

# Interface

Lorain County Computer Users Group  
www.LCCUG.com info@LCCUG.com  
Volume 22 Number 6 June 2010



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**Tuesday**  
**June 8, 2010**



## Upgrading to Windows 7

*Presented by*

**Mike Thomas,**  
*IT Specialist with the Cleveland Clinic*

**Tuesday**  
**June 22, 2010**



## "Why Mac?"

*Presented by*

**Linda Iroff**  
*Oberlin College IT Center*

**Monthly Meetings Held At Gould Auditorium**  
**2<sup>nd</sup> 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



At the May 11 meeting, we not only had a very interesting program on editing photos with **PhotoShop**, but we tried a new Q & A answer session and we raffled off a brand new all-in-one printer.

We will continue to try this new Q & A period before each of our meetings. One of our officers and helpers will be available for questions in the back of the auditorium from 5:30 pm to 6:30 pm. Then at 6:30 pm to 7 pm we will take questions from the stage so that everyone will be able to learn from what members want to ask about. If there are no questions at that point, we will do some show and tell... sharing tips and tricks. Then at 7 pm we will have our announcements and begin our program.

We will tweak this new format as we give it a try. Come early so you can take advantage of these opportunities.

We will also have some more large raffle prizes at coming meetings - watch for these announcements.

Lots of upcoming interesting programs are being planned. Besides the programs for June listed in this newsletter and on the webpage, we have some special presentations planned for the summer.

In July we will be hearing about "Working in the Cloud".

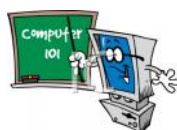
Many other interesting new topics are being planned. Be sure to watch for these announcements.

As usual, we are always anxious to hear about what you are interested in. Please stop one of the officers and let them know what you would like to see a presentation on.

Also be sure to save the date for the July 18 picnic at Sandy Ridge Park. See the announcement on page 9 of this newsletter. This year we will again have prizes and more activities. Details will be forthcoming.

Enjoy your summer and keep in touch with the many things that LCCUG has in the works.

*Sandee*



## LCCUG Officers For 2010

<b>President</b>	Sandee Ruth president@lccug.com
<b>Vice President</b>	Lou Koch & Carole Doerr vp-programs@lccug.com
<b>Secretary</b>	Don Hall secretary@lccug.com
<b>Treasurer</b>	Micky Knickman treasurer@lccug.com
<b>Newsletter Editor</b>	Pam Rihel newsletter@lccug.com
<b>Web Page Editor</b>	Dennis Smith webpage@lccug.com
<b>Statutory Agent</b>	Sandra Ruth statutory_agent@lccug.com
<b>Director of Membership</b>	Kaye Coller membership@lccug.com
<b>Director of Advertising</b>	Richard Barnett advertising@lccug.com
<b>Director of Public Relations</b>	Richard Barnett public_relations@lccug.com

By copying your Wi-Fi network settings to a USB flash drive, you can easily transfer the settings to another Windows PC.

### Ohio Computer Repair Service

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#### The Problem:

Computers can be very fun and frustrating at the same time. This may be a surprise to some, but 90% of everything that goes wrong with a computer is configuration related. The problem is, there are just too many settings to change and modify, and most people don't even know where these settings are.

#### The Answer:

You could read and study like I did for the last 14 years. You could experiment with your computers on a daily basis until you get it right, or search the Internet and find more sites than any ten people could read in a lifetime. You could accidentally break your computer more times than you care to remember, or you can call us, Ohio Computer Repair Service.

#### The Result:

A computer that runs all the time with no errors, no surprises, and does it faster and better than when it was brand new.

## TUESDAY June 8, 2010

### Upgrading to Windows 7

*Presented by*

**Mike Thomas,**  
*IT Specialist with the Cleveland Clinic*



Mike Thomas, an Information Technology specialist and Computer Systems Administrator with the Cleveland Clinic, will be speaking on system requirements to run the latest operating system, Win-

dows 7.

What do you need to know - What is most important to have the best experience - Should you upgrade or buy new. - What version is good for me - How do I secure my system.



Mike & his family reside in Elyria & he has over 14 years of experience with both Microsoft & Apple's various operating systems.

He puts his knowledge & experience to use supporting computers for an international hospital system based here in Cleveland & his home based computer repair business.

**Please try to attend this informative presentation as it promises to be very enlightening and entertaining.**

#### Computer jokes:

**Advisor:** 'Press any key to continue.'

**Customer:** I can't find the 'Any' key.

**Tech Support:** 'Have you made backups of your software and data?'

**Customer:** 'I didn't know it had a reverse.'

## TUESDAY June 22, 2010

### "Why Mac?"

*Presented by*

**Linda Iroff**  
*Oberlin College IT Center*



Why Mac? Macintosh Computers (Apples) have been a mainstay of the computing world since the inception of the computing age.

Macintosh users are an extremely loyal group of computer users, swearing by this technology.

In tonight's program, Linda Iroff, from the Oberlin College Center for Information Technology, will be discussing Macintosh (Apple) computers. What makes them different, and/or better or worse, than PCs.

She will be discussing the operating systems, software choices, as well as the hardware differences between Macs and PCs.

This is the first time that our membership has been exposed to Mac computers and it should prove to be very informative.

**Hoping to see you all there, so you can all be informed and up to date on the latest Mac & PC computer differences.**



**The Association of Personal  
Computer User Groups**



## Executive Board Meeting Minutes

Attending were Sandee Ruth, Lou Koch, Carole Doerr, Don Hall, Micky Knickman, Pam Rihel, Dennis Smith, Kaye Collier and Richard Barnett.

The board agreed articles and data for the *INTERFACE* should be in Pam's hands no later than the 16th of the month.

Sandee has pictures available showing the electrical hook-up of equipment used at Gould. These will help in Micky's absence.

It was decided the donated printer we have will be used as a prize at the picnic and the new printer will be given as a prize at the upcoming Photoshop meeting.

Carole gave a report on the success she has had in getting prizes for the picnic along with the status of supplies needed.

The new membership flyer is being finalized for Kaye to print and Richard to fold.

After considerable discussion it was decided to keep the computer at the back of the auditorium, have the regular computer help from 5:30 to 6:30 then have Q & A from members shown on the screen from 6:30 to 7:00 PM.

Richard moved, Pam seconded the meeting be adjourned.



## General Meeting Minutes

President Sandee Ruth called the meeting to order. A motion to accept the minutes as shown in the May issue of the *INTERFACE* was made by Dennis Smith, seconded by Richard Barnett. Motion passed.

Sandee informed members of the topics for programs in May and June.

Romona Flores, Lorain Librarian / Graphic Designer, gave a program showing some of the features of ADOBE PHOTOSHOP using examples of work she had done. She showed how she accomplished the results using layers, along with the clone, text and eraser tools.

Micky then showed members the availability of PAINT SHOP PRO X2 for under 30 dollars from Nothing But Software vs. 600 dollars for ADOBE PHOTOSHOP. Also mentioned was the freeware program GIMP.

Carole Doerr won the money raffle and Marilyn Whitten won the Canon Printer from the software/hardware raffle.

Sharon Kohler moved, Ken Kohler seconded the meeting be adjourned.



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**Newsletter Editor:** Pam Rihel using Microsoft Publisher, Corel Paint Shop Pro X2, CreaCard,

**This Month's contributors:** Micky Knickman, Sandra Ruth, Kaye Collier, Pam Rihel, Carole Doerr, Sharon Parq Associates, Inc., Marty Sems, Allen Phelps, Yogesh Bakshi, Ted Goff  
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Newsletter is now  
Online  
at

[lccug.com/newsletters](http://lccug.com/newsletters) or [lccug.com](http://lccug.com)





Kaye Collier [caseycatnip@gmail.com](mailto:caseycatnip@gmail.com)

## Genealogy Websites Found On FaceBook

It's amazing how many genealogy sites there are online. Covering all of the good ones would fill a book, possibly even several. One tool you could use to find sites of use to you is Facebook. If you search for *genealogy* on Facebook, you'll find many entries. Most are applications, which means someone has set up what could be called a mini webpage. There might be lots of information there or it might refer you to a website online.

One example is Robert Ragan who has an application where he states, "My desire is to EMPOWER YOU and teach you an important set of research and computer skills that you will use from this day forward. These skills all work together and can have amazing results." He currently has over 600 "friends" who keep track of this application and often post questions or comments sharing their genealogy interests. Ragan is a professional genealogist who has his own website. He also publishes a free online newsletter, has step by step tutorials, and more genealogy help. The following is just a sample of the genealogy applications you can find on Facebook:

There are many applications that give information about sites to do your research. Some of them are created by professional genealogists, while others may be by hobbyists who want to share their information and techniques. Debra Clifford, has a site called Ancestorville, where she combines her antique business with her interest in history, genealogy, and antiques. She has a chat room, discussion board, and more. You can view over 5,000 lost family photos, bibles, antique documents and identified paper. The webpage is <http://ancestorville.com/>. Check out the website first. You can then get to Facebook from there to see what's posted there.

<http://www.genealogybank.com/> has more than 4,100 newspapers, 260,000 digital books and documents. These documents have first-hand accounts they claim you can't find anywhere else and they are always adding more. This is not a free service, but you can try it for 30 days for \$9.95. An annual membership is \$69.95.

Also available are podcasts, for example, <http://genealogyguys.com>. You can download their podcasts for information about genealogical news that includes conference announcements, information about products, interviews with professional genealogists, and more. You'll find several other genealogy podcasts as well.

Family Tree Magazine also has an application at Facebook. You'll find information about what's coming up in future magazines, as well as tips for researching and documenting your genealogy, information about other resources you might not have thought of and more.

These are only a few of the genealogy applications available on Facebook. Of course you don't need to use Facebook. You can just Google genealogy and get a list of sites to check out. However, the advantage of Facebook is you get some information about sites without having to go to them. You also can communicate with others who are researching their families and with professional genealogists, for example, Bruce Buzbee from RootsMagic.

[www.facebook.com](http://www.facebook.com)

**Scambusters.org** has an article called **The 5 Most Common Social Networking Scams**. Be sure you read this article to keep yourself safe if you've subscribed to any of the social networking sites.

Leo Notenboom, of **Ask-Leo.com** fame, is offering a free 99 -page e-booklet, "**Internet Safety. Keeping Your Computer Safe on the Internet**" from <http://bit.ly/95cjJq>. Remember to download your copy today and stay safe!



# Mr. Modem's Desktop

## Cruising In The Cloud



It has been suggested on occasion that I have my head up in the clouds. Sometimes the “in the clouds” part varies, but the suggestion refers to having unrealistic, impractical, or even whimsical ideas. For many years, cloud computing resided in this fanciful category.

By technical definition, “cloud computing” refers to the delivery of hosted services over the Internet. Setting highfalutin’ definitions aside, you can’t go wrong if you think of cloud computing as Web-based computing. The term itself was inspired by the cloud symbol that is often used to represent the Internet in flow charts and diagrams.

Cloud computing is the future of computing because it provides access to common applications and services without the need to download or install any software. Today, most common computing tasks, such as email, visiting Web sites, games, word processing, accounting, bill paying, data storage, and backups, can all be accomplished in the cloud.

This is a big deal in part because it allows us to use any type of computer or Internet access device. Desktop computer, laptop, Netbook, BlackBerry, cell phone, iPad—if the device can access the Internet, the cloud is ready to serve you.

But it’s not just the fact that it provides freedom of device choice that makes cloud computing so exciting; it also provides freedom of operating system choice. The cloud doesn’t care if you’re using Windows, Mac OS X, or my personal favorite, Ubuntu (Linux), any more than your car cares what kind of shoes you’re wearing when you get behind the wheel.

Antivirus protection is imperative for all Windows users, and that, too, is edging toward the cloud. I recently tested Panda’s free Cloud Antivirus ([www.cloudantivirus.com](http://www.cloudantivirus.com)). It’s still a work in progress, but it is impressive, particularly to an impressionable young thing like myself. (Be nice!)

Rather than using my PC’s processing power, this Web-based application sends data about potentially malicious files to Panda’s servers for analysis.

There are no virus signatures to download and nothing to keep updated. Panda accurately describes it as: “The first antivirus without an update button.” I think I’m in love.

For your word processing needs, if you haven’t yet ventured into the cloud, Google Docs ([www.google.com/docs](http://www.google.com/docs)) is an excellent place to start. If you already have a Gmail account ([www.gmail.com](http://www.gmail.com)), you will use the same login information, which streamlines the process. Take the Google Docs tour at [tinyurl.com/2no3z2](http://tinyurl.com/2no3z2).

Google is positioning itself to be a dominant player in the cloud computing arena. Its speedy Chrome browser ([www.google.com/chrome](http://www.google.com/chrome)) is excellent. It pains me to say it, but it is a truly viable alternative to my beloved Firefox. And Google is just getting started. Google’s Chrome OS (operating system) ([tinyurl.com/yjph3wb](http://tinyurl.com/yjph3wb)) is currently in the works. It’s an OS that, for the first time, integrates browser, operating system, and access to data. I get woozy just thinking about it.

From a user perspective, the Chrome OS looks and feels like browsing with the Chrome browser. Google believes an operating system should be invisible and quietly function in the background. Amen! It also believes that the browser is the starting point for most computing tasks. I agree,—and I’m sure Google is very appreciative of my concurrence. That being the case, if you can use a browser, you are ready to use Chrome OS when it makes its official debut later this year.

So what else can we do in the cloud, in addition to visiting Web sites, processing email, downloading files, playing music, word processing, and creating spreadsheets? How about photo editing? I’m glad you asked.

Google’s Picasa ([picasa.google.com](http://picasa.google.com)) is adequate for basic photo editing, but if you’re beginning to suffer from GFS (Google Fatigue Syndrome), [Photoshop.com](http://Photoshop.com) offers all the editing tools any Ansel Adams wannabe is likely to need. For video editing, [JayCut.com](http://JayCut.com) offers a reliable Web-based video editor with no upload limitation. Both are free.

For cloud-based financial management, take a look at [Mint.com](http://Mint.com). For online backups, [Mozy.com](http://Mozy.com) (\$54.45 per year) or [Carbonite.com](http://Carbonite.com) (\$54.95 per year) are wildly popular. Does the thought of your important data residing in the cloud cause Data Separation Anxiety? If so, [Gladinet.com](http://Gladinet.com) (Starter Edition is free) will establish a link from your Desktop to your online storage, creating the illusion that your Web-based data resides on a local hard drive, thus assuaging your concerns. Ahhh . . .

The bottom line on all this is that we are entering an exciting, transformational era for computing and Internet technology. While the concept of cloud computing may at times seem nebulous, you can rest assured that it will ultimately reign supreme.

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group!*

## Counting Unique Values

When working with a Microsoft Excel worksheet, you sometimes need to know the number of unique values in a range of cells. For instance, suppose that an instructor was teaching the following classes:

```
104-120
104-101
104-119
104-120
```

In this case there are three unique values. There is no intuitive worksheet function that will return a count of unique values, which makes one think that a user-defined function (a macro) would be the logical approach. However, you can use an array formula to very easily derive the desired information. Follow these steps:

1. Define a name that represents the range that contains your list. (This example assumes the name you define is MyRange.)
2. In the cell where you want the number of unique values to appear, type the following formula, but don't press **ENTER** yet:

```
=SUM(1/COUNTIF(MyRange,MyRange))
```

3. Instead of pressing **ENTER**, press **CTRL+SHIFT+ENTER**. This informs Excel that you are entering an array formula. The formula shown in the formula bar should now appear as follows (notice the addition of the surrounding braces, indicative of array formulas):

```
{=SUM(1/COUNTIF(MyRange,MyRange))}
```

That's it! The cell now contains the number of unique name values in the specified range. This approach is not case-sensitive, so if you have two values that differ only in their capitalization (ThisName vs. THISNAME), they are both counted as a single unique value. In addition, there can be no blank cells in the range. (Having a blank cell returns a #DIV/0 error from the formula.)

If your particular needs require that your list contain blanks (but you don't want them counted as a "value") and you want the evaluation to be case-sensitive, then you have no choice; you must turn to a macro. The following VBA macro, CountUnique, will do the trick:

```
Function CountUnique(ByVal MyRange As Range)
As Integer
    Dim Cell As Range
    Dim J As Integer
    Dim iNumCells As Integer
    Dim iUVals As Integer
    Dim sUCells() As String

    iNumCells = MyRange.Count
    ReDim sUCells(iNumCells) As String

    iUVals = 0
    For Each Cell In MyRange
        If Cell.Text > "" Then
            For J = 1 To iUVals
                If sUCells(J) = Cell.Text
            Then
                    Exit For
                End If
            Next J
            If J > iUVals Then
                iUVals = iUVals + 1
                sUCells(iUVals) = Cell.Text
            End If
        End If
    Next Cell
    CountUnique = iUVals
End Function
```

Simply put an equation similar to the following in a cell:

```
=CountUnique(MyRange)
```

The value returned is the number of unique values, not counting blanks, in the range.

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## Finding Related Words

Finding just the right words to say what you want to say can sometimes be a challenge. Fortunately, Microsoft Word can help in this regard. One of the tools that Word provides is a full thesaurus. You can use this tool to find alternate words with the same meaning (synonyms), words with the opposite meaning (antonyms), or related words. Related words are typically similar words based on the root of the word you specify. To find a related word, follow these steps:

1. Position the insertion point in the word you wish to check.
2. Press **SHIFT+F7** or choose Language from the Tools menu and then Thesaurus from the submenu. If you are using Word 97 or Word 2000, you see the Thesaurus dialog box. If you are using Word 2002 or a later version, you see the Research task pane, with the thesaurus information displayed.
3. If related words are available for the word, you will see the Related Words choice in the dialog box or the task pane. Click on Related Words.
4. In the Related Words list, select the desired related word.
5. Click on Replace (if using Word 97 or Word 2000) or click the down-arrow to the right of the related word and choose Insert (if using Word 2002 or a later version).

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## LCCUG Treasurer's Report

4/19	Beginning balance	\$ 7,778.98
	membership dues	\$ 400.00
	Insurance overpayment re-funded	\$ 250.00
	raffle donations	\$ 179.00
	Amazon.com rebates	\$ 20.89
	Membership database	\$ (270.00)
	picnic expenses	\$ (25.00)
	membership flyer printing	\$ (17.00)
5/11	<b>LCCUG Certificate of Deposit</b>	<b>\$ 5,000.00</b>
5/11	<b>General Fund balance</b>	<b>\$ 3,316.87</b>

## Compatibility Update For Windows 7

Compiled by Chad Denton

**Update:** This update works out compatibility issues between Win7 and several applications, where the application may not be installed correctly, is unstable, or does not function correctly. Examples of applications or games that will be compatible after the update include HP TouchSmart, Corel Photo Downloader, Tony Hawks Pro Skater 4, and Spy Sweeper. For a complete list, navigate to [tiny-url.com/y9a2cn4](http://tiny-url.com/y9a2cn4).

**Installation:** To install this update, go to [www.microsoft.com/downloads](http://www.microsoft.com/downloads). In the search field at the top of the page, type KB976264 and press ENTER. On the next page, click the link that reads Update For Windows 7 (KB976264). Choose the link for x64-based systems if you have a 64-bit version of Win7. On the Download page, you may have to validate your copy of Windows by clicking Continue in the yellow box. You may also be prompted to download the Genuine Advantage plug-in, which only takes a moment. Once your OS (operating system) has been validated, click Download, and on the resulting page, click Start Download and save the file to your hard drive. Once the file has downloaded, locate the file and double-click it to start the installation.  
[www.microsoft.com](http://www.microsoft.com)

## Firefox Version 3.6.3

**Update:** The newest version of Firefox includes fixes for several security issues, including an issue that could let a malicious user execute code on your computer. The update also resolves stability issues.

**Installation:** To download the latest version of Firefox, point your browser to [www.mozilla.com](http://www.mozilla.com). On the main page, click Download Firefox – Free in the green download box. A new page will appear, and your download should begin automatically. If not, you can start the download by clicking the Click Here link. Save the file to your hard drive. Once the download is complete, locate the file and double-click it to begin the installation.

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# MEMO

## ANNUAL LCCUG PICNIC

**Sunday, July 18th from 1- 5 at the only pavilion/shelter at Sandy Ridge.**

Carole Doerr has volunteered to work on our picnic and try to get raffle items. She is looking for volunteers to help her out.

There will be a sign up sheet at our meetings, so please let us know if you can help out.

We will be asking you to sign up and let us know how many adults and children (and their ages) that are coming to our picnic.

You will be asked to bring a dish to share, we would also like to know what dish you are bringing, so we don't get doubles. It can be anything from salad to desserts.

For the picnic, the club will furnish the place settings, the meat, buns and catsup, mustard & possibly beverages.

There is a playground, at the Perry F. Johnson Wetland Center with restrooms and parking all nearby. Take Case Rd. to Otten and go 4 tenths of a mile on Otten to Sandy Ridge Reservation.



Map in **July Newsletter**



# 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 5 p.m. - 8 p.m. + Weekends  
General Software Configuration, Hardware Installation,  
Basic to Advanced Windows

### Lou Koch

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

### Edie Lewandowski

440-282-4188 - elew@erinet.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

### 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 June 15, 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 anytime before 7:30 pm for assistance from Micky, Neil or other knowledgeable members.

### Microsoft Digital Image

**Date:** Monday, Cancelled for the Summer

**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](mailto:Jncharrold@centurytel.net)

### Genealogy Class

**Date:** Cancelled for the Summer

**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](mailto:LadyGeneo@roadrunner.com)

### Beginners Class

**Date:** Cancelled for the Summer

**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

# June 2010 Classes

Class Type	Location	Registration	June	Time	More Info
Classes / Workshops					
Problem Solving Micky Knickman	Amherst Church of the Nazarene 210 Cooper Foster Park	Not Required	June 15, 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	CANCELLED FOR THE SUMMER		Page 10
Genealogy Class Online & Off Pam Rihel	LCCC Learning Center St. Joe's Com. Center 21st & Broadway	Reg. required LadyGeneo @ roadrunner.com	CANCELLED FOR THE SUMMER		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	CANCELLED FOR THE SUMMER		Page 10
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. We want to fill this last row with something new to be taught.					

## 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/>

## 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 short-cuts, and working with text.

## Pencil Sketch Effect

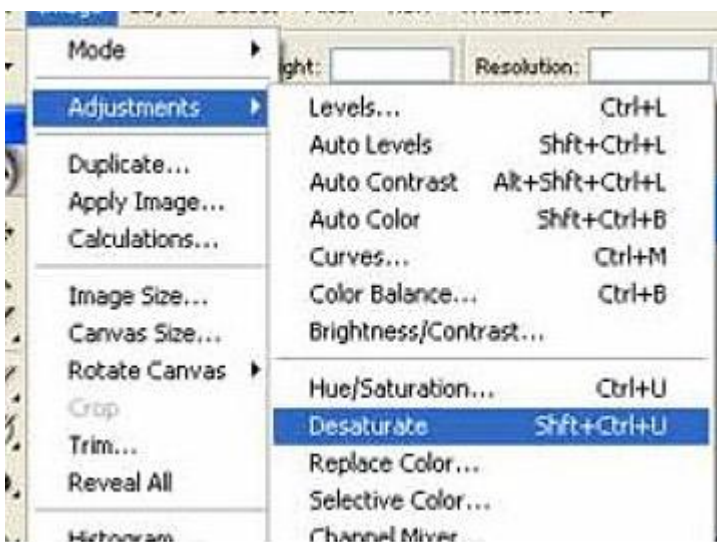
A few weeks back, it was my friend's birthday and I wanted to draw a pencil sketch of her for her birthday card. The only glitch was that I have two left hands when it comes to sketching. So, what did I do?

No, I didn't bribe my next door, art school student neighbor. I just went back to my trusted friend: Photoshop. So, how would you like to learn how to draw a pencil sketch in Photoshop? If you're interested, follow along with me!

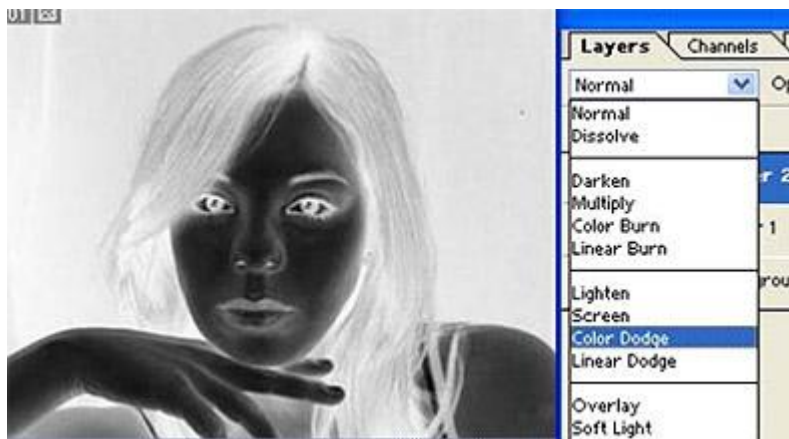
First, open up your image.



Make a duplicate of your background layer. Name it Layer 1. Turn this layer to black and white by desaturating it. To desaturate, click on **Image, Adjustments, Desaturate** (or press Shift + Ctrl + U).



Now, make another copy of the Layer 1 and let's call it Layer 2. Invert the Layer 2 by pressing **Ctrl+I**. Your image should look pretty weird now.



Now, change the layer mode of the Layer 2 to **Color Dodge**. Don't worry too much if you can't see anything in the image. This is how it's supposed to be. The next step decides how your image (or sketch rather) will end up looking.

Here we need to Gaussian Blur the image (**Filter, Blur, Gaussian Blur**). For our purpose here, I have used a radius value of 10.

We are almost done. As you may notice, our "sketch" is black and white. If you want to add some color to it, you can play around with the opacity settings of Layer 1. Keep tweaking it until you get the sketchy effect that you are looking for.

This is what I ended up with.



You can also always experiment with a lot of the other filters and come up with something that is entirely different. If you want to give the image a papery touch, you can use **Filter, Artistic Underpainting** with the texture type as **Canvas**. Now, go ahead people, do me proud. This is your chance to be a Photoshop Picasso!

~Yogesh Bakshi



# Stop, Drop & Troubleshoot

Smart Computing  
in Plain English

## PC Problems? We Have Your Back

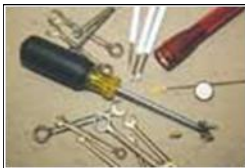
by Marty Sems



There goes the evening. Or the working day. Or the entire weekend.

For many of us, a computer problem comes with a sinking feeling. It's as though we instinctively realize that we're not going to get as much done in the near future as we had hoped.

If you use your computer for business, or you're working on a personal project that can't wait, a persistent problem or error message can derail your productivity until you solve the trouble. These days, there's quite a bit of work and play that you just can't do without your PC. Getting it back to normal can suddenly become your main focus for the foreseeable future, no matter what else you had planned.



**Search engines, product manuals, and diagnostic software are every bit the troubleshooting tools as the physical specimens shown here.**

Sometimes troubleshooting is a snap: You simply reverse the last change you made to your PC, and all is well. At other times, however, the process can be a bear all around. When this frustrating situation occurs, we can all appreciate a helping hand.

On the bright side, you already have a couple of things going for you. You're reading *Smart Computing*, which indicates that you're a hands-on type of user who's inter-

ested in making your PC run the best it can—or at least as well as it did before it started to act up.

The other spot of good news is that you're reading this particular issue. Turn the page, and you'll leap straight into this month's feature package, "Top PC Errors." It's not only about identifying what's gone wrong with your computer, but also about how to fix it. You'll find top tips in an easy to understand question and answer format to help you solve common problems.

### Break It Down

First on our list of topics is the type of trouble that arguably pops up the most often. "Software Errors" deals with errors you encounter while running programs. When an application doesn't do what it's supposed to do, or

crashes outright, this article gives you a great place to start working on the problem.

We singled out one type of software for its own article. Browsers, our windows to the Web, are different from other programs because they enable us to do so much in the online world. They also come into contact with many types of data, and we expect them to be able to handle whatever we come across. Naturally, not everything works as it should at any given moment, and so we present "Browser Errors" to lend you some assistance when Murphy's Law strikes.

Occasionally, a physical part of your computer will wear out due to age or too much heat. Others meet a tragic fate on the receiving end of an electrostatic shock or a fall from a desk. Still other devices have problems interacting with everything else because of a faulty driver (set of software instructions).

Hardware errors can be easy to fix but costly. In the meantime, they can make your operating system and apps misbehave. Check out "Hardware Errors" for more info on typical repairs.

Finally, in "Troubleshooting Tools," we'll talk about how to do research on a specific problem using one of the best problem-solving tools there is: the Internet. We'll also get into the tech support options available to you.

### Save Money & Time

Don't worry about whether you find troubleshooting "fun"—most people don't. On the other hand, it's very satisfying to have successfully fixed something. And at the end of the day, many of us would rather rectify an issue on our own than pay a repair shop to do it.

One thing that's important to bear in mind, especially when you're under pressure to correct an issue quickly, is that some problems are less time-consuming to fix by the rather drastic step of reinstalling your operating system and applications. Only do this if you're certain that you have all of your personal files backed up and that you have each application's installation media and activation key, if applicable.

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### Science Snacks

These pages are full of Snacks...but they're not the kind you eat. They're the kind you can learn from and have fun with. Exploratorium Science Snacks are miniature versions of some of the most popular exhibits at the Exploratorium.

# Windows XP

## Add & Remove Windows Features

by Marty Sems

Let's blame it on digital cameras, shall we? They make it so easy to snap a pic, and then a follow-up pic, and then a follow-up to the follow-up . . . all at maximum image quality and file size, of course. Yes, digital cameras are definitely a prime reason why our laptop hard drives always seem to be running out of space.

Then there are the video clips, the music files, and the gargantuan software suites we can't live without. Desktop users can install a second or even a third drive to get more capacity, but notebook owners have to endure the hassle of migrating their data to (and installing) a replacement drive.



**The Add/Remove Windows Components utility is accessible through Add Or Remove Programs in the Control Panel.**

Moreover, laptop drives top out at half the capacity of hard drives sized for desktop PCs. Sometimes, depending on the amount of time, money, and skill you have, it's better to simply pare down the data on your laptop hard drive to make more room. That means archiving media files you seldom access, running Disk Cleanup, and uninstalling applications you rarely use. It also can mean eighty-sixing Windows features you never use.

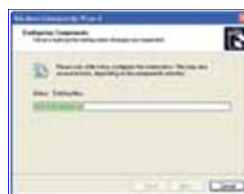
As far as desktop computers are concerned, maybe we can ironically assign some of the blame for data congestion to the drives themselves. Hard drives are incredibly inexpensive these days for the capacity you get. At this writing, we found 1.5TB (terabyte) desktop drives for less than \$90 including shipping. With storage space so cheaply abundant and room inside most tower cases for additional drives, many of us have fallen out of the habit of trimming the fat, so to speak. If there is superfluous data, such as Windows components we know we will never use, we often just let them be.

SSDs (solid-state drives) have changed that paradigm, at least for some forward-looking upgraders. These ever-evolving flash storage drives can radically speed up many of your PC's operations, especially when they're used with newer OSes (operating systems) such as Windows 7. From bootup to media encoding to launching multiple applications at once, one of the better SSD models can turbocharge your computer in a way that even the best hard drive never could. On the downside, SSDs are still quite expensive per gigabyte. That's why

users on a budget are starting to buy 30 to 40GB SSDs to use only as boot drives. That is, they spend \$90 to \$165 on a small C: drive that is large enough for a Windows installation, and then they maintain a separate, secondary hard drive with a drive letter such as E: for their applications and personal data.

Because the OS spends a good deal of its time reading and writing small files, it's the best software to put on an SSD with limited space. The day will come when SSDs with hundreds or thousands of gigabytes will become affordable, so that you can have a fast, completely solid-state PC with enough capacity for everything. At the present time, of course, you could easily damage your retirement account trying to buy this much flash.

Should you want to install a few key applications on



**As Add/Remove Windows Components applies the changes you've specified, you'll see this progress dialog box.**

your small SSD boot drive alongside WinXP, such as your antivirus software and graphics card control software, every megabyte will count when it comes to trimming unused features from your OS. The days of browsing system folders looking for individual files to delete are long gone.

Instead, it's more productive to safely get rid of Windows components you don't need—"safely" being the key word. To do this in a reversible way that's approved by

Microsoft, you need to use a utility in Windows itself. In WinXP, it's called Add/Remove Windows Components.

### Yea Or Nay

By default, WinXP installs plenty of items you may never use, such as MSN Explorer, Windows Messenger, and Freecell. Along the same lines, there might be a feature or two that didn't make it into the original installation but sound like features you would like to have onboard. Some examples on our test PC are File Transfer Protocol Service, Fax Services, and UPnP (Universal Plug and Play) User Interface.

To get started, click Start, Control Panel, and Add Or Remove Programs. Along the left edge, click the Add/Remove Windows Components icon.

Here, you'll see a scrolling menu of OS features with checkboxes. Click a component to highlight it, and WinXP will display a short Description of it under the list.

If the Details button appears when you select a Windows component, it means that it's a category with one or more subitems within it. Click Details or double-click the item to see its subcomponents and/or subcategories

(Continued on page 15)

in a new window.

A white checkbox with a check in it means that a component or category is installed on your PC as a part of WinXP. A box without a check mark indicates a feature that isn't currently installed on your system. And a category that has a gray checkbox with a check mark in it tells you that some of its subitems are installed but others are not (or you've just selected them to be uninstalled).



**If you're adding a feature, Add/Remove Windows Components may ask you for your WinXP CD. Click OK if you don't have a disc, but you do want to point the utility to another file location, such as a recovery partition.**

You can mark items for installation/uninstallation by clicking their checkboxes. If you've decided to add one or more features, be aware that Add/Remove Windows Components may ask you for your Windows installation CD or the location of the relevant files, such as on your hard drive's recovery partition.

Be sure that you know what a particular feature is should you choose to get rid of it. Try to look up any unfamiliar items before you tap them for removal. Also note that

Add/Remove Windows Components can't really remove a couple of items, such as Outlook Express and Internet Explorer. All it will do is delete these apps' shortcuts from the Start menu and Desktop.

When you're ready to apply the changes you've made, click Next. If the wizard asks you for your WinXP CD, insert it in your optical drive and click OK. If you don't have an installation disc, click OK and then click Browse to try to locate the relevant installation file(s) on your computer's recovery partition or media. Should the WinXP disc menu appear, click its Exit icon to close it. Finally, click Finish.

The next step is to run Windows Update in case there are any patches available for the component(s) you just installed. In the Add Or Remove Programs panel, click the Add New Programs button and Windows Update. (You can also reach Windows Update by clicking Start, All Programs, and Windows Update. A third method is to launch Windows Explorer and then click Tools and Windows Update.) Click Custom and then follow the directions to install any High Priority or appropriate Software, Optional updates. Lastly, close Add Or Remove Programs and the Control Panel.

#### Down The Road

Later, if you find that WinXP can't do something it used to do, you might have deleted a Windows component you didn't know you needed. Return to Add/Remove

Windows Components, recheck the component's box, and finish the wizard. If you can't determine just which item you need to reinstall, it might be simpler to roll your computer back to an earlier state using System Restore (click Start, All Programs, Accessories, System Tools, and System Restore).

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## Don't Get Scammed by shortened URLs

Scammers/spammers may use shortened URLs to lead you to a site that you normally wouldn't go to because you can't really tell where the link will take you. For instance, can you tell where the URL [bit.ly/bkBb2H](http://bit.ly/bkBb2H) will take you?

There are at least two sites that will help reveal the real URLs of shortened URLs: [www.untiny.com](http://www.untiny.com) and [www.prevurl.com](http://www.prevurl.com). Using either of these sites, you can find out that the shortened URL above extracts to: [http://www.maximumpc.com/article/features/30\\_incredible\\_web\\_apps\\_you\\_need\\_try](http://www.maximumpc.com/article/features/30_incredible_web_apps_you_need_try).

Based on this, you can decide that the domain "maximumpc.com" is not a spam/scam site and visit with more confidence than you would otherwise.

If you're using Firefox, an extension is available from <http://www.longurlplease.com/> that will allow you to see where links ACTUALLY link to.



# pcM.D.

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# Email

## Collect Your Email & More With Inbox2

by Alan Phelps

Standalone email applications (other than workplace giant Microsoft Outlook) might seem a little out-of-sync with the cloud-based model accepted by users of Gmail, Yahoo! Mail, and the like. But an email program downloading messages to your computer still makes sense if it provides additional features or better offline support for laptop luggers.

Inbox2 ([www.inbox2.com](http://www.inbox2.com)), a Dutch startup, offers a free standalone program to complement the beta version of its Web-based inbox aggregator. Install Inbox2, and you'll be able to see multiple email accounts in one spot, along with social networking updates from your accounts at Facebook, Twitter, and others.

### Set Accounts

Try Inbox2 by heading to the Web site and clicking the orange Download Inbox2 button. Configuring the program is simple. As the instructions say, you start by clicking an icon for one of the types of accounts you use. Choose one, and the program asks for your username and password. You can continue with choosing other accounts, entering your login information for each one. When you've finished, click the orange button labeled Next Step. Enter your full name and click Get Started.



**Inbox2 pulls together messages from multiple email services along with updates from Facebook, Twitter, and other social networking sites.**

For the first go-around, Inbox2 loads up the most recent 50 messages for each of the accounts you entered. To use Inbox2, you'll want to set it to load all of your emails. Click the Settings button (the Wrench icon near the left side of the toolbar), click the Profile tab, and click the Load All My Messages button. Click Yes to continue and click Save to keep your changes.

The Inbox2 screen might seem cluttered when you first start. You'll notice that most of the different sections have "x" buttons in the upper-right corners, which means you can close what you don't need to create more room for the rest.

On the left edge of the screen is a familiar-looking area where you'll find the Inbox, Archive, Sent, and other folders. Below that, the Productivity section lets you quickly view unread items and starred items or open

three tags special to Inbox2: Todo, Waiting For, and Someday. You can tag emails as you read through your inbox to keep track of actionable items.

You'll quickly notice that double-clicking an email entry opens the message in a new tab. When you've finished reading the message, you can close the tab or click the Home tab to return to the inbox with the message still available for quick reference.

Other tabs across the top of the page include Contacts, Documents, and Images. Contacts displays your address book, while Documents and Images pull together all attachments that you've received via email. For example, if you know your friend recently sent you a picture of his new car, you can click the Images tab and find what you're looking for toward the top of the list rather than hunt for it in your inbox or archived messages.

### Keep In Touch

One of Inbox2's claims to fame is that it tracks Facebook, Twitter, and other status message streams along with traditional email. The Realtime Stream column on the right side of the page is one way to keep up on social networking sites.

When you first add credentials for these sites, you'll see icons appear for each of them on the status bar at the bottom of the Inbox2 window. A badge on the icon lets you know when there's new content. Click one of these icons to view recent messages and then click the Dock button (it looks like a square with a small arrow pointing out of it) to move that account from the status bar to the Realtime Stream column.

The Realtime Stream includes a tab for each site. You can click individual tabs to see particular streams or click the first tab (with the Inbox2 icon) to see a combined feed. You can even use the Status box at the top of the column to update your status on one or more accounts.

Inbox2 is a full-featured messaging program with more to explore. You'll find a few rough edges, given that this beta is still evolving. Inbox2 says the Web-based version of its application will require a subscription (the Web-based version was not available as of press time), while using the standalone app costs nothing. If you're looking for a way to bring all of your accounts together on one machine, Inbox2 is worth a test drive.

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### Video funnies:

BBC bloopers:	<a href="http://bit.ly/M1Z7s">http://bit.ly/M1Z7s</a>
Waterbed testing prank:	<a href="http://bit.ly/J1K3E">http://bit.ly/J1K3E</a>
Take better Facebook photos:	<a href="http://bit.ly/cApN8W">http://bit.ly/cApN8W</a>



## Beginning a Mail Merge

*Applies to Word 97, 2000, 2002, 2003, and 2007*

Word includes a very powerful mail merge feature. In order to take advantage of this feature, you need to create a main document. This document is the “template” or “boilerplate” for your finished document. It includes everything Word needs to create the finished document, including placeholders for the data that Word extracts from a data file.

A mail merge document is not complete, however, until you have also specified a data file that you want to associate with the main document. Exactly how you do this depends on the version of Word you are using.

To create your main mail merge document and attach a data source to it when using Word 97 or Word 2000, follow these steps:

1. If you want to use an existing document as the basis for your mail merge, load that document from disk.
2. Choose the Mail Merge option from the Tools menu. Word displays the Mail Merge Helper dialog box.
3. Click on the Create button in step 1, Main Document. Word displays a menu of types of documents you can create.
4. Using the drop-down menu, choose the type of document you want. In most cases you will choose Form Letter, but you can also choose any other of the other options (Mailing Labels, Envelopes, or Catalog).
5. If you have a document open (such as the one mentioned in step 1), Word asks you if you want to use that document or if you want to create a new main document. Click on the button that is appropriate for what you are doing. Word updates the Mail Merge Helper dialog box to reflect your choice.
6. On the Mail Merge Helper dialog box, click on the Get Data button in step 2, Data Source. Word displays a menu of sources you can use for your data.
7. If you have an existing data source, such as a Word document or a database or spreadsheet file, you should click your mouse on Open Data Source. Otherwise, select one of the other options that reflect how you want to get your data.
8. If you selected Open Data Source in step 7, you see an Open Data Source dialog box. Use the controls in the dialog box to locate the file

you want to use for your data source. When you have done this, click on Open.

9. Word informs you that you need to edit your main document because it could not locate any merge fields in it. Click on the Edit Main Document button.

If you are using Word 2002 or Word 2003, the steps to follow are quite a bit different. Follow these:

1. If you want to use an existing document as the basis for your mail merge, load that document from disk.
2. Choose Letters & Mailings from the Tools menu, and then Mail Merge Wizard from the resulting submenu. Word displays the Mail Merge task pane at the right side of the screen.
3. From the list of available document types provided in the task pane, select the one that most closely matches the type of document you want to create. In most cases you will choose Letter, but you can also choose any of the other options.
4. At the bottom of the task pane, click Next: Starting Document. The wizard's next step is displayed in the task pane.
5. Specify what you want to use as you starting document for the mail merge. If you have a document open (such as the one mentioned in step 1), you should choose Use the Current Document. You can choose either of the other options (Start From a Template and Start From Existing Document) if they are more appropriate for what you are doing.
6. At the bottom of the task pane, click Next: Select Recipients. The wizard's next step is displayed in the task pane.
7. Specify where you want the merge data to come from. If you already have the list in a disk file of any type, choose the default of Use An Existing List. You can also choose Select From Outlook Contacts or Type a New List.
8. At the bottom of the task pane, click Next: Write Your Letter. If you chose Use An Existing List in the previous step, Word displays the Select Data Source dialog box. This dialog box is very similar to a standard Open dialog box.
9. Using the controls in the Select Data Source dialog box, locate the file you want to use for your data source, then click Open. Word displays the Mail Merge Recipients dialog box.

*(Continued on page 18)*

10. Use the Mail Merge Recipients dialog box to make changes to which records are to be used in the merge and to modify the order in which the records are merged. When completed, click OK. The information in the task pane is updated to reflect your choices regarding the data source.
11. At the bottom of the task pane, click Next: Write Your Letter. (Yes, this is the same thing you clicked in step 8. Go figure.)

Finally, if you are using Word 2007, then the steps are different still. The primary changes are in the beginning steps of the process:

1. If you want to use an existing document as the basis for your mail merge, load that document from disk.
2. Click the Mailings tab of the ribbon.
3. In the Start Mail Merge group, click the Start Mail Merge tool. Word displays a list of options you can select.
4. Click the Step by Step Mail Merge Wizard option, at the bottom of the list. Word displays the Mail Merge task pane at the right side of the screen.
5. From the list of available document types provided in the task pane, select the one that most closely matches the type of document you want to create. In most cases you will choose Letter, but you can also choose any of the other options.
6. At the bottom of the task pane, click Next: Starting Document. The wizard's next step is displayed in the task pane.
7. Specify what you want to use as your starting document for the mail merge. If you have a document open (such as the one mentioned in step 1), you should choose Use the Current Document. You can choose either of the other options (Start From a Template and Start From Existing Document) if they are more appropriate for what you are doing.
8. At the bottom of the task pane, click Next: Select Recipients. The wizard's next step is displayed in the task pane.
9. Specify where you want the merge data to come from. If you already have the list in a disk file of any type, choose the default of Use An Existing List. You can also choose Select From Outlook Contacts or Type a New List.

10. At the bottom of the task pane, click Next: Write Your Letter. If you chose Use An Existing List in the previous step, Word displays the Select Data Source dialog box. This dialog box is very similar to a standard Open dialog box.
11. Using the controls in the Select Data Source dialog box, locate the file you want to use for your data source, then click Open. Word displays the Mail Merge Recipients dialog box.
13. Use the Mail Merge Recipients dialog box to make changes to which records are to be used in the merge and to modify the order in which the records are merged. When completed, click OK. The information in the task pane is updated to reflect your choices regarding the data source.
14. At the bottom of the task pane, click Next: Write Your Letter. (Yes, this is the same thing you clicked in step 10. Go figure.)

At this point, you are ready to modify or type your main document. You will include merge fields in the document that indicate where you want the data from your data file to appear.

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### More Fun Stuff online:

- 9 Letter Word Riddle: <http://bit.ly/zgAQj>  
Where does the extra man come from? <http://bit.ly/6wul9v>  
The real kings of logistics: <http://bit.ly/d5C0eT>  
22 most unusual Google Earth photos: <http://bit.ly/b51Jbl>

### An Easier Refresh

We've all faced a Web page that takes forever to load, only to click the Refresh button a million times until data from the site's server appears. Instead of endlessly clicking Refresh with your mouse, just press F5. This will automatically reload the Web page you're trying to access with one simple press of a key.

### coresident

Describes two or more programs that reside in memory at the same time. This term can be used to describe two or more things in the same place (such as a computer or a network).

### Click Fraud On The Rise

According to estimates from Click Forensics and Anchor Intelligence, click fraud is increasing. Advertisers pay Web site owners each time someone clicks an ad, but cybercriminals often put up Web sites carrying online ads and no other content. The criminals retain the services of cybergangs who control networks of infected PCs, called botnets, which are directed to repeatedly click the ads. This triggers payments to the crooks who put up the Web page. In the first three months of 2010, 17 to 29% of the clicks to online ads were fraudulent, which is up from 15 to 25% from the fourth quarter of last year.

### Flipscript

This fun site ([flipscript.com](http://flipscript.com)) features ambigrams, which are words that, when turned upside down, spell out another word or the same word. For instance, click Create New Ambigram, type in two names, and press ENTER. The site will generate a set of letters that, when flipped, will become the other name. You can choose either Old English or Script lettering. Generating the ambigram is free; the site offers merchandise featuring the letters, too. <http://flipscript.com>

### Different Paper For Different Printouts

After you've found photo paper that works best with your printer and ink, you have a variety of paper formats to choose from. Some standard sizes are 4 x 6 inches for photo albums, 5 x 7 inches for smaller framed prints, and 8 x 10 inches for larger framed prints. These sizes are pre-cut, and you can also get perforated sheets for printing wallet-sized pictures that make it economical to share prints with lots of people. You might also find 8.5-x 11-inch sheets of paper that you can use to print out

many photos on the same sheet.

Your photo paper's finish is also important to consider. For photos you might put in an album, a glossy or semi-gloss finish is nice for making colors pop. But a non-reflective matte finish often works better for photos you intend to frame, as you don't want to add to the glare already produced by the glass.

### Photo Paper: Match The Manufacturer

Purchasing paper from the same manufacturer as your printer is one of the best ways to ensure your snapshots look sharp and the colors are as vibrant as possible. Printer manufacturers extensively test their photo inks and toners so that they work consistently with their specific type of paper.

Another benefit of buying paper from your printer manufacturer is it will be the right size for your model. This is especially important when you're creating borderless prints, which are photos with no white edges that are similar to the ones you'd get from the photo processing center. Finally, make sure any paper you buy is labeled for your printer type, as inkjets and color laser printers use different technologies to create prints and therefore work best with specific types of paper.

### Use Your Special Effects

If your camera has special effects modes, be sure to go out on a sunny day and snap away. These special effects will change the colors of your photos to black and white or even orange, or they will enhance your photos in other ways. Once you've mastered the art, add a unique touch to your family or vacation photos.

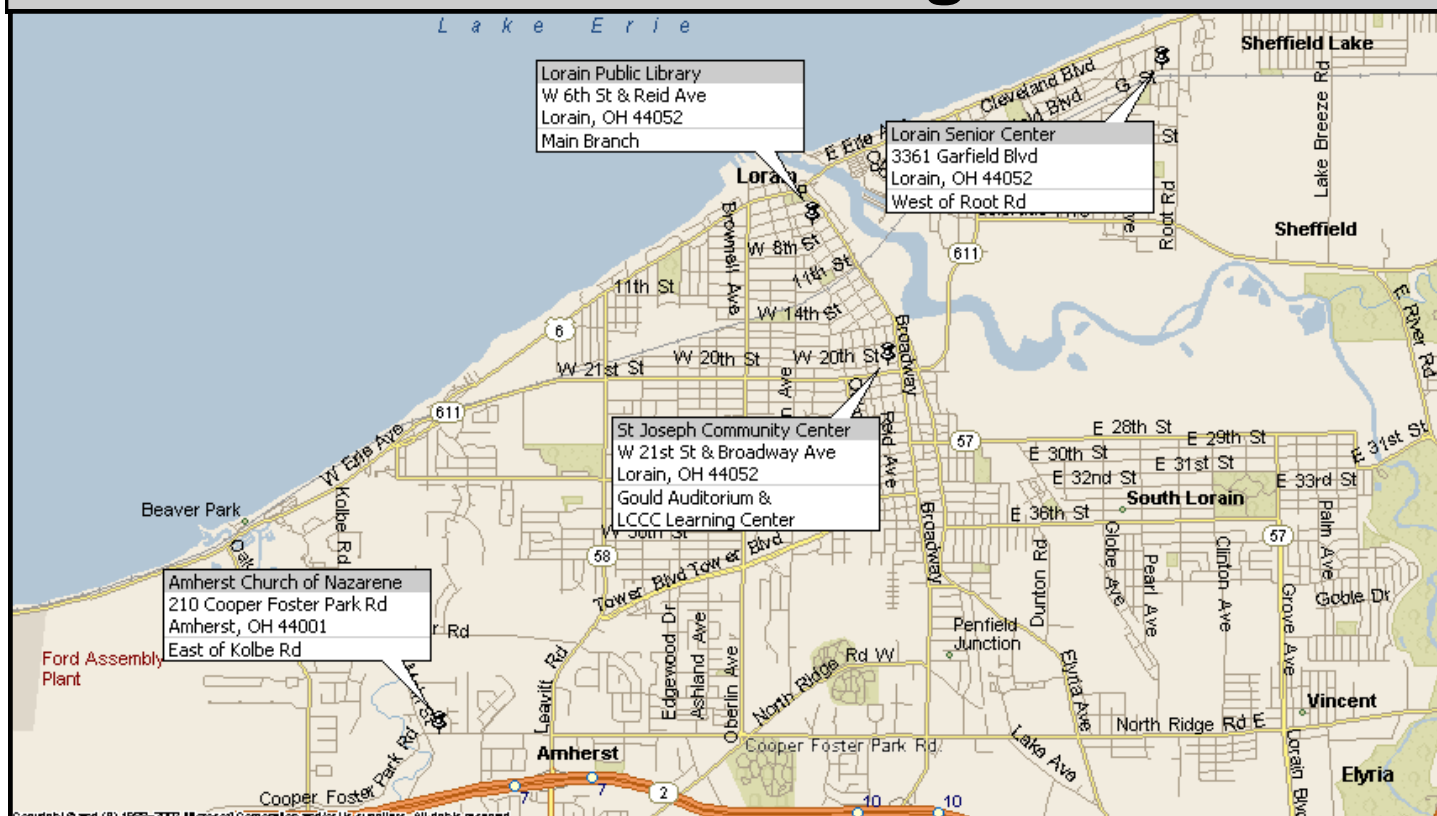
### Data & Electronics Safekeeping

Half the battle when traveling with sensitive data is knowing how to keep it intact and accessible wherever you go. More specifically, it's about keeping your hard drive, in whatever form, completely safe. To ensure that your files, folders, and programs remain safe, look to either hardware-based encryption (where the encryption key is stored in the device) or software-based encryption (where the encryption key is stored in the device's memory) for your laptop, portable hard drive, and USB drives. Password-protecting data on your laptop gives you control of what you've saved. This helps to prevent strangers from accessing sensitive data. Some hard drives come with factory-installed self-encryption software that lets you manage and secure vital data.

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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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P.O. BOX 792  
AMHERST, OH 44001-0792

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## MEMBERSHIP WITH LCCUG

Yearly dues are \$25.

Interested persons wanting more information should contact:

Director of Membership,  
membership@lccug.com.

Look Here  
For Membership  
Renewal Date



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