

Interface

Lorain County Computer Users Group
www.LCCUG.com info@LCCUG.com
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**Tuesday
October 9, 2007**



SUITE DAY



Office Suite Comparisons:

*MS Office - Open Office - Symphony - Google
Aps*

**Presented by
Lou Koch**



**Tuesday
October 23, 2007**



Videos

**Presented by
Micky Knickman**

**Monthly Meetings Held At Gould Auditorium
2nd Floor, St. Joseph Community Center, Lorain, OH
5:30 PM Doors Open With Outer Lobby Q & A Sessions
6:45 PM Meeting & Presentation Begins**

A Word From Our President



Are you starting to hear the buzz words **Green Computing** more and more? I took the time to look at how this fits into the world with "save-the-planet-for-our-kids" movement and the "global warming" faction.

I found that there is lots of momentum building around environmentally-conscious "green" technologies relating to the computer industry.

Recently Jason Hiner of TechRepublic identified 4 trends that will change PCs and the computing industry over the next two years.

One trend is PCs that consume less power and batteries that are lasting longer, and are more versatile and less toxic.

We should also be seeing more and more wireless devices. Certified Wireless USB and Bluetooth 2.1 soon that will enable more wireless LCD displays, laptop docking stations, printers, cameras and more.

The incredible shrinking PC – small form factor desktops, ultra-mobile notebooks, and phones and pocket devices that are more powerful than PCs of 5 years ago.

WiMAX! Finally this long promised broadband technology has been making a lot of advancement. If this can really spread broadband everywhere as promised, we will be able to connect all types of devices and technologies that we have not even conceived of yet. At the same time, 3-G cellular is also advancing and may also help bring broadband to all parts of the globe.

And certainly we need to remember to properly recycle all your equipment. The next E-Scrap day in Lorain County is

Saturday, October 13th 9AM-3PM
Elyria Community Church of the Nazarene
1107 Clemens Avenue, Elyria, OH 44035
 Clemens Avenue intersects State Route 113
 approximately 0.5 miles west of Lake Avenue
 The church is directly north of State Route 113;
 Enter the site by turning right from the north side
 of the highway, or by turning left from the south
 side.

Acceptable items may be dropped-off, without fee or charge, by all Lorain County residents, businesses, schools, government agencies, and non-profit organizations.

ITEMS ACCEPTED:

Personal Computers (CPU)
 Video Monitors (CRT)
 Mice, Keyboards, & Joysticks
 Printers, Plotters, & Scanners
 Computer Speakers

LCCUG Officers For 2007

President	Sandee Ruth president@lccug.com
Vice President	Vacant
Secretary	Don Hall secretary@lccug.com
Treasurer	Micky Knickman treasurer@lccug.com
Newsletter Editor	Pam Rihel newsletter@lccug.com
Web Page Editor	Kaye Collier webpage@lccug.com
Statutory Agent	Sandra Ruth statutory_agent@lccug.com
Director of Membership	Edie Lewandowski membership@lccug.com
Director of Advertising	Temporarily Filled by Peter Bateman
Director of Public Relations	Lou Koch Public_relations@lccug.com
Director of Education	Vince Traina education@lccug.com

Hard Drives & Tape Drives
 Diskette Drives & CD Drives
 Data Terminals & Modems
 Servers & Network Hardware
 UPS Systems (w/o Batteries)
 Cables & Circuit Boards
 Software—Tapes, Diskettes,
 CDs & Documentation
 Reference Manuals & Books
 Desktop Office Equipment -
 (Typewriters, Calculators, Fax, etc.)
 Cell Phones—In Bag Or Box With All Batteries, Chargers,
 Cables, etc.)
 Household Televisions (New In 2006)
 Home Audio Equipment (New In 2006)
 Large Office Equipment & Computer Hardware May Be
 Accepted If Approved In Advance



Let's all think green!

NOT ACCEPTED:

UPS System Batteries
 General Purpose Batteries
 Non-Cellular Phones
 Radios & Clocks
 Microwaves
 Small Household Appliances

Let's all think green!

Sandee

TUESDAY
October 9, 2007
Gould Auditorium

SUITE DAY

Office Suite Comparisons:
*MS Office - Open Office - Symphony -
Google Aps*



**Presented by
Lou Koch**



Microsoft Office consists of productivity tools for business including Word, Excel, PowerPoint and Outlook. It has been the predominant suite used in the business world for a number of years. It is, however, quite expensive for individuals and so it has not become popular for most home users.



MS Office is now facing competition. Openoffice.org and its new partner IBM/Lotus offer 2 free downloadable suites —Open Office and Symphony. Also Google is offering Google Aps. All of these suites offer word processing, spreadsheets and presentation applications and some offer additional capabilities.

Tonight we will demonstrate these applications and review their capabilities and features and compare them with one another.



Office suites are now available and financially viable for home users. Not everyone has a need for office software but if you feel that you do, come and learn about the options that are now available to you.

TUESDAY
October 23, 2007
Gould Auditorium

Snagit Videos

**Presented by
Micky Knickman**



SNAGIT, by TechSmith Corporation, is screen capture software which has some very powerful capabilities. In past years, we have done a number of general programs, provided by TechSmith, about the features and capabilities of SNAGIT. Tonight's program will show additional capabilities of SNAGIT which are not discussed in the overview programs we have done previously.

Over the last several years many of us have seen one or more of the programs (Sudoku, The Godfather, Keepass, Truecrypt, etc.) in which Micky prerecorded his entire presentation. Each keystroke and screen shot with audio descriptions of what he was doing were captured ... and then copied it onto a DVD to show at the meeting. Micky used SNAGIT to create these recordings and in tonight's program, he will show us how he did it.

This program will be a great opportunity to see how to use common software to do some very creative, interesting and useful things. Be sure to come and let Micky show us his secrets.

To download the 9/25 presentation on Virtual Credit Cards, visit www.lccugsurvey.com/movies

There will be time for questions to be answered at the end of the presentations.

Special Raffles will be held at both of these meetings.



Executive Board Meeting Minutes

September 4, 2007

Attending were Sandee Ruth, Don Hall Kaye Coller, Edie Lewandowski, Micky Knickman and Vince Traina.

A discussion was held with regard to the upcoming election of officers. All offices are open to the membership, however the most important is filling the vice president position. Several names were mentioned and they will be contacted in hopes they will run.

Edie reiterated her concern over the lack of response on the newsletter printing as noted in the September issue. The board hopes the membership will respond to the survey coming in the November issue.

Vince reported on the lack of attendance to classes, so the board proposed not scheduling new classes unless the members let us know what classes they want.

Sandee reviewed the upcoming presentations through December with the board members.

Kaye moved, Vince seconded that the meeting be adjourned



General Meeting Minutes

September 11, 2007

President Sandee Ruth called the meeting to order. A motion to accept the minutes as shown in the September issue of INTERFACE was made by Nancy Smith, seconded by Pam Rihel. Motion passed.

Sandee then informed the members of the upcoming survey in the November Newsletter which they must return. She also spoke on the upcoming election of officers, the upcoming plays, free cartridge refills at Walgreens and the computer / electronics recycle date.

Kaye pointed out her Paint Shop Pro SIG is scheduled for Thursday this month, not Friday.

Edie mentioned that Stan's May 8th presentation on airplanes will be repeated at NEOPC on September 12th.

Sandee then presented her program on Answers.com. She went online and showed how to download the 1-click answers and AnswerTips. Then she posed many questions to show us how Answers.com goes to different web sites for its answers. Very informative.

Edie won the money raffle, Kaye won the hardware/software raffle.

John Dunn moved, Pam Rihel seconded that the meeting be adjourned.



Newsletter Editor: Pam Rihel using Microsoft Publisher, Coral Paint Shop Pro X & American Greetings CreatoCard

This Month's contributors: Micky Knickman, Lou Koch, Edie Lewandowski, Sandra Ruth, Kaye Coller, Vince Traina, Don Hall, Gene Barlow, Kathy Jacobs, Dick Maybach, Blaine Flamig, Alan Phelps, Tessa Warner Breneman. Smart Computing Magazine, APCUG, and Microsoft Office art online.

Printing Done In House
Assembly Done By:
Murray Ridge Production Center of Lorain, OH.

Following The Last 4 Years' Very Successful Plays We Are Again Offering A Theater Evening Out... Profits To Benefit The LCCUG General Fund



Where Everyone
Is A Star

Lorain County Computer Users Group
purchases "the house" for

Amherst Workshop Players
Theater-in-the-Round

production of

Nunsense

Sunday, November 18
3 PM

When the Little Sisters of Hoboken discover the cook Sister Julia, Child of God, has accidentally poisoned 52 of the sisters they are in dire need of funds for the burials. The Sisters decide that the best way to raise the money is to put on a variety show in the school auditorium which is currently set up for the 8th grade production of "Grease." Come and enjoy meeting again Reverend Mother Regina, Mistress of Novices Sister Mary Hubert, streetwise Sister Robert Anne, wannabe ballerina Sister Mary Leo, and the delightfully funny Sister Mary Amnesia who lost her memory when a crucifix fell on her head. This one is sure to sell out so get your tickets early.

Workshop Players, located at 44820 Middle Ridge Rd in Amherst, occupies an old one-room school-house situated next to a very small, old cemetery. In September, they will start their 58th season of live theater in Lorain County. They are a not-for-profit cultural organization and a member of the OCTA, Ohio Community Theater Association. They are well known for the fine choice of productions, plus the top-notch acting and singing by the finest volunteer performers in the area.

LCCUG is purchasing "the house" for \$6 per ticket and reselling them at the "old" fee of \$10 per ticket. Since Workshop Players has raised their prices, this is \$2 less than these tickets would normally be.

Yes I am early with this mailing, but I want to have all 100 tickets sold before Nov. 1st.

So talk to your friends and family members and order your tickets now. **Attached to this newsletter is an envelope with an order form. Fill in the number of tickets desired & enclose a check or money order for the appropriate amount. Place a stamp on the envelope and mail.** Tickets will be mailed out as the orders come in. Obviously first come, first served. Thank you from the LCCUG Executive Board.



Kaye Collier caseycatnip@gmail.com

As I said last month, a GEDCOM is plain text that can be read by most genealogy programs. This month I'll explain a bit more. In the example below, you see just a bunch of letters, numbers and symbols. The GEDCOM uses tags to indicate specific information in a family file. For example, **0 @I2@ INDI** 0 shows this is a new record. INDI means the record is for an individual **1** **NAME Walter Denton/Moore/** gives the name of the individual, **1 SEX M** tells the sex, and so on. Fortunately, you don't need to memorize these tags because most, if not all, of today's genealogy programs will create a GEDCOM for you from the information you have entered into their program. If you really want to see all the tags and their meanings, go to <http://genealogy.about.com/library/weekly/aa110100d.htm> for a list.

0 @I2@ INDI
1 NAME Walter Denton/Moore/
1 SEX M
1 BIRT
2 DATE 7 MAR 1911
2 PLAC Edison OH
1 DEAT
2 DATE 06 JAN 2003

You are more likely to create a GEDCOM to send to someone else than open one that has been sent to you. open your genealogy file in your genealogy program and back it up. Second, click on the **File** menu and choose **Export**. If you don't see the choice to Export, choose **Save as** or **Destination**. Choose **GEDCOM** or **GED**. Choose where you want to put your file, give it a name (i.e. Moore Family), and click **Save** or **Export**. Now you will be able to email the GEDCOM to someone or upload it to a website.

If someone sends you a GEDCOM, the first thing is to make sure it doesn't have a virus. After you've scanned the file with your virus program, open your genealogy program. Make sure you have no genealogy files open. Click the **File** menu and choose **Open**, **Import**, or **Import GEDCOM**. Make sure the file type you're importing ends in .ged. Go to the place on your computer where you saved the GEDCOM and select that file. Click **Save** or **Import**. Your program will create a new genealogy database from the information in the GEDCOM. You will need to give it a filename that is different than any of your other genealogy files. For example, If you already have a Moore Family file, you might want

to call it Moore Family 2. Your program may have you do a few other steps. Then click **Save** or **Import**. Now you will be able to read the file the same way you view any other family tree files.

For more information about GEDCOM files, go to <http://genealogy.about.com/library/weekly/aa110100c.htm>

Here are some online Genealogy sites I've discovered lately.



<http://www.geni.com/tree>

This site is an easy one to use if you don't have a large database. It doesn't take GEDCOM files yet. You have to add each person yourself. However, you can download your Geni tree as a GEDCOM to your computer. Eventually, I assume you'll be able to upload also. This is a good site for someone who doesn't have a genealogy program yet. It's easy to use. You can search for people you've entered into your tree or surnames outside of your tree. Only your name and city are displayed when someone outside your tree searches for your tree. You can use your Account Settings to control who can search for you and what they can see.

Other features include several links to GENI tutorials on YouTube, (andrewfromfly is a good one to start with), the ability to add photos, good help files, forums, a map you can place your family members on.

This site is in beta and there may be some bugs, but I haven't found any. They will be adding other features in the future. And, probably the best part is that it's free.

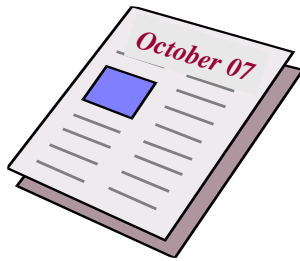
Genealogy Blog Finder



Here's another helpful site. There are many helpful genealogy Blogs online. This site will help you find them. For example, you can find blogs that focus on a single surname—it might be one you're looking for. There are at least 65 surname blogs. There are also blogs that feature questions and answers. Just go to <http://blogfinder.genealogue.com/> to find out the other topics and information available.



How to Print Just One Page of the Newsletter

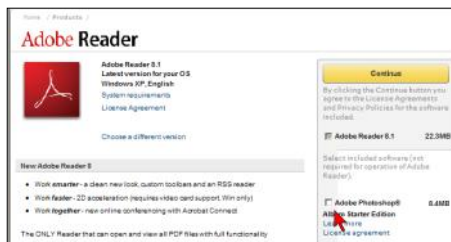


by Edie Lewandowski

By now everyone should have had a chance to check out the club's newsletter on the Internet. Maybe you are one of those members who really doesn't keep the newsletters or would like a printed copy of just one page or another.

This is really very simple to do and can be used to print individual pages of the newsletter or of most any other document.

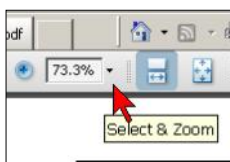
For this month's newsletter, go to www.lccugsurvey.com/newsletters/200710.html to see the newsletter. Since this brings up a PDF file, it will open up your Adobe Acrobat Reader program. If you don't have this program or don't have the latest version - 8.1, then you should go to Adobe's webpage, www.adobe.com, and download that file. If they ask you to download other files, just unclick them, unless you should want those



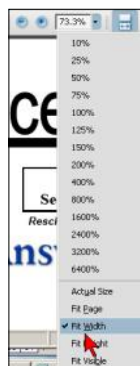
programs also. If I want to download these other files, I tend to do them separately, so I un-

click them at this time.

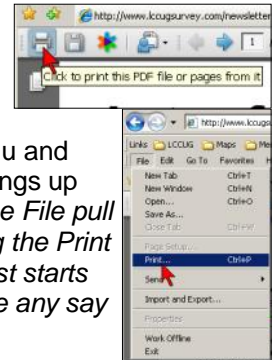
The default for the Acrobat Reader download is to automatically install this file after it is finished. That is fine. You are now ready to use the Acrobat Reader. Going back to these other programs that Adobe offers at that time, I like to save these downloaded files and then install them later. That's why I unclick them now.



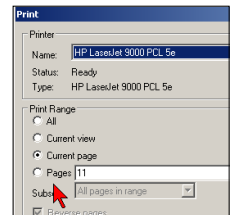
To scroll through the pages to read them, I set the zoom to page width to be able to read them easily. Simply click on these items to set this zoom level.



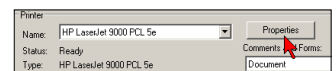
If you should decide you want to print just a few pages, not the complete newsletter, simply click on the Print Icon on the tool bar or click on the File pull down menu and then on Print. Either way, this brings up the print window. I tend to use the File pull down menu because, when using the Print icon in most other programs, it just starts printing and does not let you have any say in the print options.



As I said earlier, this brings up the Print Window. Here you can choose to print all the pages, the current view, current page or certain page numbers.

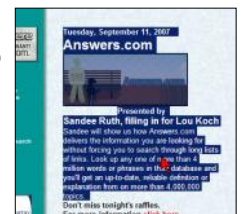


You can also choose to set the resolution level here. I often use this to save Toner for my Laser printer. If you have a Color Inkjet printer, you might want to go here to set it to black & white when printing documents and save your colored ink for pictures.

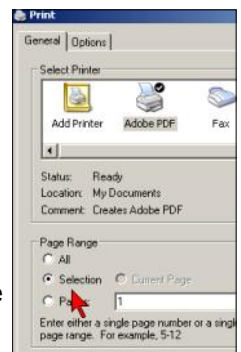


As mentioned earlier, you can use this method to print documents in most other programs, but again I stress, use the File pull down menu to select Print and then set your print options as most programs automatically start to print ALL the pages when the Print icon is clicked.

Now for printing items from Web pages, a new choice listed is to print the Selection. First Highlight what you want printed.



Then when you bring up the Print Menu, click on the Selection button and only that material highlighted will be printed. This will definitely save you printing excess garbage that is not pertinent to what you really want.



I hope this has helped you with many of your printing problems and if you really don't want a full 20 page printed newsletter, possibly you will consider using the Online version instead of having the club print and mail the newsletter to you. At least check it out.

Another real bonus with using the online version is that it has lots of color that the club's printed version does not have.

Set up Outlook Express YOUR Way



By Dick Maybach, a Member of the Brookdale Computer User Group, New Jersey
<http://www.bcug.com/>
N2nd(at)att.net

You can greatly improve your e-mail experience by properly configuring Outlook Express, which is the default Windows e-mail client. Outlook, which is included with MS Office, is a completely different program, but it has a similar user interface for e-mail. The two programs are similar enough that you should be able to adapt these procedures to your version.

By default, Outlook Express has five local folders: Inbox, Outbox, Sent Items, Deleted Items, and Drafts. You can add more to make your e-mail messages easier to find in the same way that you organize your file system by using folders. Set up a separate folder for each major category of e-mail that you send and receive. With Outlook running, right-click on "Local Folders", select "New Folder ...", and put the desired name in the "Name:" box. You can now move the messages from your Inbox to the new folder. You will probably find some messages that don't belong in any folder; just leave these in the Inbox.

You can change Outlook to operate as you find convenient by changing its rather intrusive defaults. Click on "Tools" and select "Options ...". Under the General tab, I've unchecked everything, as I prefer not to be interrupted by every incoming e-mail. Under the Read tab, I've unchecked the first box (Mark messages read after 5 seconds. Under the Send tab, I unchecked the "Send messages immediately" item; many times I have second thoughts immediately after writing a response, and this gives me one last chance to make changes. Under the Spelling tab, I checked "Always check spelling before sending". Finally, under the Maintenance tab, I checked, "Empty messages from the 'Deleted Items' folder on exit". This does what it says and erases your deleted items. (Otherwise, why would you have deleted them? If you don't check this item, your Deleted Items folder can contain a huge number of unwanted messages.) I left items under the Receipts, Compose, and Signature tabs at their defaults.

Deleting spam

You can also use Outlook Express to delete spam. Click on "Tools" and select "Message Rules" then "Mail ...". You can now tell it how to handle certain specific e-mails. For example, if you are tired of the constant stream of forwarded trivia, use the following sequence. In Box 1, check "Where the Subject line contains specific words". In Box 2, check "Delete it". In Box 3, click on "contains specific words" and type "FW:" in the text box. Finally, in Box 4, name the rule "Delete forwarded items". When you now go to "Message rules", you will see this item. You can uncheck it, to disable the rule or edit it, if needed.

Spend some time exploring the Message Rules tool to see what else it can do. For example, you can act on messages based on who sent them or what words they contain. You can select multiple conditions; for example, you can delete forwarded messages only from certain people. You can also select multiple actions; for example, you can move selected messages to a folder and highlight them. Finally, in Box 2 you should select "Stop processing more rules", if the action is something other than delete.

Your last step is to order your rules list. The rules moving the desired e-mail to the correct folders should appear at the top of the list. Since they stop checking other rules after they move a message, they will prevent the spam filter rules from throwing out messages from people with whom you regularly correspond. To do this, in the "Message Rules" window use the "Move Up" and "Move Down" buttons to sort the rules.

You will have to reorder the rules each time you add a new one.

Turn off preview panel

Just opening an e-mail can result in your PC becoming infected with a virus. Even worse, Outlook Express's default is that the preview panel opens any message that you select, which means you have no way of deleting a suspect message without opening it. You can disable the preview panel using the following. Click on "View", then "Layout ...", and remove the check from "Show preview pane". While you are there, also uncheck the "Folder bar" item; you won't miss it.

Outlook Express has only limited capabilities and is the target of many viruses. If its limitations and vulnerabilities concern you, consider Thunderbird, which is a free download, or if you have MS Office, Outlook...

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LCCUG Treasurer's Report

7/11	Beginning balance	\$ 9,165.25
	Misc. donations	\$ (85.24)
	Amazon.com referrals	\$ 100.63
	single memberships	\$ 175.00
	family memberships	\$ 37.50
	Newsletter expenses	\$ (175.00)
	Meeting ads & expenses	\$ (192.14)
	membership printing	\$ (58.11)
	Picnic expenses	\$ (67.75)
	Workshop Players tickets	\$ (1,200.00)
	Semi-annual insurance	\$ (250.00)
9/6	LCCUG Certificate of Deposit	\$ 5,187.03
9/6	General Fund balance	\$ 2,263.11

NEED HELP?—

Here's Who to Contact:

Neil Higgins

440-967-9061 - higgins.neil@gmail.com
Evenings 6 p.m. -10 p.m. + Weekends
Hardware, Windows Operating Systems, Tweaking your system

Micky Knickman

440-967-3118 - micky@knickman.com
Evenings 6 p.m. -10 p.m. + Weekends
General Software Configuration, Hardware Installation,
Basic to Advanced Windows

Lou Koch

440-985-1585 - lkoch@centurytel.net
Microsoft Office: Excel, Word, PowerPoint, Publisher, Access, &
Outlook, Basic to Advanced Windows

Edie Lewandowski

440-282-4188 - elew@erienet.net
daytime – midnight
Desktop Publishing, General File Management, Eudora Email,
MSWorks Tools,

Richard Barnett

440-365-9442 - Richard216@aol.com
Evenings & Weekends
General Software Configuration, Hardware Installation, Basic to
Advanced Windows & Web Page Design

Sandee Ruth

440-984-2692 - sruth172@comcast.net
6 p.m. - 10 p.m. except when at work
Basic Word Processing, Windows, & Web Design
Advanced Internet

Jeff Kasler

440-967-7142 - jeffy@centurytel.net
10 a.m. - 7 p.m.
Burning CDs using Record Now

David Kennett

440-327-8624 - david.kennett@comcast.net
9 a.m. - 8 p.m.
Video Editing & DVD Burning

Cathy Ratcliff

therats1@verizon.net
Though she lives in Coshocton, you can call
740-327-1483 before 8 pm
Paint Shop Pro, other Photo Editing programs,
Microsoft Office programs

We have lost some of our members willing to take calls. If you would like to help us out, add your name to this list by contacting the Newsletter Editor newsletter@LCCUG.com

Free Beginners Classes

*Periodically Offered
Check Page 11 for Availability*

Beginners PC

Shortened 2 hour overview of Computer 1 class. Those wishing more instruction should take the 6 hour Computer 1 class also.

Computer 1

This six hour class will help you understand how to use a computer, from turning it on to saving and printing out your information. It will include using a mouse, cut and paste, making shortcuts, and working with text.

Computer 2

This six hour class will review and extend the various basic functions learned in Computer 1 Beginning (cut/paste, highlighting text, scroll, changing font sizes/styles, deleting and moving text, saving and printing etc.) It will also include more advanced word processing and other related program skills. **Computer 1 is required**

Basic Word Processing

This is a two hour class. Practice the basics of word processing: Create a document and learn how to change its appearance by utilizing margins, font style and size, color, centering, etc. Also learn how to save and retrieve the document. **Computer 1 class is required.**

Internet / Google

This is a two hour class. A wealth of information is available to those who learn to dig for it, computer style. Learn how to access and search the Internet using Google. **Computer 1 class is required.**

Intermediate

This is a six hour class. Using Wordpad to show how to move around in a document using arrow keys. Format and copy to a floppy. Change the screen saver & the speed of the mouse. Do computer maintenance: (ScanDisk, Disk Cleanup, Disk Defragmenter) and printer maintenance. **Computer 1 class is required.**

Learning the Keyboard

This six hour class helps you understand and use the keyboard with its many functions. It incorporates typing skills for the beginner or for those who simply want to increase their speed. **Computer 1 class is required.**

Computer Maintenance

This is a two hour class. To keep your computer running at its best. Learn how to do Disk Cleanup, Scan Disk, Defrag, Windows & Virus Updates. **Computer 1 class is required.**

Director of Education: Vince Traina (education@lccug.com)



Vermilion Family YMCA



Learning Center
St. Joseph Community Center



LORAIN
SENIOR CENTER



LCCUG ONGOING CLASSES AND WORKSHOPS

ALL ARE FREE AND OPEN TO THE PUBLIC

LCCC Learning Center

In cooperation with the LCCC, LCCUG provides a Free Class held on the 2nd Tuesday of each month from 3 to 5 pm in the Learning Center Computer Lab, Room 106 at St. Joseph Community Center.

October 9, 2007 3-5 pm

Word Processing

Tuesday, October 23, 2007 3-5 pm

Pre-Registration Is Required

Call Dina Ferrer 366-4507 to register
Dial 0 if you can not get through on her number.

Digital Photography SIG

Date: Monday, October 15, 2007

Time: 7 - 8:20 pm **Leader:** Sandee Ruth

Place: Lorain Public Library, 6th & Reid

Interested in Digital Photography? Check our weblog to see what we have been doing and what we plan on doing this month: <http://lccugphotosig.blogspot.com>.

Problem Solving Workshop

Try This New Place

Amherst Church of the Nazarene

210 Cooper Foster Rd., 44001

South side of Cooper Foster Rd.

0.7 mi west of Leavitt Rd., 0.1 mi. East of Kolbe Rd.

Date: Tuesday, October 16, 2007

Time: 5:30 - 8:20 pm **Instructor:** Micky Knickman, et al.

Place: Amherst Church of the Nazarene

210 Cooper Foster Rd., 44001

Learn how to repair or update your computer by changing hard drives, memory, CD ROMs, etc.

Members are encouraged to bring their computers anytime before 7:30 pm for assistance from Micky, Neil or other knowledgeable members.

Beginners PaintShopPro

Date: Thursday October 18, 2007

Time: 7 - 9 pm

Place: LCCC Learning Center., St. Joe's Community Ctr.

Instructor: Kaye Coller

This is a graphics class that will not only explore graphic design but also allow Photographic enhancement, manipulation and composition.

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For Inform email Kaye at caseycatnip@gmail.com

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After many enjoyable get-togethers, the group has taken a vacation this summer. Though they had planned on resuming this fall, the weather is just too conducive to good golf and fishing, so their vacation continues.

Meetings hope to resume in November. Stay tuned.

For Info contact Don Hall

secretary@lccug.com



Special Thanks

to those at the Murray Ridge Production Center in Lorain, a worksite of the Lorain County Board of Mental Retardation, for collating, folding, and stapling our newsletter. If any other organizations or businesses would like to acquire their help, contact them at (440) 284-2720 or www.mrpcinc.com.

October 2007 Classes

Class Type	Location	Registration	October	Time	More Info
Beginners Classes					
Beginners PC Cathy Benson	LCCC Learning Center St. Joe's Com. Center 21st & Broadway	440-366-4507	Tuesday Oct. 9th	3 - 5 pm	Page 9
Computer I Richard Long	LCCC Learning Center At St. Joe's Com. Center 21st & Broadway	440-366-4507	Fridays Oct 19th & 26th	3 - 6 pm	Page 9
Intermediate Classes					
Word Processing Jean Griffith	LCCC Learning Center At St. Joe's Com. Center 21st & Broadway	440-366-4507	Tuesday Oct 23th	3 - 5 pm	Page 9
Non-Beginner Classes / Workshops					
Digital Photos & Graphics SIG Sandee Ruth	Lorain Public Library 6th & Reid	440-244-1192 or 1-800-322- READ x272	Monday Oct 15th	7 - 8:20 pm	Page 10
Problem Solving Micky Knickman	Amherst Church of the Nazarene 210 Cooper Foster Pkwy.	Not Required	Tuesday Oct 16th	5:30 - 8 pm	Page 10
Paint Shop Pro Beginners Kaye Coller	LCCC Learning Center St. Joe's Com. Center 21st & Broadway	440-244-9654	Thursday Oct. 18th	7 - 9 pm	Page 10
All Classes, Workshops & SIGs are FREE Classes held at the Lorain Senior Center requires yearly \$7.00 dues and 55 years & older					



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Hard Drives and Partitions



by Gene Barlow, User Group Relations
www.ugr.com -- gene(at)ugr.com

Lots has happened in hard drives in the past 8-10 years that I have been giving presentations on partitioning and backing them up. Ten years ago, the largest hard drives were only a few hundred MB. We had not yet seen the 300GB hard drives that are common today. Also, the price of hard drives was much higher then than it is today. So, conserving hard drive space was a bigger issue then.

Today, most of us have more hard drive space that we know what to do with and we see new 250GB drives selling for under \$50. Things have really changed.

In light of this new environment of cheap and plentiful hard drive space, I no longer push keeping FAT32 partitions down under 16GB in order not to waste more than 10% of the drive space. Most users are now using NTFS which also has cluster problems, but these are not nearly as big as the FAT and FAT32 cluster problems.

The cluster problem was that each file needed to be stored on an even number of clusters. So, the wasted space was equal to half the size of a cluster times the number of files stored. The worst case, was when you had lots of little files stored in large partitions with large cluster sizes. So, a 256kb Shortcut in Windows would take up 32MB of space when stored on the hard drive. Hence the large wasted space. But a few very large files stored in one large partition would not waste as much space as lots of little files stored in that same partition. Backup image files are about the biggest files you will find in Windows. Some of these are 30-40GB each. So, you may only have a few dozen image files stored on your external hard drive before you fill it up. So, even a large cluster space with very few large image files will waste very little hard drive space. Hence, even if we were still worried about wasted space on hard

drives, backup image files would be an exception and having large partitions would be much easier to manage than many partitions that may waste more space because you could not fit large files in a partially full partition. Hence the recommendation to just use folders to store image files on one very large partition. Most users do not have a partitioning utility to adjust the size of the partitions as the drive gets full of large image files. Folders work better in this case and do not require a partitioning utility.

Another change in my recommendations over what they were 10 years ago is that I now no longer recommend a separate Application partition from the Operating System partition and the Data partition. Today, I recommend that you store your application programs in the same partition as your operating system. I do this for several reasons. First, applications want to install in the operating system partition by default. You have to direct them to a separate application partition if you want to keep them separate. This makes installing applications slightly more complicated than letting them install where they want to install naturally.

Hard drive space and wasted space is no longer a big issue, so a larger c: drive is not a problem. In running multiple operating systems, you could share the same applications between two operating systems if you did it correctly. That required a separate APPS partition and then you would install the same application twice into that partition. Once from one operating system and the other time from the other operating system. You had to do this to keep the registry entries on both operating systems correct. Keeping two operating systems in synch with one application partition was a challenge for even the more advanced user, so today, I recommend keeping the application with each operating system, even if it means having that operating system installed twice on your computer.

So, today, I recommend three partitions should be used. One for the operating system and application programs. One for all of the data files. And one on an external hard drive for backing up the other two

partitions. This is the best way to go today with our large inexpensive hard drives on our PCs. I hope this helps you understand why I have changed my recommendations.

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Why Update your Computer?



By Kathy Jacobs, President,
Phoenix PCUG, AZ
president@phoenixpcug.org
www.phoenixpcug.org/

For Christmas this year, we gave my father a piece of software that requires Windows XP SP2. Imagine my surprise when he emailed back that he didn't have SP2.

Besides getting him a copy of SP2, I found out that I would need to explain to him why he needed it. I thought some of you might benefit from the information as well.

Like many computer users, my father views his computer as something that he should just be able to use. He doesn't think he should have to put any time into maintenance of the computer. I hear this quite frequently, but don't understand it. Would you buy a car and never put gas in it or never change the oil in it? Computer maintenance is just like the maintenance of your car.

The first line of maintenance for your computer should be Microsoft Update or Windows Update. Security holes are being patched every month. Those patches are made available to you for free from Microsoft for your benefit and for mine. Mine? Yes mine. If you don't keep the security holes on your machine patched, then you make it easier for someone to use your machine to attack my computer - even if I am patched. Also when I send you an email the programs can harvest my email address and add it to lists so that I get more spam.

The second line of defense is a good anti-virus program. Again, you can't just buy it and expect it to run forever. You need to update it regularly, and run it regularly. If you don't have your anti-virus up to date,

you will only be catching the viruses that were out when you bought the program. That means that any virus that has come out since you bought the package can still sit on your computer and attack from there.

The third line of defense is anti-spyware software. This software will prevent someone from coming in and "owning" your computer. What do I mean by owning? Spyware programs are frequently used to keep track of what you do on your computer. A common misconception is that anti-spyware is only needed when you are on the net. In reality, spyware can be installed in seconds while you are downloading your email and then it will run while you are off-line. When you get on-line again, the spyware will call home and send back everything it has learned about your machine.

The final line of defense is your firewall. If you have Windows XP SP2, you have a firewall installed. By installing and activating your firewall, you make yourself less visible to the bad guys out on the web. If they can't see you, they may not spend the time to come find you. Especially if your neighbor has an open, unpatched, unprotected system. Adding the protection of an outbound firewall to Windows can also help plug leaks and alert you to behavior by friendly programs that you may still want to control.

The way I look at these four lines of defense is the same way I would if a bear is after me. I can't outrun the bear. What I can do is make it less likely that the bear will come after me. That is the same attitude I want you to take: Make your computer less open to the bears coming after it.

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The Fight Against Spam

Tips To Reduce Unwanted Email

by Tessa Warner Breneman

You've got mail. Lots and lots of mail. What you don't have are lots of emails from legitimate sources. Instead, your inbox has been hijacked, filled with messages insisting you lose weight, receive \$20 million from that nice man in Nigeria, and enhance your, ahem, performance. Spam continues to increase in sophistication and will not be going away anytime soon. Consequently, computer users need to arm themselves with knowledge in order to properly handle spam.

What Is Spam?

Spam is unwanted email—mostly unsolicited advertising—that finds its way into your email inbox. It's similar to postal junk mail, but spam can be a lot more dangerous if not handled appropriately. For instance, it can spread malware such as viruses, spyware, or worms. Spammers are typically seeking financial gain, so they are usually after personal information such as your Social Security number or credit card number. At press time, McAfee Avert Labs reported that 58% of all spam content was related to health and medicine. Non-English content was next in popularity with 18%, and then adult services accounted for 7%.

Shouldn't This Be Illegal?

In 2004, the Federal Trade Commission implemented the CAN-SPAM Act (Controlling The Assault Of Non-Solicited Pornography And Marketing Act) passed by Congress in 2003. This act outlines penalties for spammers and companies whose products are advertised in spam. The act bans false or misleading header information, prohibits deceptive subject lines, and requires that emails give recipients a legitimate opt-out method. Additionally, it requires commercial email be identified as an advertisement, including the organization's valid physical postal address. Each violation is subject to fines of up to \$11,000, with additional fines for other misleading email practices.

While this sets a standard for the justice system, there are many challenges the FTC faces in its attempts to enforce the CAN-SPAM Act, said Allen Hile, the assistant director for the Division of Marketing Practices in the Bureau of Consumer Protection at the Federal Trade Commission.

"One of the recurring themes is it's tough to trace spam, because the protocol for email allows one to hide one's electronic tracks," Hile said. "So, it's very difficult to trace these guys down. And there's an international dimension to this. You can spam across national boundaries, so that complicates it, as well. I'd say that finding the spammer and dealing with the cross-border issue are two of the major problems."

The FTC has enforced CAN-SPAM aggressively, bringing

more than two dozen cases since the Act was passed. But Hile said catching spammers is a cat-and-mouse chase, in which spammers are always changing their tactics to escape the efforts of the FTC and law enforcement agents. According to Hile, email providers continue to strengthen filters, and the majority of spam gets blocked out or filtered. However, spam still manages to find its way into consumer inboxes.

Prevention & Protection

When looking to prevent spam, installing antispyware software and tightening your built-in spam filters are good places to start. You can make the standards for access to your inbox as difficult as you want. It's possible to have all obvious or questionable spam messages sent to a junk or bulk folder to review upon receipt. You can also prohibit emails that are not from prespecified contacts from entering your inbox.

According to McAfee Avert Labs, good antispyware software will block approximately 97% to 99% of all spam, but be wary. Some Web sites offering free antispyware software downloads are actually disguised spammers themselves; downloading from these sites will only magnify your spam-control problems. Read reviews about these products and Web sites from a reliable third-party source before purchasing antispyware software.

Regardless of how restrictive your antispyware software or filters are, spammers will inevitably get around them. Thankfully, there are ways to protect yourself and prevent the dispatch of spam to your email.

Keep it to yourself. One way to avoid spam is to keep your email address secret. Set up an email account for the sole purpose of using it publicly, such as request boxes and for posting on public forums. Only give your "real" email address to contacts that will be sending you personal emails. It is also not a good idea to forward chain emails because it is impossible to know who the future recipients might be. Finally, if you have a personal or company Web site, avoid listing your email address on it if possible.

If you feel these secrecy measures are too much trouble and would still prefer to manage just one inbox, even if it means giving out your email address, you can read any organization's privacy policy to find out if your email address will be shared with any other organizations.

Don't reply to emails or unsubscribe from unwanted newsletters. It's so tempting. You didn't sign up for the newsletter, you really want to give that spammer a piece of your mind, but mostly you just want the emails to stop. As difficult as it might be, don't click the Unsubscribe option or send a response. When you do this, you are confirming your email address by communicating to the spammer that you received and opened the email. It also informs spammers that their email was not blocked by a filter.

Instead of responding with a scathing retaliation, report the email to your Internet service provider. This will help your provider keep up with the latest tricks. Also, this potentially

strengthens your spam filters and could help make them more sophisticated. The safest way to handle an email you know is spam is to report it without opening it. Do not open attached images, and set your email program to display your messages as text, not as HTML (Hypertext Markup Language).

Beware of phishing emails, greeting cards, and other spam scams. Spam has become so sophisticated that many people don't realize that they are responding to scam spam emails. Even the From address can be spoofed to look official. You may get emails appearing to be from legitimate companies such as eBay, PayPal, etc., asking you to confirm your private information, such as your Social Security number or account number. This is called phishing. McAfee Avert Labs found that phishing emails have increased 784% through the first half of 2007. If you have questions about whether to respond, just call the institution in question. Do not, however, trust the contact information given in the email.

Phishing emails easily fool people by accurately replicating the real company logo and other artwork and layout details. However, very few, if any, reliable organizations would ask you for that sort of information through email. These emails often have phony links for you to follow. Never click on these links. Following the phony link could confirm the validity of your email, result in more spam, or trigger a malware download.

If you find yourself wondering if there really is a problem with an account, ask yourself some questions: Does the email exhibit poor use of grammar or spelling? Do you actually have an account with this company? Does the email address you by name or as "Dear Account Holder"? If you still have questions, go to the actual site (again, not by clicking on the link), because organizations will sometimes display updates about scams. Also, if your email address is not specifically listed in the To or CC fields, there is a strong possibility the message is spam. Remember, it never hurts to call the organization in question.

Symantec reported a rise in greeting card spam in August 2007. More than 250 million Symantec customers were targeted in July 2007, primarily over the weekend of the Fourth of July. The recipients were meant to be tricked into believing a friend had sent them an email greeting card. The subject matter consisted of exposed IP (Internet Protocol) addresses with links to download the card, but in reality, the victims were downloading Trojan horse viruses and other malware.

Another recent popular spam scam is the "pump-and-dump" investment stock offer. These spammers buy up stock at a discount rate, causing the stock to look like it is a hot commodity. The spammers then send out a spam email about the rising value of the stock. Once several people have bought into the scam and the stock price has risen, the spammer sells all his shares to make a profit, leaving everyone else with

worthless stock. Recently the Securities and Exchange Commission has been cracking down on this practice, suspending 35 companies in two unrelated spam scams.

Break Free

You can take back control of your inbox. Spam doesn't have to be an inevitable part of using email. Use these defense mechanisms to fight back against those pesky spammers and make opening your inbox an enjoyable experience once again.

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Tip Of The Day: September 26, 2007

Choppy Image With Web Cam

A choppy video signal is rarely caused by the Web cam itself. Instead, the most likely cause is your Internet connection. It should run at 128Mbps (megabits per second) or faster for a clean video feed. DSL and cable broadband users should have no trouble maintaining this speed, although network congestion or other network maladies can slow you down. You can test your connection at DSLreports.com (even if you use a cable modem).

Tip Of The Day: September 25, 2007

Earbud Tip

If you face a lengthy daily commute on a crowded bus and listen to music during your commute, check out earbuds that feature noise-isolating or noise-cancelling technology. The former uses rubber tips or silicon sleeves that fit in your ear to block ambient noise, while the latter actively neutralizes outside noise by detecting the ambient sound and producing sound waves that are equal but opposite. Either option is great for blocking out the noisy commute—or even just the tippity-tapping of a deskmate's keyboard.



Fun Site Of The Day September 26, 2007

Public Domain Movies

There are quite a few old, obscure, or lost movies out there that are now in the public domain; this Web site collects them and offers them as free downloads in a variety of formats. Categories include all the usual suspects: action/adventure, comedy, horror, family, etc. Some of the films can even be streamed in the browser window. To post a film or comment on one, you will need to sign up, but it doesn't cost a thing. Check out "Assignment Outer Space," quite a sci-fi hoot from the 60s.

<http://www.publicdomaintorrents.com/index.html>

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Smart Computing

In Plain English

Music + Computing =

Plenty Of Audio-Related Possibilities

by Blaine Flamig



No matter your walk of life, music affects us all. Whether it's a song that induces tears of joy or sorrow, years of faithful companionship from an instrument, or the sensation of dropping the needle on an LP and drowning in the glorious analog audio that lilt off the turntable, music is one of life's greatest gifts. Music, and audio in general, also has an indelible place in computing, although perhaps in some not-so-obvious aspects.

Sure, you know you can burn audio to CDs/DVDs and take much, if not all, of your digital music library wherever you go via an iPod. You also know you can add audio to home DVDs, photo slideshows, and PowerPoint presentations. Still, audio and computing offer many more possibilities, some of which we'll describe here. Keep in mind, though, that many high-end multimedia tasks require significant processing power to pull off effectively and efficiently. A modern CPU and plenty of storage and memory will help greatly to make the experience more enjoyable.

Further, although a standalone sound card isn't mandatory due to the abilities that audio chipsets integrated on today's motherboards offer, a sound card typically offers superior audio quality and input/output options. (For more information, see the "Why A Sound Card Pays Off" sidebar in the print issue.) Additionally, we could devote every page of this issue to audio-computing projects and still not do them justice. Nonetheless, the following should give you an idea of what's possible.

The Art Of Burning

Years ago, burning audio CDs was the rage. Today, MP3 players make storing, transferring, and playing digital music much easier. Additionally, hard drives now offer so much storage so affordably, that archiving your music to disc isn't mandatory. For non-MP3 player owners, though, burning audio CDs is handy for playing mixed playlists among several stereo systems, including home and car systems. Further, you probably already have WMP (Windows Media Player) installed on your PC, giving you a free tool to rip and burn your music. If not, WMP11 is available at www.microsoft.com/windows/windowsmedia. We detailed the burning process using WMP10 in "Burn CDs In WinXP With WMP10" (see the September 2006 issue of Smart Computing), and the process is nearly identical for WMP11.

Additionally, many manufacturers offer alternatives. We used Honest Technology's Fireman CD/DVD Burner 3.0 (\$19.99; <http://www.honestech.com>) for this article. Similar to such apps as Nero 7 Ultra Edition (\$79.99; www.nero.com) and Roxio Easy Media Creator 9 (\$99.99; www.roxio.com), Fireman provides tools to create audio, MP3, and WMA (Windows Media Audio) CDs/DVDs; utilities to create data, video, restore, and backup discs; and much more.

Ion Audio's iTTUSB05 and iTTUSB10 USB-based turntables may be the easiest method for transferring LP songs to digital files.



Ion Audio's iTTUSB05 and iTTUSB10 USB-based turntables may be the easiest method for transferring LP songs to digital files.

To create an audio CD in Fireman, we inserted our "Chuck Berry Greatest Hits" CD in our PC's DVD-RW (DVD-rewriteable) drive tray. From Fireman's main interface, we selected Import Audio From CD. Fireman displayed the CD's tracks with options for Output Folder, Output File Format (we chose MP3), and File Name Structure (we chose Artist, Album, Number, Title). Next, we clicked Import Audio Tracks, which Fireman completed in a few minutes. We then returned to the main interface, selected Create Audio CD, clicked Add, browsed to our folder that stored our ripped Chuck's tunes, selected the tracks, clicked Add, and clicked OK. Fireman provided an option to rearrange the tracks and detailed the disc space needed to burn the songs. After inserting a blank disc, we clicked Next and then Burning, and Fireman went to work.

Transfer LPs The USB Way

If you're like us, you still spin LPs and prefer the analog sound it produces over digital replications. Still, albums will never be convenient for listening to music away from home. You can't exactly stick a turntable in your back pocket, after all. Further, few of us can afford to replace our entire LP collection with CDs or digital downloads. There are several cost-effective solutions, however, to move your LP's tracks to digital files, including a newer method using the ultra-convenient USB port.

Ion Audio's (<http://www.ion-audio.com>) line of USB turntables, including the newer TTUSB05 (\$149.99) and TTUSB10 (\$249.99), only require connecting the device to your PC with a USB cable and using the included MixMeister EZ Vinyl software to transfer album tracks to digital files. The TTUSB10 can even convert 78rpm (revolutions per minute) records via the included software, and it has a Line-In input to connect and record from a cassette deck. Both turntables also have RCA output jacks for use with a home-stereo system and can transfer files directly to iTunes. Ion Audio also makes a battery-powered IPTUSB model (six D cells; \$99.99) that includes a built-in speaker and can also connect to stereo systems. For cassette aficionados, the company should have a dual-deck TAPE2PC option available by the time you read this to transfer tapes to MP3s.

If buying a new turntable isn't appealing, a homebrewed method can also do the job, although it's more time-consuming and involved. On the positive side, it only costs a few dollars. To save space, we'll refer to "Connect Your PC To A Stereo" (see the December 2005 issue of Smart Computing) for the exact steps. Essentially, though, unless you have a sound card with RCA inputs to plug your turntable, cassette deck, or stereo receiver directly into, you'll use your PC's Line-In jack (usually blue and at the back of your PC) to connect your audio component. The easiest connection method is using a Y-adaptor cable (available at most electronics retailers), which has two RCA jacks at one end for the turntable connection and a 3.5mm

jack at the other for the computer's Line-In connection.

You'll also need software to convert the album's analog data to digital. Windows Sound Recorder (in Windows XP, click Start, All Programs, Accessories, Entertainment, and Sound Recorder) can do the job, but recordings are typically weak and distorted. For this article, we used Ableton's high-end Live 6 software (\$499; <http://www.ableton.com>) and the freely available Audacity (<http://www.audacitysourceforge.net>). We connected our turntable using both our PC's Line-In input by way of a Pioneer stereo receiver and a Creative Audigy Sound Blaster Audigy 2 ZS Platinum sound card.

Although it's technically not a computing project, we'd be remiss if we didn't mention TEAC's retro-looking GF-350 (\$499.99; www.teac.com), which burns albums to CD-R/RW (CD-recordable/rewriteable) discs via a built-in turntable (33-1/3, 45, and 78rpm), software, and CD recorder. It also burns CDs from other analog devices, including cassette players. Further, the GF-350 has an AM/FM radio, an LCD to monitor recordings, and 3-inch stereo speakers.

Virtual Jamming

Few things beat getting together with fellow musicians and riding a groove for all it's worth. Unfortunately, finding jam time isn't always possible. Collaborating musically online with others, though, is a good substitute. For example, after creating a user profile at eJamming (free but in beta; www.ejamming.com) and downloading its proprietary AUDiiO software to a WinXP or Vista system, you can play, record, or jam in near real time with up to four players. You need a compatible microphone, input option for an audio or MIDI (Musical Instrument Digital Interface) instrument (another example of where a sound card pays), and proper ASIO-driver support. We used a Creative Sound Blaster sound card to connect a Fender Stratocaster and M-Audio Session Keyboard to our PC.

A broadband Internet connection is also a must for eJamming, otherwise the latency (time between when you strum a chord and others hear it) will be too great to really enjoy the experience. eJamming is still a work in progress, so expect a few hitches. Our biggest obstacles were establishing a connection and adjusting to the synchronization technology eJamming uses to slightly delay an instrument's audio so that it's in sync with the other players' audio. Still, jamming and recording in public and private sessions offers great potential.

Jamglue (www.jamglue.com) is also an online audio tool in the early stages, but it takes a different approach. Rather than jamming with others, you use a Flash-based mixing app from a Web browser to collaborate on creations others have uploaded and vice versa. Jamglue is drag-and-drop easy, but you'll probably need a few hours to get acclimated. If you aspire to mix and record your own audio in a home studio, however, Jamglue is a good introduction to editing software that doesn't have nearly the learning curve as higher-end applications.

Time For Your Online Lesson

Timewise, music lessons aren't always convenient. With an Internet connection, however, lessons for nearly any instrument are just a Web browser away. Many sites we use regularly include audio and video clips to hear and see instructions. Sur-

prisingly, one such resource is YouTube (www.youtube.com), where instructions from actual teachers and advanced players are available. YouTube's strength is its video-oriented approach, which, in this case, means seeing techniques, fingerings, and tips from other musicians.

Using Chuck Berry again as an example, typing Johnny B. Goode lesson in YouTube's Search field returns several videos, including an excellent step-by-step lesson covering the song's intro. Although YouTube's lessons vary in quality, they're available for nearly any instrument, including clarinet, drums, saxophone, trumpet, standup bass, and bagpipes.

Other online lesson sources we use regularly include BerkeleyShares.com, part of the Berklee College of Music; The Wood Fingering Guide (www.wfg.woodwind.org), which has printable fingering charts; and WorldWideLearn (www.worldwidellearn.com/online-courses/music-courses.htm), a central depository of lessons.

Record Your Own Music

Recording and editing your own music on a computer can be overwhelming due to the staggering amount of loops, effects, MIDI samples, and track-tweaking options most programs provide. Stick with it, though, and recording and mixing audio is one of the most rewarding things you can do on a PC.

For this article we primarily used M-Audio's Fast Track USB Instrument and Effects Hub, Session software, and Session Keyboard (www.m-audio.com). The hub lets you bypass needing a sound card to connect a microphone and audio and MIDI instruments to a PC by using a USB cable instead. Session is also among the most user-friendly audio editors we've used. We also used Ableton's pro-level Live and Steinberg's excellent Sequel (www.steinberg.net) applications, and both offer tons of audio loops, effects, and arranging and tweaking tools.

After installing Session and drivers for the hub, we were able to compose songs by building tracks one on another. For example, for one song, we plugged our Stratocaster into the hub's guitar port and MIDI keyboard into the MIDI port and recorded several separate rhythm and solo guitar tracks and MIDI effects. From Session's bundled loops and effects, we added bass riffs for verse and chorus sections; several drum and other percussion patterns; and such effects as gun shots, synthesized voices, and more. Session also let us choose among many guitar effects from many styles. Further, we could tweak root notes, mute other tracks when recording solos, and much more. After finishing the composition, we were able to export it as an MP3 file and add it as backing music to a photo slideshow we burned to DVD.

The more audio you record, the more likely you'll be to eventually want to use notation software to write, transcribe, and print your music. A few good options include Make-Music's Finale programs (www.makemusic.com), including its free Notepad 2007, and Sibelius' programs (www.sibelius.com), including the great G7 (\$99) for creating guitar tablatures and the comprehensive Sibelius 5 Professional (\$599) for writing and printing music.

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Email

This Message Will Self-Destruct

Self-Destructing Email

Beginner - How-To

by Alan Phelps

We've all sent email that, on second thought, would have best been sent to the trash folder rather than out into the world. On occasion, you might also pine for a way to prevent recipients from forwarding or showing important or sensitive messages to others.

So-called "self-destructing" email services provide options to recall messages, as well as dictate who sees them and for how long. These services are far from perfect, but sometimes it's useful to retain at least some control over email that otherwise would be beyond reach as soon as it left your outbox.

Control Your Sent Messages

A variety of services offer what they call secure, tracked, or self-destructing email. Some sites, such as Will Self-Destruct (www.willselfdestruct.com) and KickNotes (www.kicknotes.com), provide message recipients one-time access to a secure Web page that contains your message. Recipients get an email directing them to the page with the message, which is accessible only once. After that, the message is deleted.

Will Self-Destruct lets you send anonymous messages that can be viewed only once and then disappear after a set time period. Other email services provide tracking and other control over who reads your email and when.



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Other services attempt to integrate themselves with existing email applications. The way most of these seem to work is by replacing the plain text of your email with a graphic image of the text, which is stored at the Web site's server rather than in the email message itself. The email simply contains a link to the image file. That way, the service can exercise some control over who looks at the message, how many times, and for how long. Examples of this type of service include BigString (www.bigstring.com) and Kablooe Mail (www.kablooeymail.com).

How you send a message also varies from service to service. Some, such as Will Self-Destruct, KickNotes, and BigString work like Web mail, with a browser-based interface that you

can access from any computer. Others work with your existing email client. For instance, Self-Destructing-Email.com (\$3.99 per month; www.self-destructing-email.com) works equally well with any existing email program. Once you register with the site, you can send a secure message simply by adding ".self-destructing-email.com" at the end of any recipient's email address. The email is routed through the service, converted from plain text into an image link, and forwarded using the recipient's normal address.

Loopholes & Limitations

Absolute security cannot be assured with any of these systems. For instance, KickNotes messages are written as plain text that can be copied and pasted elsewhere by the reader. And we were able to print a copy of a (supposedly secure) BigString self-destructing email we received. Furthermore, a major loophole in the defenses of every one of these services is the ability to take screen shots of messages before they disappear.

In other words, self-destructing emails may be more difficult to copy or forward, depending on the service, but not impossible. Someone with a bit of computer experience can easily copy your message and keep it indefinitely or forward it to others. Affirmative steps would be required to do that, however, which means inadvertent forwarding or copying is much less likely.

However, going through the effort of using a more secure email system alerts your recipient to the fact that the message might be sensitive, which should raise awareness that the email is not for general dissemination. Some of these services, such as Will Self-Destruct, are also good for sending anonymous email. Tracking features can also help you determine whether particular recipients have read the message. In addition, some services allow you to recall messages that have not yet been read, which can be a lifesaver if you press that Send button a little too early.

Though you can't count on free secure email sites to send top-secret information, they do have a use for more mundane matters if you keep in mind the limitations.

Dongle

A device that locks hardware or software to prevent unauthorized use. Often a small metal key that secures the hardware contained within a computer case. The dongle can prevent a computer from being booted.

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Tip Of The Day: September 23, 2007

Normalize Audio

If you're constantly adjusting the volume on your car stereo when playing songs from a CD, try normalizing the tracks before you record them to a disc. Rip the tracks from the CD to your computer and load them into an audio-editing tool. (You can find some good freebies on the Web.) Find the Normalize command (most programs with have this option) on the menu and wait for the editor to complete its work. Use Save As to give the track a new name to distinguish it from the original track and then normalize the next one. When you finish, collect the normalized tracks and burn them to a new CD or upload them to your portable audio player. You'll find the quiet parts significantly less quiet, and ultimately that means less fiddling with the volume control. Of course, you'll also be tampering with the work of the highly professional music producer who recorded the material in the first place, so use normalization only when absolutely necessary.

Fun Facts & Stats Of The Day: September 23, 2007

Singularity Is Nigh!

Some of the sharpest minds in technology and science recently gathered to discuss Singularity, or the moment when Artificial Intelligence becomes so advanced that it can out-smart us. The theory is based on Gordon Moore's famous law, which states that the number of transistors on a chip will double roughly every two years. In the history of human evolution, however, humans have only seen a threefold increase in brain capacity.

Tip Of The Day: September 22, 2007

A Tip On Accessing Web Sites

Occasionally, you may be unable to access a Web site that you visited previously without any troubles. This can happen if the Web site's ISP (Internet service provider) temporarily disabled the site, if the administrator failed to renew the Web registry data, or if too many people try accessing the site at the same time. Often when a site you access is unavailable, you will receive the "HTTP 404 Not Found" error message.

One way to know if a site is temporarily down is to check another commercial site to see if your Internet connection is active. If you can access some sites but not one particular site, you may simply need to try accessing the site at a later time. You can also try deleting your Internet temporary files. To do this in Internet Explorer 7, for instance, open the Tools menu and select Internet Options. Next, click the Delete button under the Browsing History section and click Delete All. When you delete these temporary files, IE can access Web sites instead of using possibly outdated local files on your computer for a particular site.

Term Of The Day: September 23, 2007

biochip

A chip (not a processor) made of silicon or glass that is used in genetic research. Biochips are used to trap and examine DNA or chemical samples. Biochips have been used in the Human Genome Project.

Tip Of The Day: September 21, 2007

Enable Or Disable Windows Features In Vista

To adjust Vista's built-in features, you need to open the Control Panel, double-click Programs And Features, and select Turn Windows Features On And Off. Next, scroll down the list and select or deselect checkboxes for the items you want to enable or disable, respectively. You can also enable or disable sub-features by clicking the plus (+) sign to expand an entry and selecting or deselecting specific subcategories.

Tip Of The Day: September 18, 2007

Big Format, Better Pics

Always take landscape photos at your camera's highest quality setting, meaning its uncompressed RAW file format, if your photo-editing software supports it. Your photos will take up a lot more memory card space, but they'll be much, much sharper and better looking in large prints. And if you find that you want to blow up and keep just a small portion of a photo—such as a bald eagle soaring through the enormous canyon you shot—it won't look as fuzzy or jagged as it would if you enlarged it from a low-quality image. If the RAW format isn't an option for you, high-quality JPEG or TIFF files from a camera with 3MPs or more can look very good, too.

Tip Of The Day: September 15, 2007

Back Up Photos

No matter how infrequently you use a second hard drive, these kinds of drives sometimes suffer mechanical breakdowns. That's why you should periodically back up your images to CDs or DVDs. If you have only a few hundred photos, you can burn your images to a few 700MB CD-Rs. The problem is that these discs will let you archive only 230 or so 6MP images. If you've amassed thousands of digital images, your backup work will go much more quickly if you record files to DVDs instead; the 4.5GB capacity of DVD-Rs will store about six times as many 6MP photos as a CD-R.

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Various LCCUG Meeting Locations

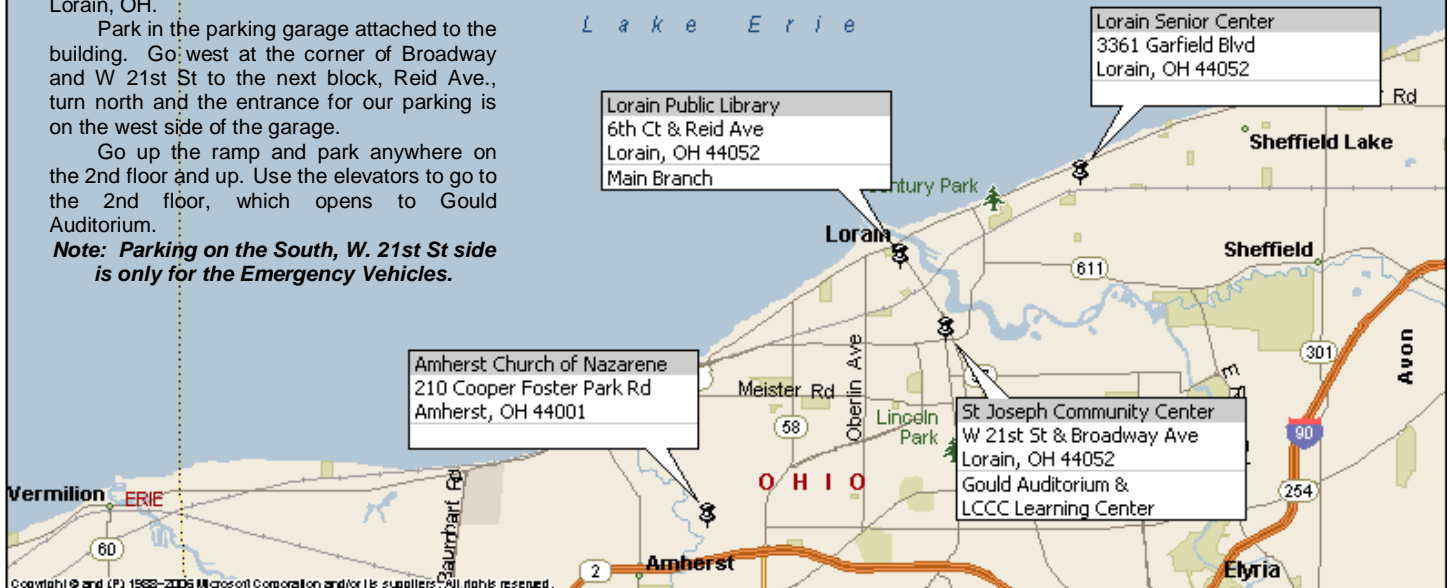
Gould Auditorium

All General Meetings are held at Gould Auditorium - St Joseph Community Center, Lorain, OH.

Park in the parking garage attached to the building. Go west at the corner of Broadway and W 21st St to the next block, Reid Ave., turn north and the entrance for our parking is on the west side of the garage.

Go up the ramp and park anywhere on the 2nd floor and up. Use the elevators to go to the 2nd floor, which opens to Gould Auditorium.

Note: Parking on the South, W. 21st St side is only for the Emergency Vehicles.



MEMBERSHIP WITH LCCUG

Yearly dues are \$25 for a single membership.

Family membership dues are \$25 annually for the first member, additional members in the same household are \$12.50 each. (Family memberships receive only 1 newsletter per household).

Interested persons wanting more information should contact:

Edie Lewandowski, Director of Membership,
(440) 282-4188 or membership@lccug.com.



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