Brighton and Hove U3A: Computer Beginners

Should you Upgrade to Windows 10?

Reasons to upgrade to Windows 10

1. **It's free** if you are already running Windows 7 or Windows 8.

2. It's said to combine the best bits from Windows 7 and 8.

3. A lot of **other people** be using it.

4. It's **easy to install** (they say).

5. It will look the **same as a smartphone** from Microsoft and use the same *gestures*. It is similar to pother smartphones too.

6. Microsoft will **support** it for longer than Windows 7 or 8.

7. Microsoft are already collecting your data from Windows 7 and 8 (see next section).

Reasons to avoid Windows 10

1. It's new – any newly-released software has teething troubles. It may be better to wait.

2. It will be popular with computer hackers and may be more susceptible to *malware*.

3. You will need to learn how to use **Gestures**

4. Since Windows 10 free, Microsoft makes its money by collecting information about all your activity on your computer.
There are various discussions of this online, for example
http://theconversation.com/windows-10-is-not-really-free-you-are-paying-for-it-with-your-privacy-45593 to

5. Advertising may be more intrusive.

Are there other Options?

- Continue using **old Windows** versions. These will need upgrading eventually. If you are trying to escape from being spied on, be aware that Microsoft are adding their spying software to Windows 7 and 8 as well.

- **Apple** computers, running OS X (OS ten) – expensive but good, very good support, comes with editing software equivalent to MS Word etc. Apple also collect some data on what you are doing.

- Load **Linux**, Ubuntu for example, on your current computer. Linux is "open source" - free. It comes with Firefox and free editing software equivalent to MS Word etc. For some reason this is seen as for geeks, but it works fine for "ordinary" users.

How to Upgrade to Windows 10

You can, of course, upgrade your computer to Windows 10 whenever you like!

1. Look in the *systray* at the bottom of the screen on the right ...

2. Look for a white window icon

3. Hover over it and make sure it says "Get Windows 10".

4. To start the *upgrade* process, tap there and follow the instructions that appear on the screen To control privacy, choose **Custom Settings** or fix it afterwards.

What does Windows 10 look like?

Below is the Windows 10 screen after you typed the Windows key or tapped on the Start button.

The Start Menu, on the left, has two columns.

The first column is a list of links to your **Documents**, **Pictures**, File Explorer, and to system management software such as Settings and Help.

At the top is **Power** button

At the bottom you can choose **All Apps** (previously All Programs).

Right of this list are square images for **Apps** – Mail, Contacts and Calendar, Skype, Word and Excel,

... plus moving images for money-spinners for Microsoft – MS Store, Ebay, Twitter, Amazon, Trip Adviser,Disney, NetFlix, XBox etc.

You will want to take time to **remove those you do not want**.

You will want to take time to **move or shrink those you do want**.