To minimize a window:

    1. Click the Minimize button.

To restore a minimized window to its previous size:

    1. Click the desired button on the taskbar.

EXERCISE

In the following exercise, you will maximize, restore, and minimize a window.

1.	In the My Computer window, click the Maximize button	*The My Computer window fills the entire screen.*
2.	In the My Computer window, click the Restore button	*The My Computer window is restored to its original size and location on the desktop.*
3.	In the My Computer window, click the Minimize button	*The My Computer window is reduced to a button on the taskbar.*
4.	On the taskbar, click the My Computer button	*The My Computer window is restored to its previous size and location on the desktop.*

END