

WINDOWS NT

THE
COMPLETE
REFERENCE

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Edition

Allen L. Wyatt

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That Should Have Come
With Your Software

Windows NT: The Complete Reference

Allen L. Wyatt

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Windows NT: The Complete Reference

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Introduction

Windows NT is the very long-awaited and highly touted operating system from Microsoft. A direct descendent of Microsoft Windows, NT is fresh competition for the OS/2 and Unix operating systems, with the advantage of being able to draw from the huge base of Windows users. NT's features, which include the ability to do multitasking, take it a step beyond its DOS-based predecessor. NT has many more features, unavailable in DOS Windows, that will be discussed in detail in this book.

Whether or not you have used Windows, this book is carefully designed to teach you all you want to know about the Windows NT operating system. It offers an excellent and detailed tutorial on all aspects of Windows NT. But the thing that makes this book stand out is the carefully constructed alphabetical reference sections in Part 4. If you want to find something fast, this is the place to look. Throughout *Windows NT: The Complete Reference*, you will see many tables to help you locate items of interest. The book also offers an ample supply of tips for users at all levels. There are additional features too numerous to mention. I invite you to take a closer look at the book; I hope you will find it a useful and convenient resource.

About the Contents

Windows NT: The Complete Reference contains 15 chapters and 2 appendices, all jammed with information. I have attempted to cover every aspect of the program, from the perspective of a Windows NT user. This new operating system is, however, a rich and complex environment—so despite my best efforts, I expect that users will find things that are not discussed. I welcome any suggestions for improvement.

Part 1, "Up Front with Windows NT"

The book is divided into 5 parts. The first part, "Up Front with Windows NT," is an overview for users at all levels. Chapter 1, "Windows Past, Present, and Future," is a quick look at how NT came about, its design goals, and its future. Chapter 2, "The Windows NT Environment," teaches you how to start up and use the environment, and how to end a session. In Chapter 3, "Windows Survival," you learn basic skills that will help you use NT in your day-to-day work.

Part 2, "Putting Windows NT to Work"

Part 2, "Putting Windows NT to Work," is a detailed user guide to the product. Chapter 4, "Using the Program Manager," tells you how to run the Program Manager—this feature is the heart of Windows NT. Chapter 5, "Using the Control Panel," teaches you to use the control panel to modify colors, the date, fonts, and much more. Chapter 6, "Using the File Manager," discusses working with disk drives, organizing files, modifying file security, and customizing the File Manager itself. In Chapter 7, "Using the Print Manager," you learn to add, remove, and select printers, delete print files, and use Print Manager windows. Chapter 8, "Windows NT Accessories," covers all of the built-in Windows NT software accessories, many of which are improved versions of classic Windows accessories. Finally, Chapter 9, "All Work and No Play...," gives you a little break, with descriptions of how to play the games provided with Windows NT.

Part 3, "Getting More from Windows NT"

Part 3, "Getting More from Windows NT," discusses more advanced uses of NT. Chapter 10, "Customizing Windows NT," allows you to adapt NT to your own tastes. Chapter 11, "Enhancing Windows NT," discusses how to add items such as multimedia capability, additional printers, more memory, and a CD drive to your NT system. Chapter 12, "Networking and System Administration," tackles the installation and operation of a network. In Chapter 13, "Security Features of Windows NT," you get an overview of the security features of NT and tips on how to make your system safe.

Part 4, "Reference Material"

Part 4 is the hallmark of the Complete Reference and the section that sets this apart from all other books. Please just flip through this section to see how it is organized for your ease of reference. Chapter 14, "Command Reference," is an alphabetical reference in index style covering all commands, program options, and menu choices. This is the easiest part of the book to refer to if you want to look something up quickly. Last but certainly not least is Chapter 15, "Accomplishing Common Tasks." This chapter provides an alphabetical reference to the tasks most commonly performed in Windows NT. Throughout both of these reference sections you will find helpful tips.

Part 5, "Appendices"

The last part of the book consists of the Appendices. There are two appendices, one on installation, and the other on the Configuration Registry, which is used (among other things) to maintain the system configuration on a network from a single location.

I trust that you will find *Windows NT: The Complete Reference* helpful and useful. If you have any comments on how to make it better, feel free to contact me:

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