

# Fix some common computer errors - Part 1

When using a computer, we can make common mistakes. For example, select a file, press the Delete key and then sit down to the gods for regret having pressed the wrong button. Or, in a careless moment to let the cat or young child approach the computer, when the data is discovered, the working data has disappeared completely, the screen is mysteriously overturned or the keyboard work.

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However, thanks to Windows' built-in protection mechanisms and popular software, you won't be disappointed for too long. Many common computer errors can be solved easily and quickly without too much special knowledge. In this article, we will show you how to recover the 10 most common errors, starting from the easiest to the most difficult.

## 1. Recover deleted data

In most cases, deleted data is kept in the Windows Recycle Bin and you can restore them very easily. If you've recently deleted a file in Windows Explorer, quickly press **Ctrl + Z** to undo the deletion. However, if it doesn't work, double-click the Recycle Bin icon on the desktop.

1. Recover, save files deleted completely with Recuva

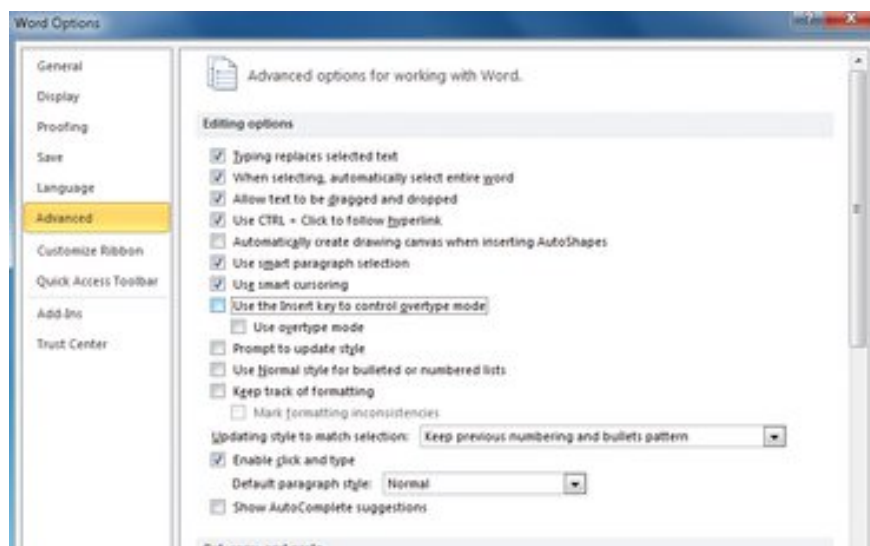
Find the data you just deleted, right-click it and select **Restore** . Windows 7 or Vista users should see the third section for instructions on restoring previous versions of a file.

## 2. Adjust the screen to rotate in the opposite direction

Some computers can rotate Windows display in the direction of 90 ° or 180 °. It can happen when you mistakenly press a certain key. In most cases, you just need to press the **Control** and **Alt** keys before touching one of the arrow keys to solve the problem. The arrow up or down will display the screen vertically, the arrow left or right will switch the display horizontally.

If that fails, in Windows 7, press the **Windows + R** key, type **desk.cpl** and press **Enter** . Press **Alt + O** , then use the up or down arrows to select **Landscape** . Press **Alt + A** to apply, then click **Keep Changes** .





## 6. Recover deleted text

Unfortunately deleting text in word processor is easy, especially when you're copying and pasting. Fortunately, there is a fairly common shortcut that can undo the newly deleted text - **Ctrl + Z**.

Depending on the application, pressing this key a few times can retrieve a series of new changes. Word also has a menu icon for this task, which looks like an arrow that tends up and to the left. Clicking on the arrow in the opposite direction will display the entire list of undo changes.

## 7. Natural sound is turned off

If you're watching a movie or listening to music and suddenly stopped for unknown reasons, the simplest explanation is that the mute button has been pressed.

### 1. 4 steps to troubleshoot audio loss in Windows

Some keys are reserved for mute buttons, so just press it again to continue listening. If not, click the speaker icon in the **Notification Area** bar, in Windows XP click on the tick in the **Mute** dialog box.

In Windows Vista or 7, click the speaker icon near the bottom, or click the volume slider and drag it up or down.

## 8. Turn off Sticky Keys

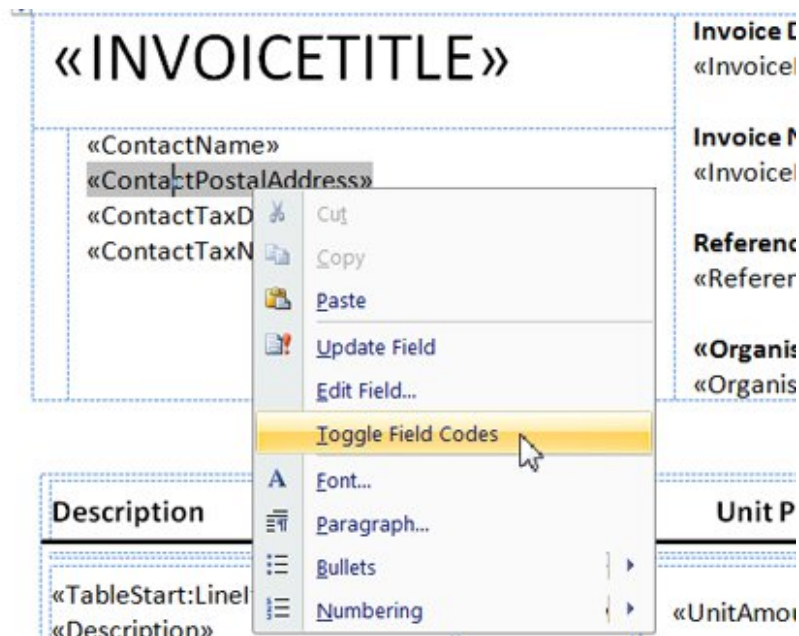
The Windows feature called Sticky Keys makes it easier for users to use some combination keys. It can be activated by holding down the **Shift** key for a few seconds or pressing the key repeatedly 5 times.

A small icon will appear in the **Notification Area** . To turn off this feature, just press any 2 adjustment keys ( **Shift** or **Ctrl** ) or press **Shift** key twice.

## 9. Toggle field codes in Word

Sometimes strange things can happen suddenly if you accidentally press a certain shortcut while typing. The display of the code item in Word is one of those annoying shortcuts when it displays a lot of unnecessary and formatted text highlighted in the background.

To turn this display off or on, press the **Alt** and **F9** keys, or click the shaded area, right-click and select ' **Toggle field codes** '.



## 10. 'Release' for the cursor in Excel

Typically, in Excel spreadsheets we will use arrows to move between cells in a sheet. But sometimes, that arrow moves the entire sheet up and down or to the edge, with the cursor always in the same cell.

Don't panic, all this is because you have pressed the Scroll Lock key (usually written as **ScrLk** ). Click it again to help things get back to normal.

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