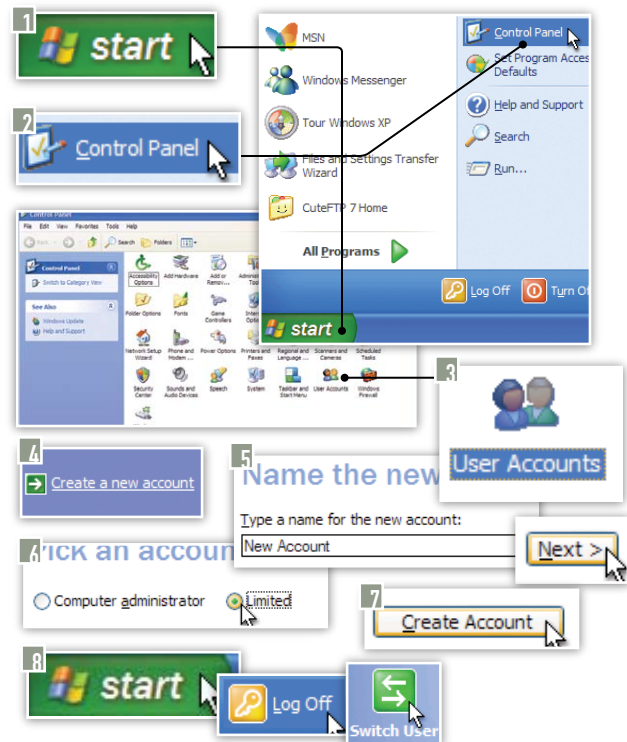# WEBSITEcompass

TUTORIAL:
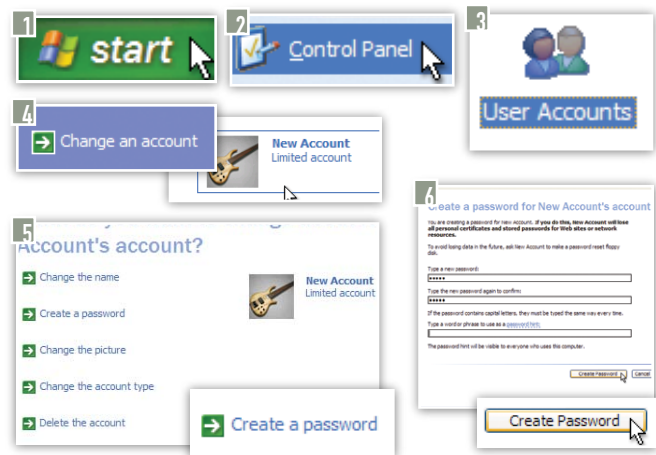## Setting Up Multiple User Accounts in Windows XP
Using Windows XP Home Edition

1. Click on the "Start" menu.
2. Click on "Control Panel."
3. Double click on the "User Accounts" icon.
4. Click on "Create a new account" under the "Pick a task" section.
5. Type a name for the new account and click "Next."
6. You'll be given the choice of making a "Computer administrator" or a "limited" account. Administrative accounts have access to all files, can add software, and make system changes while limited accounts can't—a great way to make sure the other computer users don't change any important settings. For this tutorial, we've selected "Limited" account.
7. Click the "Create Account" button to make the new account.
8. To switch between user accounts, click "Start," then "Log Off," and then "Switch User." Select the user account you want to log on with. The new user can then start with a fresh version of Internet Explorer which they can customize to their specific tastes. (**Note:** Be sure not to forget any passwords if you use them!)

Changing User Accounts in Windows XP
Using Windows XP Home Edition

1. Click on the "Start" menu.
2. Click on "Control Panel."
3. Double click the "User Accounts" icon.
4. Click on "Change an Account." Then click on the account you want to change under the "Pick an Account" section.
5. Select from the options under "What do you want to change about *[Account Name]*'s account?" For our example, we're going to select "Create a password."
6. Type a password for the account in the "Type a new password" box. Confirm the password by typing it again in the next box. Type in a password hint if you're prone to forgetting passwords. Then click the "Create Password" button.

Deleting User Accounts in Windows XP
Using Windows XP Home Edition

1. Click on the "Start" menu. Then click on "Control Panel."
2. Double click the "User Accounts" icon.
3. Click on the account you want to delete at the bottom of the window.
4. Under "What do you want to change about *[Account Name]*'s account?", click "Delete the account."
5. Choose whether you want to keep or delete the account's files and click the "Keep Files" or "Delete Files" button accordingly.
6. Click the "Delete Account" button.