

SAYRE AREA SCHOOL DISTRICT TECHNOLOGY TIPS

DELL DESKTOP AUTHORITY BASICS

Purpose

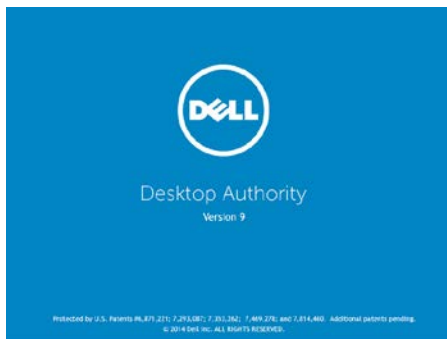
Dell's Desktop Authority is used extensively at Sayre to manage our desktops and laptops. It manages our printers, shortcuts, drive mapping, software installs, power save features, and much more.

This handout describes some of the basic features with DELL Desktop Authority Version 9.2 such as:

1. Ensure proper version of Desktop Authority is running
2. Delay "Inactivity Detection"
3. Quickly Lock your Computer

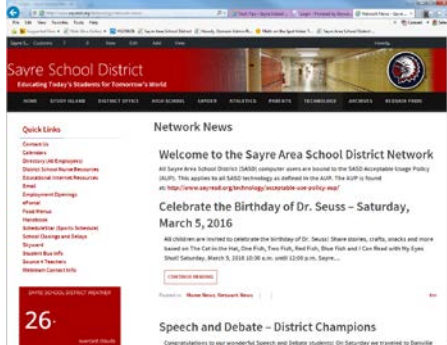
Splash Screen

When logging into the SASD Network, you may see the following splash screen (depending on how quick the log on is):

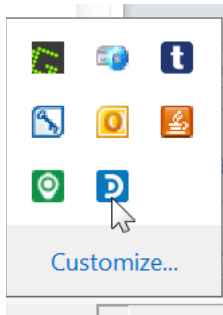



If you see this screen you are on the latest version 9.2

Then the following screen appears:

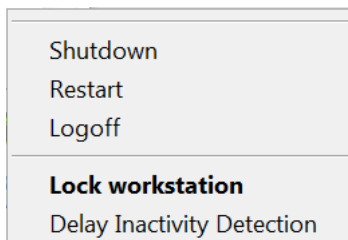


System Tray



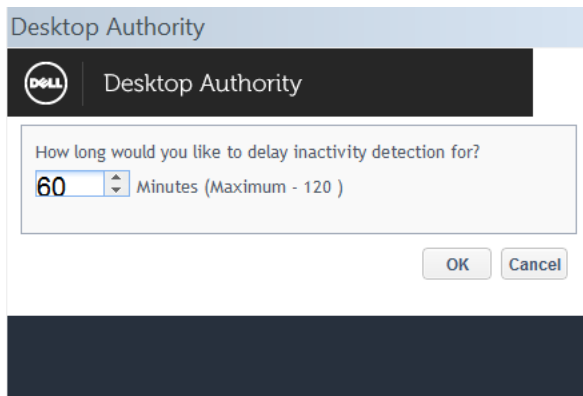
In your bottom right hand corner of your screen, you should see the DA icon 

If you right-click on the icon you will see the following menu choices:



Delay Inactivity Detection

The last option “Delay Inactivity Detection”



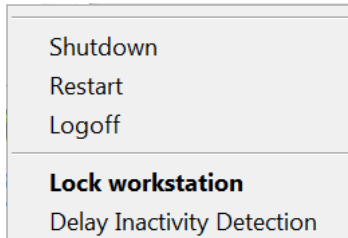
Allows you to delay in minutes the inactivity timing (for locking your PC)

For example, if you are showing a movie that lasts more than 30 minutes, you can select this to not get prompted for inactivity.

Lock PC

If you wish to quickly lock your PC, you can do it with the Desktop Authority icon

Select Lock workstation



Another method to quickly lock your PC is to press the Window Key and L Key at the same time

