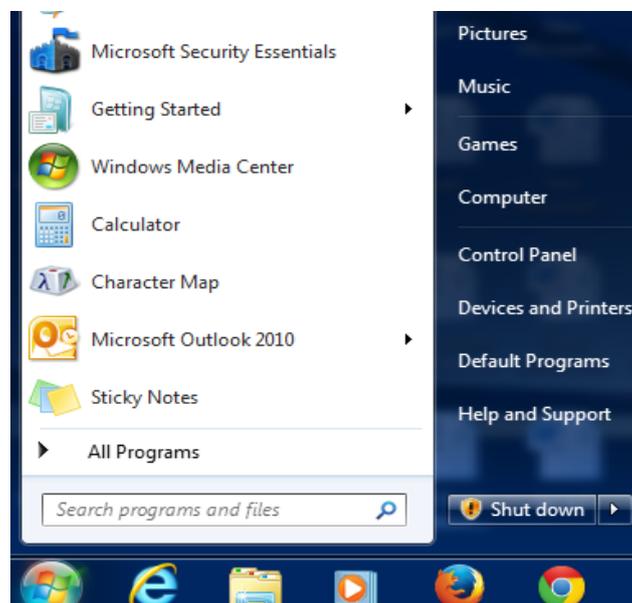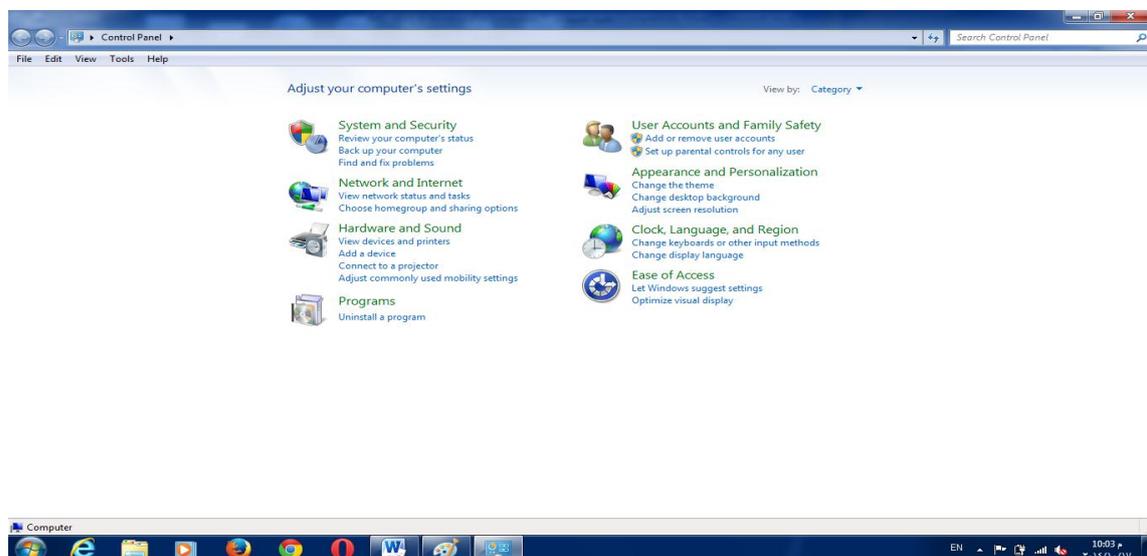# Lecture No.8

Using the Control Panel

The Control Panel is a special folder in Windows XP that contains all the special configuration options for your computer. It allows you to personalize your computer to fit your needs.

To open the Control Panel:

1. Click on the Start Menu.
2. Move the mouse pointer to Control Panel

The Control Panel window will now open on your screen:

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What do all these icons do?

Ease of Access	**Allows you to adjust the text and color combinations for your screen and adjusts the computer settings to make it easier for people to use with special physical needs.**
Programs	**Helps you install new software and uninstall programs you don't want anymore.**
clock, Language and Region	**In this area you can make changes to your computer's time, date, and time zone. You can also adjust your keyboard here for different language settings, and you can change how numbers, currencies and dates are displayed.**
Network and Internet	**Allows you to adjust Modem settings. Helps you with instant messaging options, setting up a home network, and provides a firewall to protect your privacy.**
Hardware and Sounds	**Changes what sounds your computer makes when different events occur. You can record your own sounds, as well as set up and adjust the sound from CDs, MP3s or games that use sound.**
User Accounts and Family safety	**Helps you set up accounts with pictures and passwords for everyone who uses your computer. This way you can have different personal settings for different users at one computer.**
System and Security	**Tools and programs that can help keep your computer safe, handle routine maintenance tasks and restore your system, if needed. You can also control power options to save energy.**
Appearance and Personalization	**Special "looks" that you can choose for your computer--the underwater theme adds fish to your desktop and makes your computer sound like an aquarium. You can change the computer's background, color scheme, resolution, and screen saver with this useful option. You can also add new fonts (a font is text style) to your computer.**