

# Tips and tricks of Windows 8.1

Windows 8.1 is a useful upgrade to the innovative windows 8 operating system. It has a lot of features from little-known commands to hidden menus. To get more out of your Windows 8.1 computer, here are cool tips and tricks you can use to become a more effective and efficient windows 8.1 user One-click access to file explorer, control panel, and other useful tools:

One of the best parts of Windows 8.1 is relatively well hidden in a special right-click menu. Windows 8.1 reintroduces the Start button that was removed in Windows 8. Left-clicking the new Windows 8.1 takes you to the Start screen, where you launch all your favorite apps which also take you to the quick access menu.

This menu provides quick access to a variety of useful Windows functions, including File Explorer, Control Panel, Task Manager, Device Manager, and the Command Prompt. It's a very fast way to launch some of Windows' most useful tools.

**Save your files in the cloud:** Microsoft certainly encourages users to save their files in the vast Internet cloud instead of saving on your lowly local PC hard drive. Cloud storage is certainly better for sharing and collaboration, and you don't lose any files if your hard drive crashes. You can store all your files on its skydrive service, If you want to use skydrive, you have the option of making skydrive the default location for all your saved files, as well as automatically uploading all your photos to skydrive.

**Shut down faster:** In Windows 8, the shutdown command was hidden somewhere in the Charms bar, which most people never figured out. In Windows 8.1, however, you can shut down your PC by right-clicking the Start button to display the Quick Access menu, then selecting Shut Down That's a lot quicker.

**Displays a slideshow on your lock screen:** Windows 8.1 lets you turn your computer into a kind of digital picture frame, by displaying a slideshow of your photos on the lock screen while your PC isn't being used. It's easy to do.

Display the Charms Bar and then click Settings to display the Settings panel. Click Change PC Settings to display the PC Settings page, then click PC & Devices in the left column. Click Lock Screen, then click "on" the Play a Slide Show on the Lock Screen switch.

**Display your desktop background on the start screen:** In Windows 8.1, you can display the same background picture on the Start screen as you do on the windows desktop. It has a surprisingly significant impact.

You make this change from the desktop. Right-click an open area of the taskbar and select Properties to display the Taskbar and Navigation Properties dialog box. Click the Navigation tab, go to the Start Screen section, and check Show My Desktop Background on Start. Click OK, and whatever desktop background you've selected also displays as the Start screen background.

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**Display the Apps screen instead of the start screen:** You might not know this, but in Windows 8.1 the new apps you install do not automatically appear on the Start screen. (They did in Windows 8; I have no idea why Microsoft changed this.) For that reason, you may find the Apps screen more useful, as it displays all the apps installed on your PC. Fortunately, you can configure Windows to display the Apps screen instead of the Start screen when you click the Start button.

Just open the desktop, right-click the taskbar, and click Properties to display the Taskbar and Navigation Properties dialog box. Click the Navigation tab, go to the Start Screen section, and check Show the Apps View Automatically When I Go to Start. Click OK, and the next time you click the Start button you'll see the Apps screen instead.

**Create a system image backup:** Windows 8.1 offers a file history feature that functions much like Apple's time machine incremental backup system. You can also use Windows 8.1 to create a full system image backup, which you can use to restore your complete system in the event of a catastrophic failure.

Unfortunately, this feature is fairly well hidden. In fact, the best way to find it is to press Windows + S keys to open the Search panel, and then search for file history. You want to select the second file history option in the search results, to open the file history utility on the Windows desktop. From here, click system image backup in the lower left corner. This opens create a System image wizard, then follow the onscreen instructions to back up your entire system.