

## Microsoft Vista Advanced – 1 Day

This course expands on the functionality of your computer, its networking and communication abilities, and other more advanced topics relating to the operation of Windows Vista as a program itself.

To begin, we will explore the Control Panel. The majority of visual and operational commands are found here and provide most users are provided with as many options as they need to have control over their computers.

In this course the following areas will be covered:

---

### Section One: Getting Started

- Meet the Control Panel
- Common Customisation Tasks
- Advanced Customisation Tasks
- Setting Accessibility Options
- Customising User Accounts

### Section Two: Networking with Vista

- Overview of Networking
- Basic Networking Tasks
- Advanced Networking Tasks
- Wireless Networking

### Section Three: Maintaining & Optimising your Computer

- Maintaining your Computer
- Optimising your Computer
- Using Windows Defender
- Advanced Windows Defender Tasks
- Keeping people safe

### Section Four: Hardware & Software

- The Basics of Managing Software
- Advanced Software Management
- Managing Hardware
- Advanced Hardware Management



For information and support

Meridian House  
Winsford Ind Est  
Winsford  
Cheshire  
CW7 3QG

**0845 600 6990**

[info@rareit.com](mailto:info@rareit.com)  
[www.rareit.com](http://www.rareit.com)

