator.

Some features might not be available in your country or region. For more information, see Feature and service availability.



If you're not seeing all of the features described here, you might not have the latest software update on your phone. For more information, see [Phone updates FAQ](#).

## Phone

**Custom ringtones:** You asked for it, we built it—now you can create your own ringtones using MP3 and WMA files. You can even save an audio file from a text message and make it a ringtone.

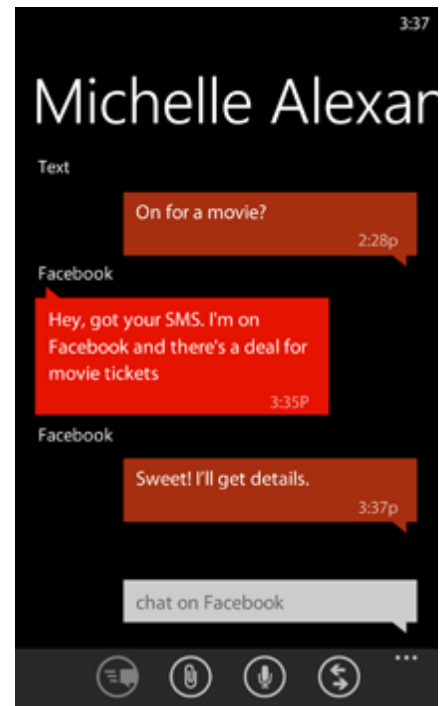
**Visual voicemail:** See your voicemails in a list, then listen to them on your phone.

**Battery Saver:** Not sure you'll make it to the next charge? Turn on **Battery Saver** to make the juice last a bit longer—you can even set it to turn on automatically when your battery is running low.

## Email + messaging

**Send a text with your voice:** That's right: with **Speech**, you can text, search the web, and lots more, totally hands- (and sometimes eyes-) free. Your phone can even read you an incoming text, and then you can use **Speech** to dictate and send your reply.

Better media messaging. Now you can attach multiple pictures and videos—along with voice notes and ringtones—to text



messages. You can include a video, picture, voice note, or ringtone in an instant message, too.

**Threads:** Start with a text, and finish in Facebook or Messenger chat (or vice versa). The whole conversation stays in one thread, and all it takes to switch back and forth is a tap.

**Facebook Chat:** It's now built into your phone—you can set it up in Messaging in a few taps.

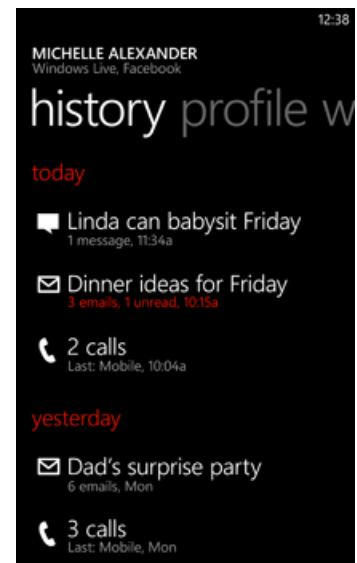
**Conversation view:** If you're fed up with deleting emails one by one or sifting through your inbox for related messages, then conversation view—emails grouped by subject—is for you. If you'd rather see your emails individually, you can still do that, too.

**Linked inboxes:** Juggling multiple accounts for personal or work email? Streamline things by linking them into a single inbox to see all the messages in one view (the accounts will stay separate).

### People + social networking

**Groups:** Groups help you focus on the contacts you *really* care about—family, best friends, fellow soccer parents. You can pin your top Groups to Start to see everyone's latest status updates and to send quick texts, emails, or IMs to the whole Group.

**More ways to share:** You've got great new options for posting to social networks from your phone, including Facebook check-



ins, video sharing, and sharing a link right from Internet Explorer.

**More social networks:** Never be out of the loop again: Twitter and LinkedIn are now built into Windows Phone, so practically everything you do on your social networks is a tap away. And don't worry—we've also included new ways to filter all those new contacts and their social updates.

A better Me card. It's all about Me—and the Me card is now one of the most useful spots on your phone for staying in touch with your friends and keeping tabs on your social networks.

History view. Contact cards now show the history of your recent calls, emails, texts, and chats with the person. Just tap in the list to return the call or go to the thread.

### Smarter apps

**Multitasking:** Keep your place in a game while reading email? Check. Listen to music apps while texting? You bet. Many apps can run in the background, so you don't need to shut one down to use another—plus you can switch between open apps in a flash.

**App Connect:** Get the app you need—sometimes before you even know you need it. Search the web, and alongside the usual results you'll see apps you can use—like a movie app when you're looking up showtimes. You'll also see photo apps in the Pictures Hub and music apps in Music + Videos.



**Improved Live Tiles:** The Live Tiles on Start dish up more (and quicker) updates on your apps, and they're also a whole lot of fun—the Pictures Tile animates with a slideshow of your favorite snapshots and Group Tiles flash your friends' latest updates.

**More in Marketplace:** Marketplace has an ever-expanding lineup of standout apps and marquee games, and it's now easier to find what you want in the online store. So start limbering up those gaming thumbs!

A cleverer calendar. More ways to tame that crazy schedule—view multiple sub-calendars within a single account, see and respond to Facebook events, and create a to-do list complete with due dates and reminders. Your Outlook tasks will show up there, too!

## Browsing + maps

Better search. Bing helps you search the web in more ways, with voice search, Music search, and Vision search, which uses your phone's camera to look up product info.



**Local Scout.** Live like a local!

Local Scout, powered by Bing, teams up search and mapping to show you nearby restaurants, shopping, and activities in a single tap, so you'll never feel like a clueless tourist again.

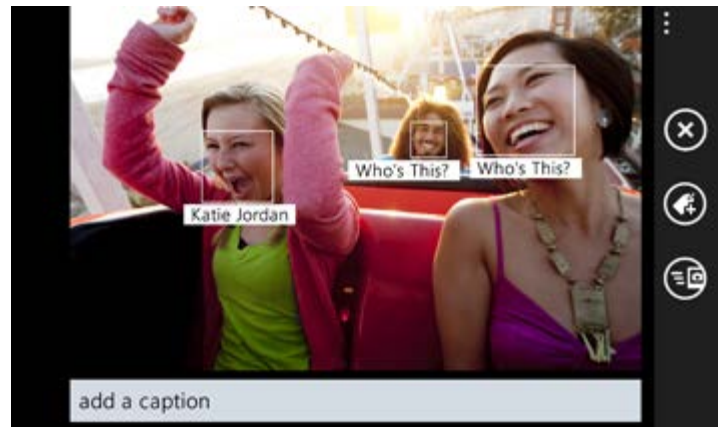
**Mall maps:** Desperately seeking the food court? Zoom in on the mall in Maps (or go to its Place card) and you might find an indoor map to help you track down the nachos.

**Driving directions.** Your Windows Phone can get you where you're going by showing you on the map or giving you directions from where you are.

### Pictures + camera

**Video sharing:** Send them in email or post them to Facebook or Windows Live.

**Picture tagging:** Your phone automatically detects untagged faces when you're uploading pictures to Facebook or Windows Live—just tap, tag, and post.



### **Persistent camera**

**settings:** Now if you change camera settings—for instance, photo resolution, brightness, or another option your phone manufacturer might have included—you can save them for the next time you use the camera.

A redesigned Pictures Hub. The Pictures Hub just got more personal, more social, and more fun.

### Music + videos

**Playlists:**Add songs to Now Playing and then save them as a playlist, all on your phone.

**Smart DJ;**Play Smart DJ mixes on your phone—or if you've got a Zune Music Pass, you can stream them from Zune.

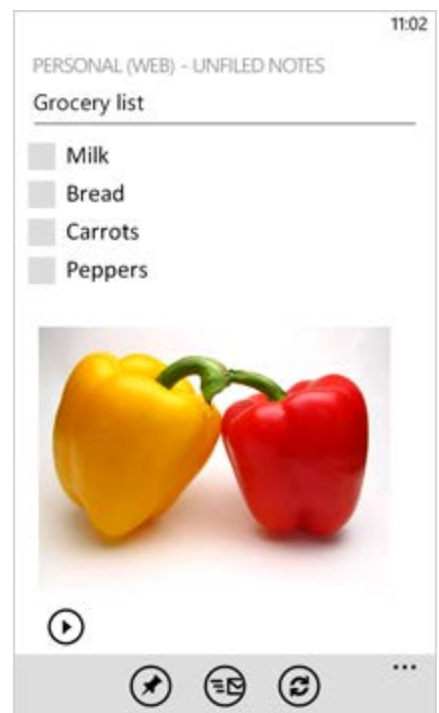
**Podcasts;**Subscribe to podcasts—audio or video—on your phone.

### Office Mobile

Sync with SkyDrive. You can sync your Office docs between SkyDrive and your phone, so you can edit them on your phone now, then edit some more on your computer later.

An expanded Office Hub. The improved Office Hub has more ways to view, navigate, and search for your docs.

Information rights management. Got an IRM-protected email or Office doc? Now you can open it on your phone.Excel improvements. Excel Mobile on your phone has easier cell selection—just tap and drag—plus AutoSum for quick calculations.Office 365 integration. Office 365 takes your business to the cloud—and Windows Phone supports Office 365 right out of the box.OneNote to-do lists. Check off your errands one-by-one with this handy new feature in OneNote.



## Games

A revamped Games Hub. Now you can do more in the Games Hub—including track your achievements, dress up your avatar, and get messages from your Xbox LIVE friends.

## Networking

**Internet connection sharing.** Turn your phone into a mobile Wi-Fi hotspot by sharing your Internet connection with your laptop and other devices.

**Hidden Wi-Fi networks.** Now you can connect to hidden Wi-Fi networks (networks that don't broadcast their network name).

## My Phone

Manage your phone on the web. Find a lost phone, see your pictures and Xbox stats, reinstall apps, and more on the My Phone page.

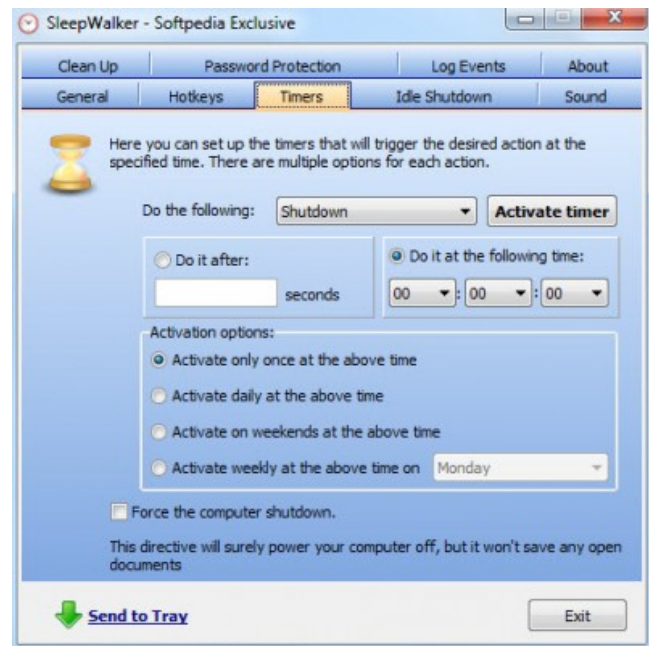
# Automatically shutdown with SleepWalker

Vidhyasagar Rajkumar II BCA-A

If you have a habit of using your laptop for internet and social sites like Facebook before falling asleep. For all those who are like you and uses their computer for either watching movies, using internet etc before **falling asleep**, might see their system running the next day too when they wake up from the sleep. This had happened to and can happen with you too.



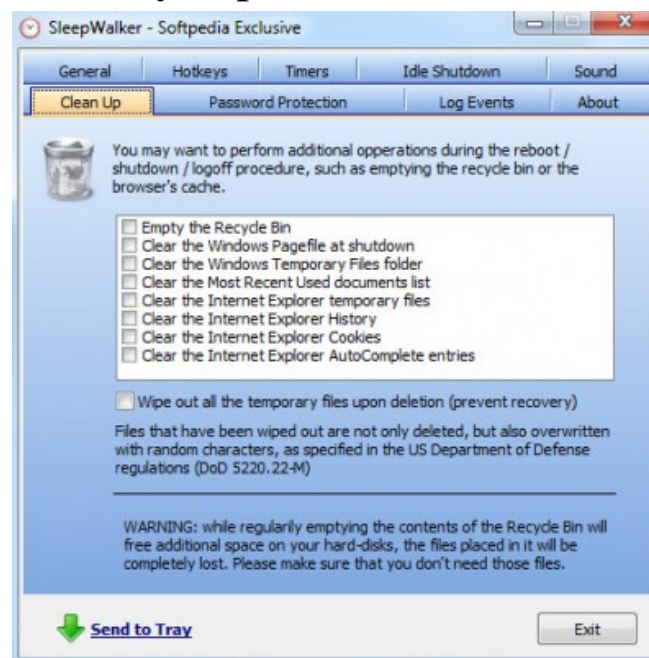
Well to overcome this situation we have lots of **automatic computer shutdown** tools in the market, some of which we have already reviewed but here is another one called SleepWalker which have some little different features to help us. This small yet powerful tool can help us in getting our computer in any of the set power saving modes like **hibernation, standby** etc to curb that extra consumed useless power unit.



Apart from turning the computer Off, switching to hibernation, standby and other modes it can also fire up the screensaver, run a file of your choice, or merely log you off. **SleepWalker** is so small and user-friendly that it can be easily copied on a flash drive, and then moved from computer to computer.

Moreover in case your system is hung, it can force shut it down too.

You can either get the computer change mode automatically or can create hotkeys of your choice to get this done manually. When selected to work automatically, the tool can schedule the actions and events





on that actions at any selected time. This can be done on a regularly basis too, like daily, monthly, hourly etc. The tool also has password protection for added security.

Apart from these actions, it can be used to **clean temp files** too and that again, automatically. You can customize the tool in your own way as well. The Idle Shutdown feature of the tool turns the computer off when there is no user activity for some specified time.

## The Best Computer Tips and Tricks: iTunes

D.Kavin Kumar II B.Sc Cs “C”

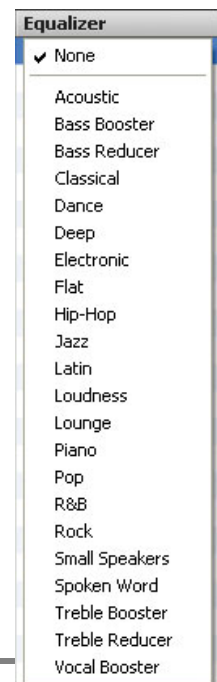


### **On-the-fly equalizer**

If you want a quick way to adjust equalizer settings, you can add an EQ column in your view options. Go to View > View Options, and check Equalizer. The EQ column will appear with pull-down menus that let you choose the appropriate EQ setting.

### **Right-click Options**

Some of iTunes's features can be accessed via right-clicking. Use the "Get Info" option to view details about a song and the associated file and to edit any info. You can also convert the song to another file



type, and download free album art from the iTunes Music Store.

### **Make Shuffle More Random**

Sometimes iTunes repeatedly plays the same artist in shuffle mode. To make shuffle selections more random, head to the Playback pane in Preferences and drag the slider in the Smart Shuffle setting all the way to "less likely."

### **Stream Faster**

In the Advanced pane of Preferences, you can adjust the streaming buffer size based on your Internet connection. If you are on dial-up, you can still get smooth playback by changing to a larger buffer size; you'll just have to deal with a longer wait. Those with a speedy broadband connection will want to use a smaller buffer size for quicker playback.

### **Parental Controls**

If there's questionable content in your library that you don't want your youngsters exposed to, simply set the parental controls in Preferences (under Edit). You can also restrict what they buy from the iTunes Music Store.

### **Turn iTunes into a PDF Manager**

If you're scratching your head over this tip (iTunes and "PDFs?"), read on. iTunes has PDF support because some purchases on the iTunes Store come with accompanying documentation. Thus, you can drag-and-drop PDFs in iTunes as you would songs (a book icon appears next to the file name in

the library). Create a separate iTunes folder, and now you have a great way of managing your PDFs.

## **Back up Your Music Library to Disc**

If you're worried about losing your iTunes collection, try the "Back Up to Disc" function in the File menu, which will burn your entire collection to DVD or CD. (You'll be prompted to insert another disc if your collection is larger than one disc's capacity.) Keep in mind that this is just meant to back up your collection—the discs won't play in DVD or CD players.

## **Create a Separate Music Library**

If you want to start a new library in iTunes without getting rid of the old one, then hold down the Shift key when launching iTunes. You'll be given the option of creating a new library.

## **Find Duplicate Songs**

If you do a lot of downloading, then chances are you might have a few duplicates in your collection. To get rid of them, go to View > Show Duplicates, then delete the extra copies.

## **Change iTunes' Default Audio Format**

CDs ripped to iTunes will be encoded into AAC format by default. This can be changed by going to Edit > Preferences, then clicking on the Advanced tab. Once you're there, select the Importing tab, open the dropdown menu, and choose whichever format you want your tunes encoded in.

## **Mouse-free Tunes**

You don't need to rely on your mouse when you're in iTunes—several keyboard shortcuts can take care of most basic functions. Tapping the spacebar, for example, will pause a track. Hitting left or right will go to the previous song or move on to the next one, respectively, while holding Ctrl. And moving the up or down arrows will raise or lower the volume.

### **On the Move**

If you want to take iTunes off your task bar and move it into the system tray, where it will be less obtrusive, then simply go to Edit > Preferences, select the Advanced tab and, under the General tab, check the box next to "Minimize iTunes window to system tray."

## **System Tweaks**

S.V.Vetrivel II B.Sc (CS)-C



### **Disable System Restore**

You can gain a lot of drive space by disabling System Restore. (You should already have a backup regimen in place before you do this.) In Vista, right-click My Computer, select Advanced system settings, click the System Protection tab, and uncheck any drives. In XP, right-click My Computer, then under System Tasks, click on "View system information." Click on the System Restore tab and click the box next to "Turn off System Restore on all drives" to disable it.

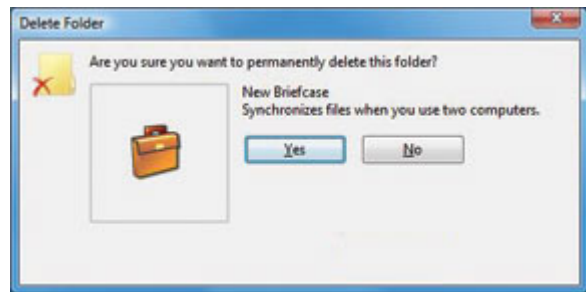
### **Configure Windows Update**

Windows Update is great, but if it's set on autopilot, it will download updates that require a reboot, then pester you forever to install them, and eventually reboot on its own. Change the Windows Update settings (in the Windows Security section of the Control Panel) to download updates but ask you whether to install them.

## Disable Delete Confirmation

You can disable the confirmation that pops up whenever you delete something by right-clicking the Recycle Bin and selecting Properties.

Uncheck the delete confirmation box, click Apply and then OK, and you're done. Also, you can bypass the Recycle Bin entirely by holding down the Shift key while deleting files.



## Disable Windows Animations

Sliding Window animations look cool, but you can improve system performance by disabling them completely. Right-click My Computer and go to Properties. In Vista, select Advanced system settings, or click the Advanced tab in XP. Click Settings in the performance box and uncheck any box that says animate, slide, or fade.

## Create a Custom Toolbar

If you're constantly accessing a particular folder, you can add it to your taskbar for quick access. Right-click the taskbar and scroll to Toolbars, then select New Toolbar. It will open an Explorer window, so browse to your folder and select it. It's also handy to add My Computer as a toolbar.

## Install a New Hard Drive in Five Easy Steps

**C.Gnanasekaran I B.Sc CS-A**

One PC truth is unshakable: It's impossible to have too much hard drive space. Digicam images, space-hog programs, and music files demand ever more storage.



Fortunately, mammoth-capacity upgrades are inexpensive (many 250GB drives cost less than \$100), and you can install one in less than 30 minutes, not including formatting time. Here's how to install a new internal drive as extra storage or as a new boot drive. Here, we installed Seagate's Barracuda 7200.10, a \$124, 320GB Serial ATA (SATA) drive, inside a Dell Dimension 8400 running Windows XP Home Edition.

### **Step 1: Back up and scout around**

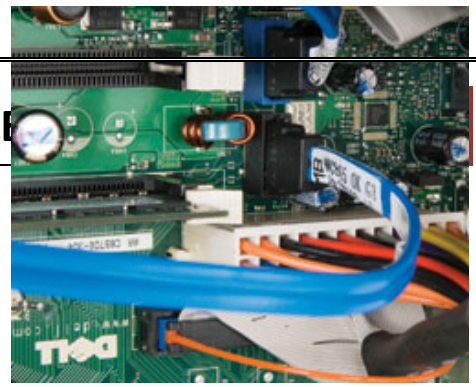
First, back up your critical files (don't forget your Outlook .PST archive) to optical discs, an external drive, or online storage. Then check



whether a CD comes with the drive, providing drive-specific information and general upgrade assistance. It may also later help you copy the contents of one drive to another. Install this software first. Then, power down your PC, unplug all cables, and open the case. Next, ground yourself by touching a metal portion of the chassis.

Look inside—your first task is to determine where your new drive will go. Bays for internal drives are usually located below the wider, front-accessible bays that house CD or DVD drives. If you plan to replace your boot drive with the new drive and don't have an empty bay, your upgrade will involve more steps than we can cover here. But if you're replacing your boot drive and you have an empty bay, follow our steps for adding a second drive. After formatting it, use Norton Ghost (or a similar program) to clone your boot drive's contents to the new drive. Then, revisit steps 3 and 4 to direct your PC to boot from the new drive.

We'll be installing a SATA drive, but the process is similar for the other common drive type, IDE. SATA drives use a thin, seven-pin data cable; IDE drives use a 40-pin ribbon cable that's usually gray. If you're unsure which drive type your PC already has, check its documentation or label. Most PCs more than a year or two old employ IDE hard and optical drives, and don't support SATA unless they have a SATA PCI card installed. More-recent desktops may use (or just support) SATA drives but should support IDE, too.



**Tip:** If you transfer Windows XP from one drive to another, you may have to reauthorize Windows.

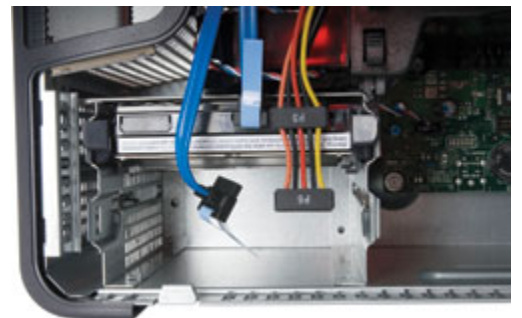
## Step 2: Examine data and power connections

Tracing along the SATA cable of an installed drive will lead you to the SATA connectors on your PC's motherboard.

Most hard drive kits include a data cable (SATA or IDE, depending on the drive), a power adapter cable (with some SATA drives), and screws. If yours doesn't include cables, you can purchase them separately.

First, the data connection. If you're installing a SATA drive as secondary storage, follow the data cable from your current drive (assuming it's SATA, too) to the other end. See if an unused SATA port lies nearby on the motherboard or an interface card. If you can't find one, consult your PC's documentation.

If you're adding an IDE drive as a second drive, you may be able to connect it to the same data cable as your primary IDE drive, or along with an IDE optical drive. Look for a third, free connector in the middle of the cable that connects your currently installed IDE drive to the motherboard. Note that some older PCs use 40-conductor IDE cables, not the 80-conductor ones current drives require. (Compare your kit cable to the one installed—the 80-conductor variety has much thinner wires.) 80-conductor cables are backward-compatible (both types use the same 40-pin connector), so





you can swap out a 40-conductor cable for your kit's 80 if need be. (The "master" drive goes at the end—see step 3.)

Once you've located an empty bay for your drive, make sure the relevant data (left) and power (right) cables will reach.

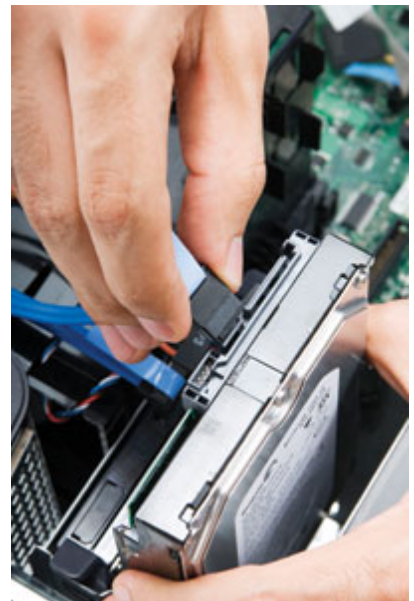
Next, consider the power connection. Our SATA drive has a 15-pin SATA power connector. If you already have a SATA drive installed, follow its power cable (the wider of the two connectors) to see if an unused power-supply lead with the same connector is nearby. If so, earmark that lead for your new drive. If it can't reach the empty bay, see if any bundled adapters help.

Some SATA drives also support familiar legacy Molex four-pin power connectors—you can use a Molex or SATA connector. If so, hunt for a free Molex-style lead. Still no match? Then you'll need an adapter, such as a Molex-to-SATA adapter (some kits bundle one), or a Y-adapter that splits a lead in two.

IDE drives are simpler: They always use Molex connectors. You just need a free Molex-style lead (or a Y-splitter).

### **Step 3: Mount and connect the drive**

The SATA data connector is keyed so you can't install it upside-down.



When installing SATA drives, jumper settings usually aren't an

issue. That's not true of IDE, where a jumper indicates whether a drive is a primary ("master") or secondary ("slave") drive. Check its documentation for the proper setting. If your PC has only one IDE hard drive, it's probably set to "master." Assuming you chain another IDE drive off its cable, the new drive should be set to "slave." (You'll later have to change the jumper to "master"—and attach the drive to the cable's end—if you remove the original boot drive and make the new drive the boot drive.) Another option: Set both IDE drives on an 80-conductor cable to the Cable Select (CSEL) jumper setting. The PC will determine master/slave status according to the drives' placement on the cable ("master" at the end, "slave" in the middle).

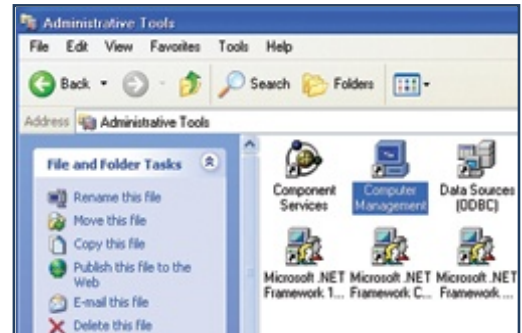
Next, look at your current hard drive to see if mounting rails are attached to its sides. If so, screw a set onto the new drive (look inside the case for spares), then slide the drive into its bay. Otherwise, screw it directly into the bay. Four screws are sufficient. Usually, the label side points up; mimic the boot drive.

Attach one end of the SATA data cable (which is keyed for correct insertion) to a SATA port on the motherboard or interface card, the other to the drive. IDE data cables, also keyed, usually have a red stripe that lines up with the "pin 1" marking on the drive.

Next, plug the power-supply lead (keyed, too) that you scouted out in step 2 into the drive, including any necessary extender or adapter. Then close the case.

## Step 4: Configure the BIOS

Next, boot into your PC's BIOS-setup utility to verify that it recognizes the new drive and positions it correctly in the drive hierarchy. (Check your PC's startup screen to determine which key launches the utility.) Once there, also check that "auto-detect" is selected for the drives, if an option. If the utility lets you select the boot order, give your intended boot drive priority over any other hard drive. This information may be under Boot Options, Boot Order, or Boot Sequence.

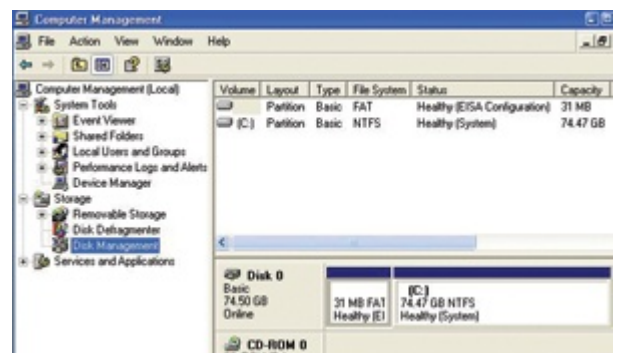


Save changes and exit the utility. Your PC will reboot.

**Tip:** Using a SATA PCI interface card? It may have its own BIOS to check.

## Step 5: Partition and format your hard drive

Access Windows XP's Disk Management function from the Administrative Tools window in Control Panel.



Our PC runs Windows XP, which lets you partition and format drives within Windows. Older Windows versions, such as 98 and Me,

make you do this from DOS.

With XP and 2000, though, use Windows' Disk Management utility. Click Start > Control Panel > Administrative Tools > Computer Management, and choose Disk Management from the tree at left. Your new drive should appear, with a black bar indicating it isn't partitioned. Right-click the bar, and choose New Partition to launch the New Partition wizard.

Click Next, and check that Primary Partition is selected; click Next again, to the Specify Partition Size screen (don't change the partition size in the "Partition size in MB" field); and click Next to advance to another screen, on which "Assign the following drive letter" should be selected. Click Next yet again (to the Format Partition screen), and ensure that "Format this partition with the following settings" is selected and that the "File system" drop-down reads "NTFS." Click Next a final time, hit Finish, and formatting begins.

Formatting could take an hour or more, depending on drive capacity. But don't be surprised if your formatted drive has less capacity than the package claims. A 320GB drive, for instance, formats to about 300GB. Drive manufacturers advertise preformatted size, but a portion of the drive is inaccessible.

## **Android Tablets for School**

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Can't splash out for an iPad? These low-cost Android tablets bring plenty of functionality for half the price or less.

Apple owns an oversize slice of the tablet market today—for good reason, mind you. Its tablet hardware, now in its third generation with the Retina-display-enabled [2012 iPad](#), is rock-solid, and the company still sells its very viable [iPad 2](#) (the 2011 iteration of the original iPad) in one version for a very competitive \$399. Apart from all that, of course, is the question of apps: The selection and breadth of Apple's App Store is, to put it mildly, unmatched.



If you're looking at a full-size tablet today, and you're willing to spend at least \$400, the iPads make a very compelling case. That's especially true if you've already bought into Apple's apps-and-media world with other gear, such as an iPhone. That said, dropping \$400 or \$500 for a non-essential piece of technology is a pipe dream for many students today. Plenty of them are saddled with school loans, killer book bills, a work-study job, and other, non-negotiable tech purchases, such as a laptop for class.

Two years ago, that would have put a tablet out of reach. Not so now, though—if you're willing to compromise a bit, and work with an Android tablet. Here in 2012, Android tablets come in two essential kinds: full-size ones, with screens from 9 to 10 inches diagonal (which approximate the size of the iPads' 9.7-inch displays), and compact slates, most with 7-inch screens. We first saw Android tabs break through the \$300 price floor, then the \$200 one, with 7-inch models. To our surprise, full-size

Android slates have followed suit quickly, with several now well under \$300.

Of course, with budget tablets like these, you can't expect the butter-smooth interface polish and unimpeachable build quality of an iPad or a premium Android slate like the Asus Transformer Pad Infinity TF700. (Then again, you could buy two for the cost of one new iPad.) But for basic Web browsing, media playback, and e-reading, as well as enjoying the Android-app fruit of Google's still-impressive Play Store, these five tabs below are all very able picks. Here's what to consider if you're shopping low-cost tablets for school use...

**The right size:** As we mentioned, low-cost tablets come in 7-inch and 9-to-10-inch variants (with a few outliers, such as the lukewarm 8-Inch Tablet from Vizio that we looked at last year).



We suggest trying models of both screen sizes to see if a 7-incher will cramp your style. Obviously, a 7-inch tablet will be more portable, but even the larger tabs are generally well below 2 pounds—not exactly burdensome. You can carry a tablet of either size, plus a laptop, in a backpack without crowding out your books.

**The right interface;** As time goes on, we're seeing less aggressive "skinning" of the Android interface on most tablets, which is a good thing. "Skinning" is the addition of a custom

interface in place of parts of the standard Android interface, and generally speaking, a tablet with heavily skinned Android will get version upgrades slower down the line than those that use vanilla Android. (Check out reviews of the tablets you're considering for detail on their specific interfaces.) The latest tablets feature the Ice Cream Sandwich (ICS), or 4.0, version of Android. *Serious* bargain-basement or clearance-priced tabs may support older Android operating systems, such as Gingerbread or Honeycomb; check that upgrading to ICS is supported before you buy. Others, such as the Le Pan II below, debuted with an earlier OS (Honeycomb, in its case) but have been updated to ICS midlife.

**The right connections:** Budget tablets like these below will be Wi-Fi-only models. (Some premium tablets are sold with a cellular data plan for anywhere access...not these.) Look, however, for the proper ports and connections to complement how you'll use a tab. An HDMI output will let you share your tablet's screen with a larger monitor or HDTV; a MicroSD slot will let you expand the onboard storage—perhaps important to you for stowing videos or music. Neither is a given, so shop around.



**A workable camera;** If you plan to use your tablet for video-calling with the folks back home, or other video-conferencing tasks, make sure it has a screen-facing camera. Many budget

tabs only have one cam, on the back, for taking pictures or videos of other folks, using the screen as a guide.

## Control Mouse Movement by your Hand or Head Gestures with NPointer

**S.Prema, Leturer in Dept of Cs,KSRCAS**



If you need to work much on the computer (like me) and tend to take small breaks to sit back and lean on the chair, then you must have felt the need of some **wireless mouse controller** then this post is worth reading. In case you just wish to have some gesture controlled mouse controller, then also this post is going to interest you.

There are lot of tools in the market using which you can control your mouse without any direct contact. Some of them use the webcam to recognize your movements and convert the signals into mouse movements. One good tool that does the same and does well is called the NPointer.

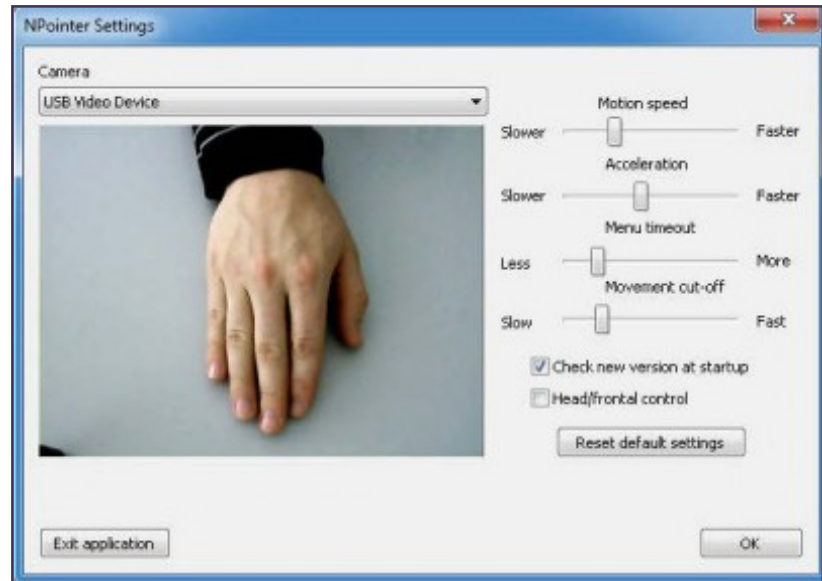


**NPointer** is an application for **gestural computer control** in which hand movements are recorded by the webcam connected to your PC and then translated into the mouse movements. The application can also decode the usual mouse operations like



clicks, double-clicks, drags and scrolls. Also, disabled people can also use the head movements to control the computer.

To get started you just need to install the tool in your system and then configure it to recognize your hand/head movements. If you plan to use your hand for the mouse control, then place them on the table and keep the webcam straight up. You may wave the hands in air too but table method is better for error free recognition.



You then need to configure some settings like **Motion Speed** (how fast the pointer will move compared to the hand movement), **Acceleration** (how fast the pointer accelerates when hand motion speed changes), **Menu timeout** (how long the pointer should stay idle before action menu appears) and **Movement cut-off** (how fast the hand should move to ignore the movement. This is used when you wish to remove the hands without disturbing the pointer position). If you check the Head/Frontal Control box, then you can use you head in place of hands to control the mouse movements.

You will now see some controls on the screen which can be used to perform the same operations as performed otherwise. The tool is free to use and works well on all versions of Windows. You can read more about it at the link below.

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