

# KAURICONE

## Interface User Manual

### Desktop



### Menu Bar



### Status Bar: Battery Monitor, Print Queue, Volume Control, Networks

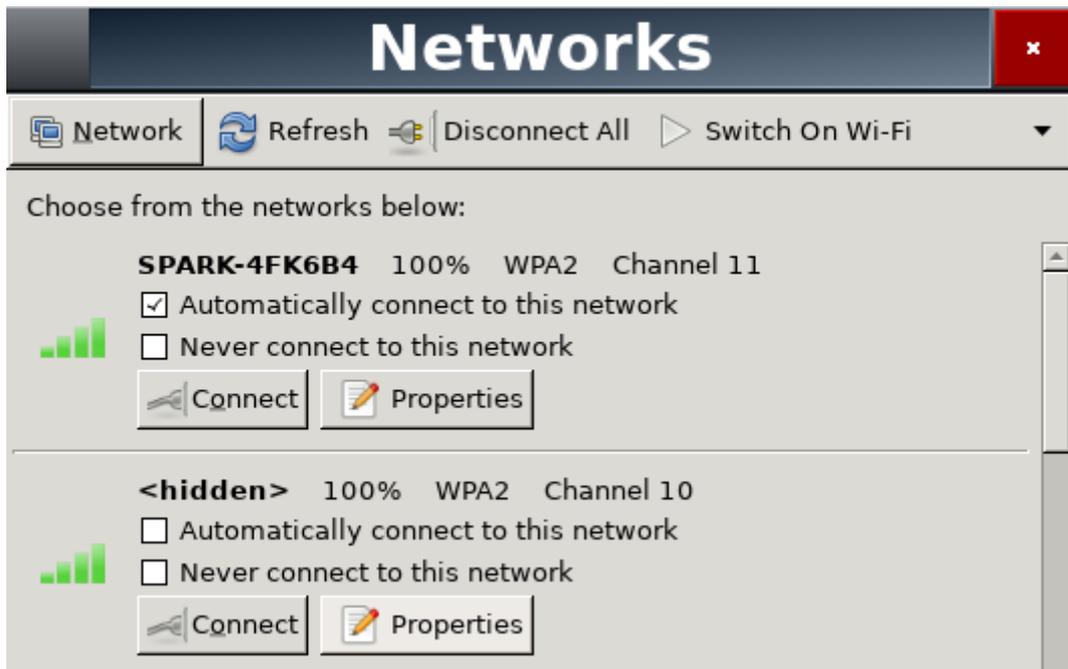


### Restart and Shutdown



## Network Connection – Wireless Network

- 1 Click the Networks Icon in the Status Bar



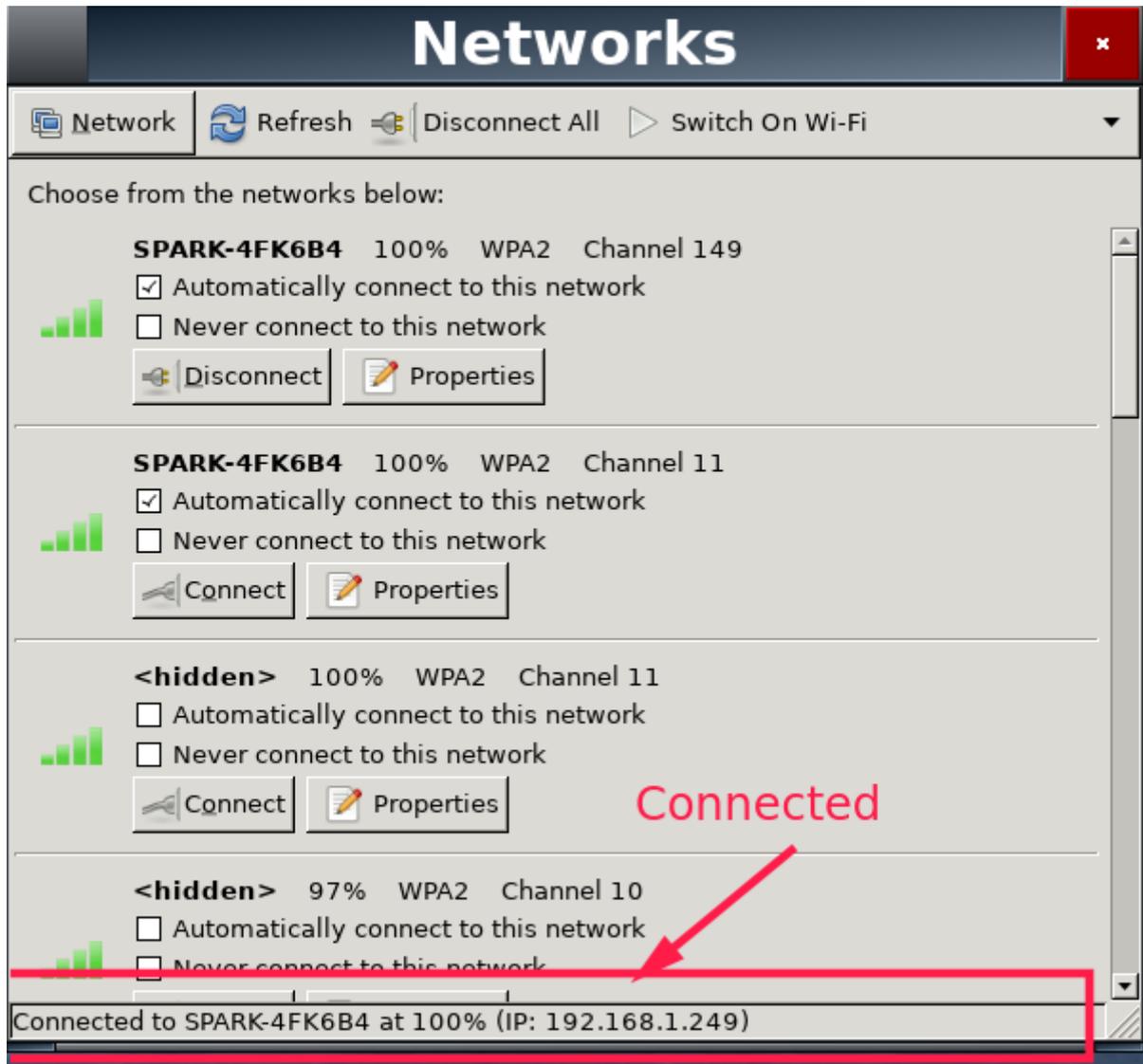
### Click Properties



Enter WiFi Password  
Click OK

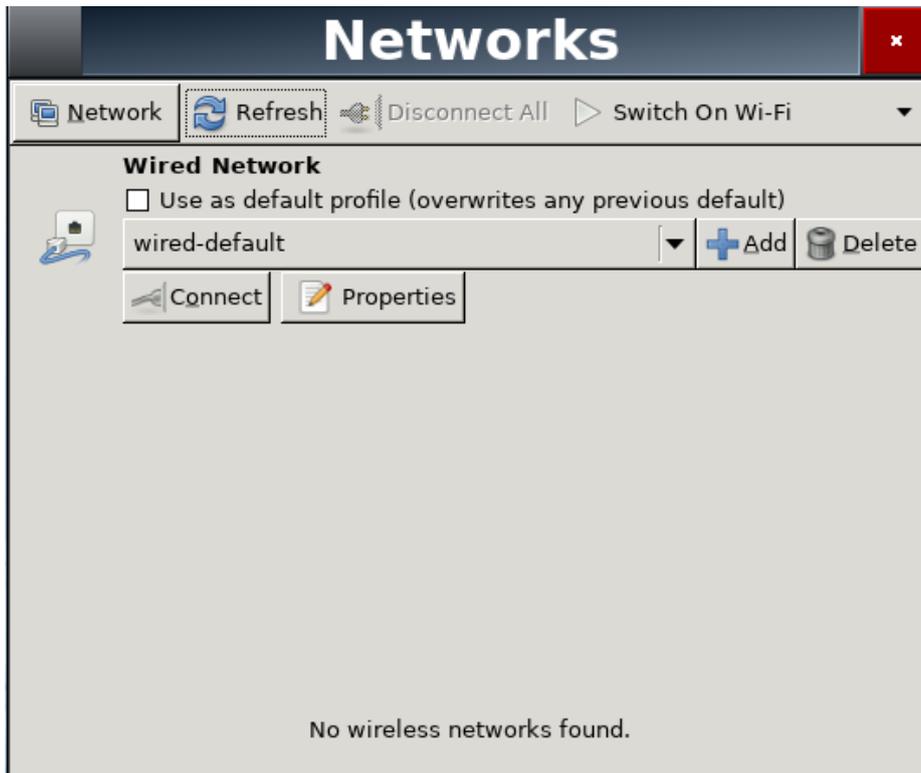


## Connected

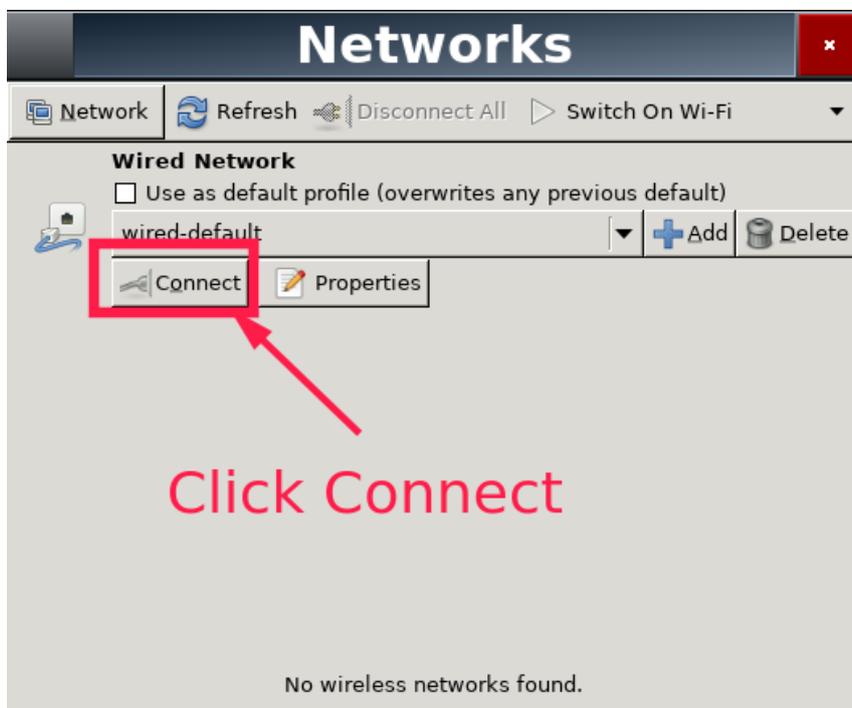


## Network Connection – Wired Network

- 1 Connect an Ethernet Cable to the Network port on the computer
- 2 Click the Networks Icon in the Status Bar.

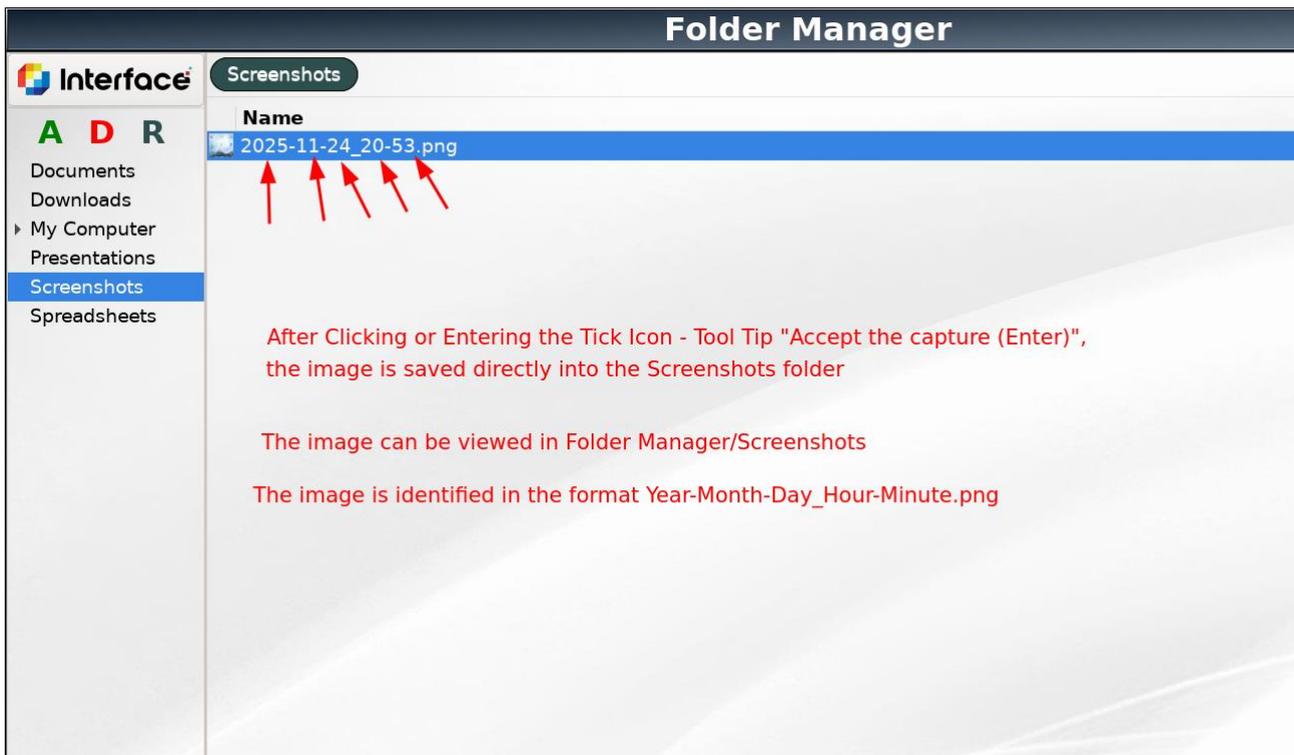


- 3 Click "Connect"

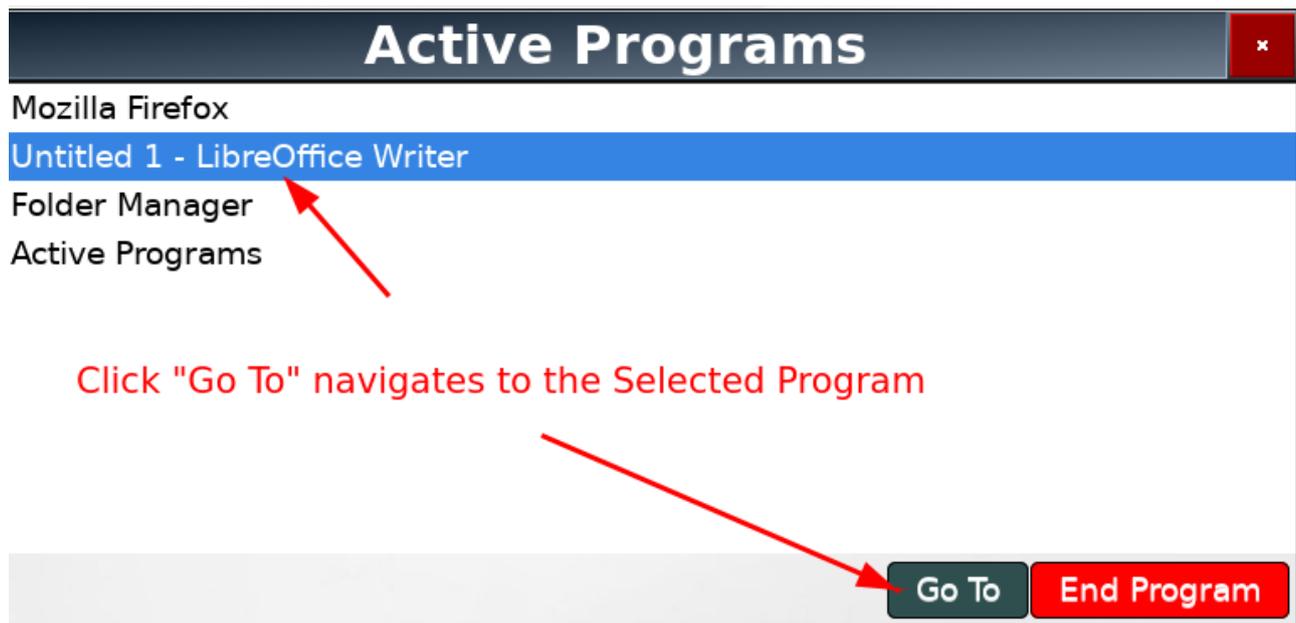


## Screen Shots

- 1 Click Screenshot in the Menu Bar
- 2 Select the area to be in the Screenshot by dragging the mouse
- 3 Customize the Screenshot with Text, Boxes, Arrows, Circles, and Freehand
- 4 Click or Enter on the Tick Icon – Tool Tip “Accept the Capture (Enter)”
- 5 The Screenshot is saved directly to the Screenshots Folder
- 6 The Screenshot can be viewed in Folder Manager / Screenshots
- 7 The Screenshot is in the format Year-Month-Day\_Hour-Minute.png



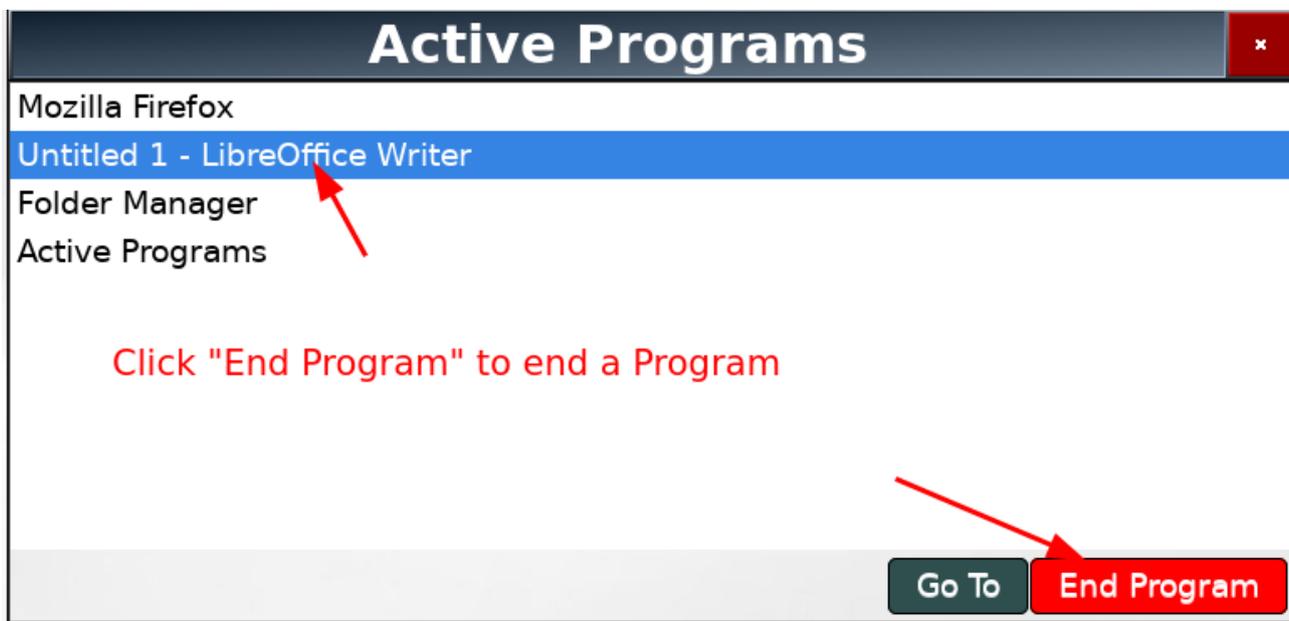
## Active Programs



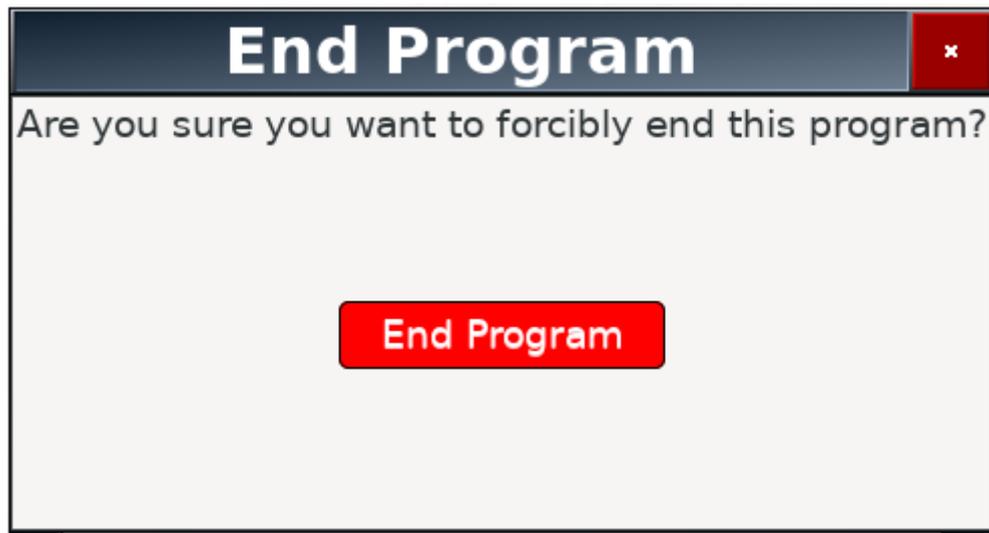
Active Programs allows you to Go To a running program, or End a running program

- 1 Click Active Programs on the Menu Bar
- 2 Click "Go To" to navigate directly to a running Program

To End a program, click "End Program"

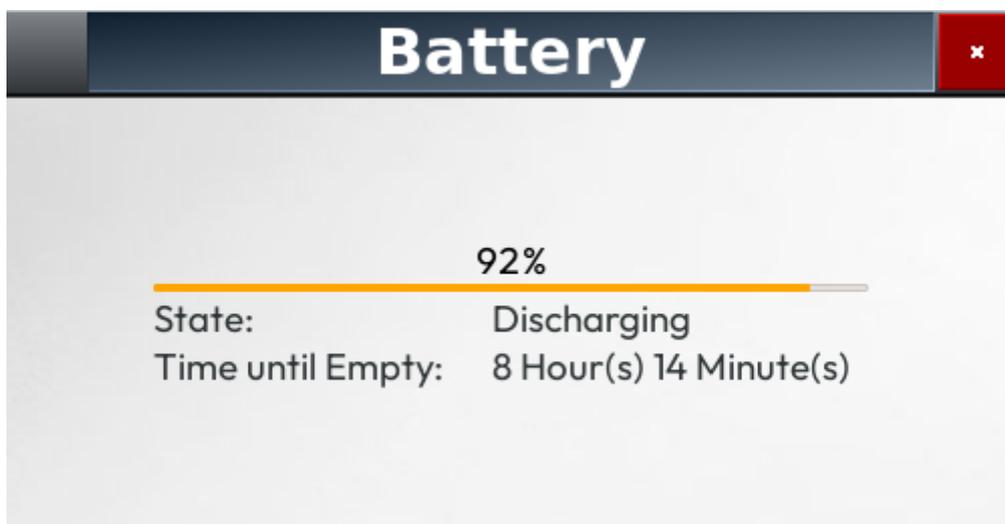


To confirm that you want to End a program, click “End Program”



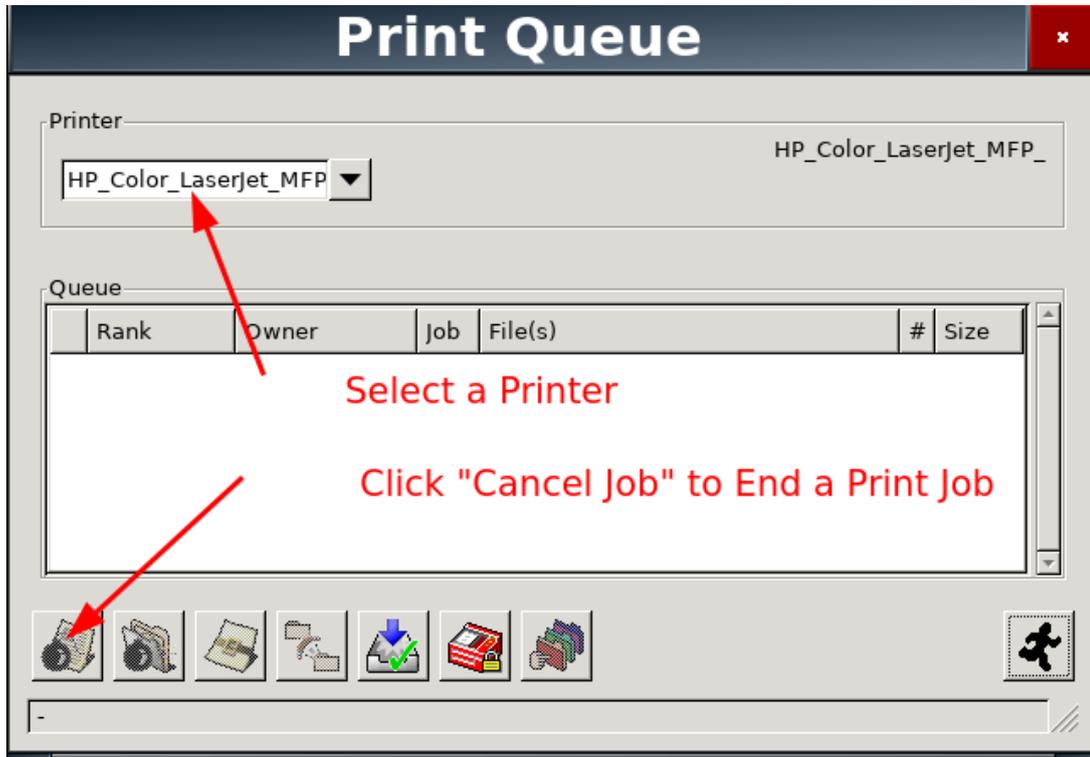
### Battery Monitor (For Laptops)

- 1 Displays the Percentage Charged
- 2 Status : Charging or Discharging
- 3 If Charging: Time until Full
- 4 If Discharging: Time until Empty



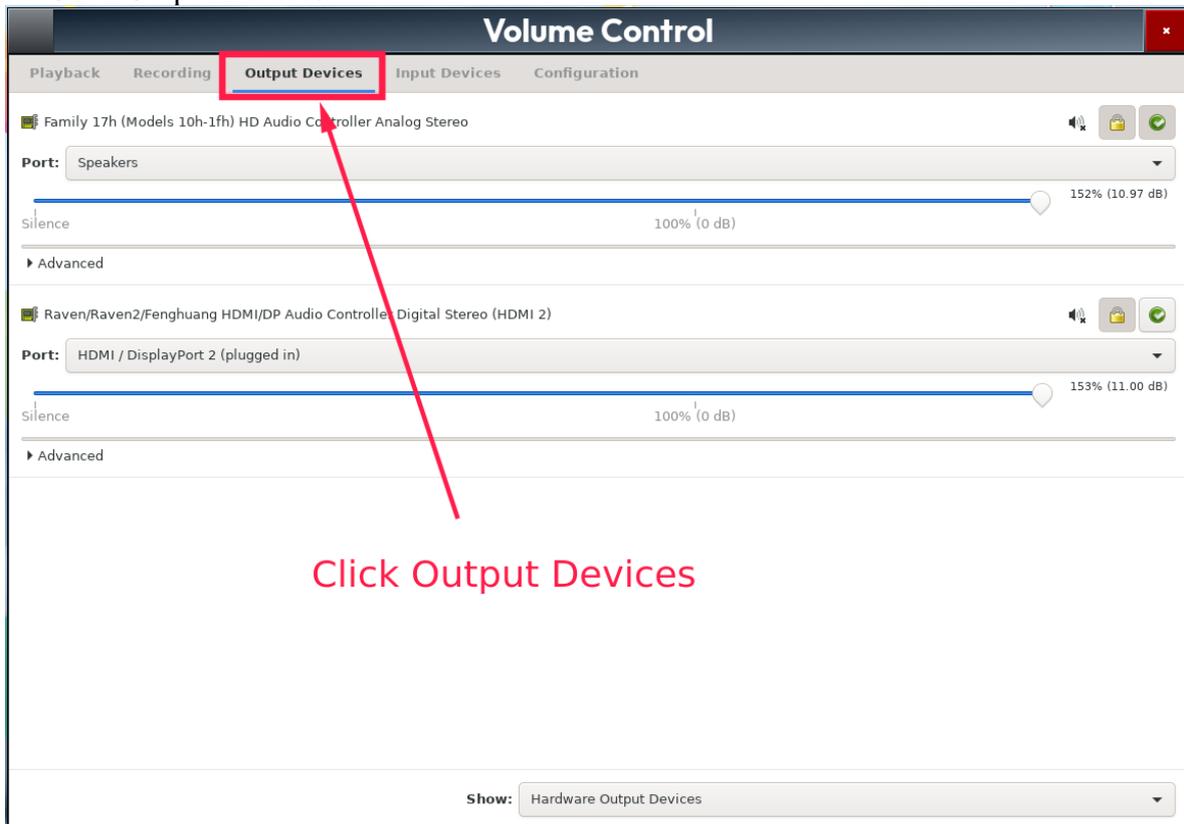
## Print Queue

- 1 Click Print Queue on the Status Bar
- 2 Select the Printer you want to view
- 3 Click "Cancel" to end a Print Job

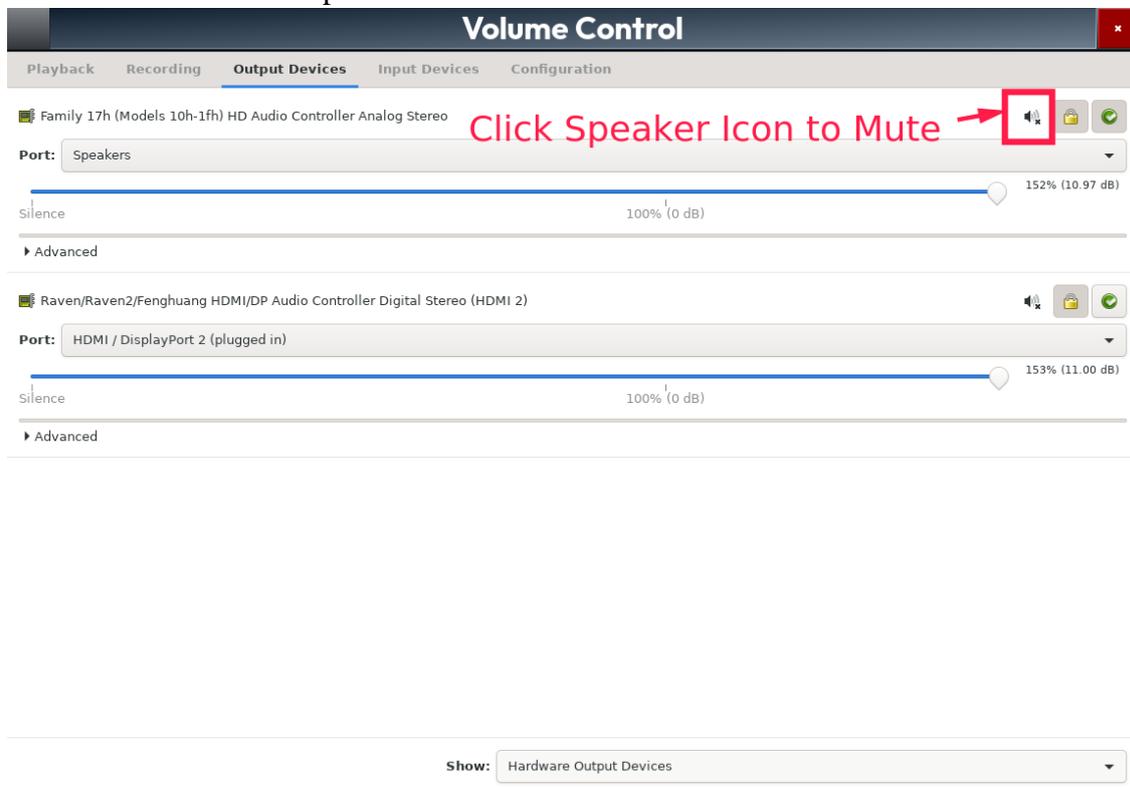


## Volume

- 1 Click Volume in the Status Bar
- 2 Click Output Devices



- 3 To Mute – Click the Speaker Icon



## My Computer

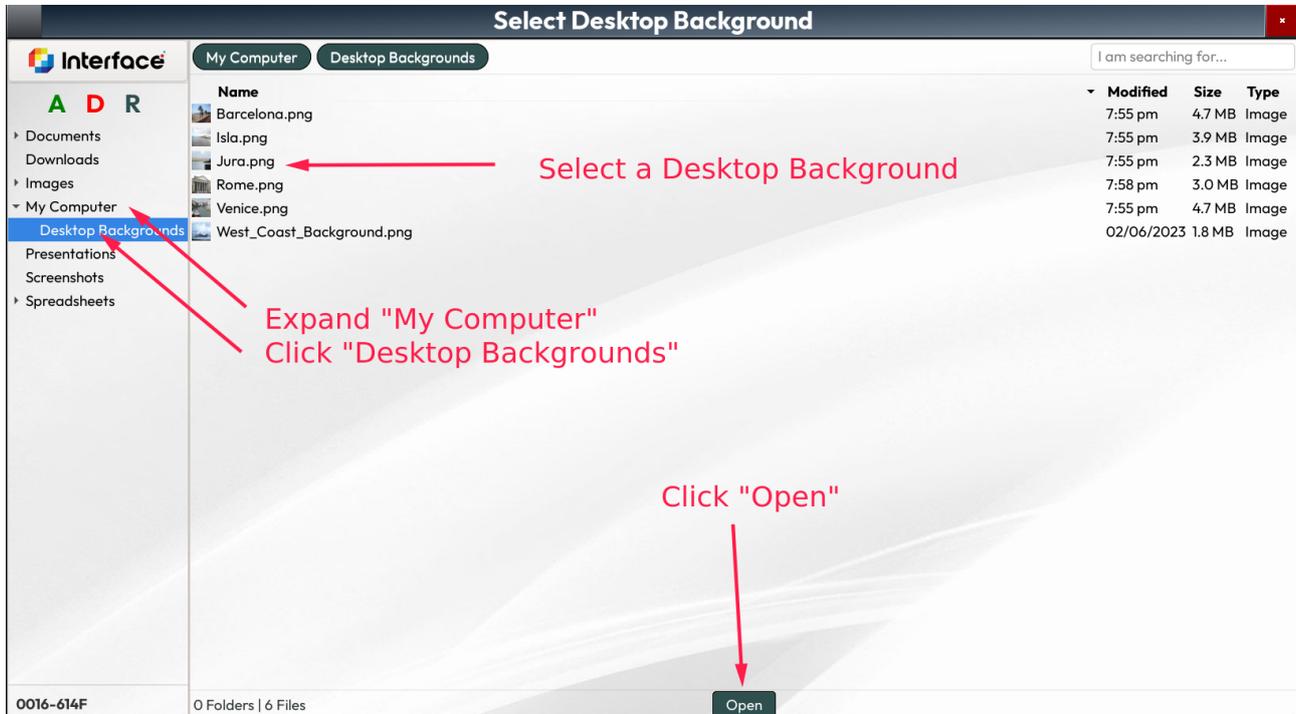
My Computer is the place where you personalize your computer settings. Change your Desktop Background and Power Saving, configure your Backup, and Dual Screens, locate your Computer Information, and User Manual



## How to Change your Desktop Background

In My Computer

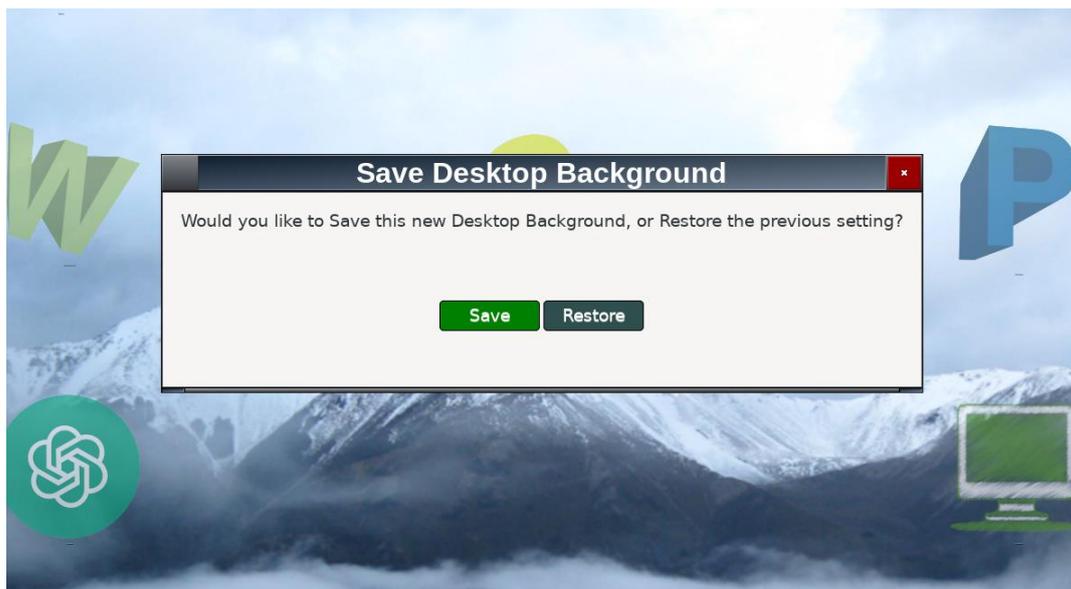
- Click Desktop Background
- Expand My Computer
- Click Desktop Backgrounds
- Click The new Desktop Background
- Click Open



To Keep the New Desktop Background  
To Keep the Existing Desktop Backgrounds

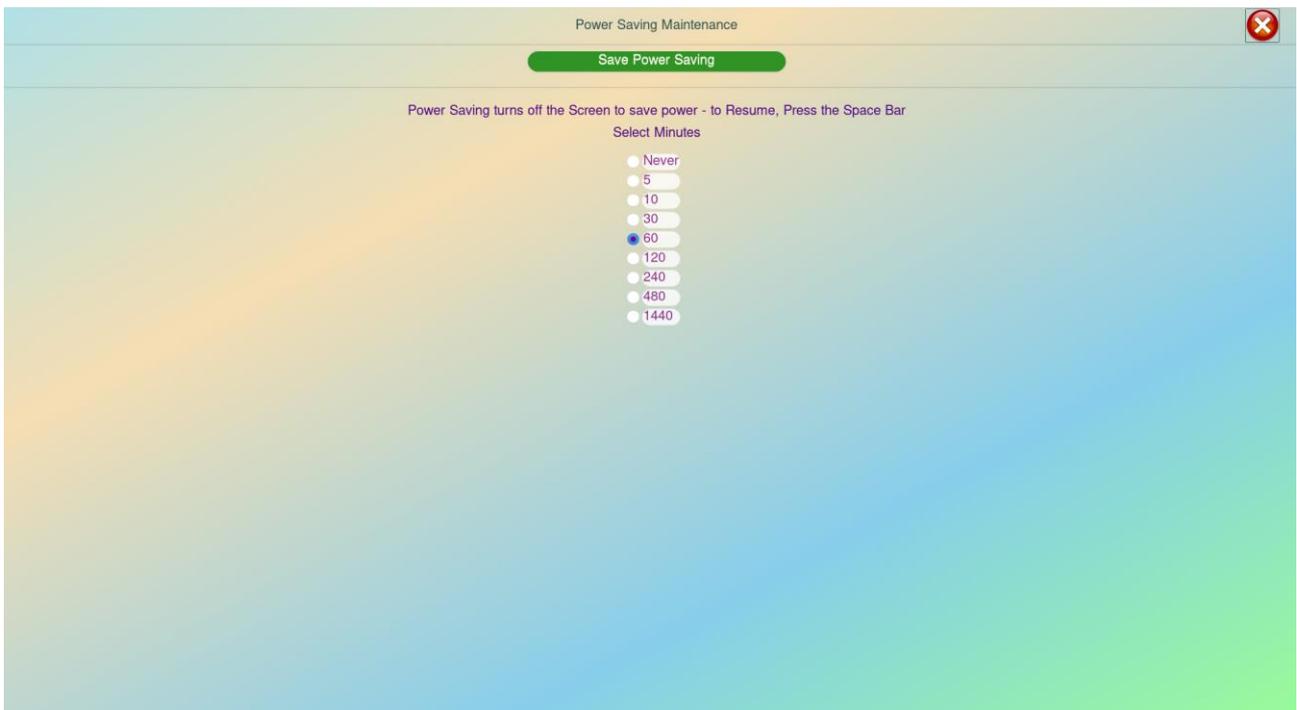
Click  
Click

Save  
Restore



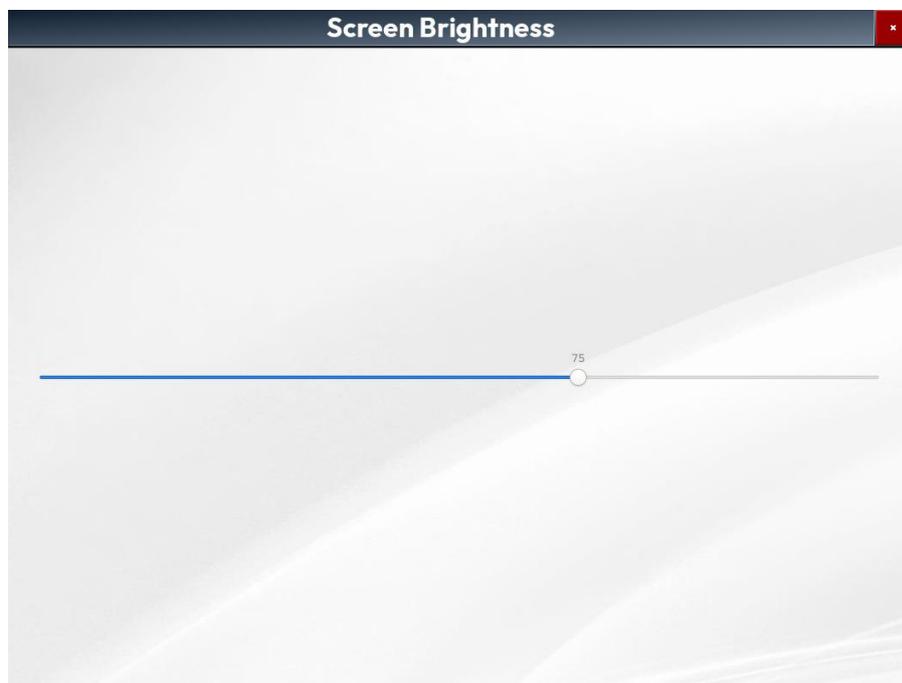
## Maintain Power Saving

The computer will go to sleep after the period of time you select. To activate the computer, press the space bar, or move the mouse



## Screen Brightness

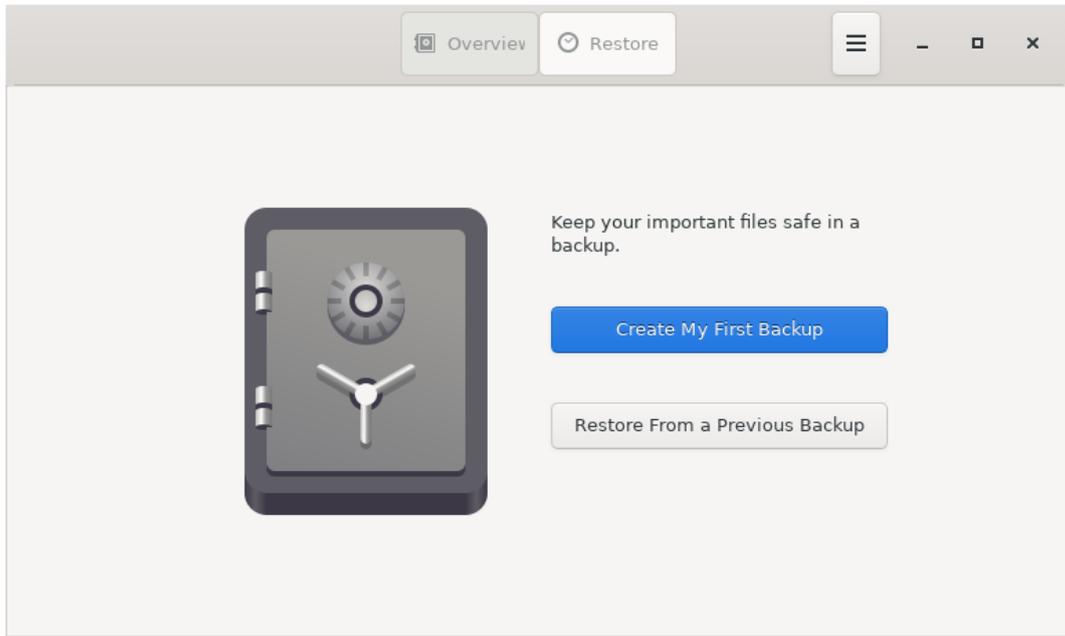
Screen Brightness can be set in the range from 30% to 100% by dragging the slider across the screen. The Brightness settings are retained until you change them



## Backup

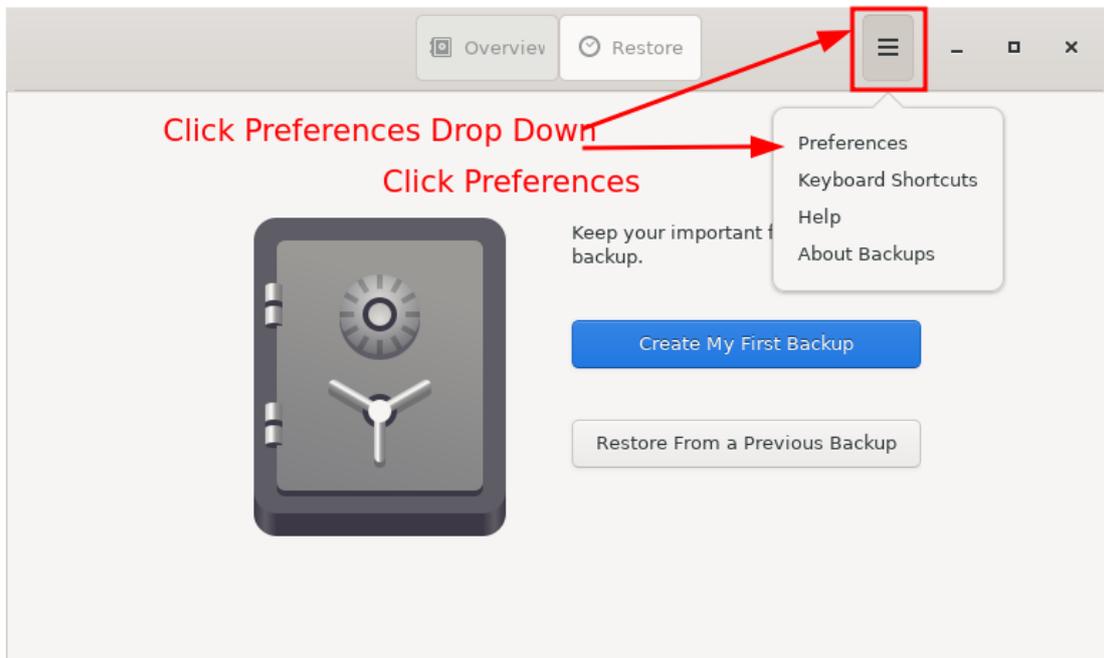
Select

Overview Tab

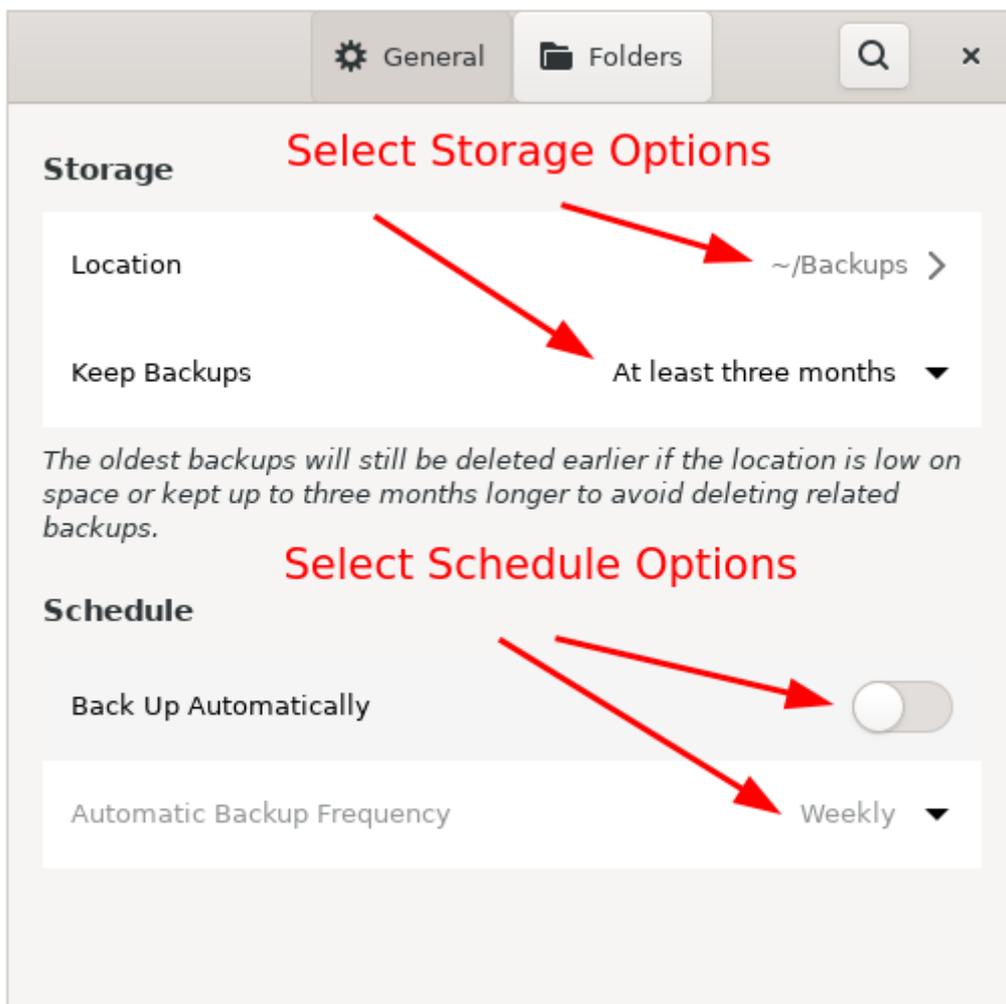


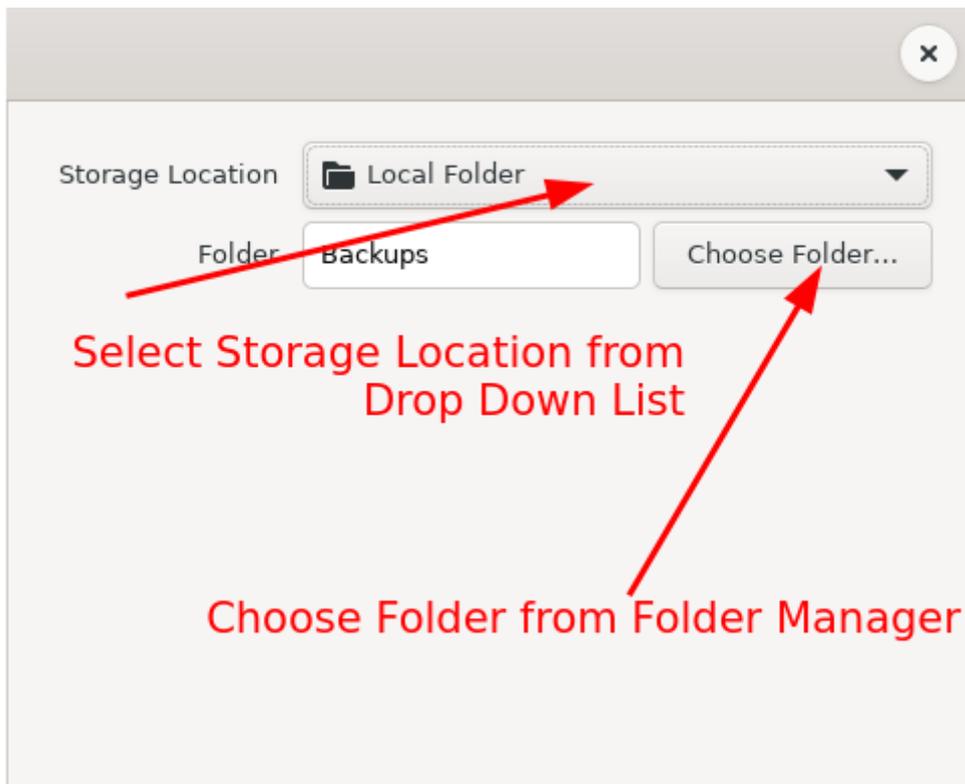
Click  
Click

Preferences Drop Down Menu  
Preferences

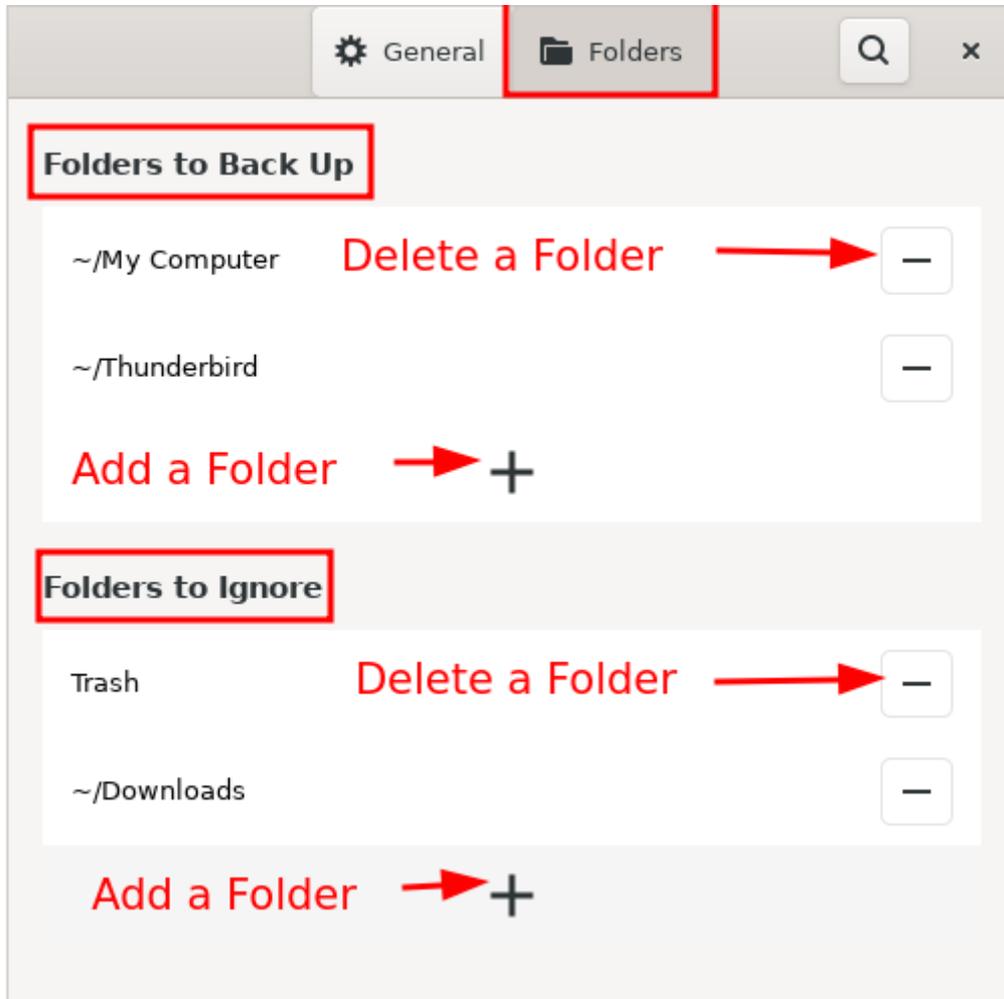


Select	General Tab	
Storage	Select - Location	Google Drive Network Server Local Folder USB – External Drive
Select - Keep Backups		At least three months At least six months At least a year Forever
Schedule		
Back Up Automatically		No Ignore
Automatic Backup Frequency		





Select	Folders Tab
Folders to Back Up	Click - to Delete a Folder from Back Up
	Click + to Add a Folder to Back Up
Folders to Ignore	Click - to Delete a Folder to be Ignored
	Click + to Add a Folder to be Ignored



Click x (Close)

### Create a Backups Folder

Create a Folder in Folder Manager to store the Locally Backed up Folders

Folder Manager/Interface Add a New Folder called “Backups”

## To Start Backup

Click

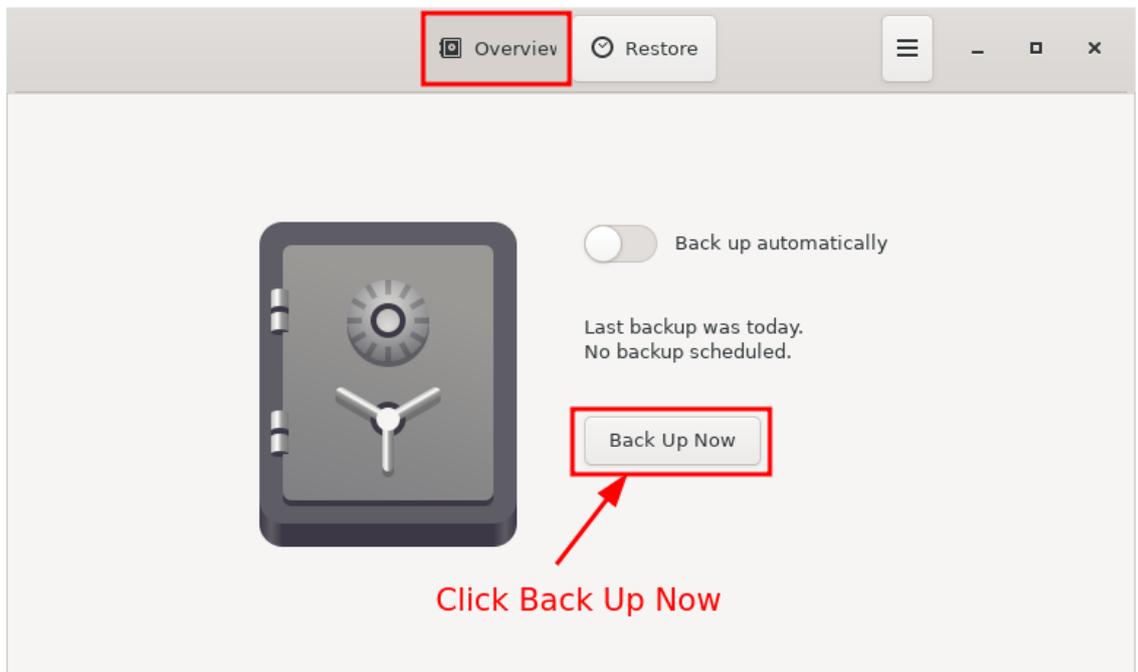
Click

Message

Overview Tab

Back Up Now

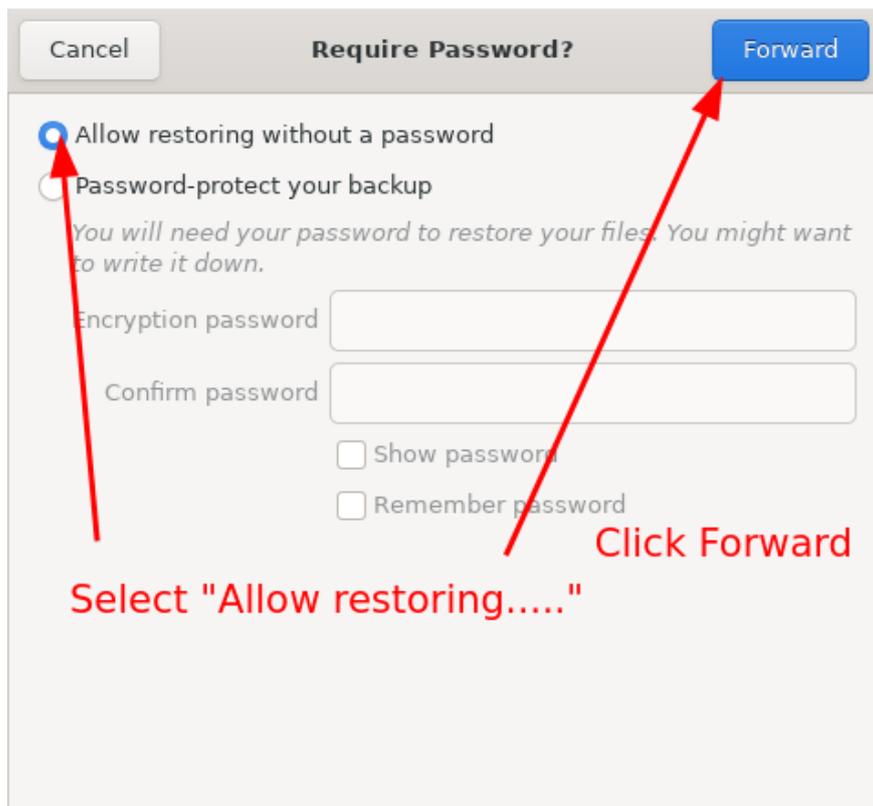
Backing Up.....



## Require Password?

Select  
Click

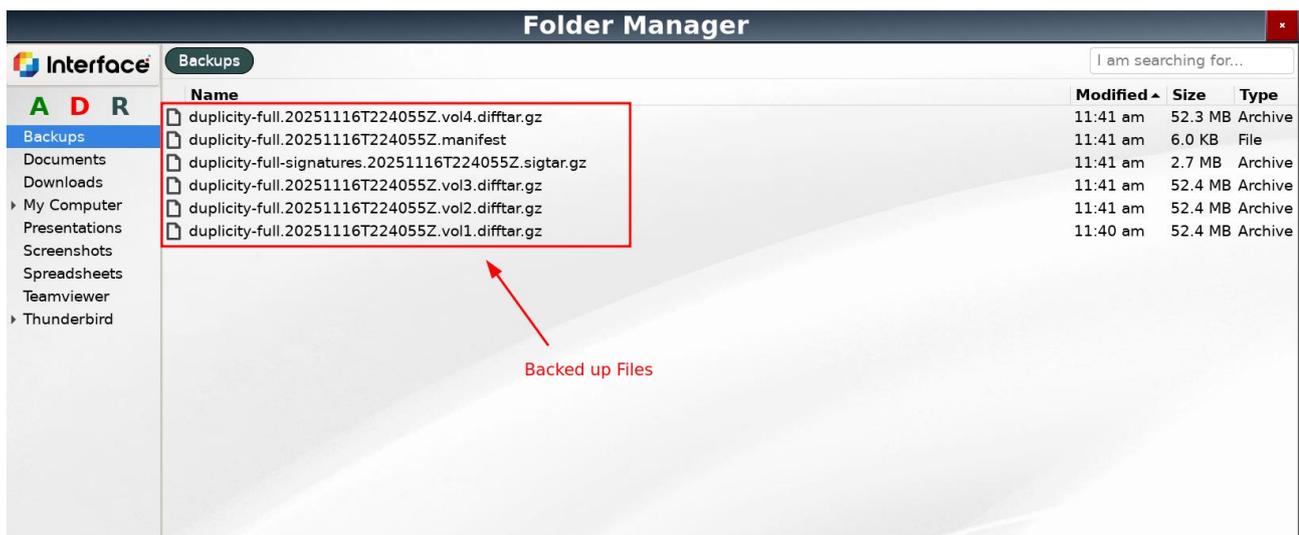
Allow restoring without a password  
Forward



To view Backed up Folders and Files in Folder Manager

Click

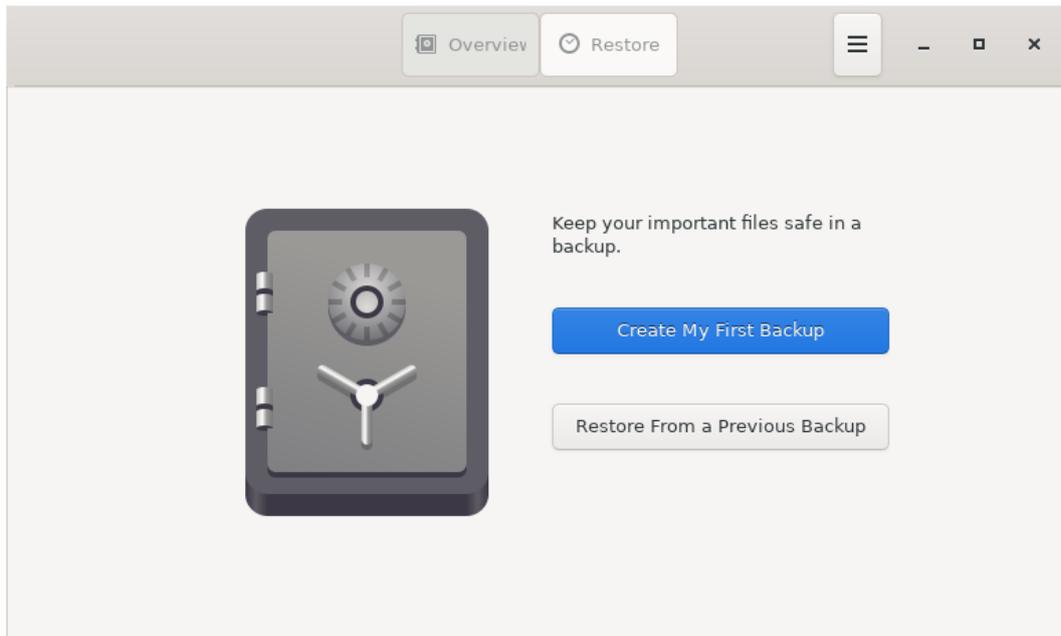
Backups



Restore

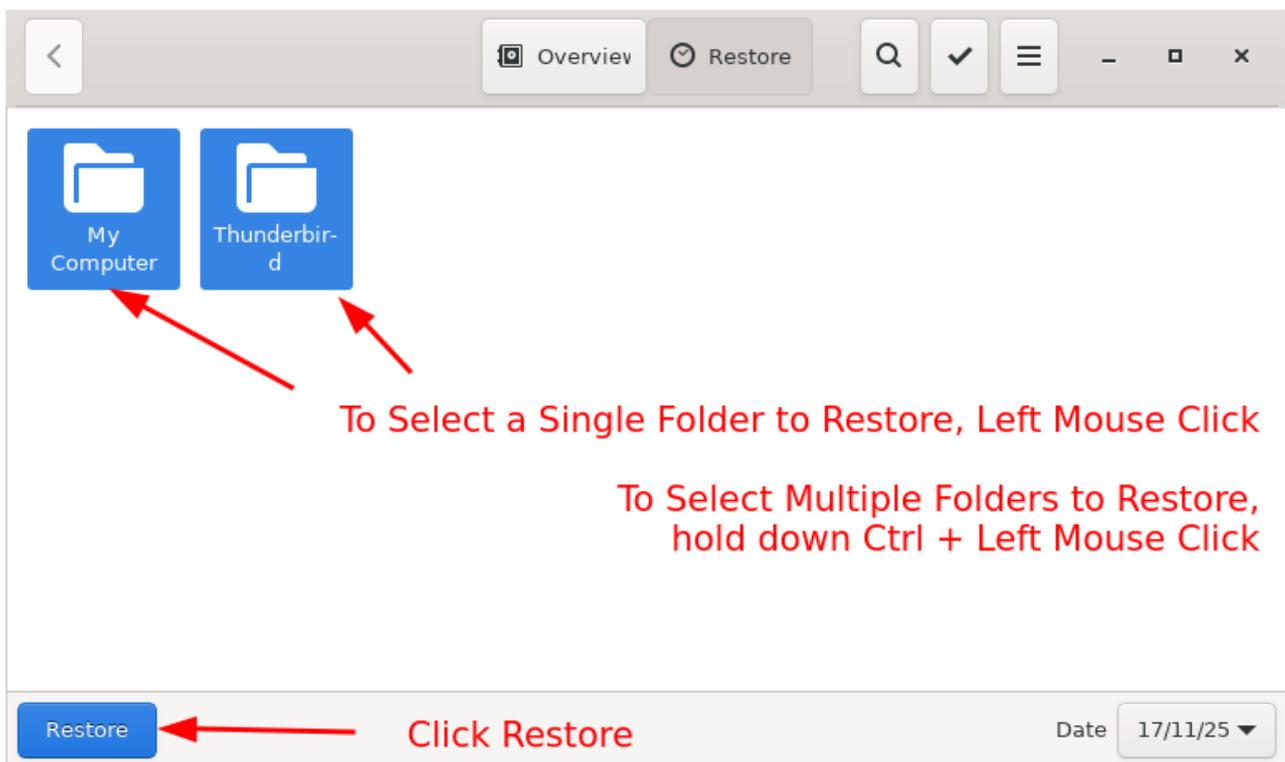
**To Start Restore**  
Select

Restore Tab



Restore a Single File  
Restore Multiple Files  
Click

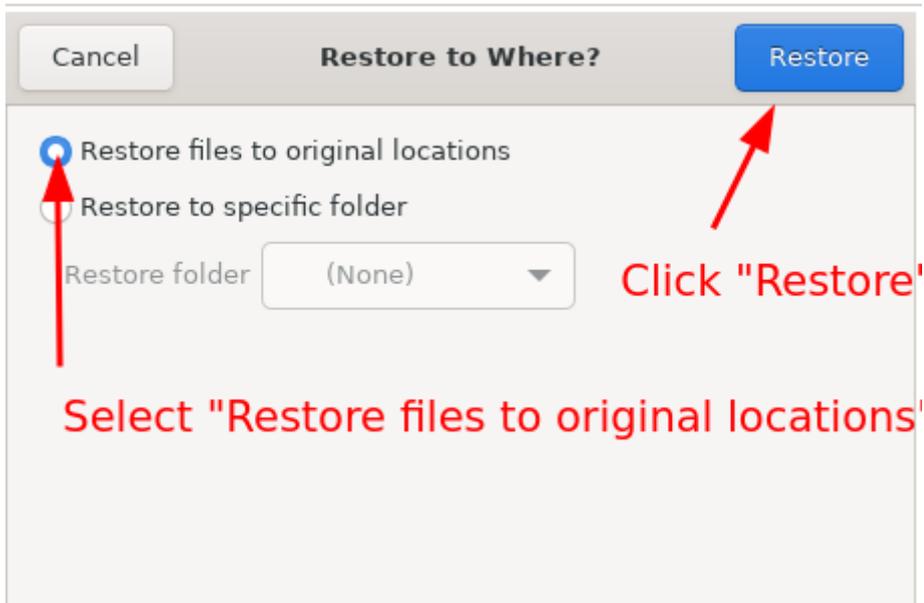
Left Mouse Click the Selected File  
Hold down Ctrl Key, and Left Mouse Click Each File  
Restore



## Restore to Where?

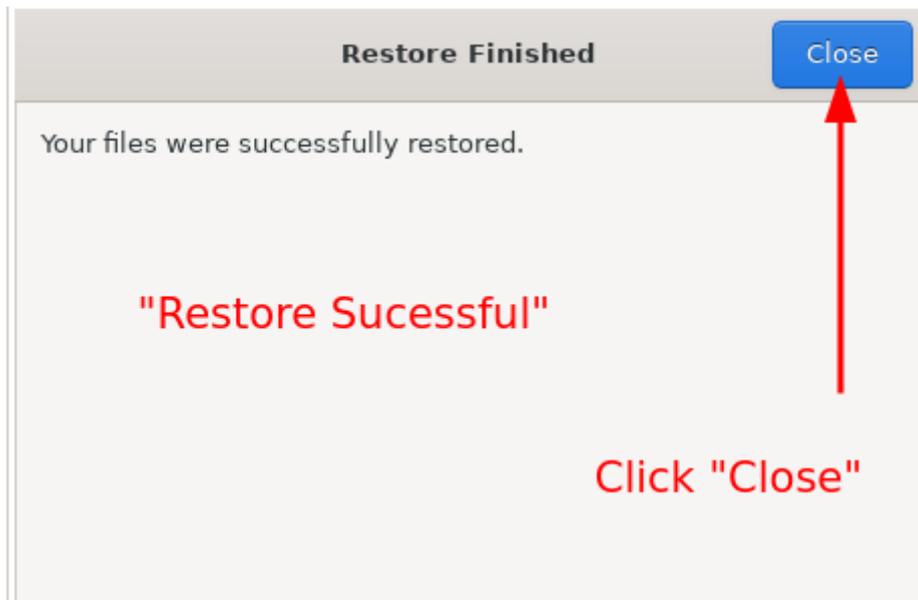
Click  
Click  
Message

Restore files to original locations  
Restore  
Restoring...



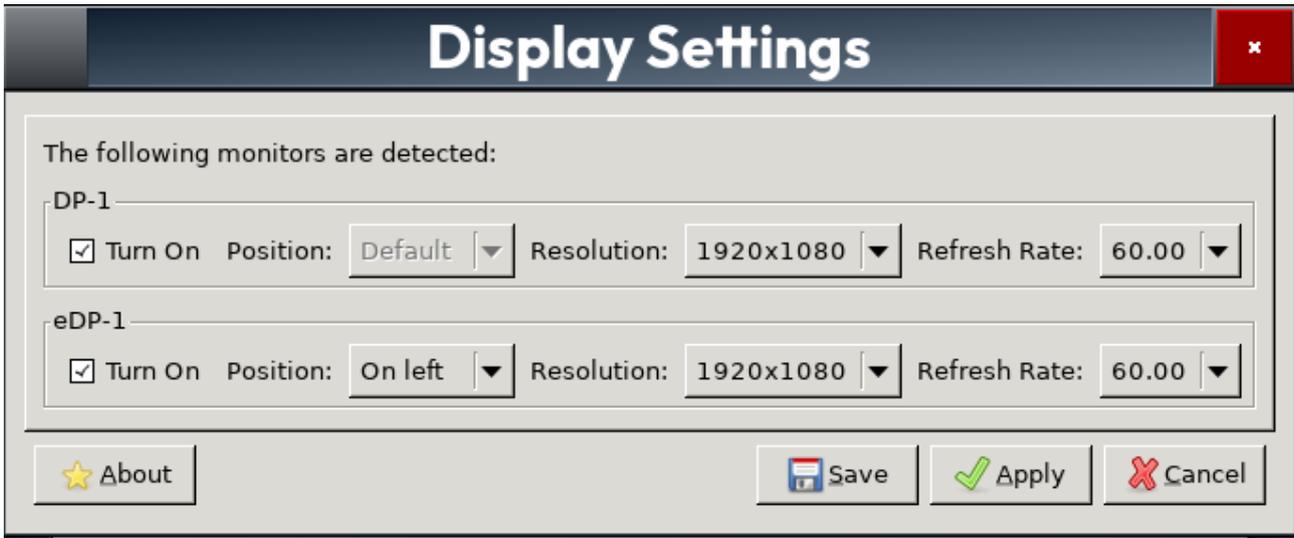
Message  
Click

Restore Finished  
Close

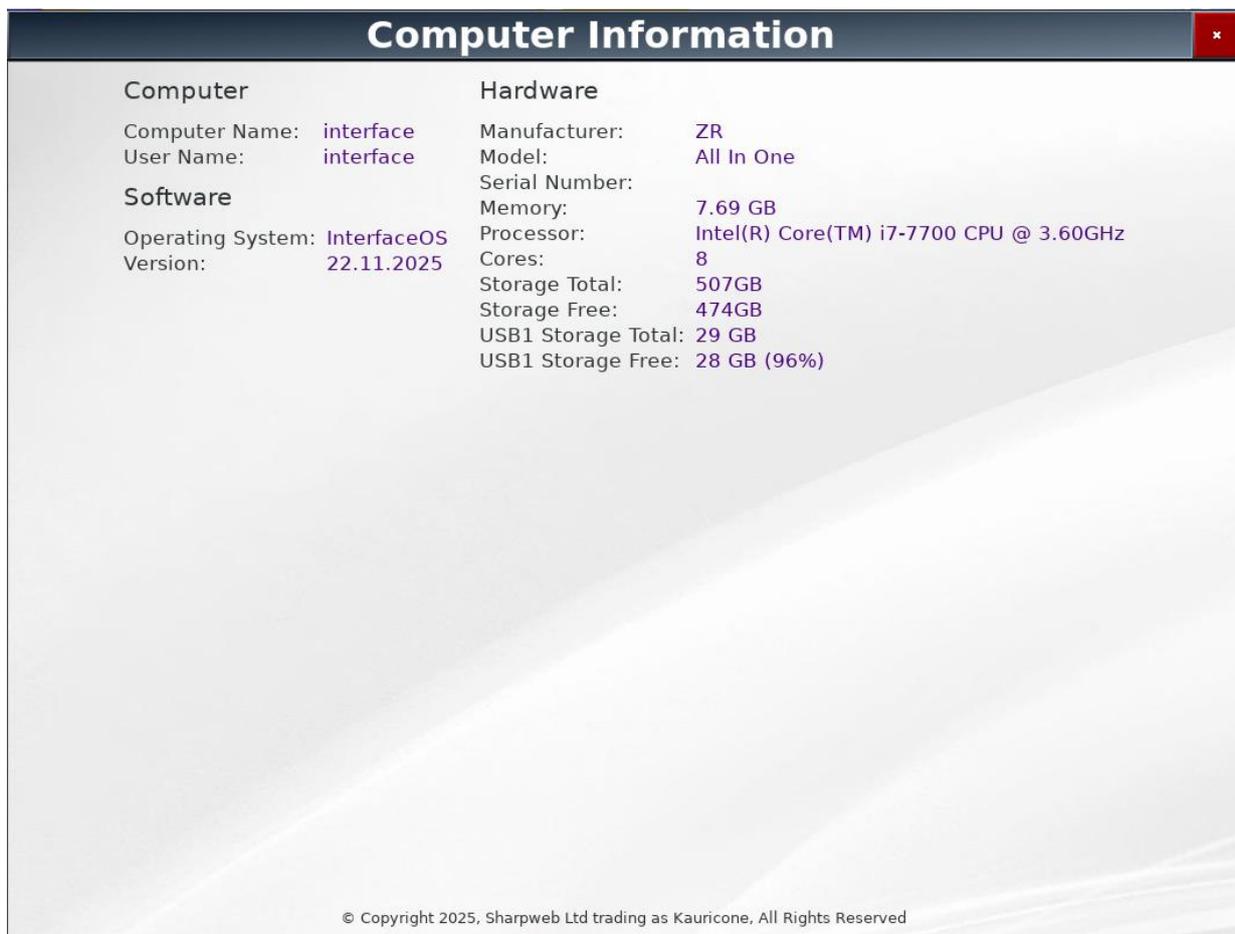


## Screens

InterfaceOS detects an additional screen when it is attached to your computer, and displays its current settings. The primary screen can be set to Default, On Right, Above, On Left, or Below



## Computer Information

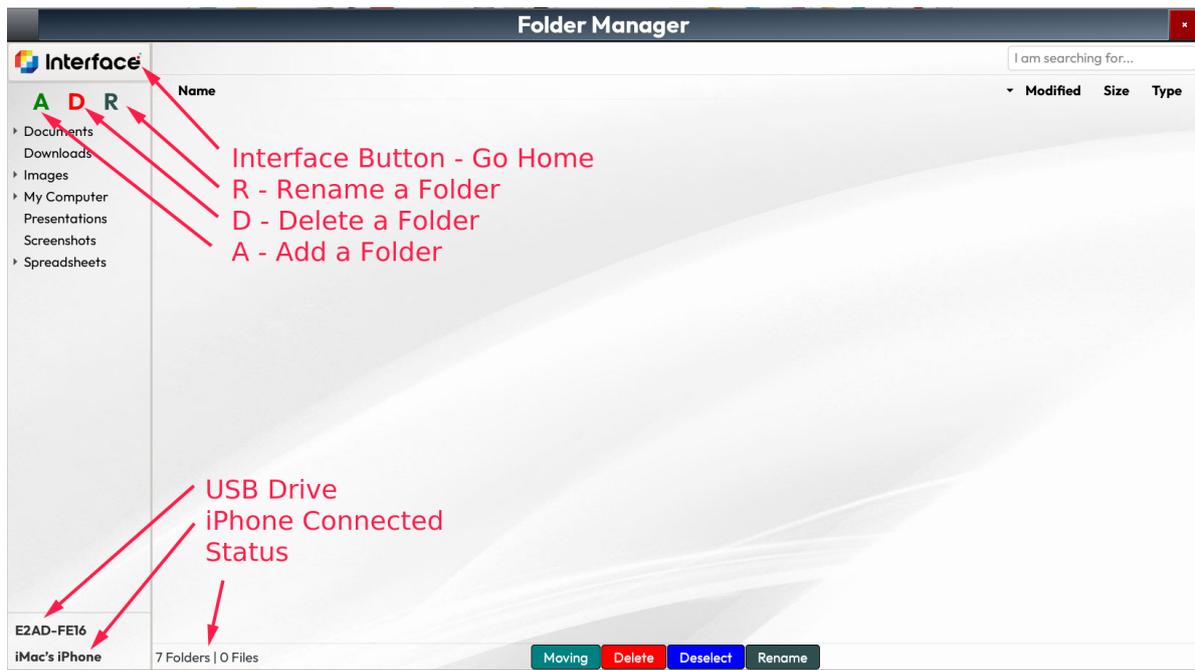


## Folders

### First Level Folders

These folders are the First Level Folders which are provided as part of the normal InterfaceOS setup. These First Level folders, are not able to be Copied, Deleted, Moved, or Renamed.

- 1 Documents
- 2 Downloads
- 3 My Computer
- 4 Presentations
- 5 Screenshots
- 6 Spreadsheets



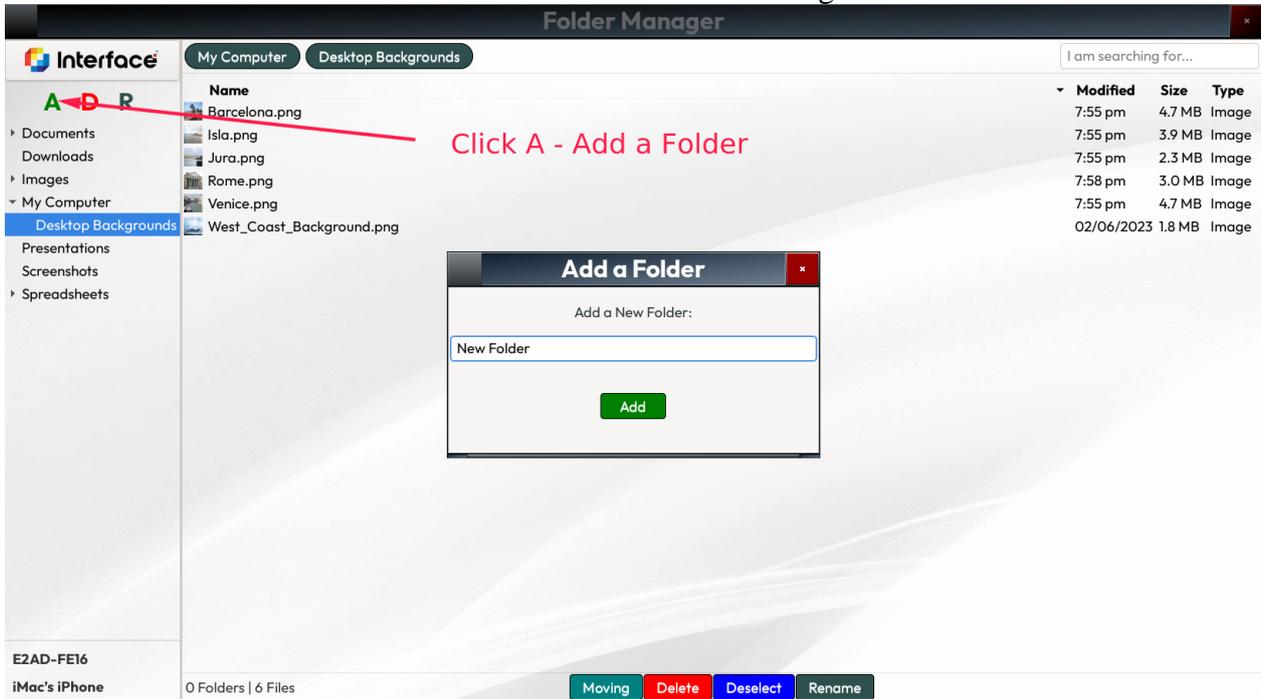
### Lower Level Folders

Lower Level Folders can be maintained

- A - Add a new Folder
- D - Delete a Folder
- R - Rename a Folder

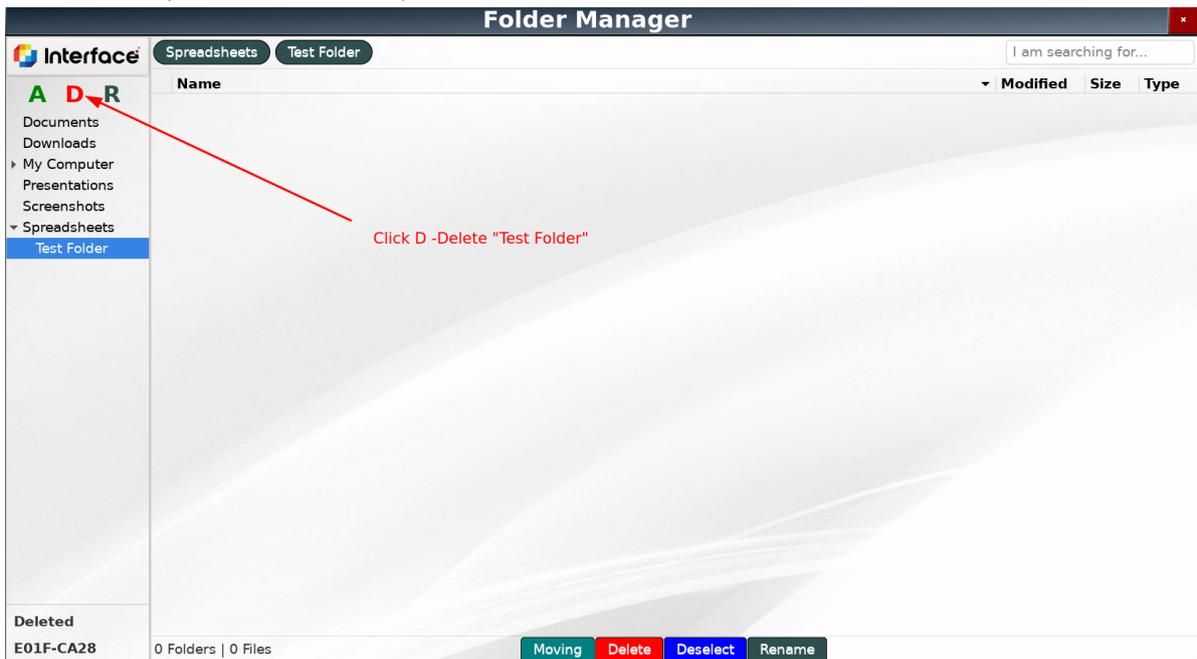
## How to Add a New Lower Level Folder

- 1 Click a Folder
- 2 Click A (Add a Folder)
- 3 Enter the new Folder Name
- 4 Click Add
- 5 The new Lower Level Folder will be added below the Higher Level Folder



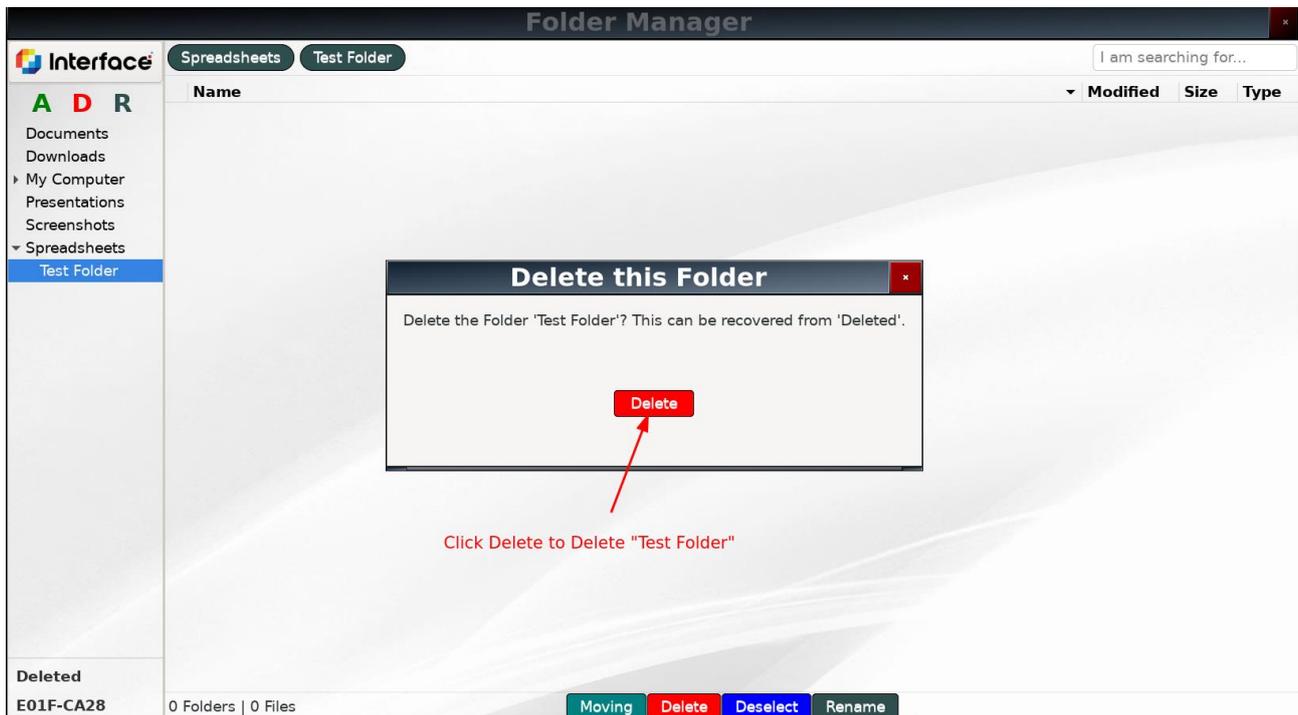
## How to Delete a Lower Level Folder

- 1 Click a Folder (Test Folder)
- 2 Click D (Delete this Folder)



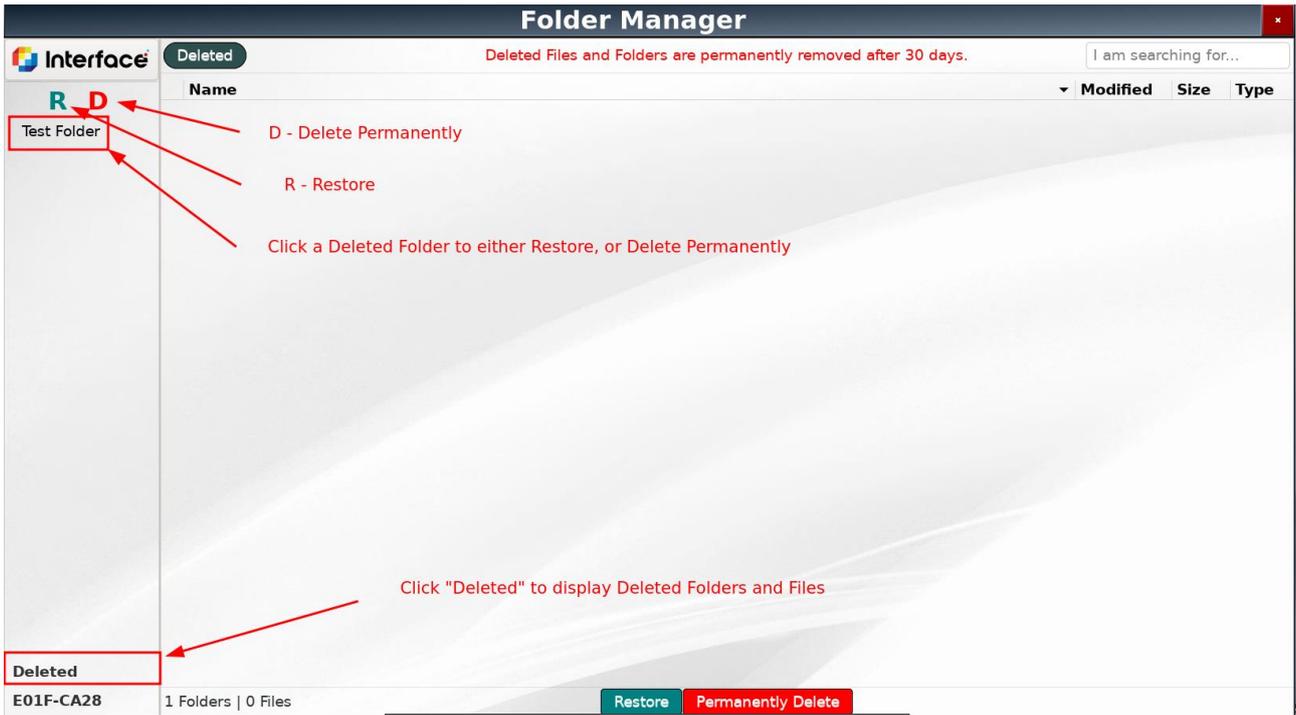
## Delete the Folder

- 1 Click Delete

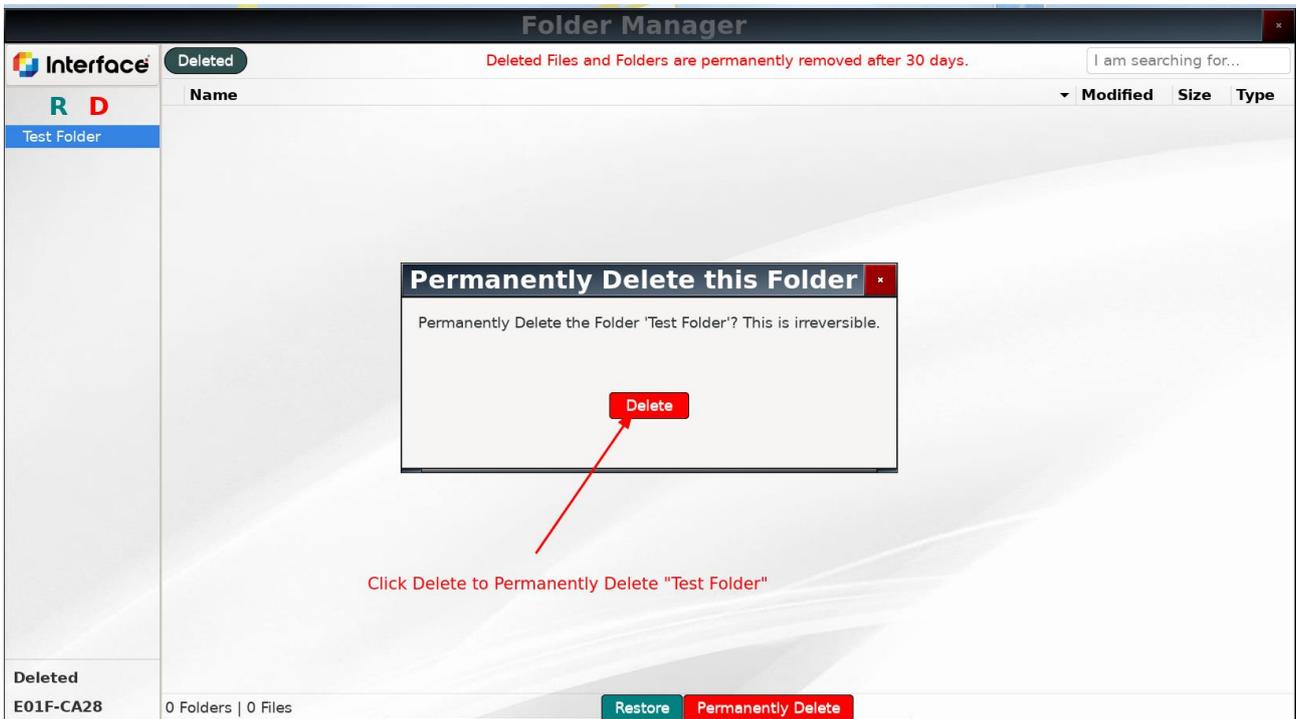


## How to Restore, or Permanently Delete, a Lower Level Folder

- 1 Click "Deleted" Folder
- 2 Select the Folder to be Restored to its original location, or Permanently Deleted

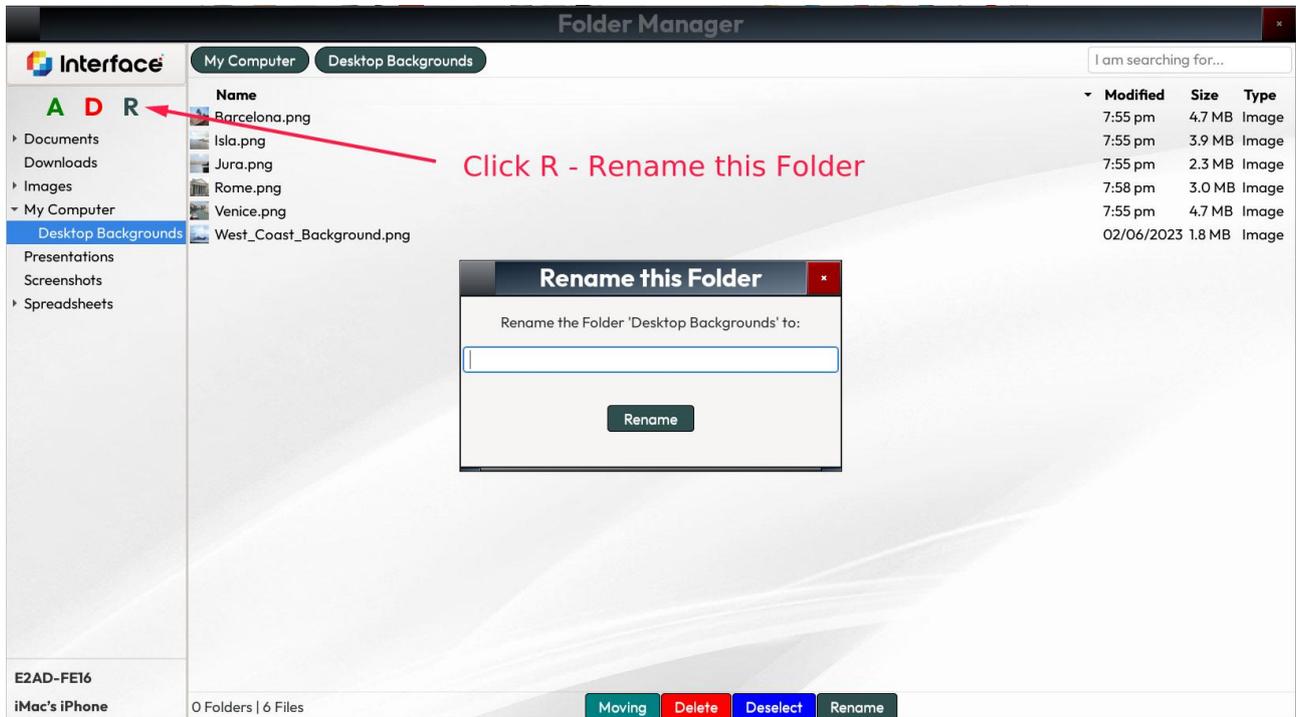


3 Click R to Restore the Deleted Folder to its original location, or D to Permanently Delete the Folder

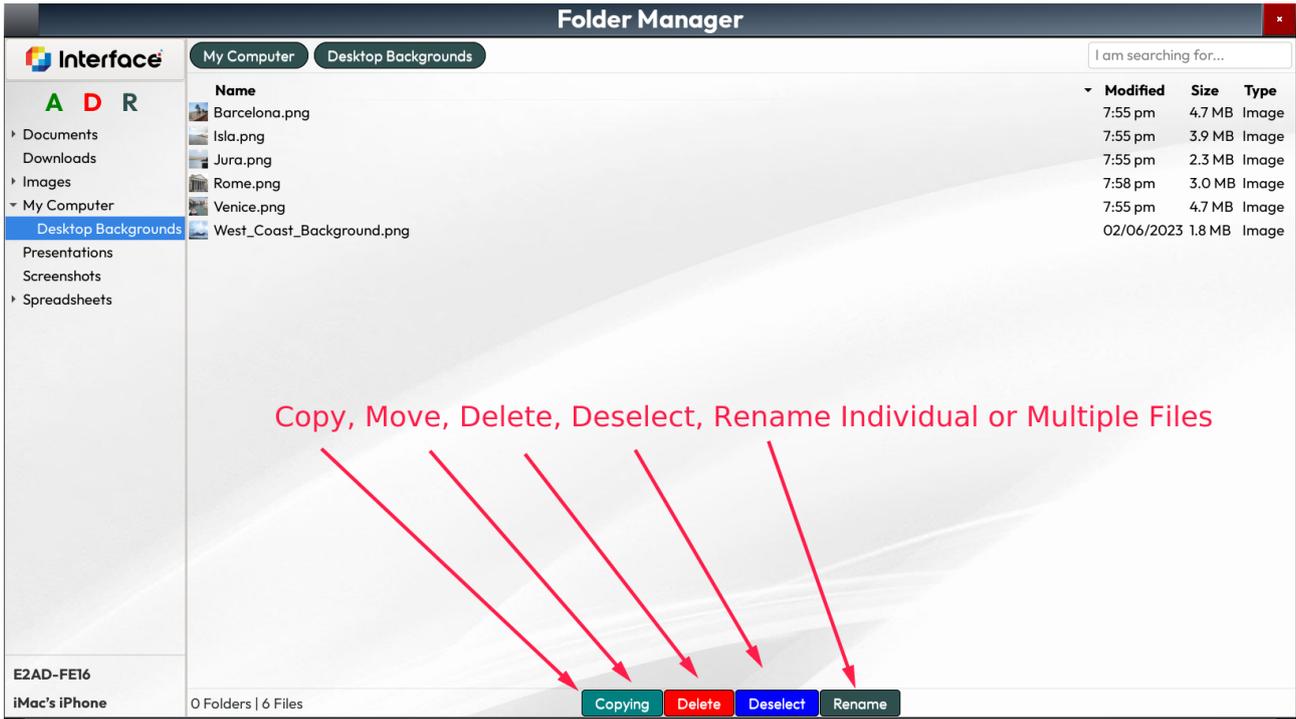


## How to Rename a Lower Level Folder

- 1 Click the Folder
- 2 Click R (Rename a Folder)
- 3 Enter the new Folder Name
- 4 Click Rename
- 5 The new Lower Level Folder will be Renamed



## How to Maintain Your Files



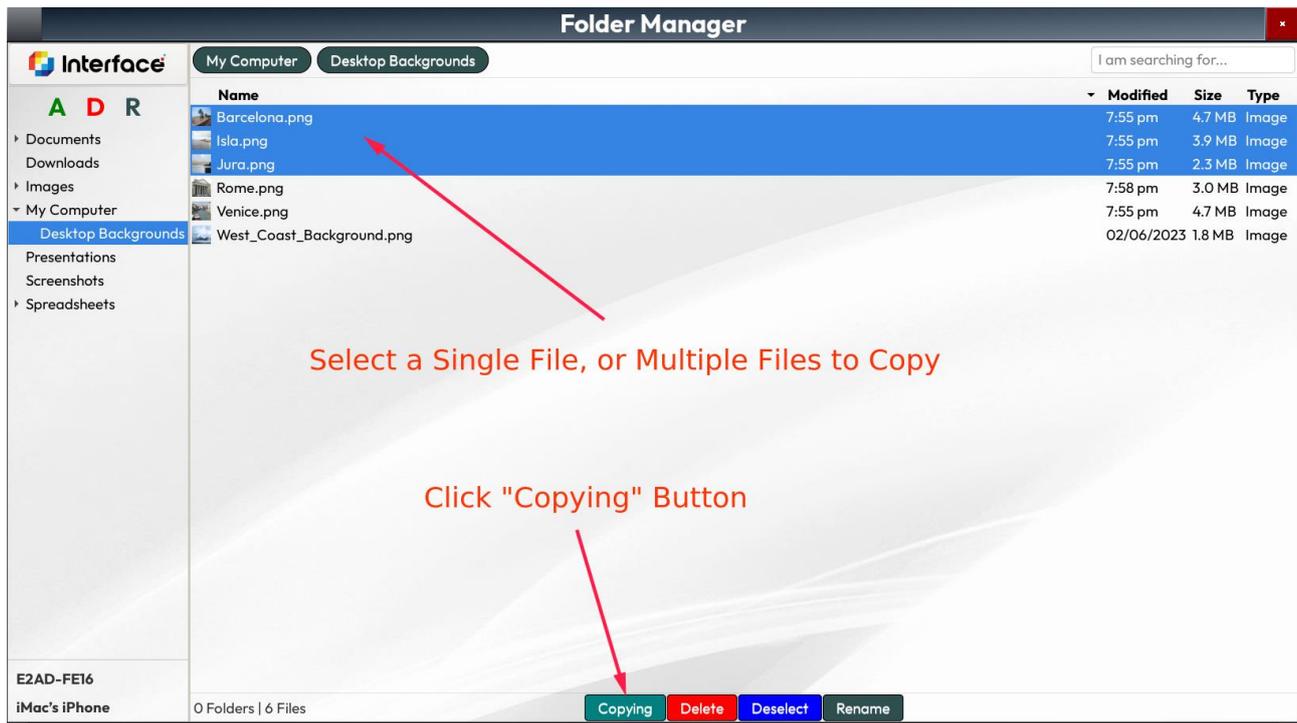
## How to Open a File

- 1 Navigate to the File you want to Open which will be highlighted in Blue
- 2 Single Left Click on the File to Open It



<b>File Type</b>	<b>Suffix</b>	<b>Opens with</b>
Archive	TAR.GZ .ZIP	Folder Manager Zip Folder Manager Zip
Audio	MP3 MPA WAV	VLC Media Player VLC Media Player VLC Media Player
Data	CSV	Libre Office Calc
Developer	CSS HTM HTML	Geany Text Editor Geany Text Editor Geany Text Editor
Documents	DOC DOCX ODT PDF	Libre Office Writer Libre Office Writer Libre Office Writer Firefox Web Browser
Graphics	AI PSD	GIMP Image Editor GIMP Image Editor
Images	GIF JPEG JPG PNG SVG TIFF	Ristretto or GIMP Ristretto Ristretto Firefox Firefox GIMP
Meetings	ICS	Command Line
Presentations	ODP KEY PPT PPT PPTX	Libre Office Impress Libre Office Impress Libre Office Impress Libre Office Impress Libre Office Impress
Spreadsheets	ODS TXT XLS XLSX	Libre Office Calc Libre Office Calc Libre Office Calc Libre Office Calc
Video	AVCHD AVI FLV MOV MP4	VLC VLC VLC VLC VLC

## Copying a Single File or Multiple Files to a New Location



### Select the File or Files to be Copied

- 1 Hover over the first file selected to be Copied
- 2 Press and hold down the Left Mouse button over the first File to be Copied, and drag the mouse over the other files to be copied
- 3 Release the Left Mouse Button when all the files to be copied are highlighted in Blue
- 4 Click the Copying Button

### Deselecting a File or Files

If you change your mind, press Deselect to cancel the current selection

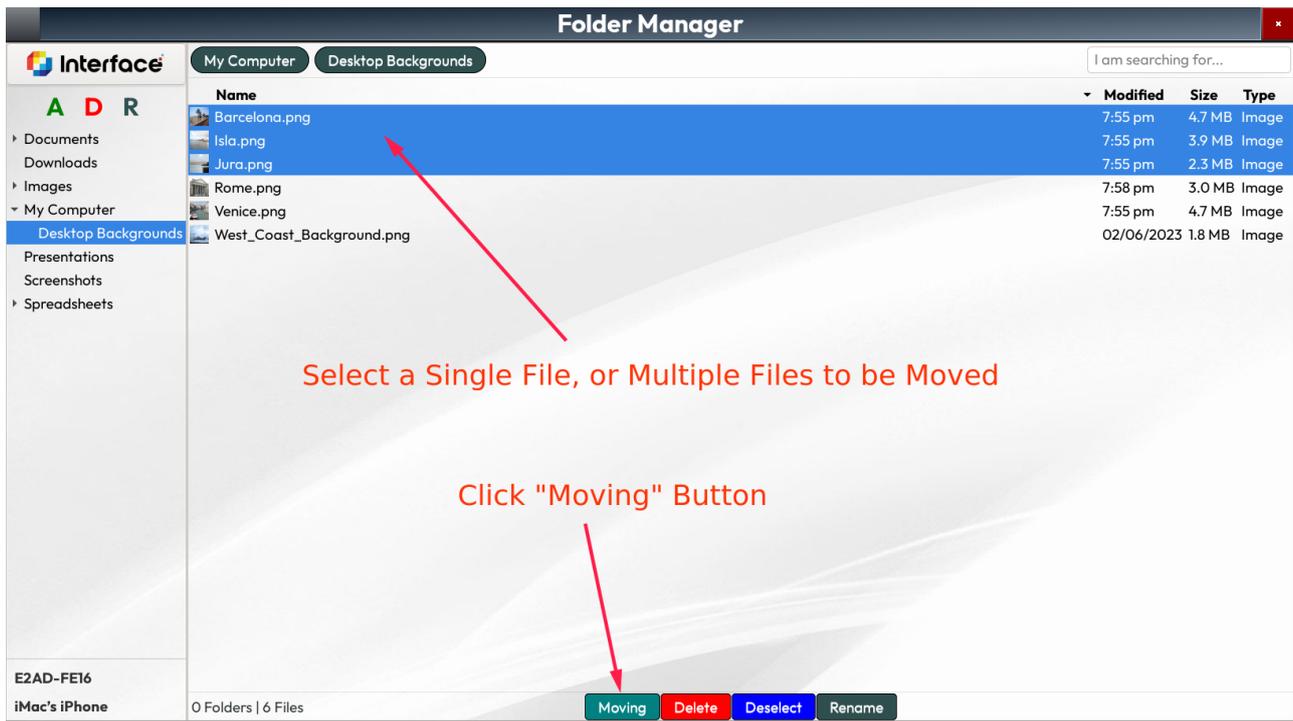
### Copy the Selected Files

- 1 Hover the mouse anywhere in the highlighted blue area
- 2 Hold down the left mouse Button, and move the mouse to the desired destination folder
- 3 A tool tip will show the number of files being copied, and the destination folder when the mouse hovers over it
- 4 Release the Mouse Left Button to copy the file or files into the destination folder
- 5 Click the Folder's Breadcrumb to Refresh the File List

### Tool Tip

When copying a single file the Tool Tip will display the File Name

When copying several files, the Tool Tip will display the number of Files  
**Move a Single File or Multiple Files to a New Location**



### Select the File or Files to be Moved

- 1 Hover over the first file selected to be Moved
- 2 Press and hold down the Left Mouse button over the first File to be moved, and drag the mouse over the other files to be moved
- 3 Release the Left Mouse Button when all the files to be moved are highlighted in Blue
- 4 Click the Moving Button
- 5 Click the Folder's Breadcrumb to Refresh the File List

### Deselecting a File or Files

If you change your mind, press Deselect to cancel the current selection

### Move the Selected Files

- 1 Hover the mouse anywhere in the highlighted blue area
- 2 Hold down the left mouse Button, and move the mouse to the desired destination folder
- 3 A tool tip will show the number of files being moved, and the destination folder when the mouse hovers over it
- 4 Release the Mouse Left Button to move the file or files into the destination folder

### Tool Tip

When moving a single file the Tool Tip will display the File Name

When moving several files, the Tool Tip will display the number of Files

## Delete a Single or Multiple Files

### Select the File or Files to be Deleted

- 1 Hover over the first file selected to be Deleted
- 2 Press and hold down the Left Mouse button over the first File to be Deleted, and drag the mouse over the other files to be Deleted
- 3 Release the Left Mouse Button when all the files to be Deleted are highlighted in Blue

### Deselecting a File or Files

If you change you mind, press Deselect to cancel the current selection

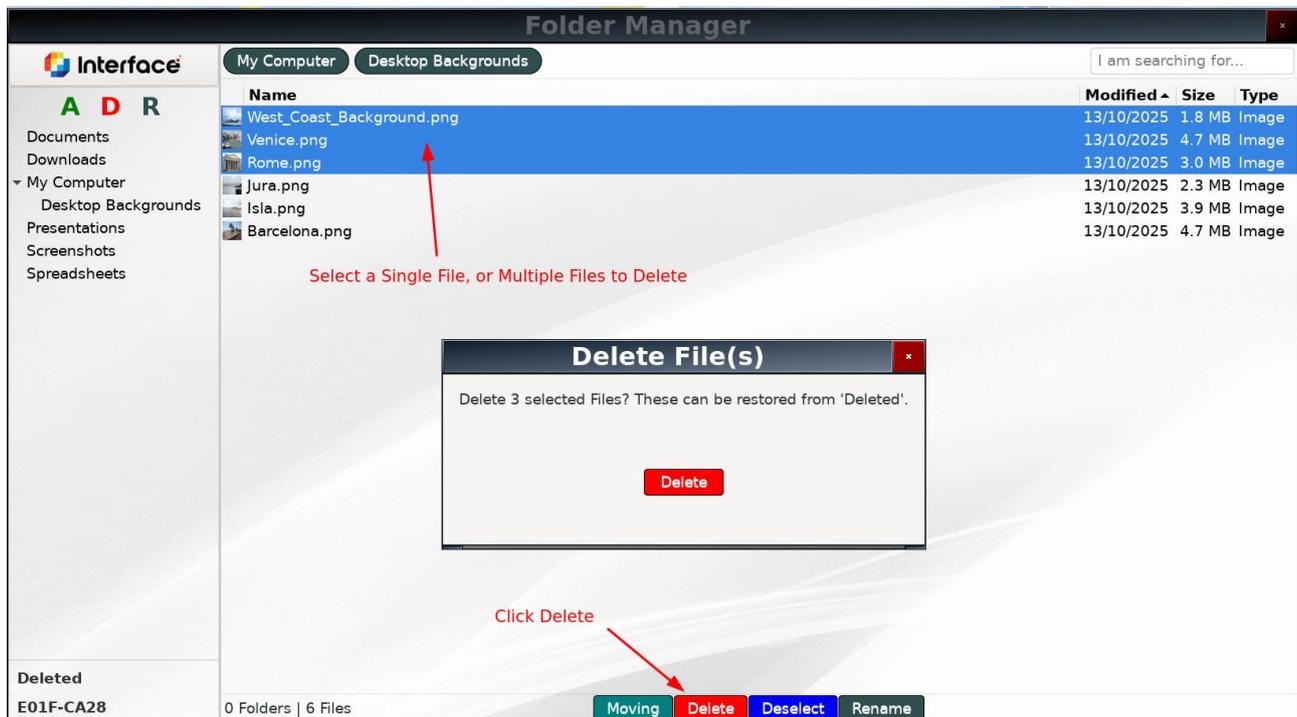
### Delete the Selected Files

- 1 Click the Delete Button
- 2 A Dialog Box will ask to confirm the Delete – these can be restored from “Deleted”
- 3 To proceed with the Deletion, click Delete

## Dialog Box

When Deleting a single file the Dialog Box will display the File Name

When Deleting several files, the Dialog Box will display the number of Files



## Rename a Single File, or Multiple Files

### Select the File or Files to be Renamed

- 1 Hover over the first file selected to be Renamed
- 2 Press and hold down the Left Mouse button over the first File to be Renamed, and drag the mouse over the other files to be Renamed
- 3 Release the Left Mouse Button when all the files to be Renamed are highlighted in Blue

### Deselecting a File or Files

If you change you mind, press Deselect to cancel the current selection

### Rename the Selected Files

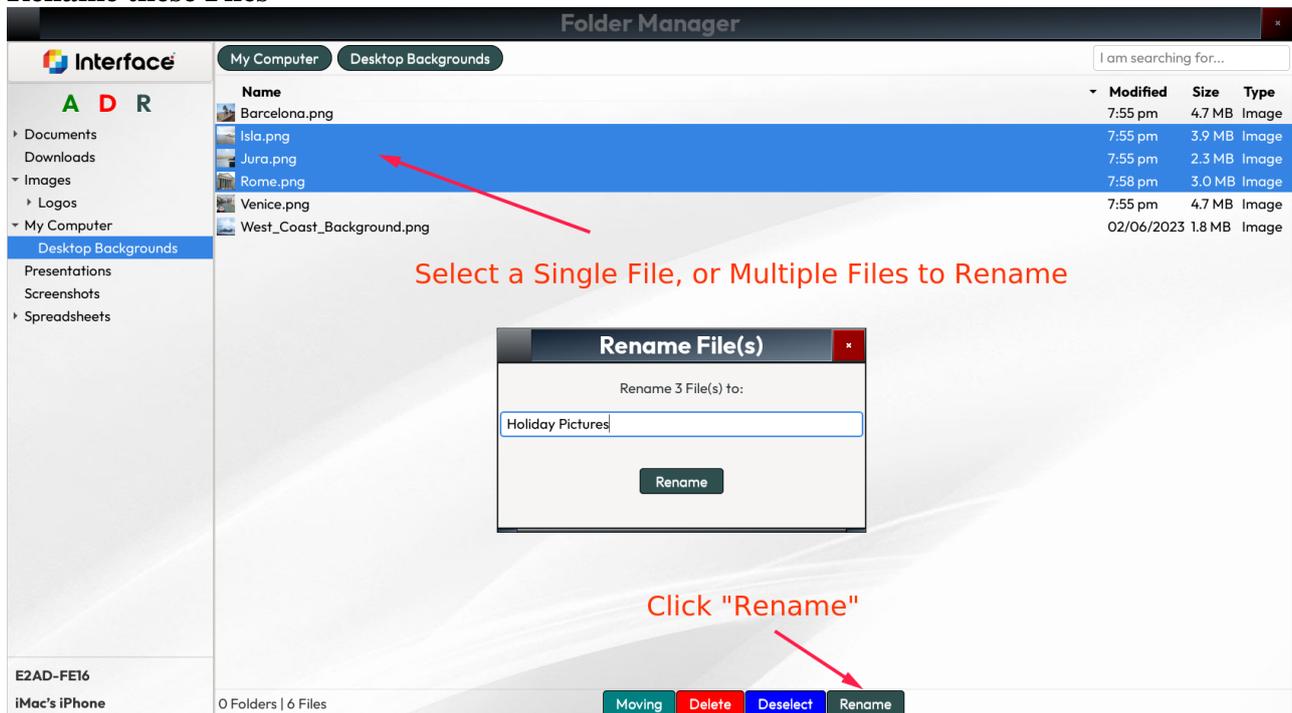
- 1 Type the new name for the File or Files to be Renamed
- 2 Click Rename

## Dialog Box

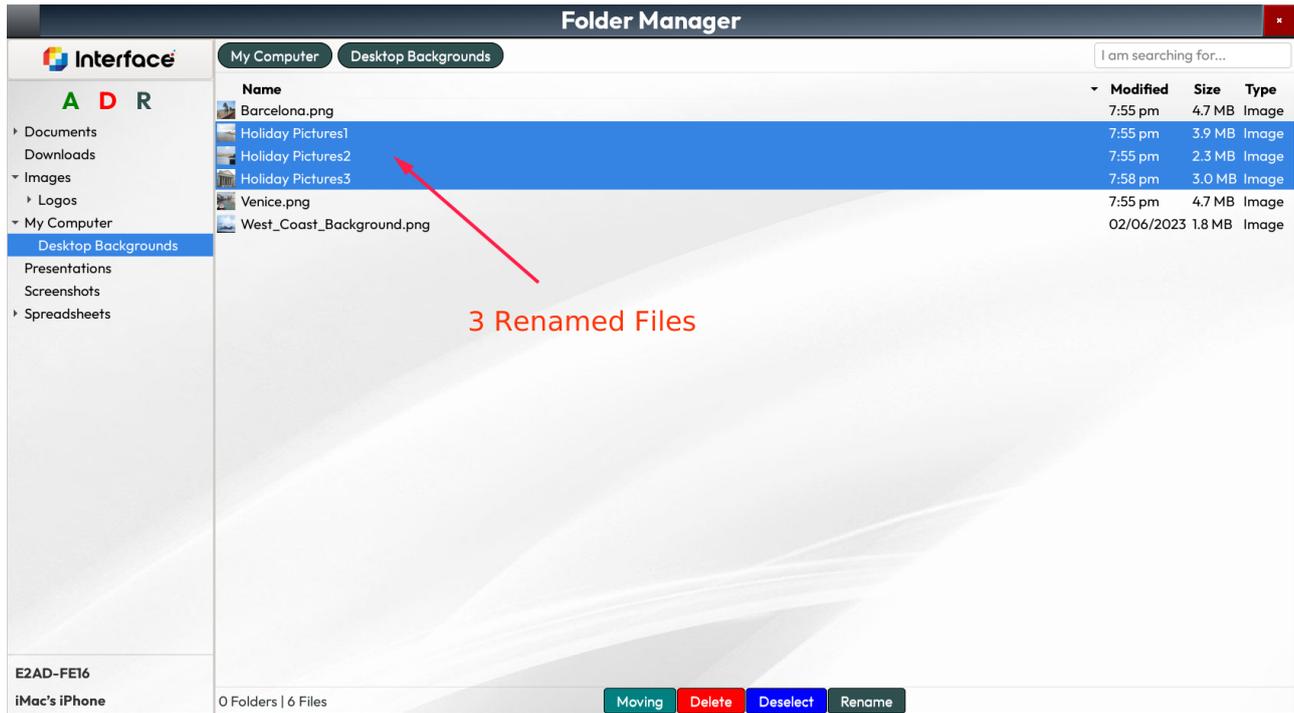
When Renaming a single file the Dialog Box will display the File Name

When Renaming several files, the Dialog Box will display the number of Files

## Rename these Files



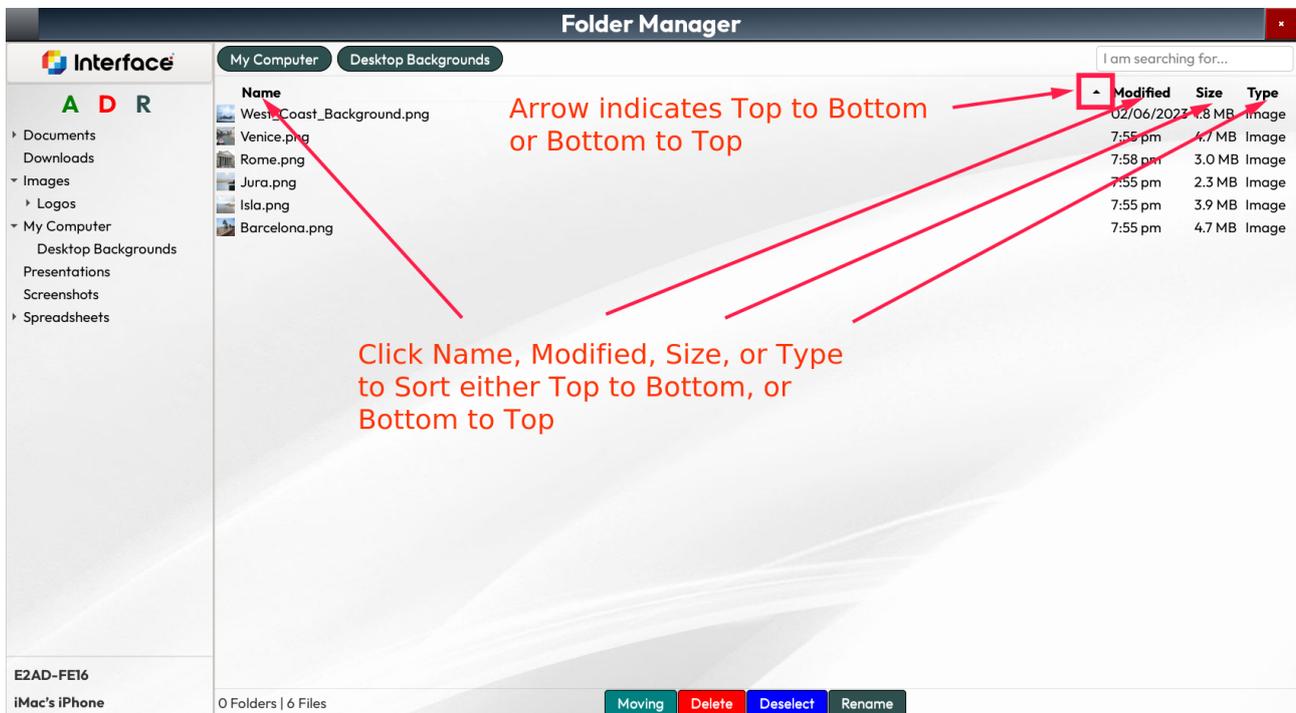
## Renamed Files



## Sorting Files

Files can be sorted from Top to Bottom, or Bottom to Top. They can be sorted by:

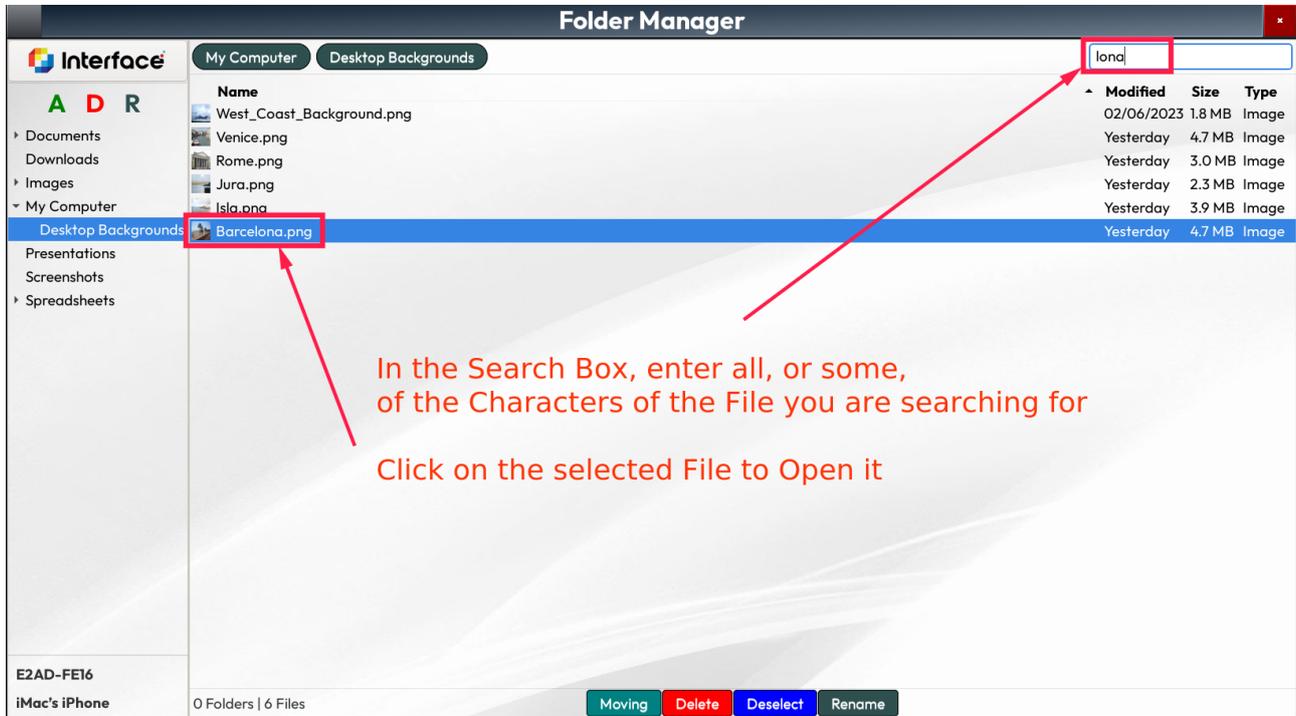
- 1 Name
- 2 Modified
- 3 Size
- 4 Type



## Search for a File

In the Search Box, begin typing the File Name, or part of the File Name you are searching for in the current Folder

As you type the characters into the Search Box, Files which have matching characters are highlighted in Blue

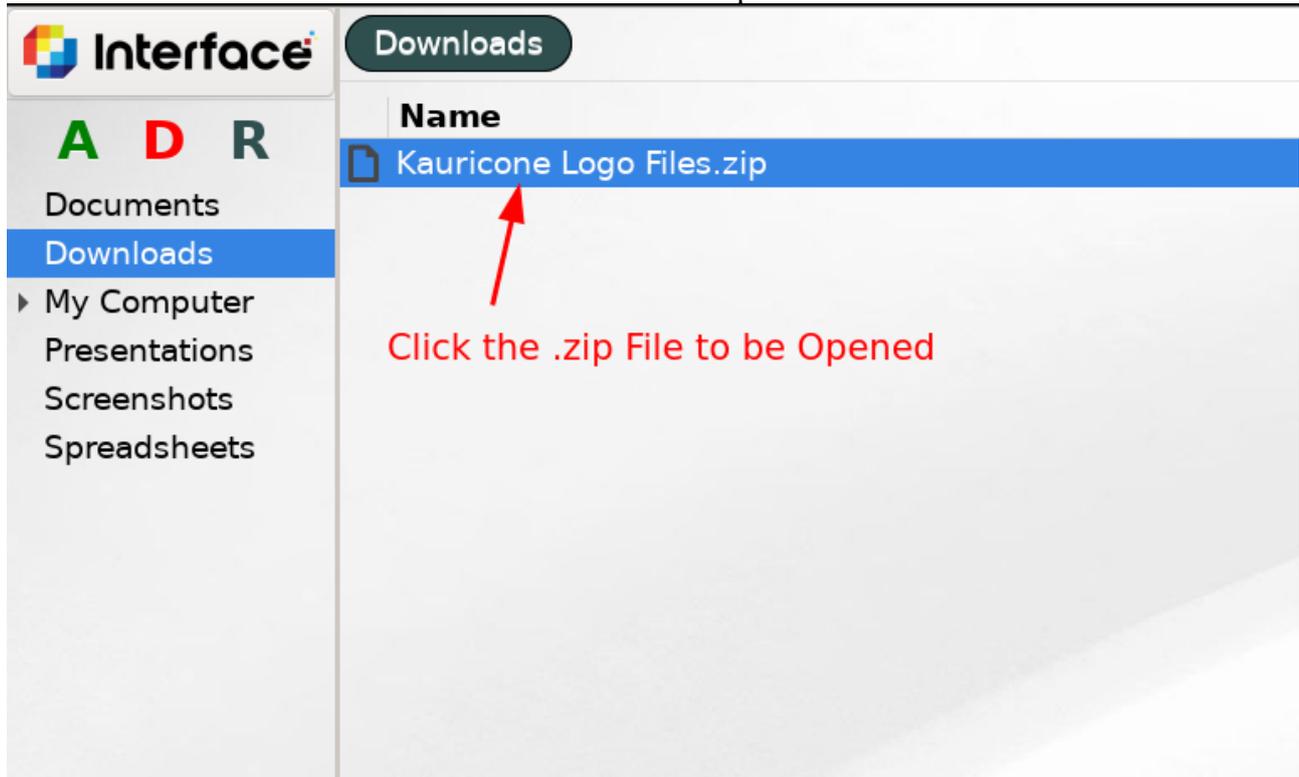


## How to Copy a .ZIP File or Folder

To open the .zip File

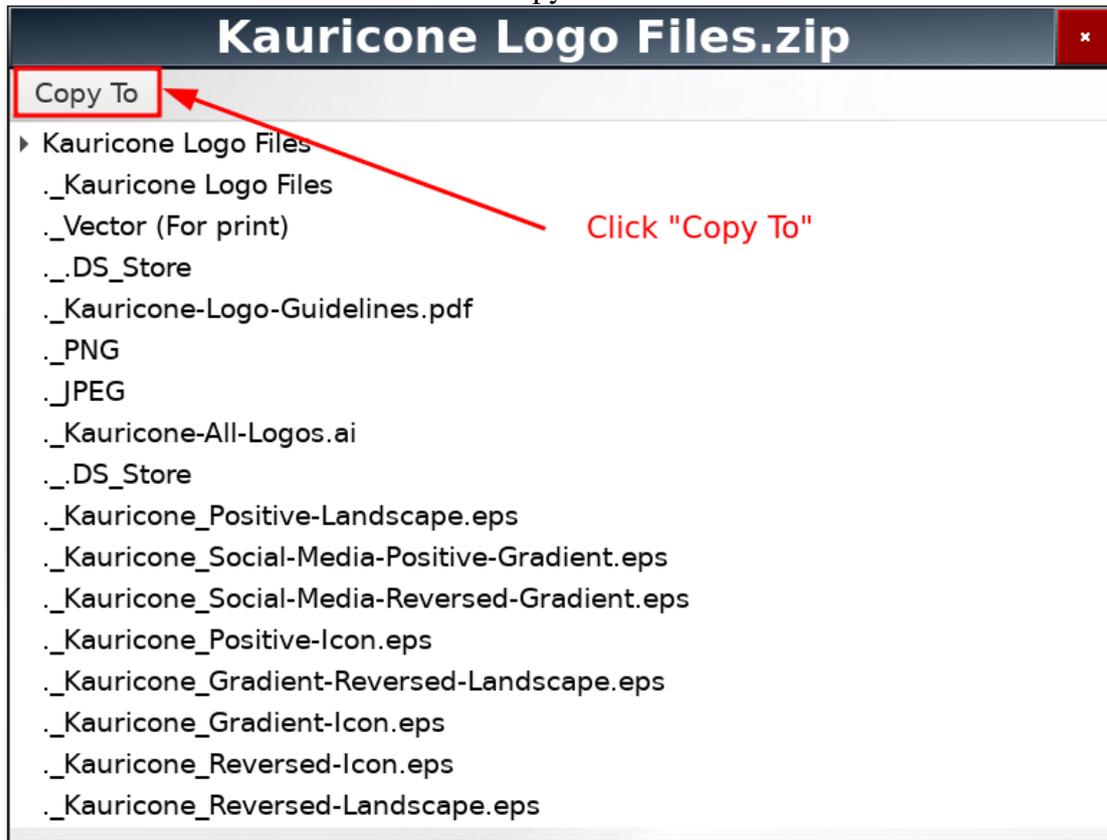
Click

Filename.zip



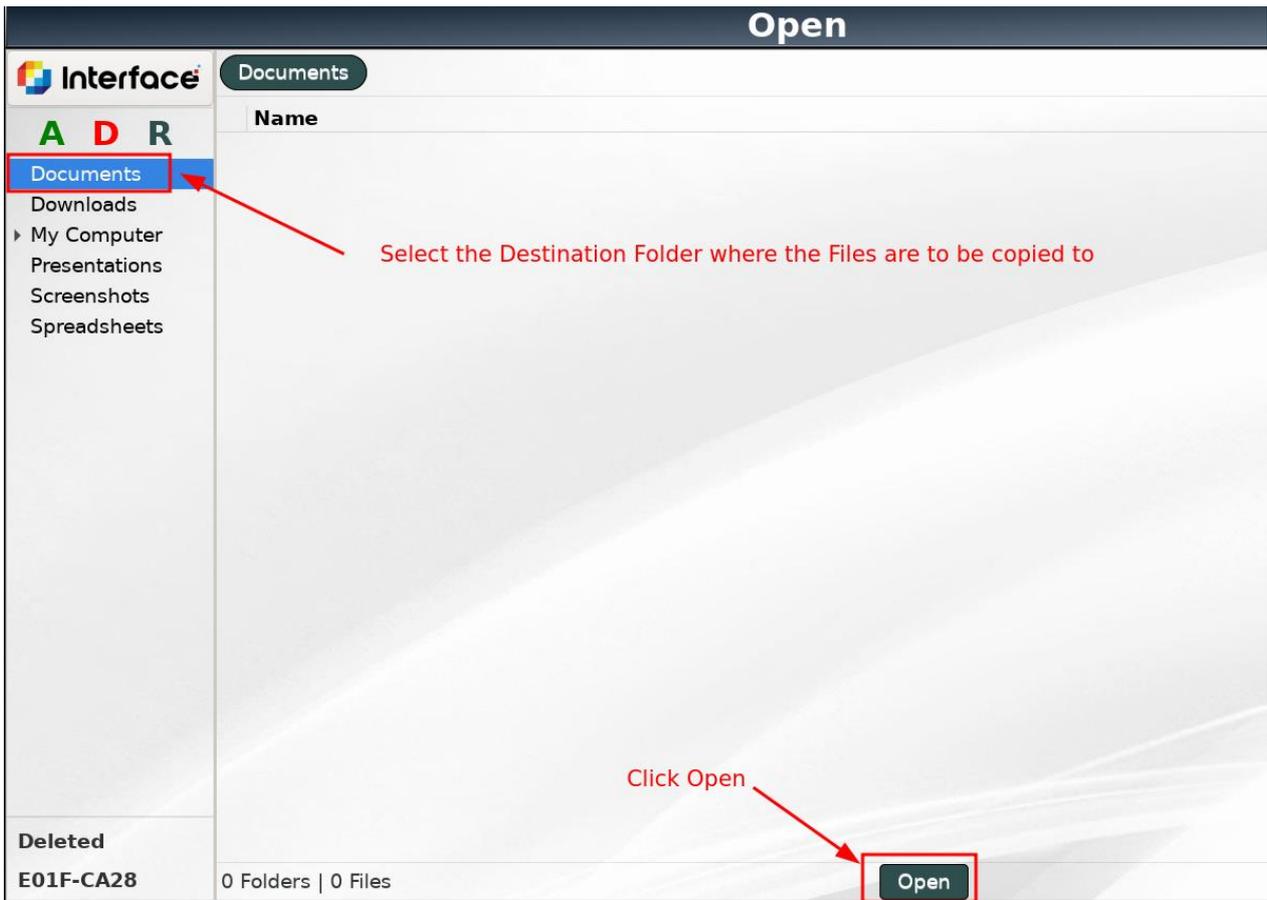
Click

Copy To

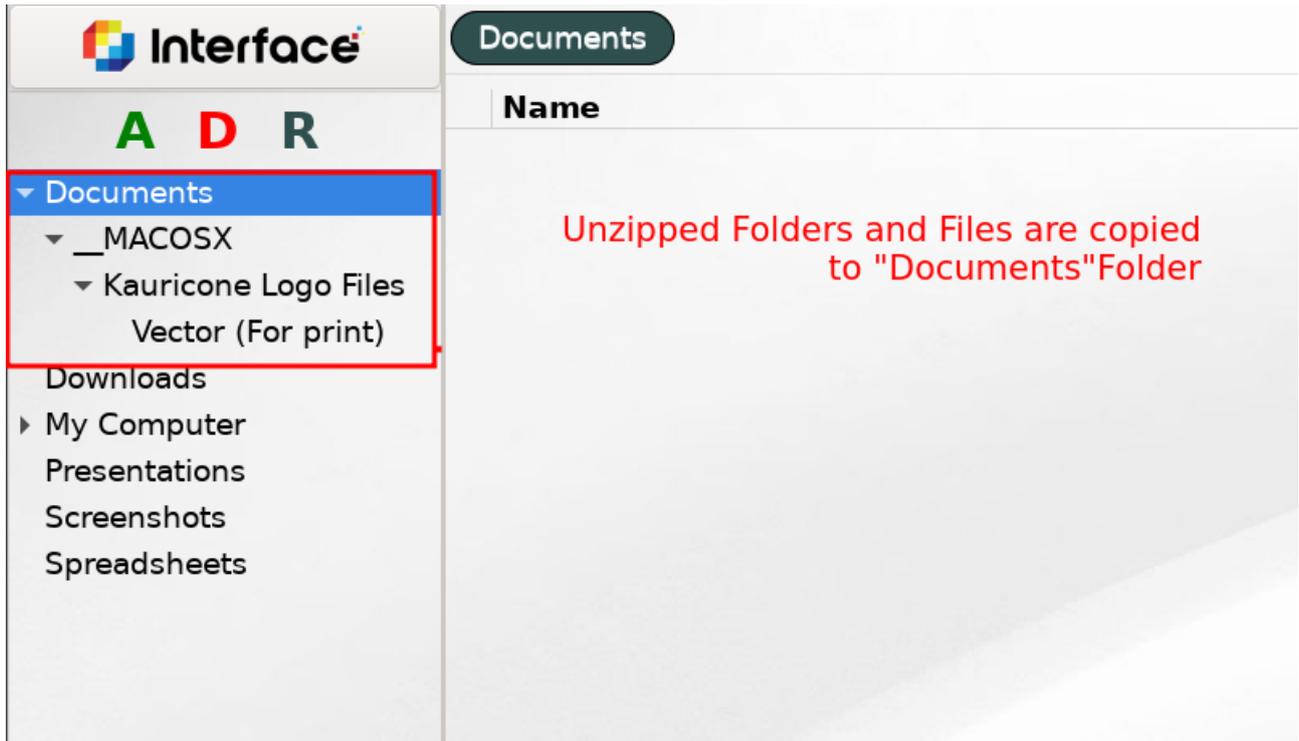


Select  
Click

Destination Folder (Documents)  
Open



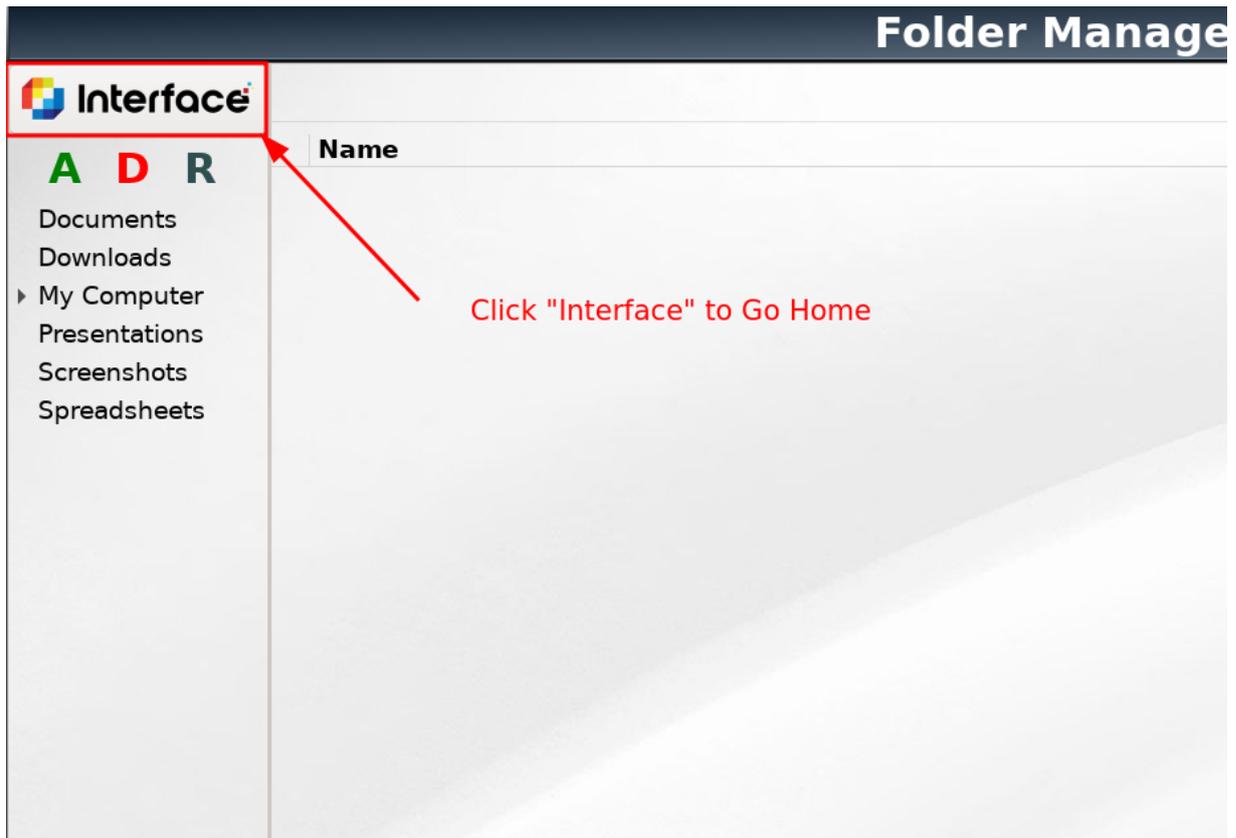
Unzipped Folders and Files copied to the Documents Folder



## How to Copy a .tar.gz File (Tape Archive)

Click

“Interface” to Go Home



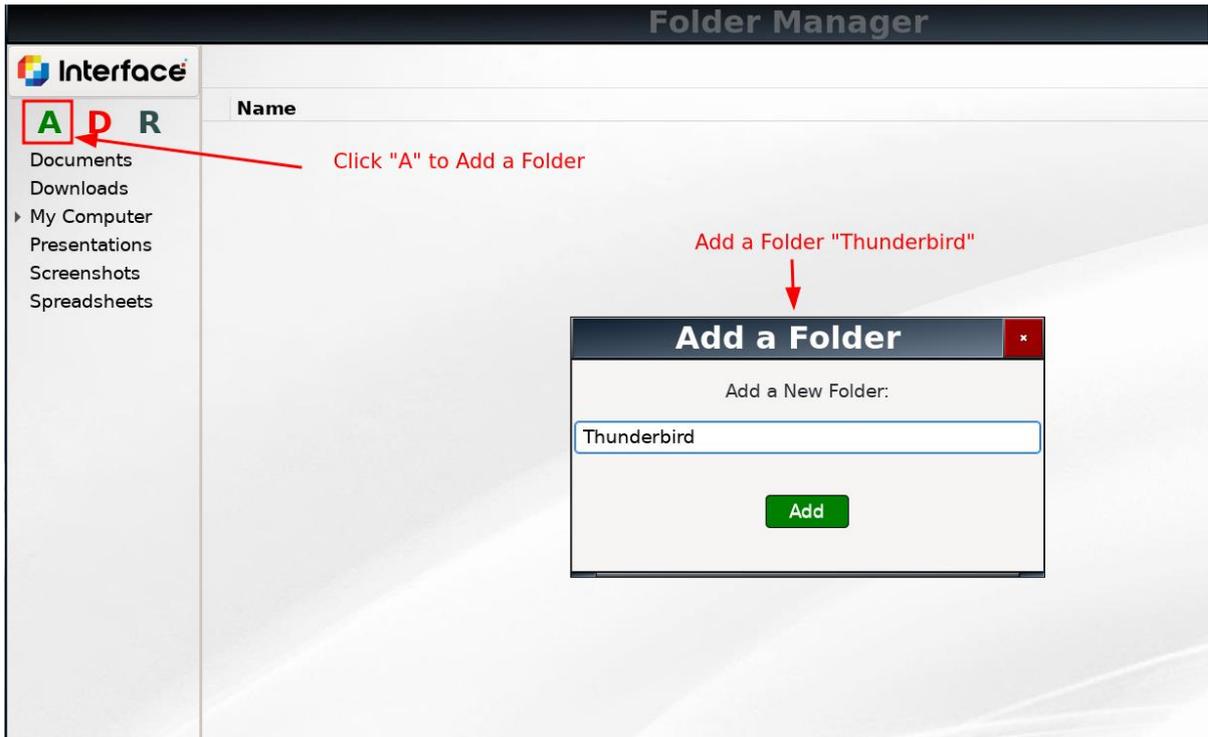
Add a new Destination Folder to copy the .tar File into

Click

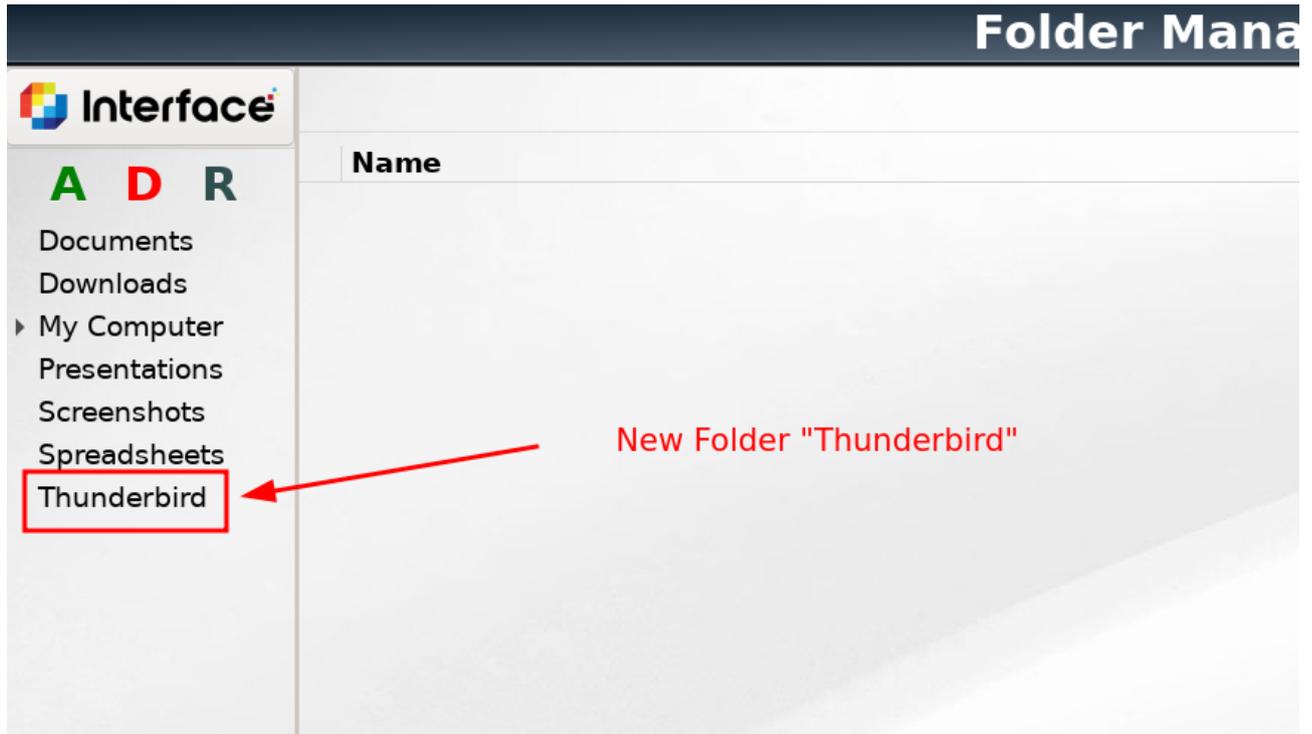
“A” to Add a Folder

Type

New Folder Name (Thunderbird)



New Folder Added



Select the .tar file to be Copied

**A D R**

Documents

Downloads

▶ My Computer

Presentations

Screenshots

Spreadsheets

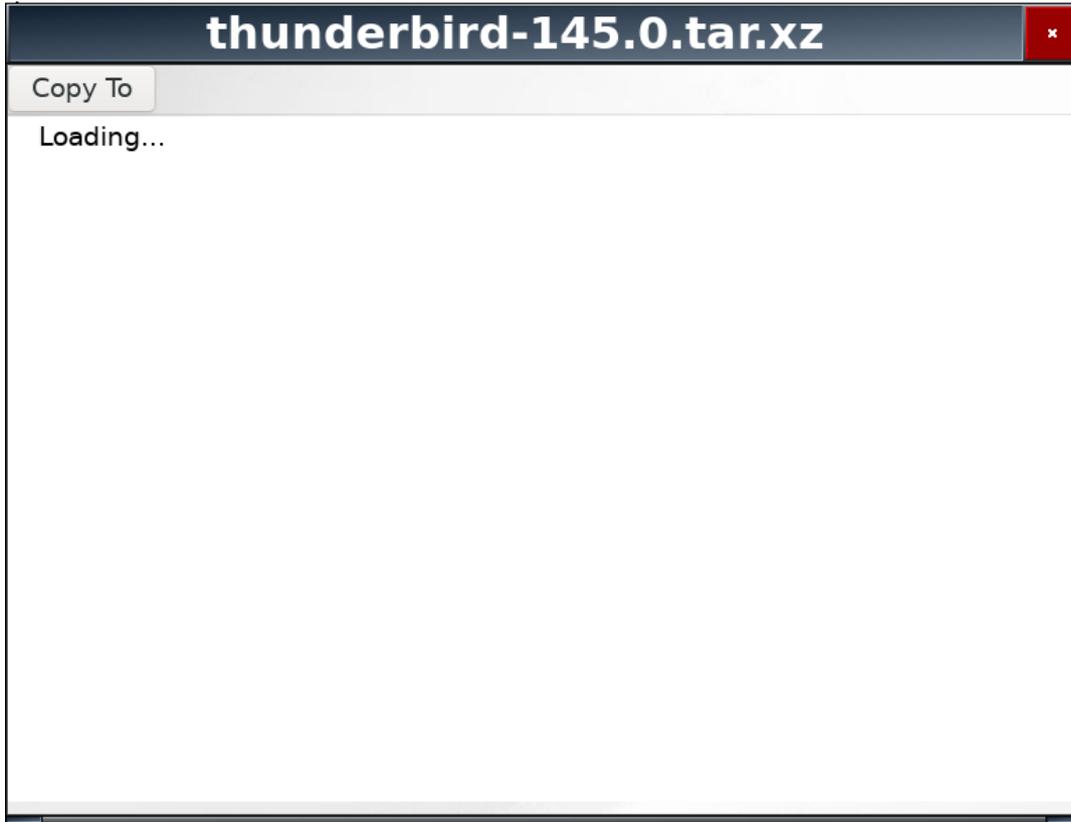
Thunderbird

Name

 thunderbird-145.0.tar.xz

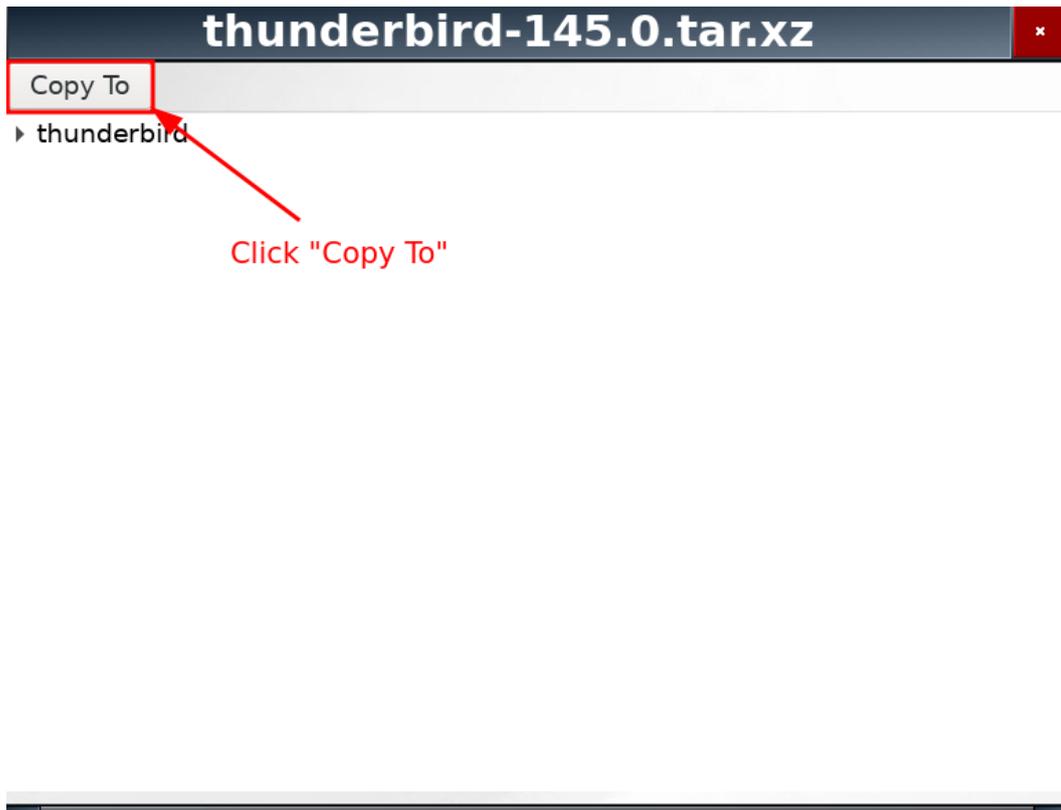
Select the .tar file to be Copied

Loading...



Click

Copy To



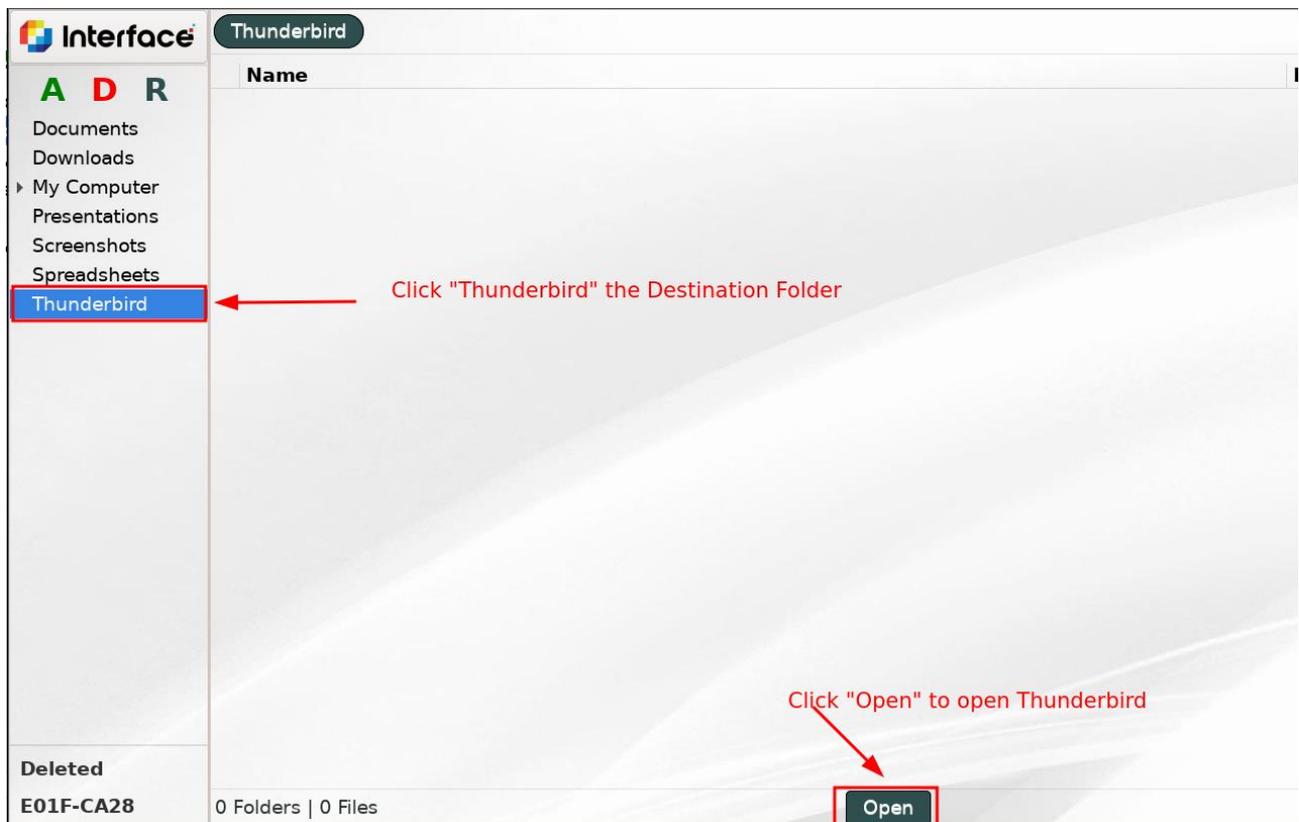
Click

Click "Copy To"

Destination Folder (Thunderbird)

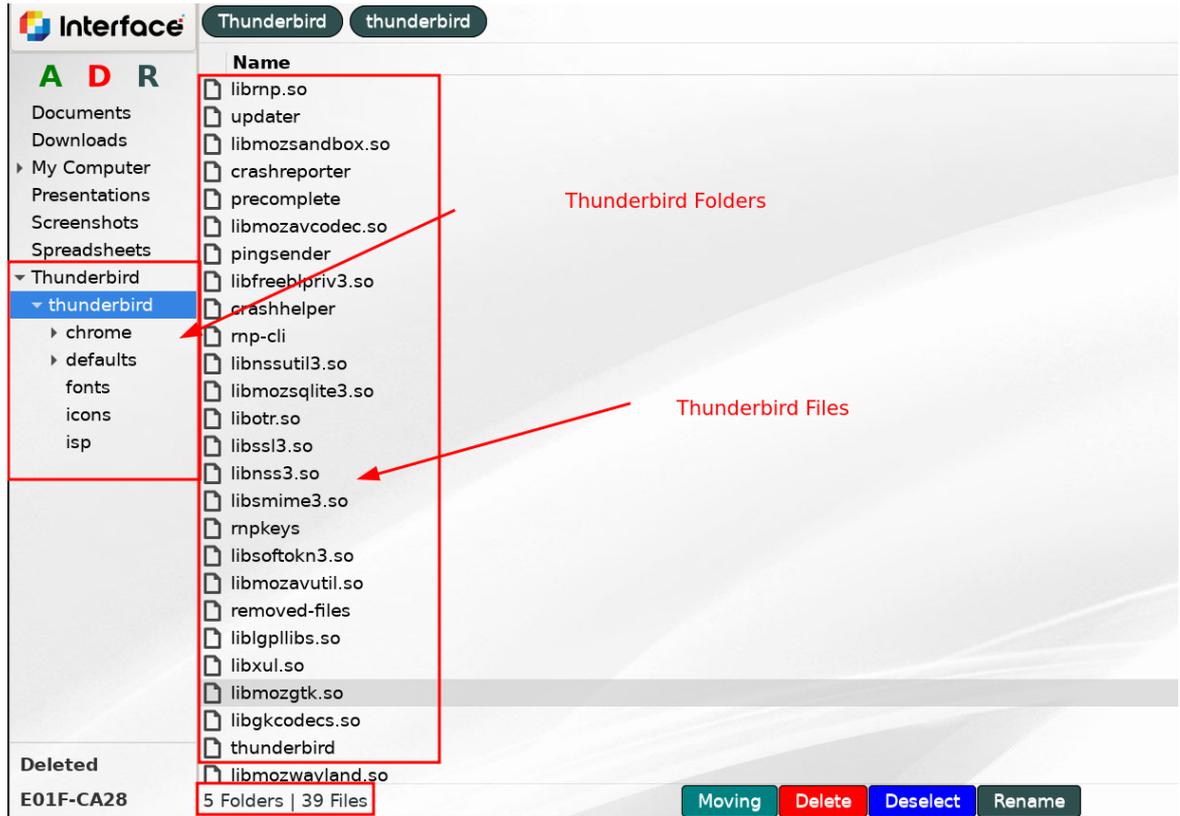
Click

Open



Click "Thunderbird" the Destination Folder

Click "Open" to open Thunderbird



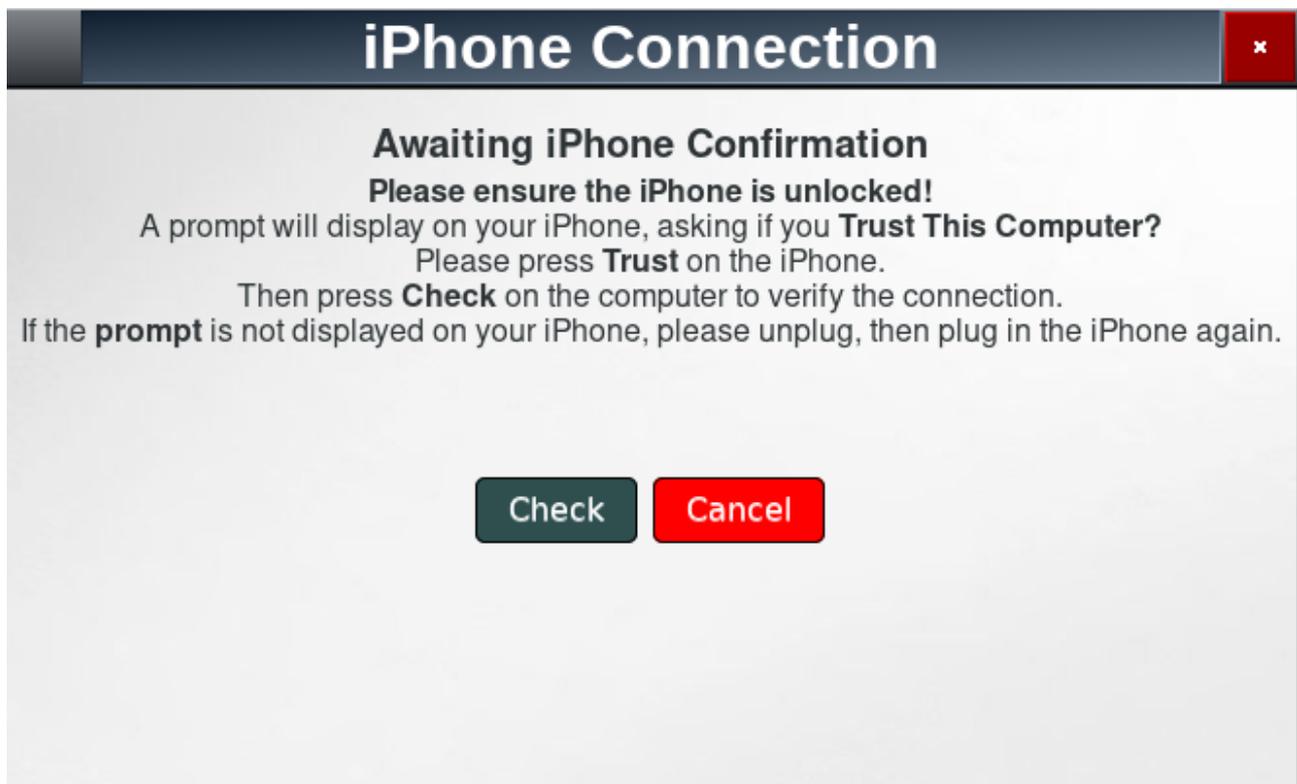
## Smart Phone Connection

- 1 Plug the USB Cable into the Computer
- 2 Plug the USB Cable into the Smartphone
- 3 Ensure the Smart Phone is not Locked
- 4 The Smart Phone Beeps
- 5 A message displays on the Smart Phone
- 6 Press Trust
- 7 The message below “An Apple iPhone Has Been Connected” displays on the Computer
- 8 Click Yes to access the iPhone’s Photos and Videos
- 9 Click No for phone charging only



### Check that Trust has been Confirmed

- 1 The computer waits for confirmation that the iPhone trusts this computer
- 2 Click Check to verify that Trust has been confirmed



### Confirmation that the Connection is Successful

- 1 Click Open to open the Photos and Videos in Folder Manager

