

## Starting Windows NT and Logging On

When you turn on your computer, Windows NT usually starts automatically. If your computer is set up to load more than one operating system, however, a list of options appears. You can select the desired operating system, or you can wait, and the highlighted option will automatically boot.

Once Windows NT loads, the Begin Logon message appears. This message displays a hand icon and indicates that you should press **CTRL+ALT+DELETE** to *log on*. After you press **CTRL+ALT+DELETE**, you see a second dialog box, the Logon Information dialog box. A *dialog box* is a rectangular screen element providing or requesting information. In this dialog box, you log on to Windows NT by entering your *user name* and then entering your *password*. The user name identifies you to the network. The password authenticates or confirms your identity. Depending on the setup of your system, you might also have to select a domain.

Using a password ensures that no unauthorized users can access your system. When you type your password, you see asterisks instead of the actual characters. This prevents anyone else from seeing your password. When you receive your user name and password, memorize them. Do not write them down, because a written record might compromise the security of your system. If you forget your user name or your password, contact your system administrator.

### METHOD

To start Windows NT:

1. Turn on your computer.
2. If required, select an operating system and press **ENTER**
3. When the Begin Logon message appears, press **CTRL+ALT+DELETE**
4. If required, in the Logon Information dialog box, in the User name text box, type your user name.
5. In the Password text box, type your password.
6. Choose OK.
7. If the Welcome screen appears, deselect the *Show this Welcome screen next time you start Windows NT* check box, and then choose Close.