



www.TDIConnect.org

Getting Started

with

Xubuntu OS

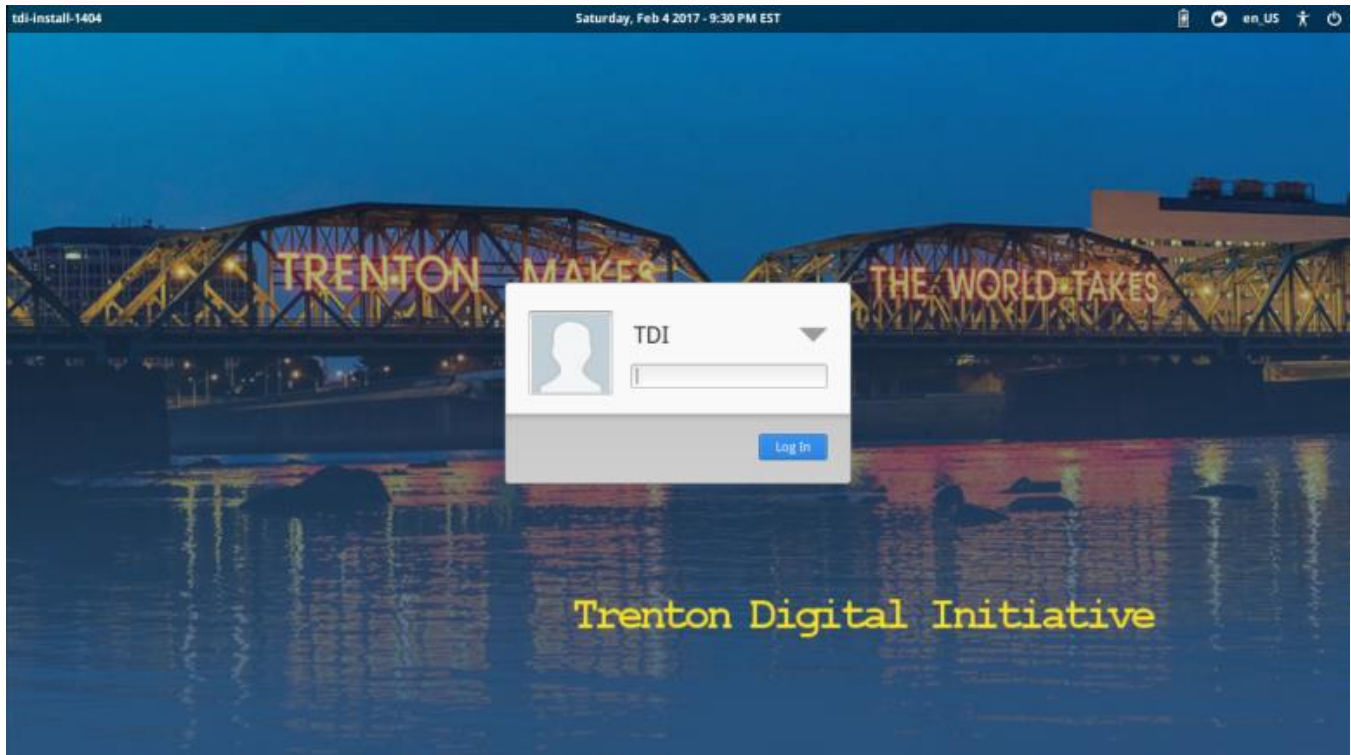
May 2, 2018

Table of Contents

1. Start Your Computer and Log In	3
Logging in	3
2. Navigating the Desktop	4
Desktop Items Explained	4
Menu/Application Launcher	5
Select an Application to Use	6
3. Learning and Community Resources – TDICconnect.org	7

1. Start Your Computer and Log In

After you power on your computer and it completes loading the operating system you will see a log in screen like the one below. This will take anywhere from 30 seconds to 90 seconds.



Logging in

You will be logging in as user **TDI** as shown in the **Log In** dialog box (above).

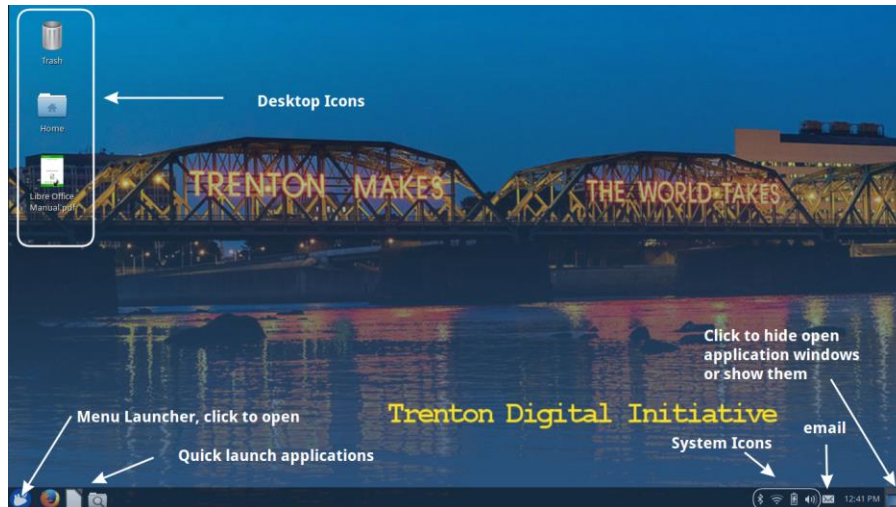
- Click inside the rectangle box then type in the password.
- The password for the PC is: **trenton**
- The password is all lowercase, please make sure your caps lock key is off. As you type in the password will only see dots (.....).

As a point of reference, you can click the mouse pointer on the down arrow to log in as a different user. This may become relevant later if you create other users on your computer.

After you type in your password, left click the **Log In** button or press the **Enter** key.

2. Navigating the Desktop

After powering on the computer and logging in, your computer will load a “home screen” which is referred to as the “desktop.” The picture below is what the desktop will look like.

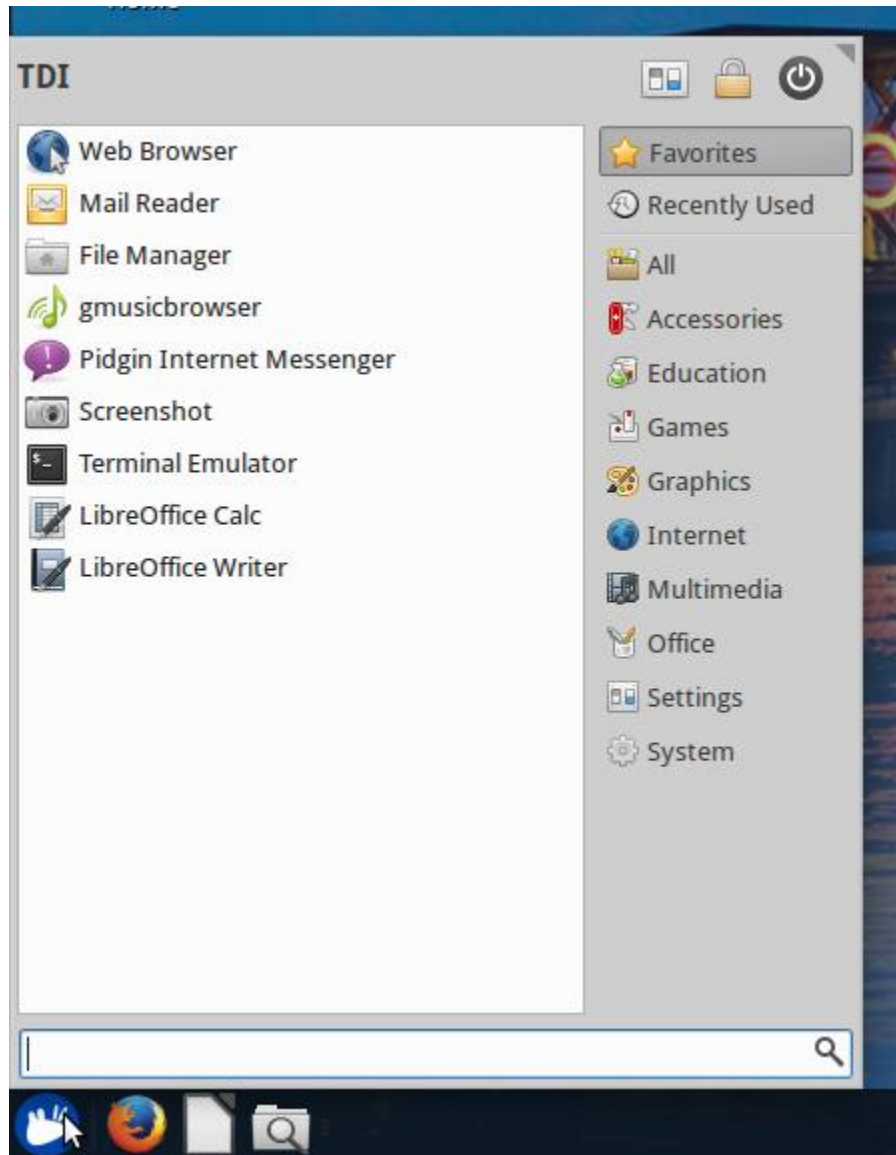


Desktop Items Explained

- **Desktop Icons** – can be double “clicked” with left mouse button to open the application or a file. Right “click” once on icon to show a drop-down menu of other options. For example, the trash icon when right clicked gives the choices of **Open** (so you can restore a deleted file) or **Empty the Trash** (delete permanently).
- **Quick launch** applications open a specific application without having to look for it. They are pinned on the bottom bar and are always viewable.
- **System icons** allow a user to interact with the computer's systems. They can include the wireless (if available) or a wired connection, battery (on laptops), sound volume, Bluetooth (if available), etc.
- **Email icon** is a way to quickly access your email, compose an email or send a message through an **IM** (instant message) application.
- The **hide open desktop applications** gives a method to minimize (hide) open windows and show the desktop. If they are already minimized they will open (restore) to the desktop.
- Hovering your mouse pointer over the bottom left corner will open the **Menu launcher** as a pop up window. See the images below for more information.

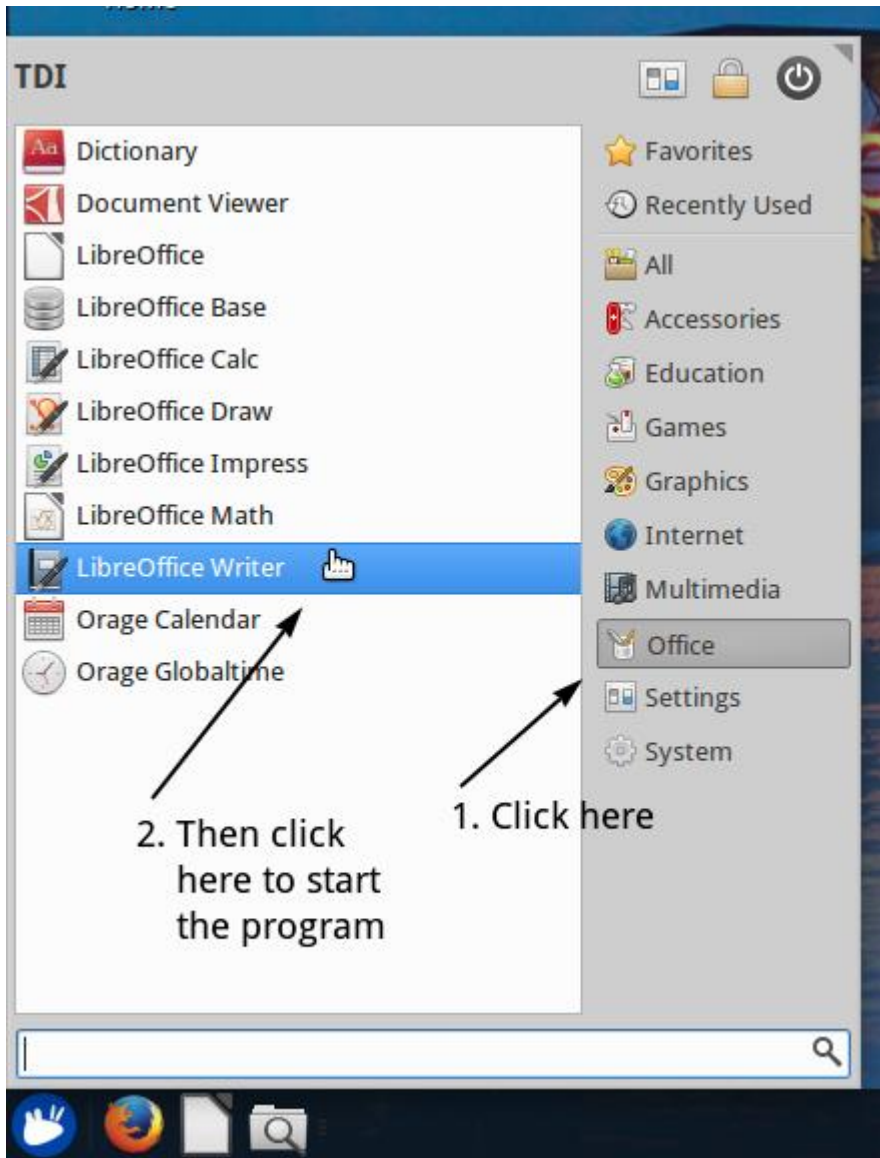
Menu/Application Launcher

The menu/application launcher is used to start programs which are installed on your computer. There are two ways to view the application launcher. You can hover your mouse pointer over the **mouse** icon in the bottom left corner of your screen and left click. You can also press the **power key** which is located between the **CTRL** and **ALT** keys. It looks like a flag and sometimes may be circled.



Select an Application to Use

Select an application to use from the menu by selecting (left click) from the list of applications in the left column. The default list on the left when you open the menu is "Favorites." Left click on a category or group of the type of application you would like to open to change the list on the left.



3. Learning and Community Resources – TDIConnect.org

On the TDI Connect website (at www.TDIConnect.org) there is a **Resources** tab available which provides access to a series of Learning and Community Resources.

There are links to tutorials on the various software APPs on the PCs as well as links to Community and Job search information.

We are always updating our resources on the web site, so visit often. If there are things you would like on the web site, let us know at info@TDIConnect.org, and we will see if we can get your suggestions onto the site quickly.

Have fun...

