Windows 10 Desktop Customization for Staff

As of August 2017, all computer labs in throughout the district are now on Windows 10. Several teacher stations and staff computers have been upgraded to Windows 10 as well. More machines will inevitably continue to be upgraded to Windows 10, as, nothing ever stays the same with technology. As was the case with Windows XP, Windows 7 will eventually be retired and not supported any more by Microsoft at some point in the coming years. We therefore must adapt to and become comfortable with using Windows 10 to stay ahead of the curve.
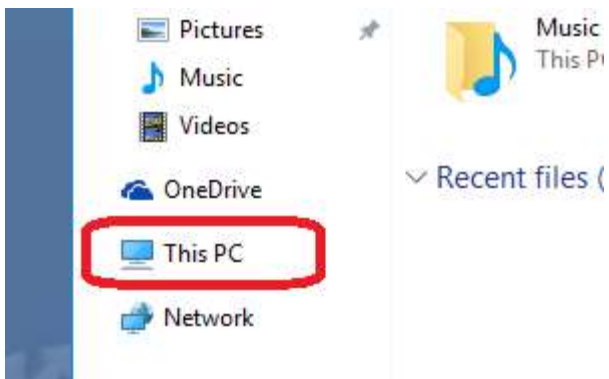
Staff Members: The first time you log in to any PC in a computer lab in the HS, you may have noticed the "Hi" "Welcome to Windows" and the delay in it getting ready for you to use.   It is building your user profile for the first time. The same goes for the first time you log in to any of the Remote Desktop servers.

The most common difference with Windows 10 is that, we are all used to opening from the upper left of our desktop, the "My Computer" or "Computer" or "This PC" icon, in order to get to our network drives. Microsoft chose not to include this icon by default with Windows 10, and there was not an efficient way for us to force the setting to adjust for all users.

To access your i: drive or other network drives, click on the yellow File Explorer shortcut near the bottom next to the Edge browser icon, as in the picture below.

Then, in the left-hand side of the window that comes up, about midway down near the bottom of your choices, click on This PC. As in picture below. Clicking on that will bring up the view that you are familiar with from Windows 7 which shows all of your network drives.   For more information about how to get your desktop to include this icon, please see our document on our webpage titled Windows 10 Desktop Customization.

To customize your desktop icons, right-click anywhere on the desktop. On that menu, where it says "View", you can choose the size of the desktop icons.   To get "This PC" to appear on the desktop, on that same menu, go to the bottom option "Personalize".   On the window that comes up, click on "Themes" on the left. Then, "Desktop icon Settings" link. Check all five of the boxes on that screen, "Computer" "User's Files" "Network" "Recycle Bin" and "Control Panel". Hit Apply, then, OK. You will then see those icons on the desktop again.