

Interface

Lorain County Computer Users Group
www.LCCUG.com info@LCCUG.com
Volume 20 Number 7 July 2008



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**Read about
New
Coffee Klatch**

**Tuesday
July 8th & 22nd**

SUMMER SHARING

Tips, Hints, Favorites, Q&A

**By
LCCUG
Members and Guests**

**Wednesday
July 16, 2008**

**The Lorain Public Library and LCCUG are co-sponsoring a new
computer series
on the third Wednesday of each month**

Computer Coffee Klatch

**Held in the new media room at the
Lorain Public Library**



**Join us for coffee and a presentation of
[FREEWARE PROGRAMS](#).**

**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



Have you noticed a movement away from Microsoft software? I think it is safe to say that most of us in the Lorain County Computer Users Group use a computer running some version of Microsoft Windows. Apple has probably less than 10% of the operating system market. Then there is Linux with an even smaller (but growing) number of users. What is this all about??

Linux is a free **Unix-type** operating system originally created by Linus Torvalds with the assistance of developers around the world. Developed under the GNU (General Public License), the source code for Linux is freely available to everyone.

Linux is one of the most prominent examples of free software and open source development. Open source programs typically have all underlying source code available to be freely modified, used, and redistributed by anyone. On the other hand, typically commercial software creators keep their underlying code secret and proprietary.

Linux as an operating system has appeal because it is free and many people are attracted to the idea of NOT working with Microsoft. When Linux was first developed it was strictly used by geeks but it now has a more polished interface that is not intimidating to the average user.

I first learned about Unix by reading 1989 book by Clifford Stoll called **The Cuckoo's Egg: Tracking a Spy Through the Maze of Computer Espionage**. This is a very readable account of a suspenseful, true story of one scientist's ingenious methods that brought down a spy ring and, in reading this story, I gained an understanding of Unix.

Why are Open Source programs becoming more and more popular? Open Source Software (OSS), that is not easy to install, use and manage simply does not survive. Since open source code is scrutinized by thousands of developers worldwide, OSS developers are forced to keep their software as straightforward and lean as possible. They must limit their feature set to what is required right now and add features as their users request them. Unnecessarily complicated and bloated products with large footprints, such as most commercial application servers, are uncommon and short-lived in the OSS world.

Recently, LCCUG has done a program on GIMP and OSS office suites such as: Open Office, StarOffice and Zoho Office Suite. All of these are Open Source. In the library world I am seeing more and more inci-

(Continued on page 4)

LCCUG Officers For 2008

President	Sandee Ruth president@lccug.com
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Hospitality Director	Keith Kuhn



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.

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

This Month's contributors: Micky Knickman, Lou Koch, Edie Lewandowski, Sandra Ruth, Kaye Coller, Don Hall, Ken Ritchey, Hank Pearson, Hewie Poplock, Trevor Meers, Tom Hancock, Kris Glaser, Seth Colaner, Joy Martin, Brian A., Howell O., Smart Computing Magazine, APCUG, and Microsoft Office art online.

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Murray Ridge Production Center of Lorain, OH.

TUESDAY
July 8 and July 22, 2008
Gould Auditorium

SUMMER SHARING

Tips, Hints, Favorites, Q&A
By LCCUG Members and Guests

July's meetings will be an opportunity for club members and guests to share things that they have learned while using their computer OR to ask questions about problems or topics that they would like to know more about.

Everyone who uses a computer has found software or websites or methods that make their experience easier and more fun. It would help us all if you would be willing to share your knowledge with the rest of us. **USERS HELPING USERS** is part of our mission and we would like to get everyone involved.

No matter what level of user you are, you can share your experience with others perhaps by explaining your favorite software or website or perhaps simply by asking a question about something that you want to do but can't figure out how. No PowerPoint programs or formal presentations ... just a brief description of your tip and perhaps a demo along with a brief Q&A. The club laptop will be available for demos (we can load any free software prior to the meeting) or you can bring your own.

We will have a list of tips, hints and favorites and a couple of demos to get things moving but we encourage you to come ready to share your knowledge. Also if you have questions or suggestions and would prefer not to personally discuss them in front of the audience, please feel free to email them to vp_programs@lccug.com and we will include them in the program. The range of topics should be wide ... websites, security, utilities, navigation, organizing your PC, shortcuts, games, graphics, online shopping, backups, ... and much more. Computing is a very large subject and we all have lots to learn and to share.

Let's make these July meetings fun and enlightening ... perhaps we can make them a regular event.

**The Lorain Public Library and LCCUG are co-sponsoring a new computer series
on the third Wednesday of each month**



Computer Coffee Klatch

July 16 at 10 AM - in the new media room at the Lorain Public Library



Join us for coffee and a presentation of [FREEWARE PROGRAMS](#).

A selection of popular, fun and useful software that is available for free download.

This program is an informal gathering for those who want to learn more about computers the fun and easy way.

Join us for an information gathering as we explore and demonstrate how to use a computer.

We ask that you register for this program by calling 244-1192 ext. 272.



Executive Board Meeting Minutes

JUNE 2, 2008

Attending were Sandee Ruth, Lou Koch, Don Hall, Micky Knickman, Pam Rihel, Kaye Coller, Edie Lewandowski and Ken Richey.

Edie showed the first proposals by Ken's designer friend of a new LCCUG logo. After suggestions for improvement of the 6 proposals it was agreed Edie will talk with the designer about future action.

Ken said the publicity sheets for June presentations are available to the officers online.

Neil Higgins must decide on a date for continuing with his Linux SIG / class.

It was decided our computers in the Lorain Senior Center should be removed due to its limited hours of operation. Ron Dix will remove them next week.

It was agreed we need to stress upon presenters to repeat questions from the audience and to have available a microphone to other contributors during a presentation.

Lou talked of possible upcoming presentations past July.

The board discussed Erienet service to the members and the club. Their ad in the INTERFACE will be revised.

Edie will contact Workshop Players for our fall and spring buyouts.

Micky moved, Ken seconded, to adjourn the meeting.



General Meeting Minutes

JUNE 9, 2008

President Sandee Ruth called the meeting to order. A motion to accept the minutes as shown in the April issue of the INTERFACE was made by Edie Lewandowski, seconded by Ken Richey. Motion passed.

Sandee reminded members of:

1. The upcoming Computer Coffee Klatch June 18th at the Lorain Library.
2. The Computer Club annual picnic July 20th at Vermilion River Reservation
3. The Digital Photos & Graphics SIG June 23 at the Lorain Library.
4. The Linux class by Neil Higgins June 16th at the LCCC Learning Center.
5. The electronics junk disposal in Wellington June 14th at 105 Maple street.

Lou Koch presented a program showing how you can create your own website using WEEBLY which is free. He showed how easy it is to register, assign a name to your website and drag and drop the various elements you want on your website pages.

Larry Wozniak won the money raffle, Cliff Salsburry won the first software/hardware raffle.

Ron Dix moved, John Dunn seconded that the meeting be adjourned.

(Continued from page 2) Presidents Column

dents of Libraries adopting Open Source software. These movements are explained because librarians want more control over the features of the programs and this can't easily be obtained with proprietary commercial software.

When LCCUG had one of the One Computer per Child (laptop.org) computers at a meeting earlier this year, we saw an example of one of millions of computers being distributed with Linux. If Windows had been used as the operating system for these computers, the cost of each computer would have doubled.

Part of the acceptance of Linux on these low cost laptops hitting the market is that they can easily run online software that is more and more available. These many

free online web-based programs include: Google docs and spreadsheets, Picasa for photos, and the new Adobe Photoshop Express.

In response to this popularity, LCCUG is sponsoring a class that began June 16, 2008 at 6:00 P.M. at the Church of the Nazarene, 210 Cooper Foster Park Road in Amherst. Classes are expected to be scheduled weekly under the guidance of Neil Higgins.

On the July 16 Coffee Klatch meeting at the Lorain Library at 10 am, we're going to explore Free Software. Where to find it and which ones are very good will be explored.

Like Neil always says, "and did I mention that it was free?"



Kaye Coller caseycatnip@gmail.com

Get Organized!

When I started getting serious about finding my family history, one thing I did was research the genealogy sections of several libraries. I looked in the Lorain Library which had some of the Family Tree CDs, and later went on a few road trips to libraries in the towns where some of my ancestors had lived. I also checked out a Family History Center in one of those towns. Of course I had already bought a genealogy program and filled in what little I already knew. But I made one big mistake: I wasn't very organized.

I'd do my research armed with plenty of paper and a couple of pens. When I'd find some pertinent information, I'd jot it down for later. One problem was that later came much later than I'd planned. I found my notes were so disorganized that I wasn't sure where I'd gotten the information. Sometimes I couldn't even read my combination of shorthand and sloppy penmanship. Over the years I found myself repeating research I'd done because I'd forgotten I already had the information. Sure wish I'd known then what I know now: **plan your research before you do it.** Here are some tips:

1. Have a specific goal. You may think that's simply to find who your ancestors were. To do this though, you need to break down your that goal into smaller, more specific segments. For example, you want to find out where and when your grandmother was born. First, write down how much you already know. Do you know her maiden name; when and where she was married; who her siblings were, etc? If not, do you know what records you need to search and where to find them? You can find many books or articles to help you determine what kind of records you need and how to find them. Plenty of online sites will also give this kind of information.

2. **FamilyTree** Get organized. There are many ways to do this, but I've found that using forms already developed by genealogists is the easiest. Take blank forms with you as you research and fill them in as you discover information. A great online source is <http://www.familytreemagazine.com/forms/download.html>. Here you'll find many forms you can download and print that work for different purposes. For example, the Note-Taking Form for filing

notes by surname and record type has space for Surname, Type of Record, Title/Source, Condition of Record, Author/Editor/Compiler, Publisher, Place and Year of Publication, Volume, Page Number, Call #/Microfilm #, and Repository*. There is plenty of space left for your notes on that surname. You probably wouldn't fill in all the spaces, of course, but they're there if you need them.

You could make use of the Research Journal form which also has space for the surname as well as a space for the Soundex Code. The rest of the form is organized in columns for the Date, Repository, Source Citation, Objective, Reasoning, Name Variations Checked, and results. You'd use this form each time you researched at a different location or on a different date for a specific surname.

A Research Repository * form records details about places you plan to visit on your search. Other forms you'll find useful include Biographical Outline, Deed Indexes, Cemetery Transcriptions, and more. You'll find them available at the FamilyTree Magazine Toolkit site :

http://www.familytreemagazine.com/toolkit_intro.asp

There's much more help there than just forms. To find Other websites that offer forms , go to :



<http://www.cyndislist.com/supplies.htm#Online>

*Repository: place where data are stored and maintained. This could be a library, Family History Center, or even an online site.

PICNIC

Don't Forget

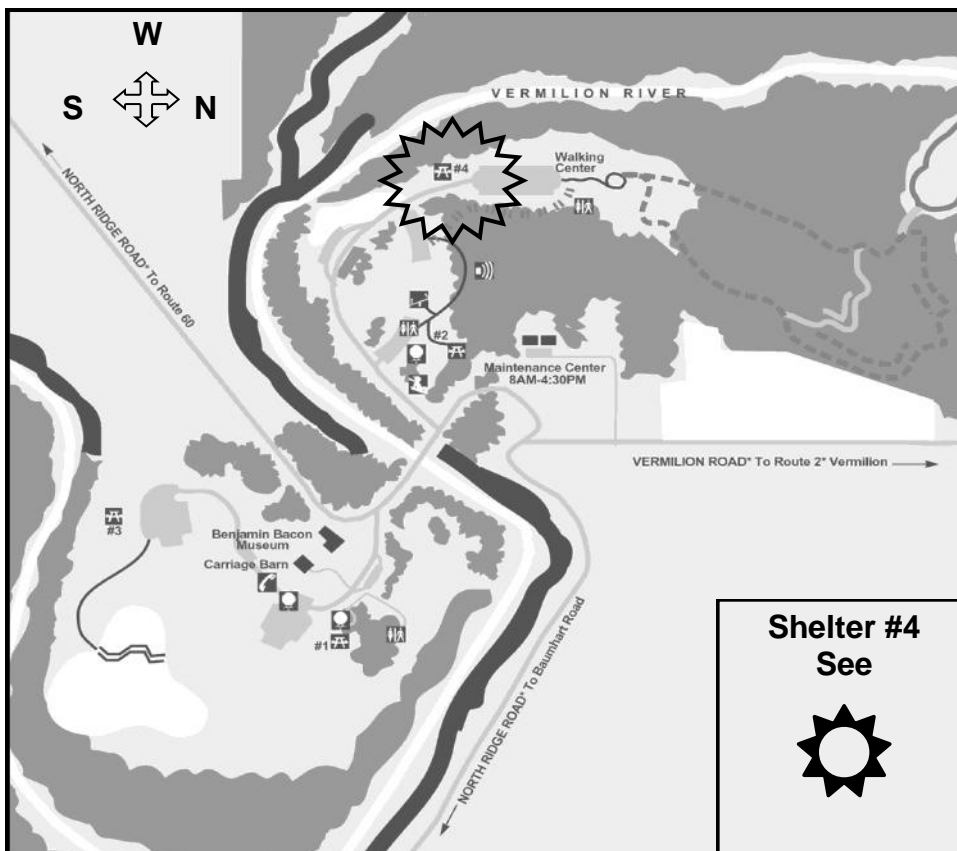
the LCCUG Annual Picnic - July 20, 2008
Mill Hollow Reservation: 1:00-5:00 PM

Bring a dish to share & your own drinks and place settings.

If you haven't contacted Ken Ritchey to let him know you are coming, please do so before July 15th at **244-4639** or **kfishing@centurytel.net**.

The hot dogs, hamburgers & condiments will be supplied by LCCUG.

There will be a couple of Games like last year.
Hope to see you all there.



***Family and
Friends
Welcome...***

Surge Protectors

What You Need To Know

by Kris Glaser



The CyberPower 880 surge suppressor has indicator lights to inform users about the status of the surge protector.

You recently purchased a new computer and, like many of us, it has quickly become one of your most prized possessions. But amid your excitement about the great deal you got on your wide-screen LCD monitor, you forgot to grab a surge protector. Three weeks later, a nearby lightning strike causes an electrical spike that swiftly puts your brand-new system out of action.

Lightning strikes are far less common than other types of electrical surges, such as the powering on and off of high-powered appliances (refrigerators, air conditioners, etc.). A high-voltage spike will undoubtedly harm your expensive devices, but lower-voltage surges can, over time, deteriorate performance or ruin devices completely. Because surges are impossible to avoid, it's important to keep your electronics protected. A surge protector, also called a surge suppressor, which is designed specifically to deter electrical surges and spikes from harming your computer, is a simple and cost-effective way to attain safety.

How does a surge protector work? The surge protector's plug-in is made up of three parts: the hot wire (the power wire), the ground wire (which absorbs electrical charge), and the neutral wire (which returns unused current). The most common type of surge protector has a major component called the MOV (metal-oxide varistor). The MOV connects between the hot power wire and the ground wire, and sometimes between the neutral wire. When voltage passing through the hot wire gets too high (a surge or spike occurs), the MOV diverts the extra current to the ground wire, keeping the surge from continuing along the hot wire and to any connected devices. Think of the MOV as an alternate track for only extra surge voltage to flow through and away from your electronics.

Now that you know the basics of how surge suppressors protect your devices, here are some tips to consider when purchasing.

A power strip is not a surge protector. A power strip simply creates more plug-in space and does not gener-



The Dynex TE1080 Surge Protector has a 2950 joule rating.

ally provide protection for your electronics (although some power strips do have built-in surge protection). To get the protection you want, ensure that the product is labeled as a "surge suppressor."

Look for a "connected equipment warranty." This rule of thumb is the dollar amount that the manufacturer will pay should its product fail and end up damaging your electronics. Typically, a company that offers \$15,000 or more should be selling a reliable product. If not, it'll have to hold true to its listed warranty. In other words, if the surge protector fails and your equipment becomes damaged, the company will pay for the loss as long as conditions meet its warranty.

Consider spending a little extra. Don't buy the cheapest surge protector you can find--chances are you'll get what you pay for, which are cheaper-made components and lower joule ratings. For a home computer setup, quality surge protectors can range from about \$25 to \$40 or more.

Get a surge protector with an indicator light. MOVs can deteriorate over time when subjected to even minor surges. An indicator light shows whether the MOVs are still functioning properly. Most surge protectors have an indicator light, including CyberPower's 880 surge suppressor (\$29.95: www.cyberpowersystems.com).

Check the joule rating. A joule is a measure of energy, and in the case of surge protectors, the joule rating tells how much energy the surge protector can absorb before it no longer functions. Typical surge protectors will rate around 1000 joules, but the higher the number, the better. For example, the Dynex TE1080 Surge Protector boasts an ample 2950 joule rating (\$28.99: www.dynexproducts.com).

Check for a UL (Underwriters Laboratories) rating. UL is a nonprofit company that performs safety tests on electronics. If the surge protector has a UL rating, you can be sure it's meeting the safety standard and has MOV components. Take this one step further and look for the words "transient voltage surge suppressor," which ensures the product meets the minimum UL 1449 rating.

Surge protectors are an easy and cost-effective way to protect your most valuable electronics. Keeping these simple tips in mind means you'll be set when it comes to finding the perfect surge protector to safeguard your devices.

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Bookmarks Page



by Hank Pearson, Treasurer and Webmaster, ASCli
(Arizona Association for Computer Information, inc.)
www.asciigroup.org
[hank.pearson\(at\)asciigroup.org](mailto:hank.pearson(at)asciigroup.org)

Wouldn't it be nice if you could view a searchable webpage of bookmarks for your favorite websites? You can, but why?

Find Bookmarks with Forgotten Names

One reason to view your bookmarks as a webpage (as an alternative to looking in a menu) is to be able to find sites when you can't remember the first word in the name.

Let's say you have a Firefox bookmark named Carbonite Online Backup, and you can't remember Carbonite but you know you are looking for the word Backup. On your Bookmarks page (you will soon learn how to view), you can easily search for Backup.

You are using Firefox, aren't you? If you haven't discovered Firefox, download it from Mozilla (<http://mozilla.com>). It's free, fast, and secure. Make Firefox your default browser.



View Bookmark Descriptions and Tags

Another reason for a bookmarks page is to give you plenty of room to view (and find) descriptions of your bookmarks. You will learn how to add tags to improve your searches.

Zoom In and Out

A third reason to display your bookmarks on a webpage is to allow you to zoom the text in and out so you can see it clearly. To zoom any webpage, press Ctrl+Plus or Ctrl+Minus, using the numeric keypad.

DIY for Fun and Learning

So, how do you display your bookmarks as a webpage? You could download a tool to do the work for you, or download a tool to search bookmarks. But it's easy enough to DIY (Do It Yourself). It's interesting, fun, and educational. Are you just using your computer to perform certain tasks, or do you also enjoy learning by experimenting? If you like to learn, this tip is for you.

Find the Bookmarks File

You don't need to create a bookmarks webpage. It already exists on your own hard drive! The name of the file is simply `bookmarks.html`. Press Win+F to find it. (While holding down the Windows key (next to Alt), press F, for Find.) In the left window pane, click 'All Files and Folders'. In 'All or part of the file name', type

'bookmarks.html' (without quotes). Click Search.

If you get multiple results, it's easy to determine which `bookmarks.html` file to use. It's the newest one. In the View menu (of your Search Results window), click Details. In the right window pane, click the Date Modified column header (to sort the list). The file you are interested in has the newest date and time (for a file with the Type shown as Firefox Document).

Bookmark the Bookmarks File

Double-click that newest `bookmarks.html` Firefox Document to open it in Firefox. Press Ctrl+D to bookmark the `bookmarks.html` file. In the Name field, insert a hyphen (-) at the beginning (to name the bookmark '-Bookmarks'), so this new bookmark will appear at the top of the list.

Now, with your Bookmarks page displayed, press F5 to refresh the view. (F5 is a common shortcut key for Refresh.) Surprise? The new -Bookmarks bookmark is at the bottom - not the top. Let's address that. (This is Firefox 2.0.0.11. Future versions might vary.)

Create Another Top Bookmark

First, create another bookmark that will be displayed at the top. For example, open Google.com, press Ctrl+D, and name the bookmark -Google (starting with a hyphen).

Sort Your Bookmarks

Now, in the Bookmarks menu, right click any bookmark, and click Sort by Name. Look in the Bookmarks menu to confirm that the bookmarks are indeed sorted. Note the two bookmarks that begin with hyphen (-) at the top of the menu.

Look at your Bookmarks page again, and press F5 to Refresh. The new bookmarks are still at the bottom.

Rearrange Your Bookmarks

To force Firefox to rearrange your bookmarks page, move a bookmark in the menu. In the Bookmarks menu, drag, for example, either new bookmark that starts with a hyphen up or down to precede or follow the other bookmark that starts with a hyphen. (Having two hyphen-prefixed bookmarks lets you rearrange those two at the top without rearranging the other bookmarks.) Press Escape to close the menu.

Refresh your Bookmarks page with F5. The bookmarks on the webpage are now arranged as shown in the Bookmarks menu. (Do you need to refresh three times? No, we simply demonstrated that the `bookmarks.html` file is rearranged when you move a bookmark in the menu.)

(Continued on page 9)

Finding Bookmarks on the Page

When you are viewing your Bookmarks webpage, press Ctrl+F for Find. Type Backup, for example, and press Escape (to close the Find toolbar). To find the next occurrence of Backup, press F3. (F3 is a common shortcut key for Find Again.) When you find the desired bookmark (link), click it (or Ctrl+click to open the site in a new tab). (Or press Enter, or Ctrl+Enter to open the site in a new tab.)

Add Descriptions and Tags

To add or change descriptions of your bookmarks, in the Bookmarks menu, right-click the bookmark you want to edit, and click Properties. In the Description field, type anything (including your own tags) that might help you find your bookmark and remember what it is for. After clicking OK and pressing F5 (for Refresh), you will see your new Description in the Bookmarks page.

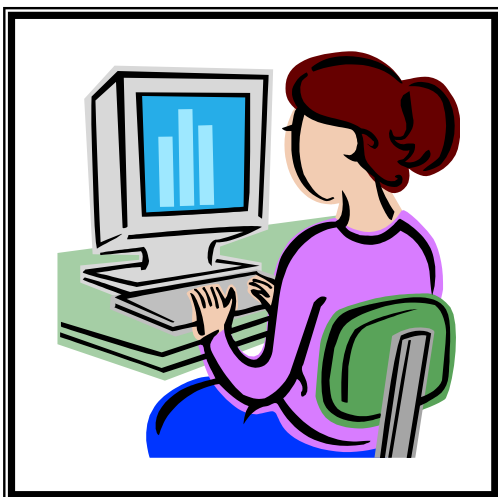
Make Changes through the Menu

Now that you know where bookmarks.html is located, you might be tempted to edit it directly with a text editor. Mozilla warns that it is automatically generated, so do not edit it, as your changes would be lost. Make your changes through the Bookmarks menu.

Displaying your Bookmarks as a webpage is a start in discovering many more tips and tricks related to Firefox.

Hank Pearson (hank.pearson(at)asciigroup.org) is the Treasurer and Webmaster for ASCLi (www.asciigroup.org). He is a long-time member who frequently writes articles for the group's newsletter, and has served as President, Secretary, Newsletter Editor, and Presentations Coordinator.

This article has been provided to APCUG by the author solely for publication by APCUG member groups. All other uses require the permission of the author (see e-mail address above).



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, Linux & 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

Eddie 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 - sandee29@gmail.com
6 p.m. - 10 p.m. except when at work
Basic Word Processing, Windows, & Web Design
Advanced Internet

Jeff Kasler

440-967-7142 - Jeffk@roadrunner.com
10 a.m. - 7 p.m.
Burning CDs using Record Now

David Kennett

440-327-8624 - w8kfj@yahoo.com
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*

LCCUG ONGOING CLASSES AND WORKSHOPS

ALL ARE FREE AND OPEN TO THE PUBLIC

Microsoft Digital Image

Date: Cancelled for the Summer

Time: 3:00 to 4:30 pm

Place: LCCC Learning Center
St. Joe's Com. Center, 21st & Broadway

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

For Info contact Don Hall - secretary@lccug.com

Genealogy Class

Date: Cancelled until September

Time: 5 - 7 pm

Instructor: Pam Rihel

Place: LCCC Learning Center
St. Joe's Com. Center, 21st & Broadway

Learn more about finding your ancestors with public records & online websites. How to start & sources to use.

To register,

Email: LadyGeneo@roadrunner.com

Phone: 440-277-6076

Problem Solving Workshop

Date: Tuesday, July 15, 2008

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

Place: Amherst Church of the Nazarene
210 Cooper Foster Park 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.

Ubuntu Linux

Date: Mondays, except July 14th and Labor day

Time: 6:00 to 8:00 PM

Place: Amherst Church of the Nazarene
210 Cooper Foster Park Rd., 44001

Instructor: Neil Higgins

Learn all about using Ubuntu Linux Operating system

Digital Photography SIG

The LCCUG Photo SIG

Date: Cancelled till August

Place: Lorain Public Main Library - 6th & Reid Ave.

Time: 7 - 8:20 pm

Sandee Ruth, President@lccug.com.

Check our blog for photo ideas in the meantime -
<http://lccugphotosig.blogspot.com/>

All Senior Center Classes

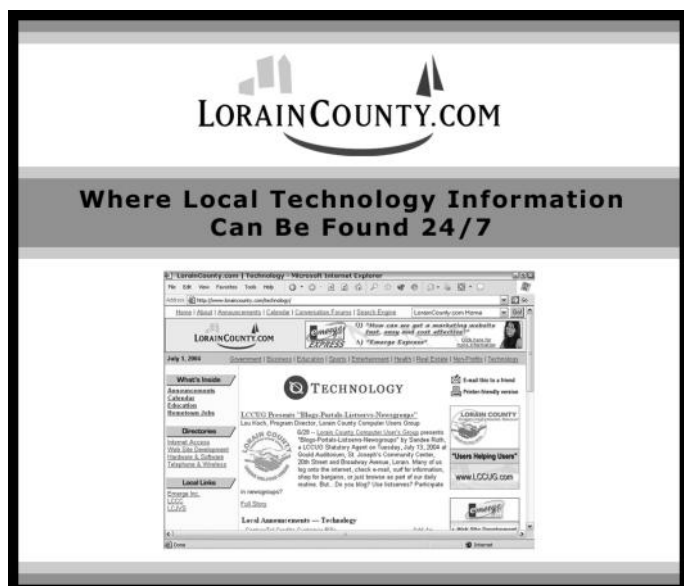
Date: Cancelled for Summer

Time: various times

Place: Lorain Senior Center
3360 Garfield Blvd.

Instructor: Sandy Strong & Mayle Green

Variety of classes for Seniors: Computer 1 & 2,
Keyboarding and Review



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July 2008 Classes

Class Type	Location	Registration	July	Time	More Info
Classes / Workshops					
Problem Solving Micky Knickman	Amherst Church of the Nazarene 210 Cooper Foster Park	Not Required	Tuesday July 15th	5:30 - 8 pm	Page 10
Linux Neil Higgins	Amherst Church of the Nazarene 210 Cooper Foster Park	Higgins.neil @gmail.com	Every Monday Except July 14th & Sept 1st	6 - 8 pm	Page 10
Digital Imaging SIG Don Hall	LCCC Learning Center St. Joe's Com. Center 21st & Broadway	Secretary @lccug.com or 440-366-4507	Cancelled For The Summer		
Genealogy Class Online & Off Pam Rihel	LCCC Learning Center St. Joe's Com. Center 21st & Broadway	Reg. required LadyGeneo @ roadrunner.com	Cancelled Until September		
All Sr Center Classes Sandy Strong Mavle Green	Lorain Senior Center 3360 Garfield Blvd.	440-288-4040	Cancelled For The Summer		
Digital Photos & Graphics SIG Sandee Ruth	Lorain Public Library 6th & Reid	440-244-1192 or 1-800-322- READ x272	Cancelled Until August		



pcM.D.

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Hewie's Views and Reviews for May 2008



By Hewie Poplock, Vice President, Operations, Central Florida Computer Society
www.cfcs.org [Info\(at\)hewie.net](mailto:Info(at)hewie.net)

Welcome to this issue of Hewie's Views & Reviews. Be sure to visit Hewie's Favorites at <http://www.hewie.net/>.

++++ My upgrade to Microsoft Vista SP1

I have been anticipating the first service pack for my two Vista computers. It was recently released, but quickly retracted due to some installation problems. It's now available through the standard Windows Update Service. A couple of weeks ago I spent the several hours backing up my main system to prepare to upgrade to Service Pack 1.

I installed all of the current updates, which should be done prior to upgrading. Once I did that, I checked Windows Update and SP1 was not listed. After searching Microsoft's Knowledgebase, I discovered that Vista checks your system and if there are potential problems with drivers, it will not be available. There were so many warnings to check all of your hardware and software for SP1 compatibility before downloading a generic version that I decided not to try updating.

Then The Windows Update Service had 11 updates. The day after installing all of them, I had the notice that Service Pack 1 was ready to download and install. Once again I backed up the entire system. I then activated the update. A message stated that this could take an hour or more. It downloaded about a 65 Megabyte file and started the install. Then it had to reboot to complete the installation. While shutting down, the screen said it was completing Part 1 of three parts, then came the second. It then shut down and rebooted to a black screen. I could see the hard drive light pounding away on the drive.

The black screen never became a screen, but after a while, I noticed a Vista Logo and a graphic that I recognized as part of the screen saver that came up when Vista was waiting for a user to sign in. When I moved the mouse, it went back to just a plain black screen for several minutes, and then the logo showed. I was convinced it was at the log-in screen and waiting for my input. However, I only saw the dark screen.

Since I added an ATI graphics card to the system to support 2 screens, I figured that perhaps the video driver was confused. When I unscrewed one of the monitors and plugged it back in, I saw the sign-in screen, then it faded to black. I decided that it was ei-

ther safe to reboot or time to restore from my backup.

I shut off the computer and turned it back on. It came up with the log-in screen. When I logged it, I got a scrambled screen, with items where I did not expect them to be, but workable enough for me to get to the ATI Control Center. Once there, I made some changes and I was good to go.

While my update to Vista SP1 worked, the problems that I had could have been unfixable for the novice or a person with little patience. So much for an idiot-proof operating system. Next I have to try the update on my laptop. I wonder what problems await me there. Oh, and I don't know what I gained by updating. I will check on that and get back to you with that information.

++++ New additions to Hewie's Favorites Farecast

<http://www.farecast.com/>
Search multiple travel sites, compare airline prices, search our travel deals, and receive free fare predictions

Evolution of Security

<http://www.tsa.gov/blog/>
TSA has opened their own blog

CrunchBase

<http://www.crunchbase.com/>
Free directory of technology companies, people, and investors that anyone can edit

Speed Trap

<http://njection.com/speedtrap/>
Mashup (Web application hybrid) that combines Microsoft Live Maps and the ability to pinpoint and review speed traps located anywhere on the planet

Topper Search

<http://www.toppersearch.com/>
Uses your unique preferences and builds a model that represents your tastes or intent.

PDFescape

<http://www.pdfescape.com/>
Online PDF Reader, Editor, Form Filler, Form Designer, Solution

TubeMogul

<http://www.tubemogul.com/>
Free service that provides a single point for deploying uploads to the top video sharing sites, and powerful analytics on who, what, and how videos are being viewed

Buzzillions

<http://www.buzzillions.com/>
Find the right product for you! Read the most credible product reviews from Verified Buyers about Digital Cameras, Sporting Goods, Appliances, Mens and Womens Shoes, Toys and Video Games, and more.

(Continued on page 13)



(Continued from page 12) *Hewie's Views...*

FARK.com

<http://www.fark.com/>

Fark has news about anything and everything posted by users

MLBroadcast

<http://www.mlbroadcast.com/>

Real Estate Listing Broadcast Syndication Via Video Podcasting and Video Sharing Sites

filehippo.com

<http://www.filehippo.com/>

Fast downloads of the latest free software

OVGuide Online Video Guide

<http://www.ovguide.com/movies-tv.html>

OVGuide is the ultimate free online video portal and search engine to the best movies, tv shows and all other video content on the web. Free Movies, Videos, TV Shows, Video Games.

VirusTotal

<http://www.virustotal.com/>

Free virus and malware online scan service

Newspond

<http://www.newspond.com/>

Hub for the latest tech, science, and gaming news. Articles are found and sorted electronically by real-time global popularity

NutritionData

<http://www.nutritiondata.com/>

Comprehensive nutrition analysis

LiarCard

<http://www.liarcard.com/>

Spy technology instantly detects lies in your subject's voice.

Global Incident Map

<http://www.globalincidentmap.com/home.php>

Displays Terrorist Acts, Suspicious Activity, and General Terrorism News

Silobreaker

<http://www.silobreaker.com/>

Online search service & insight for news and current events

Animoto

<http://animoto.com/>

Music videos for your images and pictures

AnyClient

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

Free No-Install FTP, FTPS, SFTP and WebDAV Client

PictureTrail

<http://www.picturetrail.com/>

PictureTrail is an online photo sharing and image hosting website.

FACEinHOLE

<http://faceinhole.com/home.asp>

Who do you want to be today? Select a scenario - upload and adjust a photo or use your webcam

Adobe Photoshop CS3 A - Z

<http://www.photoshop-a-z.com/>

Website dedicated to the book Adobe Photoshop CS3 A - Z Tools and features. Illustrated ready-to-use reference.

In Pictures Tutorials

<http://www.inpics.net/>

Free online tutorials based on pictures, not words. They're the easiest way to learn computer subjects

Unix Toolbox

<http://cb.vu/unixtoolbox.shtml>

Collection of Unix/Linux/BSD commands and tasks which are useful for IT work or for advanced users

Htm2pdf

<http://www.htm2pdf.co.uk/>

Convert webpages directly from your browser. All you need to do is drag the link to your bookmarks toolbar and save page as PDF

BarCampOrlandoGroups

<http://barcamp.org/BarCampOrlandoGroups>

Related local groups and meet-ups

CommonCraft Show

<http://www.commoncraft.com/show>

Explanations In Plain English

Dimdim

<http://www.dimdim.com/>

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ScamBusters.org

I won -- you pay

The scam: An interesting twist on the lottery win scam. In Santa Cruz, CA, a conman claims he won \$5 million but needs \$30,000 to collect his prize.

He offers his 74-year-old victim, whom he met in the street, a \$1 million share of the winnings if he can provide the cash for him to make his claim. The victim goes to his bank, withdraws and hands over \$10,000. That's enough for the conman, who swiftly disappears with the cash.

The solution: As with any scam of this type, never hand over money now for a greater amount that will supposedly be paid later. Scammers target gullible seniors, so, if you know someone who might fall for this trick, please warn them. For more info about [lottery scams](http://www.scambusters.org/foreignlottery.html), visit <http://www.scambusters.org/foreignlottery.html>

Excel 2007

Link Cells & Worksheets

by Trevor Meers

It may be a little strong to declare that no workbook is an island. But many of today's Excel users have learned the advantages of connecting sections of workbooks or connecting workbooks to other files and Web-sites.

You might, for example, want to hyperlink one section of an Excel workbook to another when users looking at a Quarterly Earnings cell may want to examine the full set of data that produced the bottom line. If you set up a hyperlink, users can click the earnings cell (or part of a chart showing earnings) at the top of the workbook and jump to the supporting information contained in cells farther down in the workbook. By setting up multiple links at the top, you could let users jump to the details on each regional office's results. (You could even insert hyperlinks in those sections to take users back to the top of the workbook.)

This kind of hyperlink also works well for connecting to template files. Let's say you use an Excel workbook for company expense reports and that employees submitting entertaining expenses must fill out an additional document. Your expense report template could include a hyperlinked cell that says, "If submitting entertaining expenses, click here to create an Entertaining Expenses Justification form." Finally, Excel's hyperlinks can lead to Web sites or email addresses.

Before you wade into using hyperlinks, note that Excel's internal lingo differentiates between a hyperlink and a link. This article deals with hyperlinks. Links, which Excel also calls external references, are typically used for more complex data operations where you're linking to specific cells or cell ranges within another workbook file. You can learn more about external references by searching for "link" in Excel's help file.

Format Hyperlinks

Once you've decided where you want a hyperlink and where it will lead, inserting the actual hyperlink is simple. Pick the cell or graphical element you want to

serve as the hyperlink. Click that element and then head to the Insert tab and click the Hyperlink button. (You also can right-click the cell or graphical element and choose Hyperlink or just press CTRL-K.)

The top of the Insert Hyperlink dialog box includes a spot to enter the words that will appear in the blue, underlined text that universally represents hyperlinks. If you're hyperlinking from a cell that already has text in it, that text automatically appears in this box and will be formatted as a hyperlink. If you type new text into the Text To Display box, it will override anything you had previously entered into the cell.

The dialog box also includes a button to add a ScreenTip, which is the text that appears when users rest their cursor over a link. By default, the ScreenTip shows the file path for whatever you've hyperlinked to. If you want, you can edit the ScreenTip to provide a more plain-English message such as, "Connects to Expense Policy."

Set The Destination

With the appearance of the link itself set, it's time to indicate where it will point. The four buttons along the dialog box's left side let you choose an existing file, a Web page, a new document, a place within the document, or an email address. If you choose to hyperlink to a file, navigate through your folders to find the one you're connecting to. If you're jumping to a Web page, there are several ways to enter its address. You can click the globe icon in the dialog box to navigate directly to the page in your Web browser. Or you can type the page's address in the box at the bottom of the dialog box or click Browsed Pages and pick the Web address from among those you've visited lately. Of course, you always can copy the address from your browser's address bar and paste it into this box.

If you choose to hyperlink to another spot in the same workbook (it can be on any of the workbook's worksheets) or an email address, click the appropriate button on the left and then enter the cell address or email address.

Once your hyperlink is in place, you can change any of its settings (such as its ScreenTip, where it leads, etc.) by right-clicking the link and choosing Edit Hyperlink.

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Word 2007

Use Sections To Alter Layout

by Tom Hancock

There are times when you want to apply a layout to a section of a Word 2007 document that is different than what exists in the rest of the document. For example, you may want to shift from having a single column to multiple columns in a newsletter. You can do this easily by using sections. We will show you how to use the various types of sections in this article.



You can change the orientation within a document to accommodate a table by using a section break.

Open a Word 2007 document with which you can practice. The functions we need are in the Page Setup group of the Page Layout tab on the Ribbon. Click the word Breaks to see a list of options. Note that there are two kinds of breaks listed: Page Breaks and Section Breaks. We'll only work with the latter in this column.

Section Breaks may or may not cause a page break, depending upon which kind you use. The Next Page, Even Page, and Odd Page selections will all cause a new section to begin on a new page. The Continuous selection will begin a new section on the same page.

Section Break Types

Section Breaks are nonprinting, so they don't show up when you are looking at a document in Print Layout. To see them, you need to be in either Draft or Outline view. Choose one by clicking the View tab or the shortcut on the Status Bar at the bottom of the window. If you can't see the shortcuts, right-click the Status bar and click View Shortcuts.

The Next Page section break is useful when you need to change fundamental page characteristics, such as when you want to create an envelope. Click Next Page and notice the dotted double line with the words "Section Break (Next Page)." You can now apply different attributes to the new section. Page margins, headers and footers, paper size, and other attributes can be changed.

You can even change the page orientation from portrait to landscape, for example, if you need to place a table that is wider than it is high. Change to Print view to see how the table will actually appear when printed. End

the section by creating another Next Page Section Break and changing the orientation back to Portrait.

The Even Page and Odd Page section breaks work in the same way as the Next Page break described above. The difference is that the next page will be forced to be on an even- or an odd-numbered page, depending on your choice. This comes in handy if you're creating a booklet that has facing pages. You can determine where each section begins—on the left or right side of the booklet.

Continuous Breaks

The Continuous Section Break differs from the others because it does not break to a new page. Instead, it allows you to have different attributes on the same page. Continuous Section Breaks can be used for creating different column setups on one page. You can't change fundamental page attributes such as orientation as you can on a new page.

To see how this works, place the cursor in the middle of a full page of text and between two paragraphs. On the Page Layout tab, click Breaks, Continuous. A dotted double line will appear as before except with the words "Section Break (Continuous)." Now click Columns and Two. You are automatically switched to Print Layout and shown the text in the new section in two columns. The columns won't line up at the bottom if there are an uneven numbers of lines.

If you want to change back to one column, even on the same page, simply repeat the process but click Columns and One.

Switch back to Draft view by clicking the shortcut on the Status bar. The columns aren't visible here as they are in Print Layout.

How To Delete

You can delete a Section Break by selecting it, or by placing the cursor in front of it, and pressing DELETE. When you delete a section break, the text in that section will inherit the characteristics of the text above it.

Section Breaks are an easy-to-use tool for changing document settings within the same document. Now you can put them to use the next time the opportunity arises.

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Windows XP: Save Time With Keyboard Shortcuts

From CTRL-A To CTRL-Z

by Seth Colaner

Unlike the shortcuts your dad used to try taking on family vacations, keyboard shortcuts in Windows XP will get you where you need to go and get you there fast. Most people know about the classic shortcuts, such as CTRL-Z to undo, CTRL-S to save a document, and ALT-TAB to alternate between open windows. But you might be surprised at the number and variety of lesser-known shortcuts available at your fingertips. We've collected a pile of them for your perusal and future implementation. And don't worry—these shortcuts won't get you lost in an isolated mountain area with no public restroom for 50 miles in any direction.

(NOTE: Some keyboard shortcuts may not work if StickyKeys is turned on in Accessibility Options. You can turn StickyKeys on or off by pressing SHIFT five times. Once you do this, you'll be greeted by a dialog box that will let you know if StickyKeys is on or off, as well as allow you to change that status.)

In General

There are a number of keyboard shortcuts that are useful in virtually any application; sure, some will work in Microsoft Word, but they will also work when working with text online, copying files, and more. If you can learn these few shortcuts, your computing life will become much more efficient.

Copy (CTRL-C). Clone your files, folders, or text and store the data on Windows' Clipboard.

Paste (CTRL-V). Place a file, folder, or text stored on Windows' Clipboard in a specified location.

Cut (CTRL-X). Remove a file, a folder, or text and store the data on Windows' Clipboard.

Select All (CTRL-A). Select all files, folders, or text in a window.

Undo (CTRL-Z). Reverse the most recent action.

Rename (F2). Rename the selected file or folder.

Permanent Delete (SHIFT-DELETE). Delete an item permanently by bypassing the Recycle Bin.

Quit (ALT-F4). Close or quit an active document or application.

Search (F3). Open the file and folder search window.

Close An Active Document (CTRL-F4). Close only the active document in an application when multiple documents are open.

Escape (ESC). Exit a program or cancel a task.

Select Multiple (SHIFT-any arrow key). Highlight more than one item in a window or on the Desktop or multiple characters of text.

See Properties (ALT-ENTER). Open the Properties window of a selected item.

Cycle Through Open Applications (ALT-ESC). Cycle through open documents and applications in the order in which they were opened.

Working With Text

Most of the general shortcuts listed above will be useful when working with text. Many are all well-known shortcuts that make creating and editing text a breeze. There are, however, some text-only shortcuts that go beyond the general ones to give you even more flexibility and efficiency.

Highlight Text (CTRL-SHIFT-any arrow key). Quickly highlight a portion of text.

Move Left (CTRL-Left arrow). Move your cursor to the beginning of the preceding word.

Move Right (CTRL-Right arrow). Move your cursor to the beginning of the following word.

Previous Paragraph (CTRL-Up arrow). Move your cursor to the beginning of the paragraph your cursor is currently in and then to the beginning of the previous paragraph.

When Exploring

When using Windows Explorer, you can save yourself a lot of time. By knowing how to navigate dialog boxes and open windows, you can often ditch the mouse for the most part and get where you need to go much faster.

See Address (F4). Display the Address pull-down menu in a selected Explorer window.

See Subfolder (NUM LOCK+ [asterisk sign]). Display a selected folder's subfolders.

Collapse A Folder (NUM LOCK— [minus sign]). Close a selected folder in a menu.

(Continued from page 17) - **Keyboard Shortcuts**

when online, whether you're working or entertaining yourself.

Open (CTRL-L or CTRL-O). Display the Open dialog box.

Organize Favorites (CTRL-B). Display Organize Favorites.

History (CTRL-H). Display the History menu.

Search (CTRL-E). Move your cursor to the Search box

Find (CTRL-F). Open the Find utility in order to search for a word or phrase on a Web page.

Favorites (CTRL-I). Display the Favorites menu.

Print (CTRL-P). Display the Print dialog box.

Refresh (CTRL-R). Refresh the current Web page.

New Window (CTRL-N). Open a new browser window.

Close (CTRL-W). Close an open window.

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ScamBusters.org

A notebook is a notebook, right?

The scam: A Dallas, TX, man sells boxes supposedly containing refurbished laptop/notebook computers, after demo-ing the real thing to his victims.

The boxes are sealed and feel about the right weight but the only notebook they contain is an empty ring binder, plus stacks of newspaper to make the weight. One victim bought 10 of them.

The solution: This method is a favorite trick of con artists -- showing victims a genuine item for sale, then handing over a dud.

You shouldn't buy anything from someone you don't know who approaches you "out of the blue" as this guy did. But if you're tempted -- always open the box and test the item.

Reader's Tips

Short & Simple Tips To Make Things Easier

Compiled by Joy Martin

Many of our readers come across fast, easy ways to solve a problem or accomplish a task. Well, we'd like to hear about it! If you have a great tip you'd like to share, please email us at readertips@smartcomputing.com. If we print your tip, we'll send you a free *Smart Computing* T-shirt. You'll be the envy of all (well, some) of your friends. Please include your first name, last name, and address so that we can give you credit if we print your tip. (And so that we can send your T-shirt to you, of course.) Please limit your tip to 200 words or fewer. Not all tips received will be printed, and tips may be edited for length and clarity.

Photo Recovery

Having recently failed to take notice of *Smart Computing's* advice on backup, I was required to search for a photo recovery program. The one I found is quite simple to figure out and works really well. It is called Recover My Photos (free; www.recovermyphotos.com). I bought a USB external hard drive to recover them, which was necessary so as not to damage the originals I was trying to recover. I was fortunate enough to recover several hundred deleted photos before they were written over. It also works well with any deleted camera memory cards.

Brian A., Edmonton, Alberta



Convenient PDF Creation

Several applications, such as financial tools/investor products, have nice reporting features but no way to save the reports or send them to others. PrimoPDF (free; www.primopdf.com) installs a virtual printer utility on your computer. When you print to it, a PDF (Portable Document Format) file is created. From there, you can change the reporting images, save, and send the file to others. It's a terrific way to get around awkward multipage outputs with functions such as Print Screen. It's the best utility that I have found in the past several years.

Howell O., Excelsior, Minn.

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Tip Of The Day: June 14, 2008

GPS Devices

If you've just gotten a GPS, and it can't seem to find your location, just wait. Although your GPS may only seem to be able to find three satellites (and report that it's not using them), in most cases it'll eventually lock in and start tracking. It's tempting to plug the unit into your car and go, but you really do need to give the unit time to orient itself. If you've left your unit alone (and outside, with a clear view of the sky) for more than an hour and it's still no closer to finding a location, however, you may have an actual hardware issue. If that's the case, contact the manufacturer. Otherwise, patience is a virtue. While it may take some time to find your location, this is generally a one-time setup. After your GPS has found your location, future location searches should be much faster.

Term Of The Day: June 14, 2008

buffer

A temporary storage area in a computer's memory, usually RAM, that holds recent changes to files and other information to be written later to the hard drive. Because hard drives are relatively slow compared to RAM, buffers speed up performance. However, buffers generally are wiped clean by power outages; saving a file moves the information to the hard drive. Print buffers allow printing in the background while the user moves to another application or document. Buffers also are used by some transmission protocols. Incoming data might be stored in a buffer until they are verified.

Tip Of The Day: June 12, 2008

External Drive

If your external storage device shows up in My Computer, but you can't access or write to the drive, the drive may be incorrectly formatted for Windows or have a corrupt partition. Windows 2000 and XP feature a utility called Disk Management that analyzes your external drive and assigns it an Online, Healthy, or Unreadable status. Open the utility by right-clicking the My Computer icon and selecting Manage. Under the Storage heading, double-click Disk Management to view your external storage drive's status. If it has an Unreadable status, you need to format the drive to remove the corrupt partition or incompatible Windows file format. Before you do, attempt to transfer the drive's data onto another computer because formatting completely erases the files on the drive. To format, simply right-click the external hard drive and click Format.

Fun Facts & Stats Of The Day: June 14, 2008

Social Network Spam

A recent Harris Interactive poll has found that 83% of social networking site users received unwanted friend invitations, messages, or postings on their social network account. This social network spam consists of unsolicited product messages, phishing site links, and links to sites hosting spyware or viruses. If the amount of spam were to increase significantly, the survey reports that 66% of social networking users would be inclined to become antisocial with their current social networking site and cozy up with another.

Fun Site Of The Day June 14, 2008

Greenopolis

With all the talk about global warming and "going green," it's easy to lose track of all the things that are "good" and "bad" for the environment. At Greenopolis (greenopolis.com), you can find out the latest news about the green movement. Greenopolis will provide information about going green and tell you how you can be more environmentally friendly, and you can also join MyOpolis, an online green community. <http://greenopolis.com>

Tip Of The Day: June 13, 2008

Photo Paper

Your local office supply and electronics stores should carry specialized photo paper, which can help make your printed photos look as good as traditional color prints. You'll find a variety of glossy and matte photo paper to suit your needs. Photo paper will make the colors pop and keep the details sharp, unlike run-of-the-mill printer paper.

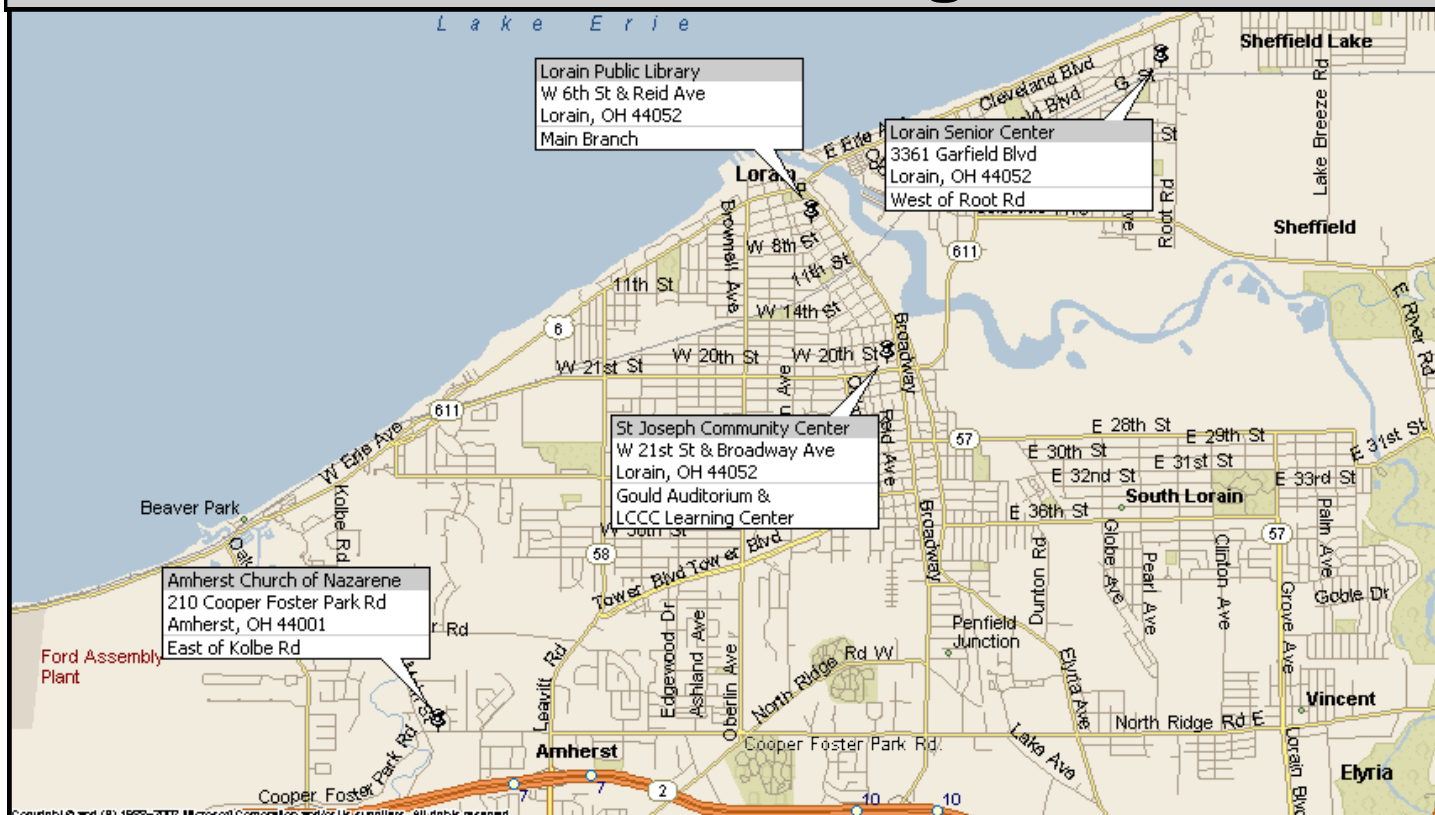
Photo paper comes in various sizes, too. Many photo printers can handle precut sheets in sizes such as 4 x 6 inches or 5 x 7 inches, which can save you the effort of cutting finished prints apart.

For the best results—vivid prints that won't easily smear, fade, or scratch—it really pays to use the brands and types of paper your printer manufacturer recommends. The reason is that there needs to be good compatibility between the coating on the paper and the ink in a particular printer's cartridges. Don't forget to adjust your printer's settings to the type of photo paper you're using before you click Print.

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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.



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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.

Look Here
For Membership
Renewal Date



Place Label Here