

Interface

Lorain County Computer Users Group
www.LCCUG.com info@LCCUG.com
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**Tuesday
February 9, 2010**



Digital Books - What is all the Fuss About?

Presented by

Sandee Ruth
LCCUG President

**Tuesday
February 23, 2010**



Computer Tweaks

Presented by

Carl Sloan & Lloyd Libengood of
Discount
Computer Parts

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



Why I love digital pictures...

Try as I might, I have not been able to get comfortable using the settings on my digital camera beyond "auto". Someday I'd like to master that but for now, I am enjoying digital photography.

The wonder of a digital camera is the ability to take LOTS of pictures and not worrying what is it going to cost to develop them. I actually print very few pictures and when I do, I send them to Walgreens (or one of the other many stores that can do this). I have found if you just keep clicking, some of them will surprise you and be that wonderful picture!

Like other technology, digital cameras have gotten less expensive and full of more features and capabilities.

I have found that the biggest problem folks have with dealing with their digital camera is taking the pictures off the camera and putting them on their computer and then finding them again.

I am an advocate of putting the memory card in a USB card reader (unless your computer has one built in) and transferring the pictures to the PC. Then I take the pictures off the card. Keeping them organized on your computer, at least in the My Pictures folder in subfolders by date, is important. There are many techniques for naming them and using software to help you organize them – but that is a subject for another day. (Right now I use the free program Picasa from Google).

But enjoy your pictures and have fun!! I love to make a slide show at animoto.com and then share it with family and friends. Or use them to make a greeting card using the services at smilebox.com or other web service. Making them into **Moo cards** is also cool. You can even make them into a print "book" pretty reasonably. I haven't done that but have seen some that have been made and they are very impressive – what a nice gift.

I made a whirlwind trip through San Francisco recently and took over 200 pictures in the 48 hours I was there. They now have their own digital picture frame and every time I glance at it, I catch another picture and another memory of the wonderful city as it constantly rotates through the pictures I took.

Of course, people love to share pictures on their **Facebook** page and by email. It is such a wonderful way to keep current with family and friends who you don't see

LCCUG Officers For 2010

President	Sandee Ruth president@lccug.com
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Director of Public Relations	Richard Barnett public_relations@lccug.com

that often.

And now that most all laptops and digital cameras have a built in camera, another avenue of sharing is possible.

You are apt to have your phone with you if you don't have your camera and you can grab a quick picture of the unexpected.... And share it instantly! My daughter's new smart phone has a camera with more resolution than her digital camera!

And as I frequently say here... what is next? Things we can't even imagine today are right around the corner.

In the meantime, grab your camera and start clicking – and then have fun with your pictures.



Sandee

TUESDAY February 9, 2010

Digital Books - What is all the



Fuss About?

Presented by
Sandee Ruth
LCCUG President

What is an e-book?

- * Is it a book I read or listen to? What can the public library provide me with? Where can I buy these and how can I listen to them.
- * Where can I find them for free?
- * What is all the fuss about? Keep in mind that Amazon reported that, "As people rushed to fill their freshly unwrapped e-readers – one of the top-selling gadgets this festive season – Amazon said sales at its electronic book store quickly overtook orders for physical books. Its own e-reader, the Kindle, is now the most popular gift in Amazon's history."

Come to this presentation to learn all about these e-books. Learn about the digital book that you can read and the digital books that you can listen to and discover your options for experiencing them.

Librarian and LCCUG President, Sandee Ruth will explain it all to you.



TUESDAY February 23, 2010

Computer Tweaks

Presented by
**Carl Sloan &
Lloyd Libengood**



Tonight's discussion will be about the latest computer tweaks including Windows 7, msconfig, Windows Defender, CCleaner, and much more. Our guests will also let you know how to keep your machine lean, clean, and mean.

Windows 7 has new tweaks and added items to make using Windows 7 easier than the earlier OS, Vista.

Carl & Lloyd will be happy to answer any and all questions on these and many other subjects.

DCParts has anything you would need for your computer & peripherals. Check out their web site at DCParts.com for more information.

They will recycle your old computer equipment for you, so you don't have to worry about finding some place to drop your equipment off.





Executive Board Meeting Minutes

JANUARY 5, 2010

Attending were Sandee Ruth, Don Hall, Micky Knickman, Pam Rihel, Kaye Collier, Richard Barnett, Dennis Smith.

The board spent considerable time trying to come up with topics and presenters for upcoming meetings. February programs were decided and assignments for other programs were assigned.

Richard will be checking with the local newspapers as to who to contact concerning promoting LCCUG.

The issue of changing our meeting time, had we been forced to use the Lorain Library, was canceled since St. Joseph Community Center is safe for the time being.

Sandee is continuing to work with Daniel Horton on the redesign of our Web site.

Pam is working on new membership cards and certificates for program presenters.

Micky moved, Richard seconded the meeting be adjourned.



General Meeting Minutes

JANUARY 12, 2010

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

Sandee gave a rundown of the classes this month. She also announced the programs for February and again asked the attendees to contact a board member if they had a specific topic or program they would like presented.

A short discussion was held regarding the starting time for our meetings. The consensus was that 7PM should continue to be the meeting time.

Micky, Sandee and Neil presented a question and answer program titled, "STUMP A GEEK!" They got many questions from the audience. They also told how to get the answers to the 18 questions shown in the January issue of the **INTERFACE**.

Ellen Endrizal won the money raffle and Ray Stevens won the first software/hardware raffle.

John Dunn moved, Joe Harrold seconded the meeting be adjourned.



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Pam Rihel - LadyGeneo@roadrunner.com

What is a First Cousin, Twice Removed?

If someone walked up to you and said "Howdy, I'm your third cousin, twice removed," would you have any idea what they meant? Most people have a good understanding of basic relationship words such as "mother," "father," "aunt," "uncle," "brother," and "sister." But what about the relationship terms that we don't use in everyday speech? Terms like "second cousin" and "first cousin, once removed"? We don't tend to speak about our relationships in such exact terms ("cousin" seems good enough when you are introducing one person to another) so most of us aren't familiar with what these words mean.

Relationship Terms

Sometimes, especially when working on your family history, it's handy to know how to describe your family relationships more exactly. The definitions below should help you out.

Cousin (a.k.a. "first cousin")

Your first cousins are the people in your family who have two of the same grandparents as you. In other words, they are the children of your immediate, (father's and mother's siblings), aunts and uncles.

Second Cousin

Your second cousins are the people in your family who have the same great-grandparents as you, but not the same grandparents.

Third, Fourth, and Fifth Cousins

Your third cousins have the same great-great-grandparents; fourth cousins have the same great-great-great-grandparents, and so on.

Removed

When the word "removed" is used to describe a relationship, it indicates that the two people are from different generations. You and your first cousins are in the same generation (two generations younger than your grandparents), so the word "removed" is *not* used to describe your relationship.

The words "once removed" mean that there is a difference of one generation. For example, your mother's first cousin is your first cousin, once removed. This is because your mother's first cousin is one generation younger than your grandparents and you are two generations younger than your grandparents. This one-generation difference equals "once removed."

Twice removed means that there is a two-generation difference. You are two generations younger than a first cousin of your grandmother, so you and your grandmother's first cousin are first cousins, twice removed.

Relationship Chart

	1	2	3	4	5	6	7	8	9	10
1	Common Ancestor	Son or Daughter	Grandson or - daughter	Great Grandson or - daughter	2 nd Great Grandson or - daughter	3 rd Great Grandson or - daughter	4 th Great Grandson or - daughter	5 th Great Grandson or - daughter	6 th Great Grandson or - daughter	7 th Great Grandson or - daughter
2	Son or Daughter	Siblings (Brother or Sister)	Nephew or Niece	Grand Nephew or Niece	Great Grand-Nephew or Niece	2 nd Great Grand-Nephew or Niece	3 rd Great Grand-Nephew or Niece	4 th Great Grand-Nephew or Niece	5 th Great Grand-Nephew or Niece	6 th Great Grand-Nephew or Niece
3	Grandson or - daughter	Nephew or Niece	First Cousin	First Cousin Once Removed	First Cousin Twice Removed	First Cousin Three X Removed	First Cousin Four X Removed	First Cousin Five X Removed	First Cousin Six X Removed	First Cousin Seven X Removed
4	Great Grandson or - daughter	Grand Nephew or Niece	First Cousin Once Removed	Second Cousin	Second Cousin Once Removed	Second Cousin Twice Removed	Second Cousin Three X Removed	Second Cousin Four X Removed	Second Cousin Five X Removed	Second Cousin Six X Removed
5	2 nd Great Grandson or - daughter	Great Grand Nephew or Niece	First Cousin Twice Removed	Second Cousin Once Removed	Third Cousin	Third Cousin Once Removed	Third Cousin Twice Removed	Third Cousin Three X Removed	Third Cousin Four X Removed	Third Cousin Five X Removed
6	3 rd Great Grandson or - daughter	2 nd Great Grand Nephew or Niece	First Cousin Three X Removed	Second Cousin Twice Removed	Third Cousin Once Removed	Fourth Cousin	Fourth Cousin Once Removed	Fourth Cousin Twice Removed	Fourth Cousin Three X Removed	Fourth Cousin Four X Removed
7	4 th Great Grandson or - daughter	3 rd Great Grand Nephew or Niece	First Cousin Four X Removed	Second Cousin Three X Removed	Third Cousin Twice Removed	Fourth Cousin Once Removed	Fifth Cousin	Fifth Cousin Once Removed	Fifth Cousin Twice Removed	Fifth Cousin Three X Removed
8	5 th Great Grandson or - daughter	4 th Great Grand Nephew or Niece	First Cousin Five X Removed	Second Cousin Four X Removed	Third Cousin Three X Removed	Fourth Cousin Twice Removed	Fifth Cousin Once Removed	Six Cousin	Six Cousin Once Removed	Six Cousin Twice Removed
9	6 th Great Grandson or - daughter	5 th Great Grand Nephew or Niece	First Cousin Six X Removed	Second Cousin Five X Removed	Third Cousin Four X Removed	Fourth Cousin Three X Removed	Fifth Cousin Twice Removed	Six Cousin Once Removed	Seventh Cousin	Seventh Cousin Once Removed
10	7 th Great Grandson or - daughter	6 th Great Grand Nephew or Niece	First Cousin Seven X Removed	Second Cousin Six X Removed	Third Cousin Five X Removed	Fourth Cousin Four X Removed	Fifth Cousin Three X Removed	Six Cousin Twice Removed	Seventh Cousin Once Removed	Eighth Cousin

For a true relationship to exist, there must be an ancestor who is in common to both individuals. If you exam-

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Windows XP

Get To Know Your Clipboard

by Jennie Schlueter



The ClipBook Viewer stores items you cut and copy from anywhere within Windows XP to be pasted in a new location when you're ready.

The copy and paste function in Windows is surely one of computing's simple pleasures. Whether you're editing a paragraph of text, arranging photos or video, or moving a line of code, the copy and paste commands make everyday tasks a whole lot easier. And using the copy and paste keyboard shortcuts (CTRL-C for copy; CTRL-V for paste) shortens the whole process to a matter

of seconds.

Everything that you cut or copy in Windows XP is temporarily saved to the Windows Clipboard. If you want to see these items before pasting them, you can access the information in the ClipBook Viewer. We'll show you how to access and use the ClipBook Viewer and make the most of these useful functions, and we'll also show you how to use the Clipboard that comes with Microsoft Office 2007.

Open The Book

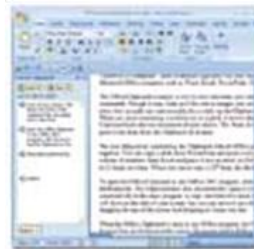
By default, you won't be able to access the ClipBook Viewer from the Start menu, but you can add it if you want. You can also use the Windows Run command or create a shortcut. We'll show you how to do each option. To use the Run command, click Start and then click Run. In the Open text box, type **clipbrd** and then click OK or press ENTER. You should now see the ClipBook Viewer window. Anything that you have recently copied or cut will appear here.

To create a shortcut to the ClipBook Viewer, right-click any open space on your Desktop and choose New and then Shortcut from the pop-up menu. In the Create Shortcut dialog box, type **%windir%\system32\clipbrd.exe** in the blank location field and click Next. On the next screen, you should see the word "clipbrd" or "clipbrd.exe" in the name field. You can keep that as the shortcut name or create your own name. When you are done, click Finish. Now you should see a Clipboard shortcut on your Desktop. Simply double-click it any time you want to open the ClipBook Viewer.

If you want to add the ClipBook Viewer to your Start

menu, you can easily do so by clicking Start and then clicking My Computer. Double-click the C: drive icon to access your hard drive file and then double-click the Windows folder. Locate the System32 folder and double-click it. If you receive a message saying that the contents of this folder are hidden so that you don't mess with them, go ahead and click the link that says Show The Contents Of This Folder. Now locate the Clipbrd file. Once you find it, just drag it with your mouse and drop it right on top of the Start button.

Using The Viewer



By default, the Office Clipboard appears on the side of the screen, but you can dock it wherever you like.

The ClipBook Viewer holds information until you clear it or cut or copy another item. Once you cut or copy something new, what was there previously is replaced with the most recent item. The total amount of information the Viewer can hold is based on your computer's memory capacity. If you're receiving a lot of error messages about your computer's memory while cutting or copying, you probably need to add more RAM to your computer.

To clear the contents of the Viewer, simply click the Delete button in the toolbar at the top of the screen. This will clear everything in the Viewer once you click Yes. You can also access the Delete command from the Edit menu.

The Local ClipBook

The ClipBook Viewer in Windows (previously known as the ClipBoard Viewer) originally included additional advanced features that allowed users to connect to a local ClipBook. This ClipBook appeared as a window alongside the Clipboard. Users could save items from the Clipboard to a local ClipBook page and then share these pages across a network with other users. However, in Windows XP, Microsoft disabled these advanced features for security reasons. That's why the Edit and Security menu items are grayed out.

Despite these limitations, the ClipBook Viewer is a handy way to view items you have cut or copied.

Microsoft Office Clipboard

The ClipBook Viewer lets you work with information you've cut or copied anywhere on your Windows XP computer. There is another clipboard you may find useful associated only with Microsoft Office programs such as Word, Excel, PowerPoint, Outlook, and Access.

The Office Clipboard is simply a way to view the items you control with the copy, cut, and paste commands. Though it may seem as if the text or images you cut magically disappear into the ether, they actually are sent

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Creating a shortcut to the ClipBook Viewer is a simple way to avoid having to use the Run dialog box to open the utility.

to reside for a while on the Clipboard, awaiting further instruction. When you paste something you have cut or copied, it moves the item most recently added to the Clipboard back into the document of your choice. The Paste All button in the Clipboard lets you paste every item from the Clipboard all at once.

The nice thing about associating the Clipboard with all Office programs is that they all work together. You can copy a slide

from PowerPoint and paste it into a Word document or cut a column of numbers from Excel and paste it into an email in Outlook. The Clipboard will store up to 24 items at a time. When you cut or copy a 25th item, the first one will drop off the list.

To open the Office Clipboard in any Office 2007 program, click the arrow next to Clipboard on the Home tab. The Clipboard may also automatically open if you cut or copy two different items consecutively in the same program or copy one item two times in a row. The Clipboard window will dock on the side of your screen, but you can move it anywhere you like by clicking and dragging the top of the screen and dropping it where you like.

When the Office Clipboard is open in any Office program, the Clipboard icon will appear in the System Tray in the lower-right corner of your screen. No matter which Office program you're working in, you can click this icon to access the Clipboard. Note that just because the Clipboard is open in one program doesn't necessarily mean it will be open in another. You can still cut, paste, and copy between programs, though, and open the Clipboard in the Office program of your choice by choosing it from the Ribbon.

The Options button at the bottom of the Clipboard window lets you further control the way you access and view the Clipboard. If you would prefer that the Clipboard never open, make sure there is a checkmark in front of the Collect Without Showing Office Clipboard option by clicking it. Then remove the checkmarks in front of the Show Office Clipboard Automatically and Show Office Clipboard When CTRL+C Pressed Twice options.

There may be a few instances in which you won't be able to copy or cut items to the Clipboard. If you have used the maximum amount of memory allowed for items in the Clipboard (1/16 of the computer's total physical memory), you won't be able to add more. This may happen if you are working with especially large items. Try clicking the Clear All button in the Clipboard to clear the items you have stored there before cutting or copying a

large piece of information. (Alternately, you can right-click an item and choose Delete from the pop-up menu to clear just one thing at a time.) In addition, if you are trying to copy or cut something with an unsupported file type, you won't be able to add that to the Clipboard either.

Becoming familiar with the Office Clipboard and ClipBook Viewer will give you even more options as you work with the information on your computer.

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Genealogy & Your 2010 Census

This is the year our country will do a census of all the people living in your household. This is very important for you to fill out and mail back to our government. So please do not forget to fill out your census form and return it.

However, before you return it make a copy of it and place it in your genealogy files. I made a copy of my 2000 census before returning it to the government. Your future generation genealogists will be thrilled to find in your files your 2010 census. Remember, the census form that we will fill out this year will not be available for 72 years to the future generations for research.

I also put my maiden name in parenthesis, so that I could be recognized and easier to track down for future generations to come.

I only wish I had thought of this before 2000 and that I had a copy of all the census records I sent back. Please encourage all your family members to do the same.

Jane H. - Lorain, OH & Myself, Pamela Casper Rihel

7. Is Person 1 Spanish/Hispanic/Latino? Mark ☒ the "No" box if not Spanish/Hispanic/Latino.

<input type="checkbox"/> No, not Spanish/Hispanic/Latino	<input type="checkbox"/> Yes, Puerto Rican
<input type="checkbox"/> Yes, Mexican, Mexican Am., Chicano	<input type="checkbox"/> Yes, Cuban
<input type="checkbox"/> Yes, other Spanish/Hispanic/Latino — Print group: _____	

8. What is Person 1's race? Mark ☒ one or more races to indicate what this person considers himself/herself to be.

<input type="checkbox"/> White	<input type="checkbox"/> Black, African Am., or Negro	<input type="checkbox"/> American Indian or Alaska Native — Print name of enrolled or principal tribe: _____
<input type="checkbox"/> Asian Indian	<input type="checkbox"/> Japanese	<input type="checkbox"/> Native Hawaiian
<input type="checkbox"/> Chinese	<input type="checkbox"/> Korean	<input type="checkbox"/> Guamanian or Chamorro
<input type="checkbox"/> Filipino	<input type="checkbox"/> Vietnamese	<input type="checkbox"/> Samoan
<input type="checkbox"/> Other Asian — Print race: _____	<input type="checkbox"/> Other Pacific Islander — Print race: _____	
<input type="checkbox"/> Some other race — Print race: _____		

Windows Vista: Get To Know The Ease Of Access Center

by Nathan Lake

Windows Vista includes an Ease Of Access Center to allow people with disabilities to better use the OS (operating system). You can configure how Vista magnifies on-screen objects and text; enable a narrator to read aloud on-screen content; adjust the contrast to make windows easier to see; and teach Vista to recognize voice commands. So if you're looking for an easier way to use your PC and reduce eye strain, take some time to check out this step-by-step guide.

Prerequisites

Depending on which features you want to use, you may have to invest in some accessories to make the feature work. For example, people who want to hear text read aloud by Vista will need speakers or headphones, while those who want to control the OS using voice commands must set up a microphone. For all of our instructions, we'll assume that you've already opened the Ease Of Access Center by clicking the Start button, selecting Control Panel, and double-clicking Ease Of Access Center in Classic view. To open the Ease Of Access Center using your keyboard, hold down the Windows Logo and *U* keys. If a feature isn't in the Ease Of Access Center, we'll provide separate directions.

All The Better To See You With

Click the Make The Computer Easier To See link and you'll be able to improve the appearance of content on-screen from the resulting window. If everything on-screen seems too small, click the Turn On Magnifier checkbox. Once you click Apply, Vista will bring up the Magnifier window, where you can configure how large the magnified content will appear and where the Magnifier is docked. You can position the window on the top, bottom, left, or right of the screen.



After you set up Microsoft's Narrator, Vista will read the on-screen text to you.

If you have an easier time reading light text on a dark background, you may want to click the Invert Colors checkbox to make text in the Magnifier window stand out. It's also possible to change Vista's typical color scheme to a high-contrast background. If you'd rather just switch to the high-contrast scheme when you need it, you can simultaneously press the left ALT, left SHIFT, and PRINT SCREEN keys. To switch back, hold down

the same key combination.

You can also control which actions the Magnifier will follow. By default, the Magnifier follows your mouse, keyboard actions, and text-editing cursor. If you prefer, you can configure it to follow a single option, such as your mouse. For example, if you want to concentrate on the text in a word processing document, you may want to select only the Follow Text Editing checkbox. You can also drag the window edges of the Magnifier dock to resize it, but the larger the dock, the smaller the rest of the screen will appear.

Once you've set up the Magnifier, scroll down to the Make Things On The Screen Larger section. Click Change The Size Of Text And Icons and select Larger Scale (120 DPI). You'll need to restart your PC before the changes will take effect. If text and icons still aren't large enough, click Custom DPI and drag the ruler to the right. Watch the text beneath it increase until you find the DPI size you prefer. The Make The Computer Easier To See window also offers a Make Things On The Screen Easier To See section, where you can adjust the color of borders, change display effects, and alter other background options. If you have trouble seeing the cursor, click the drop-down menu next to Set The Thickness Of The Blinking Cursor to enlarge it. By default, Vista sets the cursor thickness at 1, and you can increase the cursor up to 20 times the default size.

Listen To The Narrator



The Magnifier tool in Vista can help you read text and view Web pages

If you have trouble seeing the screen, you may prefer to hear what's happening by using Microsoft Narrator. Simultaneously press ALT and *N* to start Narrator. After you start Narrator, you can configure what and how the program reads aloud.

Narrator will begin by reading for you. There are options for telling you what keystrokes you press, reading system messages, and playing announcements when the screen scrolls. If you click the Voice Settings button, you can use the drop-down menus to configure the speed, volume, and pitch of the read text. There are a number of keyboard shortcuts you can use to specify text that Narrator will read. The list can be found at tiny.cc/7Lrm2.

Visual Notifications

If you have a hearing impairment or no speakers, you'll want to consider changing the sound alerts in Vista, such as those that sound when a program is done installing or encounters an error, to display on-screen. Click Use Text Or Visual Alternatives For Sounds, select Turn On Visual Notifications For Sounds (Sound Sentry), and select the type of visual warning you prefer. The various options list which part of the screen Sound

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Sentry will flash when Vista displays a system alert. If you want to make applications display captions for spoken words (note that this only works with compatible programs), you can select the Turn On Text Captions For Spoken Dialog (When Available) checkbox.

Speak To Vista

The Windows Speech Recognition software in Vista allows you to use voice commands to open and switch between applications, click links, and control the OS, as well as dictate documents to compatible Microsoft Office applications.

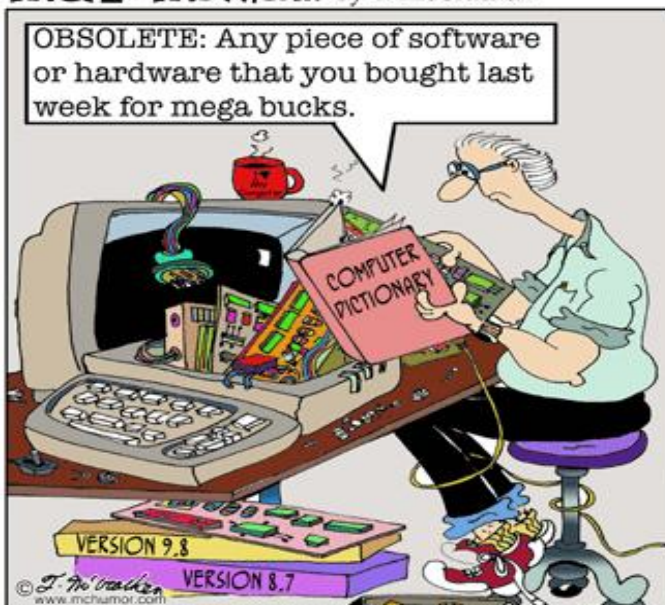
Click Use The Computer Without A Mouse Or Keyboard, select Use Speech Recognition, and Vista will open the Set Up Speech Recognition wizard. First, you'll select what type of microphone you have and set up the volume. If Vista isn't hearing your microphone, it will indicate that you should reposition the microphone and try again.

After your microphone's volume is configured correctly, the wizard will ask if it can review the documents and email on your computer to learn the words and phrases you most commonly use. Click Enable Document Review to allow Speech Recognition to examine the content. At the Print The Speech Reference Card window, Vista recommends you print out the Speech Reference Card, which is a list of commands that you'll find convenient for reference while you're learning how to control your PC by voice. For example, to launch Internet Explorer, you'd say "Open Internet Explorer." Or to click something you don't know the name of, say "Show numbers," and numbers will appear on the screen for every item you can select, and you can say the number and "OK." Note that if you're having trouble figuring out what to say, you can speak "What can I say?" and Vista will load the Speech Recognition help page with a collapsible list to help you out.

After Speech Recognition is set up, the wizard offers lessons to help you learn and practice commands. If you find that your PC is still having trouble understanding you, open the Use The Computer Without A Mouse Or Keyboard, select Use Speech Recognition, and choose Train Your Computer To Better Understand You. Using The Speech Recognition Voice Training wizard, you can read to Vista, and Windows will familiarize itself with the rate and volume at which you speak. You can configure Speech Recognition to run at bootup, but if you'd prefer to have it listen at only specific times, you can manually start the application. To do so, click the Start button, select All Programs, choose Accessories, click Ease Of Access, and select Windows Speech Recognition.

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McHUMOR.com by T. McCracken



LCCUG Treasurer's Report

1/6	Beginning balance	\$ 7,594.66
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	PO Box rent	\$ (30.00)
	APCUG membership dues	\$ (50.00)
	Liability insurance	\$ (250.00)
1/31	LCCUG Certificate of Deposit	\$ 5,000.00
1/31	General Fund balance	\$ 2,564.70

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

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Basic to Advanced Windows

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David Kennett

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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

Keith Kuhn

440-967-6509 - kthkuhn@yahoo.com
8 a.m. - 11 p.m.
Downloading Music & Burning CDs

Don't forget to check the Members' page for up-to-date information about programs & events:
<http://www.lccug.com/members>

LCCUG ONGOING CLASSES AND WORKSHOPS

ALL ARE FREE AND OPEN TO THE PUBLIC

Problem Solving Workshop

Date: 3rd Tuesday February 16, 2010

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 any-time before 7:30 pm for assistance from Micky, Neil or other knowledgeable members.

Microsoft Digital Image

Date: Monday, February 1st, & 15th, 2010

Time: 3:00 to 4:30 pm

Leader: Joe Harrold

Place: LCCC Learning Center

St. Joe's Com. Center, 21st & Broadway

Improve your graphic manipulation skills by trading ideas and tips with others using this software programs.

For Info, contact Joe Harrold - 440-967-5847 or

Jncharrold@centurytel.net

Genealogy Class

Date: February 10, 2010

Time: 3:30 - 5:30 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.

You must register - Phone: 440-277-6076 or

Email: LadyGeneo@roadrunner.com

Beginners Class

Date: February 9, 2010

Time: 3:00 - 5:00 pm

Instructor: Jean Griffith

Place: LCCC Learning Center.

St. Joe's Com. Center, 21st & Broadway

Come join Jean Griffith and begin to understand using your PC. This will be a beginners class and a refresher for maintenance.

Register by calling:

440-366-4507

February 2010 Classes

Class Type	Location	Registration	February	Time	More Info
Classes / Workshops					
Problem Solving Micky Knickman	Amherst Church of the Nazarene 210 Cooper Foster Park	Not Required	February 16, 2010	5:30 to 8:00 pm	Page 10
Microsoft Digital Imaging SIG Joe Harrold	LCCC Learning Center St. Joe's Com. Center 21st & Broadway	440-967-5847 or Jncharrold @centurytel.net	February 1st & 15th 2010	3:00 to 4:30 pm	Page 10
Genealogy Class Online & Off Pam Rihel	LCCC Learning Center St. Joe's Com. Center 21st & Broadway	Reg. required LadyGeneo @ roadrunner.com	February 10th 2010	3:30 to 5:30 pm	Page 10
Digital Photos & Graphics SIG Sandee Ruth	Lorain Public Library 6th & Reid	440-244-1192 or 1-800-322-READ x272	CANCELLED UNTIL FURTHER NOTICE		Page 11
Computer 1 Sandy Strong Mavle Green	Lorain Senior Center 3360 Garfield Blvd.	440-288-4040	CANCELLED UNTIL FURTHER NOTICE		Page 11
Computer for Beginners Jean Griffith	St. Joe's Com. Center 21st & Broadway	440-366-4507	February 9th, 2010	3:00 to 5:00 pm	Page 10
<p>Is there a class you would like to teach or a class you would be interested in attending, please let one of our officers know.</p> <p>We want to fill this last row with something new to be taught.</p>					

Computer 1

Date: CANCELLED UNTIL FURTHER NOTICE

Time: 9:30 am to Noon

Place: Lorain Senior Center
3360 Garfield Blvd.

Instructor: Sandy Strong

Helper needed:

Sandy Strong is resuming her beginners' classes at the Lorain Senior Center on Garfield Blvd on the East side of Lorain on September 22 & 24. These classes will be held on Tuesdays and Thursday mornings and she would like a helper who could assist their students at their computer as she teaches.

If you have any questions about this , please call Sandy at 365-6401

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.

Digital Photos & Graphics SIG

Date: CANCELLED UNTIL FURTHER NOTICE

Time:

Instructor: Sandee Ruth, president@lccug.com.

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

Detailed Description:

Sandra Ruth will be doing an introduction to using digital cameras for beginners. Watch a demonstration viewing, changing, or printing digital images and have your questions answered. Preregistration is required by calling the Main Library at 440-244-1192, ext. 272 or 1-800-322-READ, ext. 272.

Check our blog for photo ideas in the meantime -

<http://lccugphotosig.blogspot.com/>

Berglicht Germany



Irish Pub

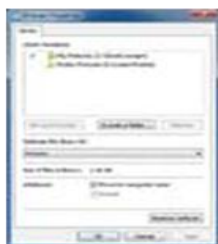


Windows 7: Libraries Put Personal Files Within Reach

by Joseph Moran

Windows 7, like Windows Vista and Windows XP before it, gives each user a set of personal folders in which to store and organize data files such as documents, pictures, music, video, and so forth. But sometimes it's not possible or practical to save everything in your personal folder. You may need to keep certain files in the Public folder, for example, and/or want to take advantage of the storage capacity on a separate internal or external hard drive. When your important files are stored all over your system like that, keeping track of their locations—so you can find files when you need them—can be somewhat daunting.

Fortunately, Win7 offers a solution to this problem that you won't find in its predecessors—it's the Libraries feature, which gives you one place to manage and access a group of related files that happen to be stored in lots of different places. A library looks and acts much like a folder—just as with a folder, you can open a file from or save a file to a library. But unlike a folder, a library doesn't actually store any files. Instead, a library tracks the contents of a group of folders from different locations, allowing you to access them as if they were all within the same folder.



Right-click a library and select Properties to add/remove folders or change the default save location.

Win7 includes four built-in libraries, labeled Documents, Music, Pictures, and Video, and each of them tracks two different locations—the user's personal folder and the public folder for the file category. The Documents library, for example, includes both the My Documents and Public Documents folder. Every library also has a default save location, where any file that's saved or copied into a library will automatically be stored. The default save location for each of Win7's built-in libraries is the relevant user account folder, so for the Documents library it's the My Documents folder, and for the Video library, it's the My

Videos folder.

Viewing Libraries

There are several ways to access libraries in Win7, but one of the easiest is through the Start menu. There, on the right side under your name, you'll find links to three

of the four standard libraries—Documents, Pictures, and Music. Another option is to launch Windows Explorer (such as by clicking its Taskbar button), to open a window showing all of the libraries. (When Windows Explorer is already running, you can find the libraries via the left-side navigation pane.)

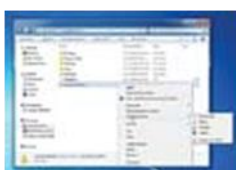
When you select a library, you'll see a comprehensive listing of all the folders that are part of it, irrespective of where they're actually stored. You can also narrow the view down to show only the files inside a specific folder within the library; just click the arrow to the left of the library's name in the navigation pane to expand the list of folders and then click on the folder you want to see.

You can change how Windows Explorer displays a library's contents just as you can when viewing the contents of an old-fashioned folder. The More Options button (the down arrow in the Menu bar that's directly under the search box) will let you choose different views such as small, medium, or large icons, list, details, etc. When viewing a library, the Arrange By drop-down menu gives you a way to change how the contents are sorted. The options offered depend on the type of library you're looking at; for example, you can sort the Pictures library chronologically by the day or month a snapshot was taken and sort the Music library by characteristics such as artist name or song title.

Customizing Libraries

Win7's four standard libraries are pretty handy right out of the box, but they become even more so when you customize them by adding your own folders. Whenever you are viewing a library in Windows Explorer (make sure the library itself is selected, not a folder within it) you'll see an Includes: 2 Locations or similar link right under the library name. To add a folder, click that link, and a window will appear listing the folders that are currently part of the library. Then click the Add button, browse to the folder you want, and click Include Folder. (Take note of the Remove button, as well, which we'll discuss further in a bit.)

Another way to add a folder to a library is to right-click one in Windows Explorer and select Include In Library.



Right-click a folder and choose Add To Library to make it part of an existing or new library.

When you do, a pop-out menu will list all the libraries; click one and the folder will automatically be added to it. (NOTE: When you highlight a folder in Windows Explorer, the Include In Library menu also appears in the menu bar.)

Any folder on a system's internal or external hard drive can be added to a library, but folders on a CD or DVD can't be part of a library, nor, in most cases, can folders from a USB flash memory drive.

(Continued on page 13)

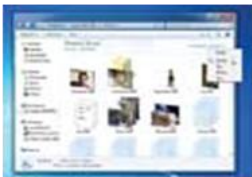
(Continued on page 12)

Create Your Own Libraries

Did you notice that the Include In Library menu also includes a Create New Library option? When you use it, Win7 will set up the selected folder within its own new library. If you create a new library this way, it will automatically inherit the folder's name, but you can rename the library by right-clicking it in Windows Explorer and selecting Rename.

Another way to create a brand new library is to select the Library heading within Windows Explorer's navigation pane and then click New library in the menu bar. This will create a new library labeled (appropriately enough) "New Library," which you can type over with the name of your choice. To add folders to a library you just created, double-click it, click the Include A Folder button, and browse for a folder.

For obvious reasons, the first folder you add to your new library will automatically become the library's default save location. You're free to change the default save location of any library, however, including the ones that come with Win7. To do so, right-click a library and select Properties to see a list of the library's folders. The folder with the check mark is the current default save location; to change it, highlight a different folder and click Set Save Location to relocate the check mark.



Use the Arrange By menu to sort the contents of a library various ways

When viewing the Properties of a library, you'll also see an option labeled Optimize This Library For, which determines the sorting options available under the library's Arrange By menu. Four of these choices correspond to the four standard library types, plus there's a fifth choice, General Items, that's useful when your library includes multiple content types. (For example, you could create a library that includes both photos and videos from a recent vacation.)

Library Tips

Keep in mind that because libraries are only links to folders and not folders themselves, you're free to remove a folder from a library (recall the Remove button we cited earlier) or delete a library entirely without affecting the underlying files—they'll still be there, just no longer part of the library. On the other hand, deleting a file or folder from a library will send it to the Recycle Bin. It's also worth noting that a folder can be part of more than one library, and a library can contain up to 50 folders.

By the way, if you accidentally delete any of the four standard libraries, you can bring them back to life by right-clicking Libraries and selecting Restore Default Libraries.

Win7 libraries give you the freedom to keep files wherever you want or need to and still keep tabs on them as if they were all under one roof.

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Smart Computing
In Plain English

Readers' Tips

Short & Simple Tips To Make Things Easier

Compiled by Nathan Lake

Remove Reflection In Photos

Photographing coins, glass objects, jewelry, and other objects with strong reflections is difficult. You can make a light diffuser (a white cloth that will allow light to get through) to reduce or remove the mirror images. You'll need a couple of small lamp reflectors and some wood or wire frames to hold the cloth in front of the reflectors. Place the object you want to photograph on a surface with a suitable contrasting background, such as cloth or paper.

Cecil C., Calumet, Mich.

Faster Browsing

After opening a new tab in your Internet browser, you don't need to move your mouse to the Address bar to open a Web site. Just enter the Web site name (assuming it ends in ".com"), such as Gmail, hold down the CTRL key, and press ENTER. It's fast, and there's less chance of a typing error. If the Web site doesn't end in ".com," you'll need to type the full URL.

Va D., Deerfield Beach, Fla.

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**The Association of Personal
Computer User Groups**

Finding Help In Windows & Windows Programs

Written by Ron Hirsch, Member and Contributing Editor,
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HELP IS EVERYWHERE

Windows and Windows programs actually have a tremendous amount of help and assistance built into the software. Unfortunately, most users don't know where to look, or don't know how access this help. A good analogy would be a man who drowned, even though six people threw him life jackets. You may ask "Why did he drown if he had all those life jackets?" The unfortunate fact is that he didn't know what a life jacket was, or how to use it.

How often have you needed help in a Windows programs and didn't know where to look? It just so happens that Windows has lots of places that provide you with help. In the distant past, most software programs came with lots of books, manuals and other printed material. However, in those days, the cost of the software was much higher and could easily absorb the cost of these manuals. In present times, the software industry has gotten extremely competitive, and cannot afford to print elaborate manuals and include them with the product. But, a tremendous amount of help is readily available to you, if you know where to look.

Actually, the subject of help should be broken up into two distinct categories. There is the type of help you need when you're working in a program and something specific comes up that you are not familiar with, and need assistance. The other type of help is when you need real beginner's information on how to learn and use the basic program features.

GETTING HELP WHILE WORKING IN A PROGRAM

Listed below are 3 methods for obtaining help and information instantly.

- * The universal key in Windows to obtain help is F1.

Newsletter Editor: Pam Rihel using Microsoft Publisher, Corel Paint Shop Pro X

This Month's contributors: Micky Knickman, Sandra Ruth, Kaye Collier, Pam Rihel, Jennie Schulueter, Nathan Lake, Joseph Moran, Ron Hirsch, McHumor.com, Smart Computing Magazine, APCUG, and Microsoft Office art online, CreatCard 8, Scambusters.org,

Newsletter is now
Online
at

lccug.com/newsletters or lccug.com

In almost any situation, whether it is in a specific program or just on the plain Windows desktop, using this key will generally bring up a help screen in which you can navigate and probably get answers to the question at hand.

- * The second most important way to get help is to use the help menu on the program in which you are working. While not every window program has a menu at the top of its operating window, the majority of Windows programs do have this listing. Clicking on "HELP" will generally bring up a list of various options. A very common option is an item which is labeled "index." Clicking on this will bring up a bunch of choices for you to select alphabetically or by topic. You can click the help area you are looking for, or generally type in the subject in the field which is presented, to have the program show you what is offered.

- * A third, and largely overlooked methods of obtaining information, is by right-clicking on the item in question. The protocol of right-clicking to obtain information and other features is becoming more and more widespread in Windows and Windows programs.

The three methods presented above can provide you with a tremendous amount of assistance while working at your computer. While these methods do not replace the need to use manuals, they offer the user the opportunity to obtain help very rapidly via a few simple mouse clicks.

The best way to learn more about this, and understand the protocols, is just to try it. So, start clicking away and see what comes up.

PRINTED DOCUMENTATION

Typically, programs come with a very short printed document which includes just about enough information to help you install the program. Today, most installation disks are CD's (or DVD's), and of course, optical disks have lots of space where other material in addition to the program itself can be stored. Sometimes, the complete manual for the program is on the CD and the installation process for the software actually sets up an icon where you can click and have the manual brought up. Some manufacturers however, just put the manual on the CD and never let you know that it's there. Of course, if you're conversant with exploring the contents of the CD by using Windows Explorer or another file manager, you can take a quick look at the listing of files and generally locating the manual is fairly easy.

Once you have the manual located, it will more than likely be in a PDF file, and you can read it on your ma-

(Continued on page 15)

chine, or print it out using your printer if you so desire. If you feel that you are going to have many reasons to continually use the manual, it probably pays to print it out.

One thing you should be aware of, however, is that manuals can often be several hundred pages, and can take a considerable amount of time, paper, and ink to print out. Also, the cost of printing the manual can be substantial if there is lots of color used on the pages. Printing out of a manual can run anywhere from five cents to 20 cents a page, using your own printer, depending upon the complexity and use of color on the pages. Very often, for major programs where there are third party books available, it makes more sense to purchase a ready-made 3rd party manual which will probably have even more information than the manual on disk. This is true mostly of those programs which are very widely used such as Microsoft Word, Corel WordPerfect, Photoshop, and similar programs.

Generally, when the manual is on the program's CD, it is often in a format called PDF, which stands for "portable document format." This format requires Adobe Acrobat reader to view it on your computer. Most computers these days have Adobe Acrobat reader already installed, as it is a very widely used program. And, if you double-click on a file that has a PDF extension, it will automatically launch Acrobat Reader and the document in question will be available for you to read, print, or whatever you would like to do. Adobe Acrobat reader is part of the Adobe program called "Acrobat". This program has become universally used for creating documents which can be distributed widely, and easily read on any computer. The reader portion of the program has been made available by Adobe as a free utility.

THIRD PARTY MANUALS

If you decide to buy a manual, here again, you have a variety of choices. Very often the software manufacturer has manuals available which you can purchase directly there. Unfortunately, these manuals may not be as good as those which you can purchase directly from a book supplier. A typical case in point is the manual for WordPerfect. For many years, I have been using the original WordPerfect manuals in addition to the third party manuals produced by QUE Corp... These QUE WordPerfect manuals which are typically entitled "Special Edition - using Corel WordPerfect X", have been vastly superior to those manuals which are available directly from Corel, or whatever company currently owned the WordPerfect product. The QUE manuals for WordPerfect are generally over 1000 pages, very well-organized, and offer extremely good value. Anytime I'm looking for a manual for any program, QUE is my first choice.

With the Internet, and book stores like Barnes & Noble or Amazon, finding books has become a very simple task. Go to the Web site, and do a search on the program name in question. A listing will come up, with info on the book, pricing, etc... Then it's a simple matter to make one's choice. While a local book seller may be able to provide you with some of the choices, the Internet will have a far greater number of choices available.

I hope the material presented here will assist you in using your computer in more and better ways. To me, the secret to getting any job done was never that one had to know everything about everything associated with the task. But, knowing where to look for answers to the things that you aren't familiar with, is the real key to success.

If you find this material useful, you may want to download this article in PDF format, from our web site www.brcs.org. This allows readers to keep the material either as a PDF file, and/or print it out, and place it in a loose-leaf notebook for future reference.

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Program Manager



A lead hardware engineer, a lead software engineer, and their program manager are taking a walk outdoors during their lunch break when they come upon an old brass lamp. They pick it up and dust it off. Poof -- out pops a genie. "Thank you for releasing me from my lamp-prison. I can grant you 3 wishes. Since there are 3 of you I will grant one wish to each of you." The hardware engineer thinks a moment and says, "I'd like to be sailing a yacht across the Pacific, racing before the wind, with an all-girl crew." "It is done", said the Genie, and poof, the hardware engineer disappears. The software engineer thinks a moment and says, "I'd like to be riding my Harley with a gang of beautiful women throughout the American Southwest." "It is done", said the Genie, and poof, the software engineer disappears. The program manager looks at where the other two had been standing and rubs his chin in thought. Then he tells the Genie, "I'd like those two back in the office after lunch."

Networking For Dummies

(Part 1 of 2)

Written by Ron Hirsch, Member & Contributing Editor,
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Introduction

This is part one of a two part article on this topic. Now, before anyone feels that I'm out of line for referring to someone as a dummy, I want to make it clear that I was the networking dummy in question, for many years.

While I build and repair my own computers, and have written considerable software, I was always very weak on networking. However, lately I've graduated from dummy school, thanks to some good hardware and software, and more experiences with my home network.

I thought I'd share my old, and new experiences with you, as they have come from many years of frustrating activities, associated with my home wireless network.

This article will not go into the complete aspect of all types of networks, but is limited to home networks, which are what many of you already have, or are possibly contemplating having in the near future.

HOME NETWORK PURPOSES

Allowing multiple computers to share the internet, is the usual purpose of a home network. My Internet Service Provider (ISP) is Comcast.

Most homes use either the local cable company, which is Comcast here in Boca Raton, or a DSL (digital subscriber line) from the landline phone company (AT&T here in Boca).

A secondary purpose can be accessing stored files on other computers on the network, or sharing devices such as printers installed on other computers.

WIRELESS ROUTERS

Most home networks use a wireless router. This is a unit which allows multiple devices (usually computers) to be plugged into it, and also provides a wireless signal which broadcasts in all directions, so that computers which have a wireless adapter (either via an internal card, or a USB plug-in wireless adapter) can connect to the Internet.

MY NETWORKING TASK & TROUBLES BACK IN 2002

First, here's a commentary of what occurred, some years back, in my first brush with home networking.

I decided that I wanted a wireless network, as I had two computers, and I wanted both to have access to the Internet. Since it would have been very inconvenient to run an Ethernet cable from my main computer's router to the second computer, I opted for a router with wire-

less capability.

MAIN COMPUTER SET UP

I purchased a Linksys wireless router, since Linksys was one of the biggest names in this product area, then I installed the router, and connected my main computer via an Ethernet cable, which uses RJ-45 connectors. These connectors look like the connectors on telephones, but they are larger. I connected my Adelphia computer modem to my new router, and just assumed that all would work right away. Of course, nothing worked to start off.

There was no installation CD disc, but there were many pages of manual instructions on what one had to do to set things up. The complexity of the instructions was mind boggling, so I called Linksys support - which was in the Philippines.

Tech support worked by rote. They followed various sets of instructions, and most of the support staff really was not that capable. I also called Adelphia tech support, finding someone "network knowledgeable" there was also quite difficult.

After several days of back and forth calls, and speaking to quite a number of different persons, I finally got my main computer (which was hard wired to the router) online and working properly with my Internet connection.

SECOND COMPUTER SET UP

Next came getting my #2 computer connected to the router, via the wireless capability. I had bought a Linksys USB wireless adapter. It also had nothing much in the way of information on how to use it, and no install CD.

I connected the wireless adapter to machine #2, and guess what - nothing happened. So, it was back onto Linksys tech support. I must have spent eight to ten hours fumbling around, while talking to Linksys support. We tried everything, but we could not get the second computer to connect to the Internet.

Finally, the Linksys tech support person advised me that he could only suggest one final step. There was a free program available on the Internet, called "Boingo" - some name! He gave me the URL to that page, which was not a Linksys page. He suggested that I download and install it, and it would get my wireless adapter connected up, so I did, and amazingly 5 minutes later, I realized success.

So why couldn't Linksys have some similar software included with the wireless adapter?

TASK NOT QUITE FINISHED YET

I noted that when my #2 computer finally made it on line, that the received wireless signal was quite weak. Out of a possible 5 bars of signal strength, it hopped back and forth between one and none, so I did some investigating, and learned that the large distance between my wireless router, and the #2 computer was

(Continued from page 16)

right at the max usable distance. Checking around, I found, on the Linksys site, a “booster amp”, that was designed to work with my router. There were even four recessed holes on the top of my router, to hold the four feet of the booster amp.

So I bought this amp, and finally the install went smoothly. Since it was nothing but an amplifier, there were no settings or adjustments. It did improve the signal strength slightly, and I now had a solid one bar reading. This was good enough to maintain Internet connectivity, but did give me a very slow connection.

So after about 10 days of stumbling around, I finally got my system working.

This picture is what the router and booster look like. The picture is actually the new router, with the old booster on top of it. The new and old routers are virtually identical in size.



Moving Ahead In Time in mid April 2009, I suddenly started having problems with my main computer's Internet access, and then my wireless computers' access.

After reviewing the symptoms, and running a few checks, I became convinced that my Linksys router had developed a problem. Because of its age (7 years), and the fact that it was an older 802.11b model, I decided that the simplest approach was just to get a new router. And, if I stayed with the Linksys WRT54GL, which was an 802.11G unit, I could have the faster speed of the G series. And, the new router would accommodate my old booster, since it had the same mating holes to mount the booster.

EXTENDED NETWORK

By this point in time, I had my main desktop computer hard wired to the router, and two other desktops and a laptop wirelessly connected to the router. And yes, as I added computers 3 and 4 some years back, all things did not go smoothly. My laptop was the easiest. When I got it in 2004, it already had a wireless adapter built in. When I turned it on, it immediately found the wireless network, and was connected.

The #3 desktop also had a built in wireless card, but getting it online was a struggle, similar to the first wireless connection. Finally, I did get it working, without hav-

ing to resort to BOINGO.

Coming in Part 2

In part 2 of “Networking for Dummies”, I'll relate my experiences in installing the new Linksys router, and then getting all four machines running smoothly there. I was dreading going through what I'd been through in the past.

This was a night and day difference from my first experiences in 2002. The router came with an installation CD. And it installed the router and my main computer, “as smooth as silk”.

When I started on the installs of the three wireless computers, there were a few hiccups. But I then went on line, to check out a program called “Network Magic”. It was touted as being the way to go when installing and configuring networks. They offered a free 7 day trial, which allows the user to install the software on up to eight computers, and let Network Magic do all the work for you.

Since Network Magic was created by Cisco, and Cisco now owns Linksys, if you were using a Linksys router, most of the important software features would continue working forever, at no cost to the user.

If you did not have a Linksys router, you could buy the lesser standard (up to 3 computers), or the Pro version (up to 8 computers), for \$29.99 and \$39.99 respectively.

Conclusion

This is the end of part 1 of “Networking for Dummies”. Next month, the second part of this will cover installing my new router, and getting all 4 computers online, and talking to each other. This was indeed a real eye-opener for me. I was most happy to see that the setup and configuration had gone from a terrifying experience to a “walk-in-the-park”.

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(Continued from page 5) Genealogy

ine the Relationship Chart, for example the Common Ancestor is Box 1 on the horizontal scale (HS) as well as Box 1 on the Vertical Scale (VS).

Let us suppose that you have a grandson of that common ancestor, as seen in Box 3 of the HS, and you want to know that grandson's relationship to a great-granddaughter, who would be seen in box 4 on the VS.

If you follow Box 4 VS across to where it meets the vertical pathway to Box 3 on the HS, then where those paths cross, it tells you the relationship + they are **first cousins once removed**.

NETWORKING FOR DUMMIES

(Part 2 of 2)



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YOU WILL NEED THE FOLLOWING

First you will need a wireless router.

The two current main varieties of routers are the "G" and "N" series. The "G" series wireless capability can handle up to 54 Mbps (megabits per second), and the "N" series is roughly twice as fast. But for home use, the "G" series hardware is more than fast enough for any high speed cable modem connection. And the "G" series runs at 2.4 Ghz, as opposed to a much higher frequency for the "N" series. Considering all the spec variables between "G" and "N", I would recommend the "G" series, since it is also more readily compatible with earlier hardware types, especially "B". I used a Linksys WRT54GL for this new install. The price range for this is in the \$70 region, depending upon your choice of vendors.

This router comes with an installation CD. Just run the CD, and follow the instructions which are plainly and clearly presented. In the areas of security, I would accept the suggestions made along the way. You will have to establish some passwords et al, and connect things up as directed. From what I've seen, most routers today come with a good install CD. Before you buy your router, check to make sure that is the case for the unit you choose.

There may be one window which comes up along the way, where there are fields to be filled in re IP addresses, gateways, etc.. But the one key item to be selected is the choice of static or dynamic IP addresses. In most instances, such as Comcast, dynamic IP addresses are used, and when that choice is made in the window, all the other fields disappear, making life that much easier. Locate the router as high up as possible.

A computer cable modem is required

But if you already have an Internet service provider, you already have the necessary modem in place and working. For a number of years, I rented the cable modem, for \$5 per month on my Comcast cable bill. You are allowed to purchase your own modem, which I did, and save the monthly charge. A suitable Motorola cable modem will cost in the \$40-\$55 region, and will quickly pay for itself. Of course, if you own it, you are responsible for it. Cable modems seem to have very long life however.

Several lengths of Ethernet Cat-5 cable with RJ-45 connectors

You will need one length to connect the cable modem to

the wireless router, and then another length to connect the router to your computer. You can of course have all your computers run via a wireless adapter, but it is usually better to have your "main" computer hard wired to the router. However, if your cable modem is in a location which is not convenient for this, all computers can run in the wireless mode. Most routers come with one length of cable. If you need more, CompUSA is as good a place as any to go. Even Office Depot may carry the needed cables.

Wireless USB adapters as needed

For any computer that does not already have a wireless capability, you will have to buy a wireless adapter(s).

These are small units ranging from the size of a flash drive to a few inches square, with a USB connector on them. Some have a captive short USB cable already built in. They should be mounted in a "free space area" preferably on the wall, and above the desktop to obtain the best reception, and connected to a USB port on the computer involved. Again, these days, most adapters come with an installation CD, which is usually run first - then follow the instructions as they appear.

One you get the wireless computer running on the network, check the signal strength. There should be a small icon in the right taskbar area indicating you are connected online. Double clicking it will bring up a window, and there should be a display there with a series of green bars (hopefully). This shows wireless the signal strength.

One bar is marginal, but usable. Three bars is very good, and four or five bars is excellent. If your signal strength is low, try moving/repositioning the adapter, or router, if possible.

IF ALL IS NOT WORKING, WHEN ALL IS DONE - NOW WHAT

After I connected everything, and followed all the steps I outlined, my main computer (hard wired) was connected very solidly to the Internet. I had also taken my old wireless signal booster, and added it into the new system, on top of the new router, as it was fully compatible.

I went to my number 2 computer, which already had a wireless adapter installed in it via a PCI card. It had good received signal strength, but no Internet connection. So I started browsing around in the various XP network connection windows. I saw some strange numbers in some of windows, and they were absolutely wrong. I questioned how I had ever gotten it onto the Internet in the past, but I usually did, although with occasional glitches. But try as I might, I could not get things working there. So I decided to download the 7 day trial version of Network Magic. Go to this site and read all about Network Magic: <http://www.purenetworks.com/product/pro.php>

I installed Network Magic on my main machine, which was working nicely on the Internet, and on my number 2 machine. On my number 2 machine, I then clicked on

a choice in Network Magic which said “connect to the Internet”. I clicked, and in about 2 seconds, a confirmation window came up saying all was OK. And indeed it was - I didn't have to do anything. Three cheers for Network Magic.

Then I went to my #3 desktop machine where I had been using BOINGO - the free software program that Linksys had referred me to 7 years ago. I uninstalled that software, and also removed the old Linksys USB wireless adapter that had given me 1 bar of signal strength over the years. I installed a new wireless adapter which the CompUSA salesman had suggested I use. It was a refurbished NetGear unit, about the size of a flash drive, and it sold for \$15, instead of the typical \$40-50 for a new adapter. It came with a note telling me where to go online at the NetGear site to download the install file for this adapter. I did so, and installed the software, then connected the unit as directed. Immediately I was on line, and I had 4 bars of signal strength. I never had such a strong signal before, and with no real work on my part.

Lastly, I powered up my Acer laptop with its built in wireless capability, and as usual, I didn't have to do anything here - it immediately was on, with a very strong signal strength.

Windows has all the necessary features to arrange for

file and printer sharing. But, one has to know where to look for them, and how to set them up. And when sharing files, the protocols in XP are not as clean and simple as doing this via Network Magic. It took me about 10 seconds to designate one folder on my main machine as a shared folder, and it immediately was accessible by all my other machines. Sharing a printer was just as easy. Amazing what a fine piece of software can do with no bumps along the way.

PURCHASING NETWORK MAGIC

I was so impressed with Network Magic, and all the things it offered, that I immediately went online, and purchased the Pro version. Even though I had a Linksys router, and many of the trial software features would still remain working forever because of that, I wanted 4 computers to use the program, and I wanted file and possibly printer sharing. At \$39, I consider the program worth every penny, especially when I saw what it did for me when I couldn't initially get my number 2 machine connected to the Internet. If I had Network Magic back 7 years ago, I would not have had to spend over a week working at getting my 2 machines functioning on the network.

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Tips

Smart Computing
In Plain English

Fun Facts

Terms

A Portable Hard Drive: Do You Need One?

Mainly used as backup drives for laptop and desktop computers, these add-on storage units can also be used to add capacity to DVRs (digital video recorders), network storage systems, and more.

Portable units built on 2.5-inch hard drives are slim enough to slip into your notebook bag or pocket, yet they can hold 250GB to 1TB of your data. Thus, they give you an easy way to bring your music collection with you on vacation or to tote high-resolution design materials to a business meeting.

Most portable drives use the USB 2.0 interface, but keep an eye out for drives with the new USB 3.0 connection. When used with a USB 3.0-compatible port and cable, the new interface will help external drives run faster than ever. It's backward-compatible with USB 2.0 and 1.1 ports, too. These drives are perfect for mobile computer users and business travelers.

Format Matters When Considering An Ereader

Ereaders can support many different file types, and this allows you to obtain ebooks (electronic books) from more than one online bookstore. Some ereaders also support files that are checked out by public libraries, so you can borrow ebooks for a limited amount of time

rather than purchasing them. Additionally, some ereaders are compatible with media files, including photos and audio (for audio books), along with PDF (Portable Document Format) files and Microsoft Word files. To see if a model supports a particular type of file, be sure to check the ereader's specifications.

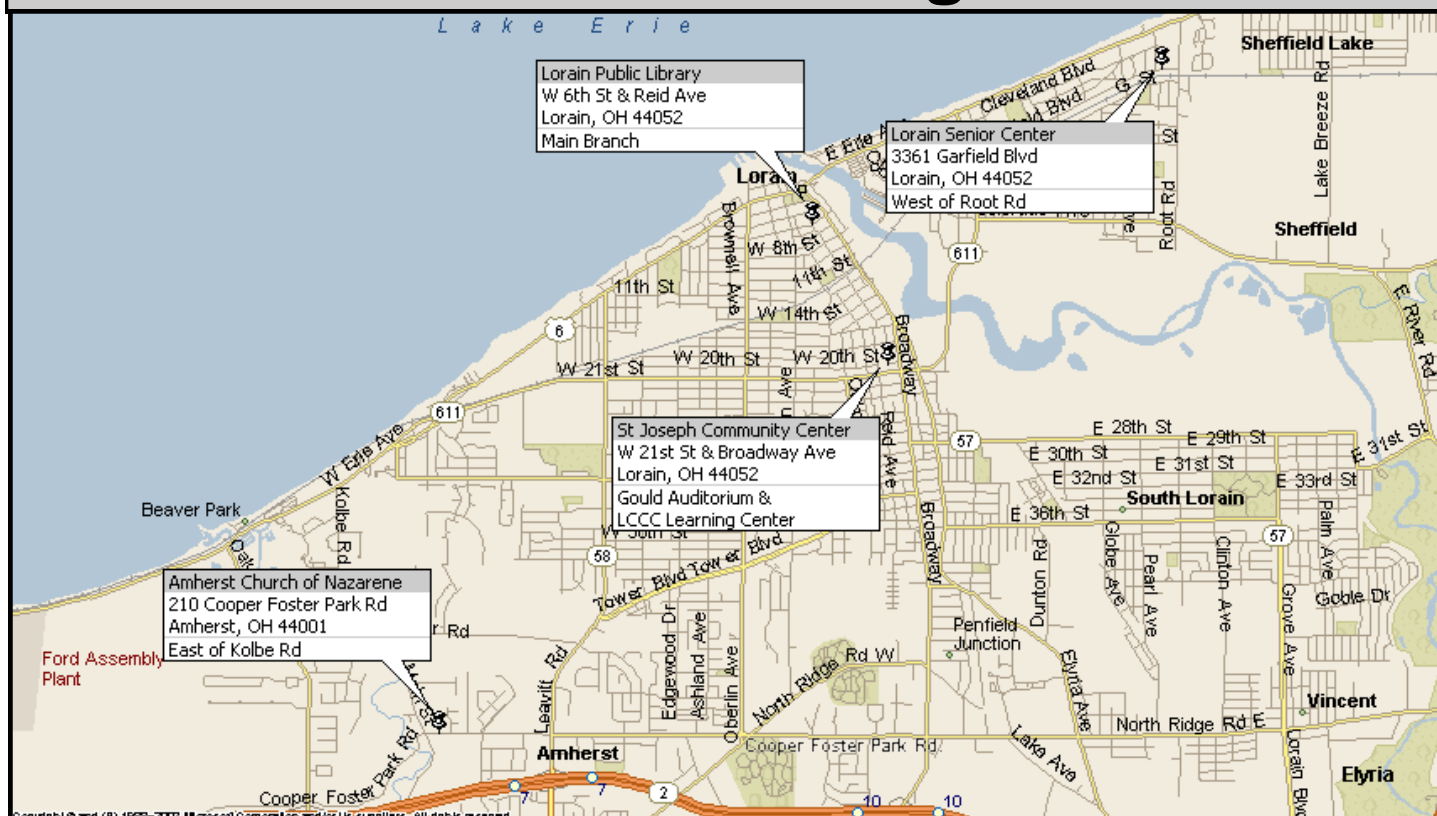
Restore A Wireless Internet Connection

Network connections can stop working every once in awhile. Network connections will inexplicably fail sometimes but can usually be restored simply by turning off your router for a few moments and then turning it back on. If Internet access is affected (and it isn't your service provider's fault), turn off your modem, too; after its connection is re-established, turn your router back on.

Antivirus Scammers Cost Consumers

Beware of a pop-up window that shows up on your PC telling you that you have a virus problem: It's likely a fake. According to a warning by the FBI's IC3 (Internet Crime Complaint Center), what have been called “rogue anti-virus programs” have made more than \$150 million for scammers who use the virus infection claim to lure computer users into buying their wares. Typically, the scammers then demand a credit card number. Organizations such as *The New York Times* and Office Depot have also been victimized. If you receive such a warning, the IC3 says to immediately run an antivirus scan to assess the situation.

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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