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| 1.4 | Double click Recycle Bin to open it  Right Click on the appropriate file.  Select restore file from the pop-up menu |
| 1.5 | 1. Select the print job you need to cancel from the printer tab  2. Right click and select **CANCEL**.  **OR**  1. Hold down the Win Key and press R to bring up the Run dialog  2. Type %systemroot%\System32\spool\printers the press **ENTER**.  3. Select the print job and press the **Delete** key. |
| 1.6 | 1. Go to control panel OR press Win Key + I  2. Choose update and click the **Update History**  3. Click the Uninstall Updates  4. Choose the update you want to uninstall  5. Click uninstall |
| 1.7 |  |