

Ubuntu 12.04 Unity Interface

Overview of desktop



Ubuntu Button (Dash)

Software Centre



The Unity user interface provides all the features you would expect from a sophisticated desktop but there have been some changes.

Use **Launcher** on the left hand side of the screen to **start your favourite apps**. You can switch between running apps by clicking on their icons; look for the small triangles. Right click on an icon in the Launcher to show a menu of actions.



Clicking the Ubuntu Button (Dash) leads to the home 'lens'. Type part of the title of an app or a file or a music track to find it.

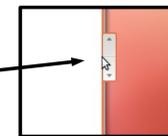
The Application Menu has been replaced by the **Dash**. From the Dash you can **search or browse for less used applications** and search for files, photos, and music. Click the **Ubuntu Button** to see the Dash

Drop-down menus now appear in the **Menu Bar** at the top of the screen. You have to **mouse over the Menu Bar** to see the drop-down menu. The example here shows the Firefox drop-down menu.

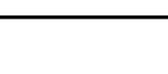


Click the 'cog wheel' icon to see the suspend and shut down menu. The **Shut Down...** menu item asks for confirmation and provides a restart option.

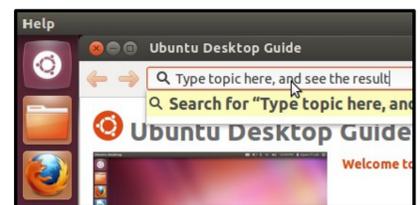
Window controls are on the left of the title bar of the window. When a window is maximised the window controls merge into the Menu Bar.



Scroll Bars are shown as orange lines. The **scroll handle** appears when you mouse over the orange line.



A completely new feature is the **Heads Up Display** or HUD. You can **search for commands within the drop-down menu** of the currently active window.

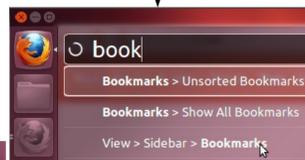


Completing common tasks

Unity supports both mouse and keyboard operation



Click the **App Lens** then **Filter** to find apps by function



Alt



Task	Start an app from the Launcher e.g. Firefox	Start an app that is not listed in the Launcher e.g. Sudoku	Add and remove apps from Launcher	Search for a command in the drop-down menu of the current window	Get an overview of workspaces	Use the Ubuntu Desktop Guide to find detailed help
Using the mouse	Click on the app icon in the Launcher	Click the Ubuntu Button to bring up the Dash Type part of name Select icon Click to run app	Remove: Click and hold icon, then drag to Rubbish bin Add: Find app using Dash, drag icon to Launcher	Tap the Alt key Type command into search box Select from alternatives	Click the Workspaces icon View workspaces Click in workspace to select	Click the Ubuntu button to bring up the Dash Type 'help' into the search box Click on ? icon
Using the Keyboard	Press and hold the Super key. Each icon is numbered Press number corresponding to the app	Tap Super key to bring up the Dash Type part of name Use arrows to navigate to icon Press Enter to run app Tap: press then release	Add: Run app Right click icon in Launcher Select 'Lock to Launcher' Remove: Select 'Unlock from Launcher'	Tap the Alt key Type command into search box Use arrow keys to choose	Press Super-S View workspaces Use arrow keys to select workspace Press Enter to select	Tap the Super key to bring up the Dash Type 'help' into the search box Press enter when ? icon appears
Get more help in the Desktop Guide	Look for "Use the Launcher to Start Applications" on the first screen	Look for "Find apps, files, music, and more with the dash" on the first screen. <i>Click the Application lens and Filter Results to see all apps</i>	Search for "Change which applications show in the launcher" Search for "Install Additional Software" to see how to add apps	Search for "HUD" This is a new and exciting feature for finding commands deep in the menus of complex apps	Search for "Windows and workspaces" Alt-Tab has changed in Unity Try Super-W	See http://www.ubuntu.com/tour/ for an interactive demo Visit http://ubuntuforums.org/ for friendly help