

Title Bar

Displays information about the window and allows you to move the window around the screen.

Minimize

Click to hide the window.

Maximize

Click to fill the entire screen with the window.

Note: If a window is already maximized, you will see a **Restore Down** button instead.

Desktop

Located behind all open windows (the blue background).

Icons

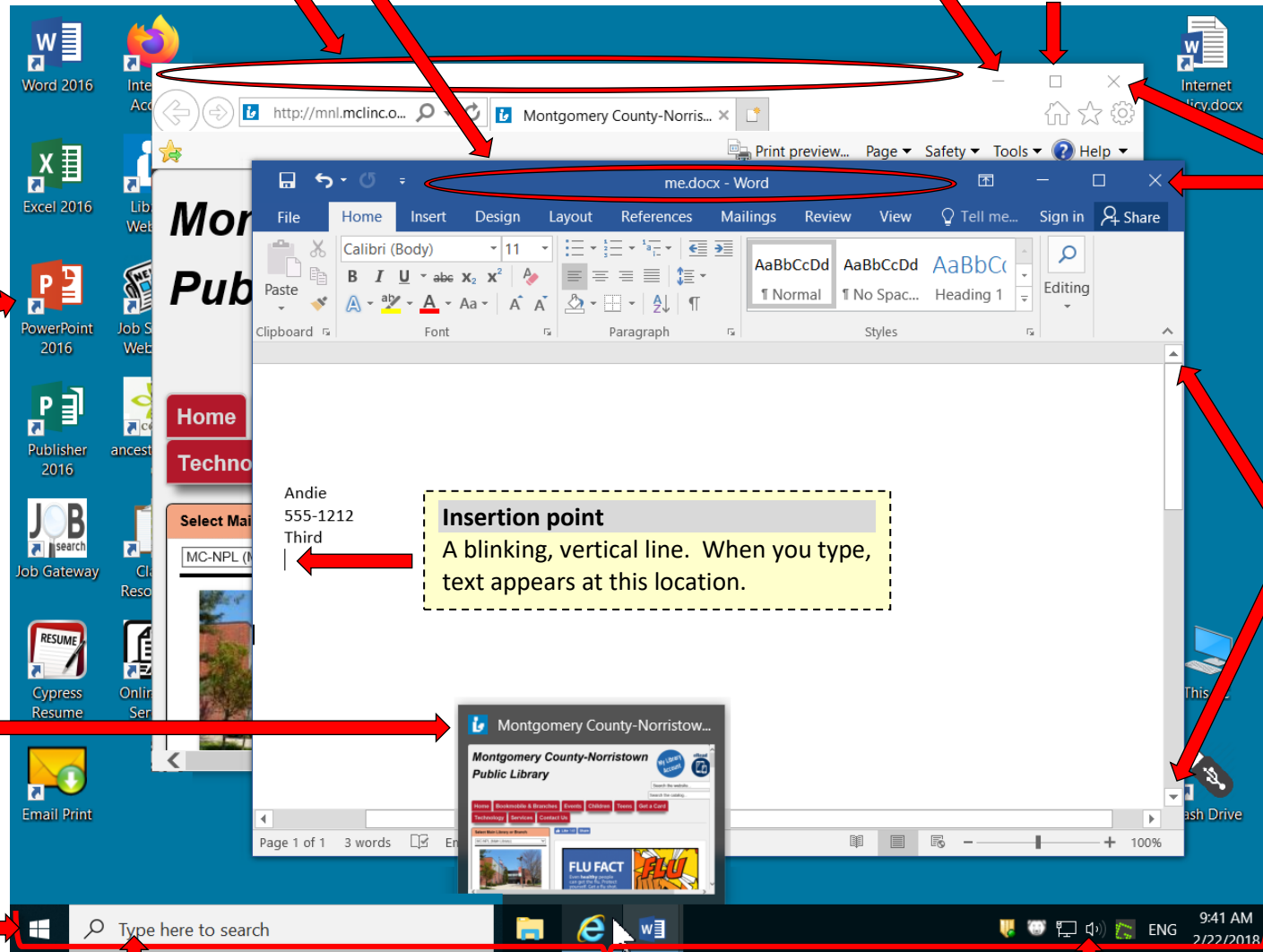
Double-click them to open programs, files or storage locations.

Preview Window

Appears when pointing at program buttons on the task bar.

Start button

You can open new windows from here.



Insertion point
A blinking, vertical line. When you type, text appears at this location.

Close

Click to exit a window. The **Active window** has a **red** close button.

Scroll buttons

Click to view hidden parts of a window. If all of the contents are visible, there will not be a **Scroll bar**.

Search Windows Box

Searches for apps by name. Can also be used to search the files on your computer and the internet.

Taskbar

Displays a button for each open window & each pinned program. Multiple instances of a program window will **stack**.

Notification Tray

Displays an icon for each system program that is running in the background.