

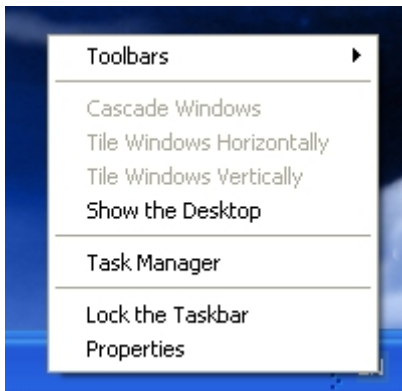


## Coffee Break

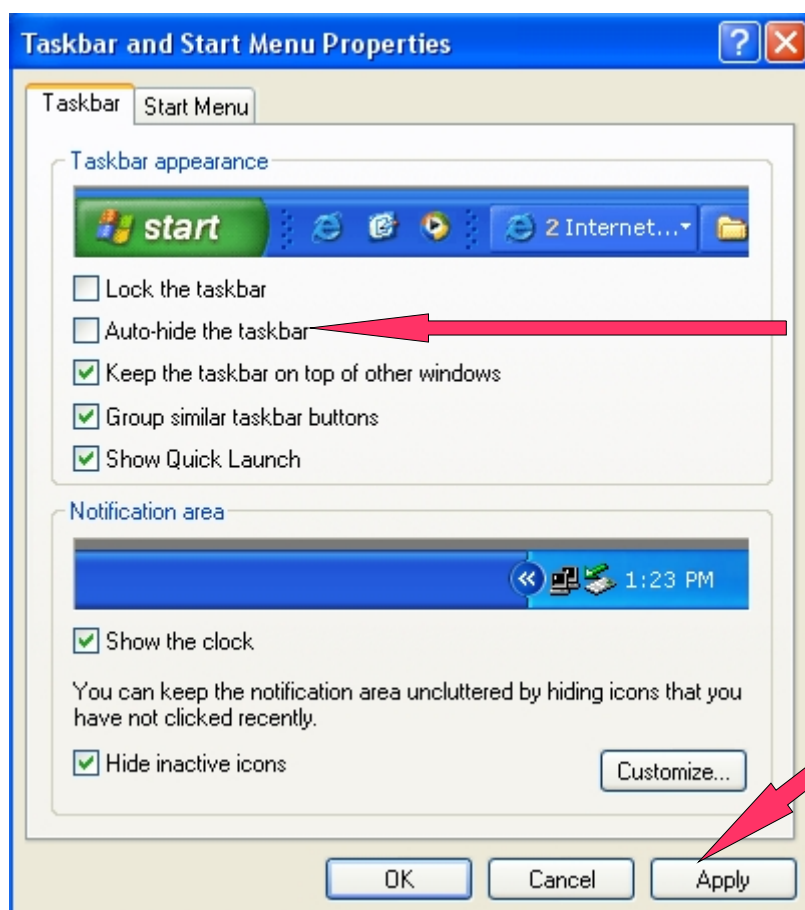
Question on Software or Operating system.

### Hide Your Taskbar

Want more Real Estate on your desktop? You can hide the Taskbar which will give you a little bit more screen area.



Right-click any blank area on your taskbar (your taskbar is what your Start button sits on) and select [Properties].



The screenshot shows the 'Taskbar and Start Menu Properties' dialog box. The 'Taskbar' tab is selected. Under 'Taskbar appearance', there is a preview of the taskbar. Below the preview, the 'Auto-hide the taskbar' checkbox is checked, indicated by a red arrow. Other options include 'Lock the taskbar' (unchecked), 'Keep the taskbar on top of other windows' (checked), 'Group similar taskbar buttons' (checked), and 'Show Quick Launch' (checked). The 'Notification area' section shows a preview of the notification area with the clock and system tray icons. Below the preview, 'Show the clock' and 'Hide inactive icons' are checked. At the bottom, there are 'OK', 'Cancel', and 'Apply' buttons. A red arrow points to the 'Apply' button.

From the menu that pops up. Place a tick in [Auto-hide the taskbar] from the resulting screen.

Left Click [Apply] then [OK].

Now, your taskbar will disappear when you move your mouse away from it and re-appear when you bring your mouse back.

To bring it back as before, follow the above steps and uncheck [Auto-hide the taskbar].