

individual SOFTWARE



#1 Best SELLING Computer Training FOR 10 YEARS*

Microsoft® Windows 7™

The most realistic, interactive & complete training!



Teach Yourself:

- ✓ Windows 7*
- ✓ Windows 7 Advanced*

*Covers all versions of Windows 7: Ultimate, Professional, and Home Premium

Bonus Training:

- ✓ Internet Explorer 8
- ✓ PC Security Fundamentals
- ✓ Windows Vista

5 PROGRAM TUTORIAL SET



all on one DVD ROM

Just-In-Time Learning for instant training on just the lessons you need!



Microsoft® Windows 7™

Professor Teaches®, the leading brand of training, provides realistic, interactive, and complete training for Windows 7. Build your skills with Professor Teaches tutorials and learn everything you'll need, from beginning to advanced lessons. Each interactive tutorial is organized for fast and easy learning with practical exercises that build skills quickly and effectively.

Chapters are organized into specific learning objectives — easily available from the main menu.



Introductions, summaries & end-of-chapter quiz questions all reinforce learning.

#1 Best-Selling

For the past 10 years Professor Teaches brand outsold all competitors combined! The NPD/Group/Retail Tracking Service*



Improve your PC enjoyment using Windows Media Player.



Discover how to protect your PC with Windows Firewall.

No Other Training is More Complete!

- ✓ Hundreds of Learning Lessons
- ✓ 5 to 10 Hours of Training per Course
- ✓ Beginner to Advanced Lessons
- ✓ Self-Paced Learning Objectives
- ✓ Introductions & Summaries
- ✓ Interactive Exercises
- ✓ Professional Voice Narration
- ✓ Realistic Simulation of Software
- ✓ End-of-Chapter Quiz Questions
- ✓ Checkmarks for Completed Lessons
- ✓ Glossary, Index & Search
- ✓ Professor Answers for Instant Training
- ✓ 5 Courses, Over 20 Chapters, and Over 170 Lessons

Self-paced, interactive lessons allow you to practice in a realistic simulation of the software.

Start Learning Today!

Be the first to learn the new features of Windows 7 and stay current with the latest technology!

Please visit www.professorteaches.com/courses to view a listing of the courses, chapters, and lessons for this or other Professor Teaches products.

#1 Best-Selling

For the past 10 years, Professor Teaches brand outsold all competitors combined! The NPD Group/ Retail Tracking Service*



#1 Award-Winning

Codie Award Finalist Twice



#1 Recommended

"... This is my choice for best buy award" — Microcomputer Journal
"... Professor can be used even if you don't yet own a copy of Office. ... And it comes at a great price." — The Herald News



#1 in Innovation

- 1st with Just-in-Time training
- 1st in Interactivity
- 1st in Accurate Simulations

1st



The most realistic, interactive, & complete training!



Windows 7 offers a new interface, enhanced security and privacy features, advanced searches, and much more. It is today's operating system that connects you to your applications, information, people, and your devices. *Professor Teaches Windows 7* is the quickest and easiest way to build your skills and improve your productivity with this new operating system. *Professor Teaches Windows 7 Advanced* takes you to a new level by building expert skills.

Learning to Use Windows 7 Simplifies the Way You Use Your PC!

Everyday tasks are made easier when you learn the essentials and advanced concepts from Professor Teaches, such as improved desktop navigation, enhanced searching to help you quickly locate your files, and maintaining system security. This fully interactive tutorial is organized for fast and easy learning with practical exercises to build new skills and Windows proficiency.



Personalize the visuals and sounds in Windows 7.

Learn fast & easy — over 170 lessons

Windows 7 — over 50 lessons

- Resizing and Moving Windows
- Customizing the Start Menu
- Creating Shortcuts
- Using the Taskbar
- Managing Multiple Windows
- Customizing the Taskbar
- Working with the Sidebar and Gadgets
- Switching Users
- Exploring the Computer's Contents
- Searching for Files and Folders
- Creating and Renaming Folders
- Moving, Copying, and Deleting Files
- Using the Recycle Bin
- Personalizing the Desktop
- Modifying the Color Scheme
- Changing the Monitor Resolution
- Selecting a Screen Saver
- Personalizing Sound Effects
- Fine-Tuning System Setting
- Modifying Folder Options
- Customizing the Startup Folder
- Adding and Changing User Accounts
- Printing with Windows 7
- Adding a Printer
- Working with the Printer Dialog
- Working with the Print Queue
- Troubleshooting Printer Problems
- Installing Fonts
- Burning Files to CD and DVD
- Creating XPS Documents
- Working with Third Party Software
- Setting Up an Internet Connection
- and more



Explore the print features.

Increase your productivity using any version of Microsoft's Windows 7!

Realistic

Realistic simulations provide an accurate learning environment so your use of Windows 7 is fast.



Interactive

More than just videos, you'll interact to perform the correct action during each exercise for better learning & retention.



Complete

Hundreds of learning lessons for beginner through advanced subjects are included. No other training is more complete.



Windows 7 Advanced — over 30 lessons

- Understanding Quicklaunch Bars
- Using Jump lists
- Viewing Libraries
- Working with Send To
- About Windows Touch
- Introduction to Windows 7 Security
- Working with the Security Center
- Managing Firewall Settings
- Using Windows Defender
- Setting Internet Security Options
- Using Parental Controls
- How to Update Windows 7
- Managing Peripheral Hardware
- Performing Disk Maintenance
- Working with Programs
- Backing Up and Restoring Files
- Obtaining System Information
- How to Transfer Computer Settings
- Using Windows Meeting Space
- Troubleshooting Problems
- Viewing Your Network
- Getting Remote Assistance
- About the Sync Center
- and more



Customize the Family Safety settings.

Each course provides 4 to 8 hours of training!

Internet Explorer 8 — over 60 lessons



Learn the new features in Internet Explorer 8.

- Using AutoComplete
- Interpreting Error Messages
- Managing Favorites
- Tracking Your Browsing History
- Understanding the Status Bar
- Entering Information into Forms
- Listening to Radio Webcasts
- Creating an Online Photo Album
- Using the Bing Toolbar
- Customizing Search Settings
- Using Autosearch
- Saving Web Pictures
- Working with LinkedIn
- Social Network Privacy
- Creating a Blog
- and more

PC Security Fundamentals — over 30 lessons

- Defeating Malware
- Managing Firewall Settings
- Using Windows Defender
- Setting Internet Security Options
- Using Parental Controls
- Securing Your Browser
- Keeping Windows Patched and Updated
- Protecting Your Privacy
- Managing Cookies
- About Inappropriate Content
- About Online Fraud and Predators
- About E-Mail Threats
- Dealing with Spam
- E-Mail and Instant Messaging Viruses
- Securing E-Mail Using Encryption
- and more



Learn how to use anti-spyware to increase PC security.

Get Quick Assistance with Professor Answers

Find answers to your questions faster and easier than Help. Search and Browse are just one click away to help you locate specific lesson training you need, right when you need it.



Sits on Your Desktop One Easy Click Away!



OPEN



Microsoft
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all on one
**DVD
ROM**



Also compatible
with Windows®
Vista, XP & 2000



Microsoft®
Windows 7™
The most realistic, interactive & complete training!

System Requirements

- Pentium® PC or Higher
- Microsoft® Windows 7, Vista, XP or 2000
- 16 MB RAM available
- 200 MB Hard Drive space available per application
- DVD-ROM Drive
- 1024 x 768, 16-Bit Color Display
- Sound Card
- Speakers or Headphones
- Mouse



Individual Software Inc., 4255 Hopyard Road, #2, Pleasanton, CA 94588-9900

Tech Support: (925) 734-6767 or www.individualsoftware.com/support

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*Source: The NPD Group / Retail Tracking Service – cumulative unit and dollar sales (2000 – July 2009). Computer Training defined by Individual Software as the NPD Office/Windows Training Category. Sales pie chart reflects 2008 – July 2009 data.



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