Lab - Work with Task Manager (Instructor Version)

**Instructor Note**: Red font color or gray highlights indicate text that appears in the instructor copy only.

# Introduction

In this lab, you will explore Task Manager and manage processes from within Task Manager.

# Required Resources

* A computer running Windows

# Instructions

## Applications tab.

* + - 1. Log on to Windows as an administrator.
      2. Open a web browser and a folder.
      3. Click **Start** and type **task manager** in the search field. Press **Enter** to open the Task Manager utility.
      4. Click **Fewer details** if available to view the list of open applications.
      5. To force the web browser to close, highlight the browser, and click **End task**.

#### Question:

What happened?

Type your answers here.

The browser window closed, and it is no longer listed in Task Manager.

* + - 1. Open the web browser again. Right-click the web browser in the Task Manager.

#### Question:

What options are available?

Type your answers here.

Answers may vary. Some of the options are End task, Run new task, Always on top, and Search online.

## Services tab.

* + - 1. Click **More Details** at the bottom-left corner of Task Manager.
      2. Click the **Services** tab. Use the scroll bar on the right side of the **Services** window to view all the services listed

#### Question:

What statuses are listed?

Type your answers here.

Stopped and Running.

* + - 1. Right-click one of the services listed.

#### Question:

What are the available actions that can be taken?

Type your answers here.

Answers may vary, but may include start, stop, restart, open services, search online, etc.

## Performance tab.

* + - 1. Click the **Performance** tab. Select **CPU** to view the utilization in the left panel.

#### Questions:

What is the current utilization of the CPU?

Type your answers here.

Answer may vary depends on the amount of activity running on the computer.

How many streams of instructions (i.e. Threads) are currently running?

Type your answers here.

Answer may vary depends on the amount activity running on the computer.

How many Apps, Background processes, and Windows processes (i.e Processes) are currently running?

Type your answers here.

Answer may vary depends on the amount of activity running on the computer.

* + - 1. Click on the **Memory Chart** in the left panel of the **Performances** tab

#### Question:

What is the total physical memory (MB)?

Type your answers here.

Answer may vary.

What is the available physical memory (MB)?

Type your answers here.

Answer may vary.

How much physical memory (MB) is being used by the computer?

Type your answers here.

Answer may vary depends on the amount of activity running on the computer.

* + - 1. Click the **Ethernet Chart** in the left panel of the **Performances** tab.

#### Questions:

What is the link speed? What type of Ethernet Adapter is in use on this computer?

Type your answers here.

Answer may vary.

What type of network connection (i.e Connection type) is in use?

Type your answers here.

Answers may vary but can include Ethernet, 802.11a, 802.11b, 802.11g, 802.11n, 802.11ac, etc

What is the IPv4 address of the PC?

Type your answers here.

Answer may vary.

**Note**: You can click **Open Resource Monitor** to bring up the Resource Monitor utility from the Performance tab in Task Manager to view the individual processes, services, and applications utilizing system resources.

## Processes tab.

* + - 1. Click the **Processes** tab.
      2. Click the **Memory** heading. Click the **Memory** heading a second time.

#### Question:

What effect does this have on the columns?

Type your answers here.

Clicking the Memory heading causes the processes to be sorted by the amount of memory each process is using. Each time you click the Memory heading, it reverses the order (largest to smallest, then smallest to largest).

* + - 1. Right-click on the **Memory** heading, and then select **Resource values > Memory > Percents**.

**Note**: Resource values options are not available in Windows 7.

#### Questions:

What affect does this have on the Memory column?

Type your answers here.

The column now displays memory usage in percentage values.

How could this be useful?

Type your answers here.

Displaying processes in this way can assist an administrator in determining what services may be causing memory issues by showing how much available memory is being used by each service.

* + - 1. Open a web browser.
      2. Return to the **Task Manager**. Click the **Name** heading.

#### Question:

The listed processes are divided by categories. What categories are listed?

Type your answers here.

Answers may vary. The example shows 3 categories: Apps, Background processes, and Windows processes.

* + - 1. Select the web browser and click **End Task**.
      2. Close all open windows.

## Users tab.

* + - 1. Navigate to the Task Manager. Click the **Users** tab to list the usernames who are logged into the system.
      2. Right-click a username.

#### Question:

What are the available options?

Type your answers here.

Answers may vary. The available options are Expand, Disconnect, and Manage user accounts.

* + - 1. Right-click the username and select **Expand** to view all the processes associated with this user.

## Startup, App history and Details tabs.

* + - 1. The **Startup** tab lists the processes that are started automatically during Windows startup. Click the **Startup** tab. Right-click a process.

#### Question:

List the available options below.

Type your answers here.

Answer may vary. Some of the options are Open file location, Search online, and Properties.

* + - 1. The **App history** tab lists the historical resources usage.

#### Question:

What type of information can you get from this list?

Type your answers here.

Answer may vary. Some of the options are CPU time, network data usage, and tile updates.

* + - 1. The **Details** tab displays process information, such as process ID (PID), status, and memory utilization. Right-click a process and list the available options below.

Type your answers here.

Answer may vary. End task, End process tree, Set priority, Set affinity, Analyze wait chain, UAC virtualization, Create dump file, Open file location, Search online, Properties, and Go to service(s).

# Reflection Question

Why is it important for an administrator to understand how to work within the Task Manager?

Type your answers here.

Answers may vary. The Task Manager can be a valuable tool for an administrator when troubleshooting problems with a Windows PC. It provides information about CPU, memory, disk, and network usage. It also provides a way to end tasks or cancel processes.

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