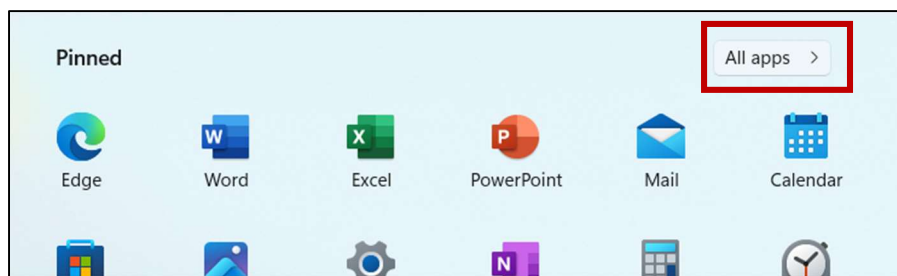


## Windows 11 – What’s new and different?

All instruction computers, as well as new and re-issued employee computers, will now have Windows 11, which means that a few things will look slightly different. If you are/were using “Classic Shell” – a program that was used on campus prior to Summer 2022 – the change will be more dramatic. Classic shell emulated the Windows XP interface, which was introduced in 2001, so as you can imagine, there have been a few changes over the last 20 years.

### Start menu –

The Start menu in Windows 11 features a ‘Pinned apps’ section that replaces the Windows 10 start menu. To see the full list of installed software, please **click the “All apps” button** in the top, right of the Windows 11 Start menu – this will show you a list of all programs in the Windows 10 format.



Windows 11 Start menu

### To add a frequently used program to the Start menu:

- 1) Click the **Windows icon** at the bottom of the desktop **or** press the **Windows key** on the keyboard.
- 2) Click the **All apps** button (top right of the Start menu)
- 3) **Right-click the program** you wish to add to the Start menu.
- 4) Select **Pin to Start** from the menu that opens in step 3.

That program will now always show in your Start menu (try it now by pressing the Windows key or clicking the Windows icon at the bottom of the screen.)

### To remove a program from the Start menu:

- 1) Click the **Windows icon** at the bottom of the desktop **or** press the **Windows key** on the keyboard.
- 2) **Right-click the icon** you wish to remove from the Start menu (this will not *uninstall* the program)
- 3) Select **Unpin from Start** from the menu that opens in step 2.

That program will no longer appear in your Start menu pinned apps section.

## Windows 11 – What’s new and different?

### Context menu (the menu that opens when you right-click something):

When you right-click anything in Windows, a menu opens – this is called the context menu. In Windows 11, the context menu now has small icons at the top for common tasks like copy, cut, and paste. If you hover the mouse cursor over each icon, it will tell you what that icon represents.



*Context menu*

- The Cut icon looks like a pair of scissors.
- The Copy icon looks like two sheets of paper.
- The Paste icon looks like a clipboard with a sheet of paper on it.
- The Share icon looks like an arrow over a sheet of paper.
- The Trash icon looks like a trash bin.

**If you prefer to see the menu in text**, rather than these new icons, simply **hold shift and press F10** while the menu is open, or click the bottom menu item **Show more options**, and the full menu in text will appear.

Most other functions that have changed are less often used but don’t be surprised if you notice something has changed in a function that you use regularly.

The ITS Help Desk will be happy to assist in this transition – simply send an email to [HelpDesk@centre.edu](mailto:HelpDesk@centre.edu) or call x5575 and we will arrange a time to assist.

You can also reference our Knowledgebase from on or off campus by going to the [CentreNet](#) portal:

- 1) Click **Campus Resources**.
- 2) Click **Information Technology Services**.
- 3) Click **View our online [Knowledge Base](#)**.