

THE START MENU – APPS AND SOFTWARE LIST

The Most Used section at the top of the list enables you to access recently opened programs. This will also show recently opened files, so if you have MS Word installed, simply go to the menu next to the icon in the most used apps menu and you can instantly open your recently worked on files.

Apps and software list - this displays the installed apps and software on your computer (software which does not require installation to run won't appear here). Scroll up and down to view the full list and click the arrow next to the apps to see more options.

If you have installed any new software, it will be shown in the Recently Added section at the top of the Apps and software list. This will only appear if you have selected it in Settings > Personalisation > Start

Clicking on any of the headings (including the individual letters) of the Apps and software list will open an A-Z selection menu. You can then click on any of the letters to skip directly to the listed apps that begin with that letter, rather than having to scroll down through the entire list.

On the left-hand side at the bottom, there is a list of key items such as the Settings app and a shortcut to the File Explorer. Click the power icon and you can shut down or restart your PC. You can add more options to this shortcut section in Settings > Personalisation > Start >

Open the Start menu by clicking the Windows icon in the bottom left of the desktop or by pressing the Windows key on your keyboard. A list of your apps appears on the left and the Live Tiles on the right.

