Windows Vista is Microsoft's newest operating system. Vista includes many new features, including an updated graphical user interface. This guide is intended to serve as a basic reference for faculty, students, and staff at Indiana University as they begin to use Vista Enterprise edition in classrooms and labs.

How do I log on to a computer running Vista?

- There have not been any changes in the way you log on to a computer.
- Press CTRL + ALT + DELETE, as usual, to bring up the Welcome screen and then type in your user name and passphrase.

How do I open the Start menu?

- Click on the Start button, which is located in the bottom-left corner of the screen, to open the Start menu.

How do I log off?

- Click on the Logoff icon on the desktop or use the Logoff command in the left panel of the Start menu.
- You can also click on the arrow button in the bottom-right corner of the Start menu and then choose “Log off” from the drop-down menu that appears.

How do I restart the computer?

- To restart the computer, you must first log off.
- When prompted, press CTRL + ALT + DELETE to begin to log on again.
- The User name and Password fields will appear in the middle of the screen, and a red power button and arrow will appear in the bottom-right corner of the screen.
- To restart the computer, click on the arrow button. When the drop-down menu appears, click restart.

Where can I go to get additional information about Vista?

- To learn more about the new features available in Vista, go to http://ittraining.iu.edu/workshops/vista.
- For more training and support, see http://ittraining.iu.edu/.