

Interface

Lorain County Computer Users Group
www.LCCUG.com info@LCCUG.com
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Tuesday
September 14, 2010

COMPUTERS, TV, and YOU

Presented by



Tuesday
September 28 , 2010

Computer Tune-ups & Maintenance



Presented by

Lou Koch
Vice President of LCCUG

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



We are more than half way through the year, and it seems like a good time to review LCCUG 's status.

Although our membership is down from what it was in our heyday, we have a little over 100 members now and we are holding our own. And although a number of members have not renewed, we are continually adding some new members.

And, while getting announcements in the newspaper to announce our meetings, we found that we can reach potential members most efficiently by current members bringing in a guest who discovers how wonderful we are and then joins.

Recent adaptations include computerizing our membership functions and going to an online newsletter. But change is inevitable! Look around us at everything that is changing and changing faster than we can keep track of.

The needs of those who find help with a computer club have changed. Younger people don't need help with their computers like they did 21 years ago when we started.

Those of us who attend meetings and read the newsletters ARE always learning something. For some computer users that is not necessary and they are just as happy to socialize with other who have similar interests.

Richard Barnett has been updating the webpage and several officers have been helping with the program planning but Carole Doerr has been bringing lots of out of the box thinking to topics for future meetings. Pam and Micky work hard to get our newsletter out each month. A good group of officers make the club successful.

One area of concern is the future classes. We have the use of the LCCC computer lab at St Josephs but we need topics that members want classes on and we need volunteers to help facilitate the class or discussion group. If you would like to participate, in a class on a computer related subject, PLEASE let us know.

As usual we welcome member's input. What do you like and what do you not like about our meetings? We welcome your input!

The future of our meeting facility is still uncertain. I believe the status of the St. Joseph's Community Center has been extended through September. We hope that we will have access to Gould auditorium and the LCCC computer lab there after that. Time will tell. We have some other locations scoped out if we should have to

LCCUG Officers For 2010

President	Sandee Ruth president@lccug.com
Vice President	Lou Koch & Carole Doerr vp-programs@lccug.com
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Director of Membership	Kaye Coller membership@lccug.com
Director of Advertising	Richard Barnett advertising@lccug.com
Director of Public Relations	Richard Barnett public_relations@lccug.com

move at some point.

Our picnic in July was great fun and I'm looking forward to the field trip to the Ohio Business College in October and then the annual picnic in December.

Join us in keeping your membership current and attending our meetings. Take advantage of our resources and get involved!

Send your comments to president@lccug.com

Sandee

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

This Month's contributors: Micky Knickman, Sandra Ruth, Kaye Coller, Pam Rihel, Carole Doerr, Joseph Moran, Blaine Flamig, Stephen J. Bigelow, [Wordtips.net](http://www.wordtips.net), [Exceltips.net](http://www.exceltips.net), Smart Computing Magazine, Microsoft Office art online, PC Computer Magazine, CreaCard 8, www.worldstart.com, <http://www.scambusters.org>, <http://www.guy-sports.com/humor/computers/>, <http://www.ahajokes.com/crt397.html>

Newsletter is now
Online
at

lccug.com/newsletters or lccug.com

TUESDAY September 14, 2010

COMPUTERS, TV, and YOU!

Presented by



How to connect your computer to your television to share the content of both!

Television and Computers are a natural fit, after all; a computer monitor is nothing more than a TV screen connected to a computer. In today's bigger is better world, many people are wondering how to interconnect their computers and TV's to allow content to be shared between these two devices.

Today's program presentation by Lloyd Linbengood and Carl Sloan from Discount Computer Parts of Elyria, will show us how to connect a computer to a television. Lloyd and Carl will be using a number of different ideas, components, programs, hardware and software that will effectively "marry" these two devices. They will take the mystery and apprehension out of connecting your computer to your TV by showing simple step by step methods to accomplish this task.



Twelve tips to speed up Windows 7:

<http://www.pcmag.com/article2/0,2817,2364937,00.asp>

A list of most of the commonly-used proverbs, with links to the meaning and origin of many of them: <http://www.phrases.org.uk/meanings/proverbs.html>

TUESDAY September 28, 2010

Computer Tune-ups & Maintenance

Presented by

*Lou Koch
Vice President of LCCUG*



Does your PC seem to be running slower than it used to? Does it take a long time to start up?

In tonight's program, we will be discussing some of the reasons that performance deteriorates over time. We will also identify actions that should be taken to minimize the impact on the operation of your machine. Included in the program will be demonstrations of several free and easy to use programs which will clean and maintain your system with minimal effort on your part.

Although some of the causes of performance loss in older PCs are not controllable, we can maintain our machines on a regular basis and keep them running at a satisfactory level.

From 6:30PM until 7:00PM, we will be answering your computer related questions by showing them on the big screen so everyone can learn something. We have access to both Windows 7 and Windows XP operating systems.

As usual, the regular question and answer period will continue from 5:30PM until 6:30PM. So, come early if you want to make sure your questions get answered. Sometimes there is quite a line!

LCCUG Treasurer's Report

7/27	Beginning balance	\$ 7,864.93
	membership dues	\$ 150.00
	raffle donations	\$ 103.42
	Amazon.com rebates	\$ 12.63
	Refreshments for meetings	\$ (14.50)
8/27	LCCUG Certificate of Deposit	\$ 5,000.00
8/27	General Fund balance	\$ 3,116.48



Executive Board Meeting Minutes

AUGUST 3, 2010

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

Deadline for next INTERFACE articles: August 19.

Carole was thanked for the great job on the annual picnic. It was suggested bigger direction signs for next year would help.

Pam will make certificates for outside speakers along with membership cards/nametags based on listings from the Members' Page.

Dennis will update visitor sign-in sheets.

Richard will e-mail a revised copy of our contract with Sponsors to the officers.

Sandee will check obits for those not renewing their membership.

Micky will burn a copy of Lou's DVD on "How to build a PC" for future club use.

Micky moved, Carole seconded the meeting be adjourned.

Japanese contact juggler Okotanpe performs at Yoyogi Park in Harajuku, Tokyo: <http://www.flixxy.com/japanese-glass-ball-performer-contact-juggling.htm>



General Meeting Minutes

AUGUST 10, 2010

President Sandee Ruth called the meeting to order. A motion to accept the minutes as shown in the July issue of the INTERFACE was made by Kaye Collier, seconded by John Dunn. Motion passed.

Sandee introduced Mike Skimmin from Lorain-County.com. Mike told us of his being with the private company since the late 1990's.

His presentation showed the web site and he went through 20 of the many sections/events listed on their site.

The Government section receives the most hits, while Sports is number 2 in viewership.

He encouraged people to send in whatever information they have that will benefit Lorain County residents, and it will be added to the site.

Due to the warm temperature (air conditioning not up to par) the presentation was shortened.

Micky Knickman won the money raffle and Pam Rihel won the first software raffle.

Don Gilbert moved, Don Hall seconded the meeting be adjourned.



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Pam Rihel LadyGeneo@roadrunner.com

Misconceptions about Family History

By Michael John Neill

This will be a semi-serious look at some misconceptions that genealogists (and non-genealogists) have about family history.

1. WE ALL HAVE A FAMOUS ANCESTOR, SOMEWHERE.

I've got the names of over three hundred of my ancestor and have yet to have any of them qualified as "famous." In some cases, you may want to reconsider being related to someone famous. Hard-working, law-abiding relatives are nothing to be ashamed of. Try and document your ancestors accurately, whether they were famous or not.

2. THERE ARE NO "EARLY" BABIES OR SHADY STORIES IN MY FAMILY TREE.

Trace your ancestry completely for six generations and then we will talk.

3. THERE WERE THREE BROTHERS WITH THE LAST NAME OF [TAKE-YOUR-PICK] WHO CAME TO AMERICA. WE DESCEND FROM THE YOUNGEST (OLDEST, MIDDLE, TALLEST, SMARTEST, ETC.)

4. IMMIGRANTS WERE ALL POOR.

There's no doubt that the vast majority of them were and came to America with only the clothes on their backs. Once in a while though, you'll find one who had a little bit of money and came to America hoping to make more.

5. LIFE BEFORE 1900 WAS ONE OF BUCOLIC PASTORAL BLISS, DOTTED BY BARN RAISINGS AND CHURCH SOCIALS.

Life before 1900 was hard. No running water, no electricity, no law (in some areas), rudimentary medical care (if any), child labor, and few of life's creature comforts. This only scratches the surface. I'm not even so certain life was "simple." If I want a loaf of bread, I go to the store. Great-great-grandma likely did not. That is when all the food was grown and canned and they also cooked from scratch. There were no frozen dinners, etc. to be had anywhere.

6. EVERYONE LIKES TO HEAR THE TALES OF "NORTORIOUS" ANCESTORS.

Not everyone will think the story of great-great-grandma's four husbands, two divorces, involvement in a murder, and the running of a tavern should be included in the family history. Well, I feel that these tales make the family history more interesting!

7. CENSUS AGES ARE ALWAYS CORRECT.

You must be kidding. Most women, when asked, made themselves younger. Some men also did this, only they made themselves older.

8. OFFICIAL RECORDS SHOULD NOT CONTAIN ERRORS.

They do a lot of the time. The best way to deal with it is to try and research around wherever possible.

9. GENEALOGISTS ARE ALL RETIRED.

No so. There are genealogists out there who have yet to hit forty or retirement age for that matter. If you see one who has yet to hit puberty, tell them to interview their grandparents, parents, aunts & uncles NOW, while they are still around and can tell you all the family history as they remember it. Use a camcorder or tape recorder for your interviews.

10. GENEALOGY IS NOT AN INTELLECTUAL HOBBY.

Ever tried to read through (and understand) sixty pages of court records from the 1840's? I've taken calculus exams that made more sense. Same thing goes for platting property in metes and bounds. Talk about applied mathematics.

11. MY FAMILY HAS A CASTLE IN EUROPE.

Some did, but don't believe it until you see it. Don't really believe it until you see the deed, title, etc.

12. MY ANCESTOR SERVED WITH WASHINGTON, LEE, GRANT, ETC.

Choose your war, take your pick. There are lots of these stories. Check them out before believing them. Document your ancestor's service, accurately.

13. I GOT IT ON THE INTERNET, THEREFORE IT MUST BE TRUE.

Nope. The Internet is a great place to find your ancestors, but you must not believe everything you find. You can however, use the Internet information to help you with your research.

14. I GOT IN ON THE INTERNET, THEREFORE IT MUST BE FALSE.

Nope.

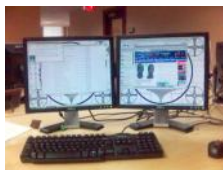
15. I CAN DO MY GENEALOGY ENTIRELY VIA THE INTERNET.

Nope.

(Continued on page 17)

Multiple Monitors

By President Sandee Ruth



I recently added a second monitor to a new desktop PC. This is the best thing I ever did!! Not only can it make you more productive, it is also useful when you are just browsing and exploring different websites.

In a work environment studies have shown that office workers who use multiple monitors can be up to 44% more productive when doing tasks like text-editing. Adding a second monitor to a new computer is very simple. In the case of the recent computer I worked on, the video card in the Windows 7 PC had a port for DVI and for VGA. Both the flat screen monitors I wanted to use were VGA. Using a simple DVI to VGA adapter enabled that to work. If your computer doesn't have two monitor ports you can add a second graphics card or replace the old one with one that does allow for two monitor connections.

The second monitor can be presented as an extension of the first – called spanning. Or it can be “cloned” so that the second monitor is a duplicate of the first.

Examples of working on two monitors that were spanned include:

- Multitasking applications on separate monitors (Web on one, email on other)
- Graphics image preview on one screen and zoomed editing in second
- One screen for web searching and the other for Word for writing your document
- Playing a movie on one monitor and working on another.
- Run a tutorial on one screen and the actual program on the other so you can follow along

A very useful explanation of setting this up is available: <http://www.microsoft.com/athome/organization/twomonitors.aspx>

Once you've used dual monitors, you'll never turn back. The ability to have multiple things open at once and viewing both at the same time is priceless, it can increase productivity, and it can also be just plain fun!



Blue Coat's K9 Web Protection is a free Internet and parental controls filter that gives parents control over their family's use of the Internet. It enables parents to monitor and control what sites their children access and enables them to block offensive or potentially dangerous sites. K9 Web Protection relies on the same enterprise-class Web filtering technology used by Blue Coat enterprise customers around the world, and is wrapped in a simple, easy-to-manage software application that is compatible with both Mac and PC computers. To protect against newly discovered threats, K9 Web Protection is continuously updated by the WebPulse™ service, the Blue Coat cloud-based community watch environment that also updates Blue Coat WebFilter™ and ProxyClient® enterprise products. In this community watch environment, the identification of malware by one member is shared with all to prevent infections or other harm. For more information and to download this software, please visit the **K9 Web Protection Web site** (<http://www1.k9webprotection.com/>)

For a helpful article about configuring & using K9, visit **Worldstart** and read their tip by clicking here.

WS WORLDSTART.COM

Tab Switching in Firefox

Multi-tab browsing in Firefox makes managing multiple web pages a breeze! Remember how Ctrl + T opens a new tab? Well, what about Ctrl+ Page Up and Ctrl+Page Down to switch between those tabs? Want to navigate between tabs even faster? Check these out:

Ctrl+1: Switch to the first tab
Ctrl+2: Switch to the second tab
Ctrl+3: Switch to the third tab
Ctrl+4: Switch to the fourth tab
Ctrl+5: Switch to the fifth tab
Ctrl+6: Switch to the sixth tab
Ctrl+7: Switch to the seventh tab
Ctrl+8: Switch to the eighth tab
Ctrl+9: Switch to the LAST tab

Even if you've got a ridiculous amount of tabs open, Ctrl+9 will always go to the farthest tab on the right.

But what about Ctrl+0? Well, because you can switch the size of the font with Ctrl+= or Ctrl+-, there needs to be a way to set it all back to defaults, right? That's where Ctrl+0 comes in. Use it to put the text in Firefox back to normal.

~Andrew

Slowing Down Mouse Selection

Have you ever noticed that there are times that text scrolls way too fast on your screen when you are trying to select it using the mouse? There are many ways you can attempt to slow down the speed at which text scrolls when you are using the mouse to select text. Perhaps the easiest is to use the keyboard in conjunction with the mouse. You do this by clicking the insertion point at the position where you want the selection to start, and then hold down the Shift key while you click where you want the selection to end.

However, if you don't want to use the keyboard, and only rely on the mouse, your options are a bit more limited. Perhaps the best idea is to get a mouse that has a scrolling wheel between the two buttons. Using the wheel you can scroll through a document at the speed you want.

Those who have used Word for a while know that there are actually two mouse-scrolling speeds in Word. To use the slower speed when selecting text, move the mouse down to the horizontal scrollbar area. This scrolls downward at a relatively moderate speed. Moving the mouse below the horizontal scrollbar sends the scrolling into full-speed mode. The "moderate speed" zone for scrolling upward is the ruler bar. The actual differences between these scroll speeds depends on the speed of your computer and how many other tasks your system is running.

The final option to try is to slow down the mouse speed using Windows itself. Display the Control Panel, and then open the Mouse applet. (How you access both the Control Panel and the Mouse applet will vary, depending on your version of Windows.) Within the Mouse applet, make sure the Motion tab is displayed. You can adjust the Pointer Speed setting on this tab so it is more toward the Slow side. When you close the applet by clicking on OK, you should notice that your mouse speed is a bit more manageable.

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Defining Shortcut Keys for Symbols

When you need to insert a special symbol into a cell, the normal way to do it is by using the Insert Symbol dialog box. If you need to insert the same symbol quite often, you may want a way to assign the symbol to a shortcut key so you can insert it easier.

Some symbols have obvious shortcut keys, defined by the folks in Redmond. One of the lesser-known facts is that every symbol has a "shortcut" key, but using that shortcut may not seem that short. How does this work? By holding down the Alt key as you type the ASCII or ANSI code for the symbol.

For instance, let's say you want to enter the cents symbol. If you display the Insert Symbol dialog box and select the cents symbol, at the bottom right of the dialog box you can see the character code for the symbol (it is 00A2). This is a hexadecimal number; you need to convert it to regular decimal notation. You can do this by using the formula `=HEX2DEC("00A2")`, which returns the value 162. If you remember this code, you can hold down the Alt key as you type the code, with a leading zero, on the numeric keypad.

This approach works great if you only need to input a few symbols on a regular basis; it doesn't take much work to remember those few codes you need. However, if you have a lot of symbols you need to work with, and then remembering codes becomes more problematic. You could develop your own printed "cheat sheet" for the symbols so that you can refer to it all the time, or you could rely on Excel's AutoCorrect feature to do the remembering for you.

Follow these steps:

1. Use the Insert Symbol dialog box to insert the symbol into a cell.
2. Select the cell that contains the symbol.
3. Press **F2** to start editing the cell.
4. Select the symbol, and only the symbol.
5. Press **Ctrl+C** to copy the symbol to the Clipboard.
6. Choose AutoCorrect Options from the Tools menu. (If you are using Excel 2007, click the Office button and then Excel Options. Click Proofing at the left of the dialog box, then click AutoCorrect Options.) Excel displays the AutoCorrect Options dialog box. ([Click here](#) for a picture.)
7. In the Replace field, type a short mnemonic for the symbol. This should be a series of letters that are not a real word, such as *hrt*, which might be the mnemonic for a heart symbol.
8. In the With field press **Ctrl+V** to paste the symbol from the Clipboard.
9. Make sure the Formatted Text radio button is selected.
10. Click OK.

Now you can just type the mnemonic when you want the symbol to appear. When you type the space bar after the mnemonic, AutoCorrect kicks in and replaces it with the symbol.

If you prefer, you can install a third-party software solution to handle the shortcuts for you. For instance, you could use AllChars (<http://allchars.zwolnet.com>), a free, open-source solution that works with most versions of Windows.

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Beware Of These 10 Common Senior Scam Tricks

Senior scam victims in the United States hand over at least \$2.6 billion to crooks every year, according to recent newspaper reports, with as many as one in every five seniors losing money.

Although today's senior citizens may be mentally sharper than ever, they still make a prime target for con artists because they generally have more disposable income -- cash nest eggs they don't need for any specific purpose -- and because they're usually more trusting.

However, it's also true that longer life expectancy means a growing generation of vulnerable elders in their 80s and 90s who live alone, suffer from memory loss or simply become confused or frightened by smooth-talking scammers.

Senior citizen scams have been featured several times in earlier issues of Scambusters, including those dealing specifically with **investment fraud and lotteries**.

Some senior scams actually affect all sections of the population but others are directly targeted at the older age group, and we start with this category in our run-down of 10 of the most common senior scam tricks.

Age-related Senior Citizen Scams

1. The grandparent scam is possibly the most widespread senior scam, where the victim receives a call supposedly from a grandchild in trouble abroad and needing money urgently.

We reported in full on this type of senior scam in a previous issue, **Scammers Pose as Grandchildren to Swindle Grandparents**.

Usually the excuse is that the cash is needed to post bail and has to be a money wire payment is a dead giveaway for a scam.

However, in a new and particularly nasty variation, victims were told their grandchild had been kidnapped and that they had to pay a ransom.

In some cases, the crooks knew something about the grandchild and used an accomplice to impersonate their voice.

Even more cunningly, they earlier phoned the genuine grandchild, pretending to be from a cell phone company, telling them to switch off their phone for a maintenance project, thus preventing the grandparent from checking the story.

Action: Read our earlier report and never send money before confirming the whereabouts of the grandchild.

2. Medicare fraud is another senior scam we previously covered in depth.

As our article **The Huge Medicare Scam Costs That Hit Every Pocket** explained, most of these cons actually target Medicare rather than individuals, though they do rely on duping seniors into becoming unwitting accomplices.

But sometimes they aim directly at seniors, the most recent example being the bogus Medicare refund scam, in which the crook asks for personal information, including Medicare card details, supposedly so a \$250 check can be issued to cover the gap in covered prescription charges.

In fact, they want the details for identity theft.

Action: Read our earlier issue and never provide confidential information over the phone unless you're 100% sure the caller is genuine. The \$250 check, by the way, is mailed out automatically to those who are entitled. No phone calls or information are needed.

3. Other health-related scams not directly linked to Medicare include offers of "free" equipment or supplies, with charges hidden in the fine print of a document you must sign, and tests, including ones for diabetes, that are either unnecessary or unreliable.

Senior scam artists also exploit health concerns of older folks by bombarding them with spam offering virility, anti-aging and memory improvement products or services whose effectiveness has no scientific basis of proof.

Action: Always work with your doctor or other reputable health professional for any medications or equipment you think you might need.

4. Two mortgage scams specifically try to trick seniors.

First, reverse mortgage scams target those aged 62 and up, with schemes that offer a poor financial return or trick victims into signing over the deeds to their homes. See **Scammers Pose as Grandchildren to Swindle Grandparents for more information**.

Second, a new senior scam has shown up -- the Deed of Reconveyance scam. The deed is a publicly-available document, drawn up when a mortgage is paid off.

Scammers access these online and write victims, offering to supply the document, usually with an implied threat of legal problems if they don't get a copy and pay a fee of around \$175.

Action: Read our earlier report and don't take out a reverse mortgage without first getting advice from a trust-

(Continued on page 9)

(Continued from page 8) 10 Senior Scams

ed financial professional. As for the Deed of Reconveyance, you should have received it when you paid off the mortgage. If not, get a copy yourself, for free or for a small processing charge, from your county public records office.

5. Funeral and cremation scams usually involve overcharging, "upselling" -- persuading you to buy the most expensive items, and bogus claims of costly services supposedly needed to meet legal requirements.

Action: Check out our [earlier coverage](#) of **this type** of senior citizen scam.

Rolling Over in the Grave: Three Funeral Scams Ashes To Ashes - How to Avoid Cremation Scams

Senior Scams that Also Target Other Age Groups
A number of scams affect all age groups but more frequently snag seniors because of their relative wealth, their trusting nature or their unfamiliarity with the technology or techniques involved.

6. Investment scams include Ponzi schemes, bogus financial advisers, and complex or fraudulent schemes that promise (but don't deliver) big returns.

Sometimes, seminars or free lunches provide a front for this crime (though, of course, many legitimate investment marketing promotions use this approach).

You might even be conned by a new "friend" you meet at church or in other community groups who offers you a tip or opportunity to invest in a scheme. This is affinity fraud, which we covered in an earlier issue, **7 Deadly Sins: Investment Scams Promise Shortcut to Economic Recovery**.

Action: Check out the issues mentioned above. Always seek professional advice from a trusted source before committing money to any scheme. A useful source of information for senior citizen scams in this category is the non-profit Investor Protection Trust which recently helped launch **The Elder Investment Fraud and Financial Exploitation Project**.

We've grouped together a few other tricks based on what you might call the silver tongue of the con artist -- plausible stories aimed at persuading you to part with your money.

Again, these might affect any age group but particularly seniors:

7. Bogus contractors who claim you need major structural repairs on your home -- usually the roof -- or offer to do a cut-price driveway repaving.

Action: Never agree to on-the-spot "repairs" on the say-so from someone you don't know. Always check the claim with a licensed contractor recommended by a friend or relative.

8. Telemarketers using high-pressure techniques to sell you things you don't want. Action: Get your name on the official Do-Not-Call Registry and if you feel under pressure on a call just hang up. If the caller persists, tell them you're calling the police -- and then do that.

9. Bogus lottery winnings. Sadly news reports are littered with stories about seniors who believed they'd won a fortune on a lottery then paid a real fortune on supposed fees to try to collect their winnings. Action: Never pay a cent to collect "winnings."

10. Scareware -- those pop-ups on your computer screen that tell you your computer is infected with a virus, then invite you to download a program to put it right (which you either pay for or which really is a virus).

Action: Install Internet security software from one of the big name providers and keep it up to date, then ignore all those phony warnings.

For more general advice on senior scams, you might check out [this useful advice page from the FBI](#).

And don't forget, just because you're too smart to be caught out by these tricks, you'll still be a target, and, whether you're a senior or not, so will other people you know.

So please pass this information to anyone you know who might become a victim of a senior scam. Thanks!

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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

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David Kennett

440-327-8624 - w8kfj@yahoo.com
9 a.m. - 8 p.m.
Video Editing & DVD Burning

Cathy Ratcliff

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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 September 21, 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, 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

Genealogy Class

Date: September 22, 2010
Time: 3:15 - 5:15 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: 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

September 2010 Classes

Class Type	Location	Registration	September	Time	More Info
Classes / Workshops					
Problem Solving Micky Knickman	Amherst Church of the Nazarene 210 Cooper Foster Park	Not Required	September 21, 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	440-967-5847or 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	September 22, 2010	3:15-5:15 pm	Page 10
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.					



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Smart Computing
In Plain English

Photo Resolution

Compared to a TV or monitor screen, a printed photo requires much greater resolution to deliver sharp-looking results.

For example, an 8MP (megapixel) camera captures images with 8 million pixels (1MP is equal to a million pixels), which is enough detail for photos printed at sizes up to 8.5 x 11 inches. But if you tried to print a poster-size print from the 8MP image, the picture may appear blurry or pixelated.

The more megapixels your images feature, the larger the prints you can create. Note that unless you plan on creating prints larger than 8.5x11; you don't need to focus on the megapixel count when shopping for a new digital camera because nearly all models offer more than 8MP.

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Use Safety Features In Internet Explorer 8

by Stephen J. Bigelow



The Internet has emerged as a pivotal tool for communication and commerce, but our reliance on Web sites has also spawned a series of threats that can potentially compromise our security. Generally speaking, we don't like for Web sites to gather information about us or share that information without our knowledge. There are also an increasing number of malicious Web sites that leverage advanced HTML (Hypertext Markup Language) code, Java scripts, and ActiveX controls to infect our PCs. Internet Explorer 8 is touted as one of the safest and most reliable Web browsers available, but this article looks at some additional features that can further improve your safety.

Use InPrivate Browsing

The problem with typical Web browsing is that it leaves a trail of cookies, temporary files, Web page history, form data, and other traces that often remain on your PC long after you're finished with the day's browsing. Some of these traces can be visible to other PC users (such as the page history), while other traces (such as cookies) can be viewed by other Web sites.



Open a new Internet Explorer 8 window in InPrivate Browsing mode to prevent IE8 from storing information about your browsing session.

The InPrivate Browsing feature of IE8 creates a new browser environment where all of that potentially sensitive data is held temporarily and then discarded for you when the browser window is closed. For example, cookies are held in memory and cleared when the browser closes. Temporary files are stored on the hard drive but deleted when the browser closes, and so on.

To start an InPrivate browsing session, click the Safety menu in IE8 and select InPrivate Browsing, or

simply use the CTRL-SHIFT-P keyboard shortcut. This opens a new IE8 window, and many users will then close the previous instance of IE8 from which they launched the InPrivate Browsing session. Once you're working in the InPrivate Browsing instance of IE8, any additional tabs will automatically be private. Closing a tab will clear the content

for that page.

Also, keep in mind that InPrivate Browsing disables add-on toolbars and other extensions by default. To use specific toolbars, you may need to enable them specifically. For example, click Tools, select Manage Add-ons, select Toolbars And Extensions, select the feature to use, click Enable, and then click Close.

Use InPrivate Filtering

Another security concern with Web browsing is the way that some sites collect information about your browsing habits. Many Web sites use that information to push content from third-party providers that is tailored to your interests; this content includes media such as video, advertisements, maps, and more. All of the content may look like it's originating at the site you visit, but in reality, some information about you and your visit are sent back to the third-party content provider. Some



InPrivate Browsing disables add-on toolbars and extensions. You'll need to enable any outside tools in order to use them during InPrivate Browsing.

third-party providers offer content to a large number of sites, and they can eventually assemble a profile of your browsing habits based on the sites you visit.

The InPrivate Filtering feature of IE8 prevents third-party content providers from collecting information about the Web sites that you visit. The feature looks at content on the sites that you visit. If it detects the same content on multiple sites, you can opt to block that content as well as any third-party Web site that is identified in the analysis. Chances are that InPrivate Filtering is active by default, but you can check it by clicking the Safety menu and locating the InPrivate Filtering entry in the drop-down menu. If there is a check mark next to the entry, the feature is enabled. Otherwise, click the entry and the feature should activate (and a check mark will appear). You can also press CTRL-SHIFT-F to toggle InPrivate Filtering on or off.

Use The SmartScreen Filter

There are more malicious Web sites than ever. Some attempt to distribute malware in order to infect or take control of your PC, others use phishing tactics to try and scam you to gain your personal information, and some sites do both. With the release of IE8, Microsoft provides a service that can compare the Web site you are visiting against a list of known malicious Web sites. If that site is on the list, IE8 blocks the page and the Address bar turns red. You can then go to your home

(Continued on page 13)

(Continued from page 12) Using Safety Features...

page, continue to the blocked site, or select another site. It's your call, but at least you have some warning.

You can toggle the SmartScreen Filter by clicking the Safety menu, highlighting the SmartScreen Filter entry, and then selecting Turn Off SmartScreen Filter or Turn On SmartScreen Filter. Further, you can opt to Check This Website to specifically run a check of the URL against Microsoft's list of malicious sites. And if you believe that you've stumbled across a fraudulent or malicious Web site, you can select Report Unsafe Website to submit a report to Microsoft for further investigation. It's a simple way of keeping the list up-to-date.

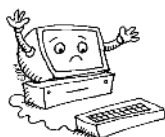
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10 Laws of Computing



1. If you have reached the point where you really understand your computer, it's probably obsolete.
2. When you are computing, if someone is watching, whatever happens, behave as though you meant it to happen.
3. When the going gets tough, upgrade your computer.
4. The first place to look for information is in the section of the manual where you'd least expect to find it.
5. For every action, there is an equal and opposite malfunction.
6. To err is human ... to blame your computer for your mistakes is even more human, it's downright natural.
7. He who laughs last, probably has a back-up.
8. The number one cause of computer problems is computer solutions.
9. A complex system that doesn't work is invariably found to have evolved from a simpler system that worked just fine.
10. A computer program will always do what you tell it to do, but rarely what you want it to do.

<http://www.guy-sports.com/humor/computers/>



Have you ever needed to get at a program's folder?

Steve

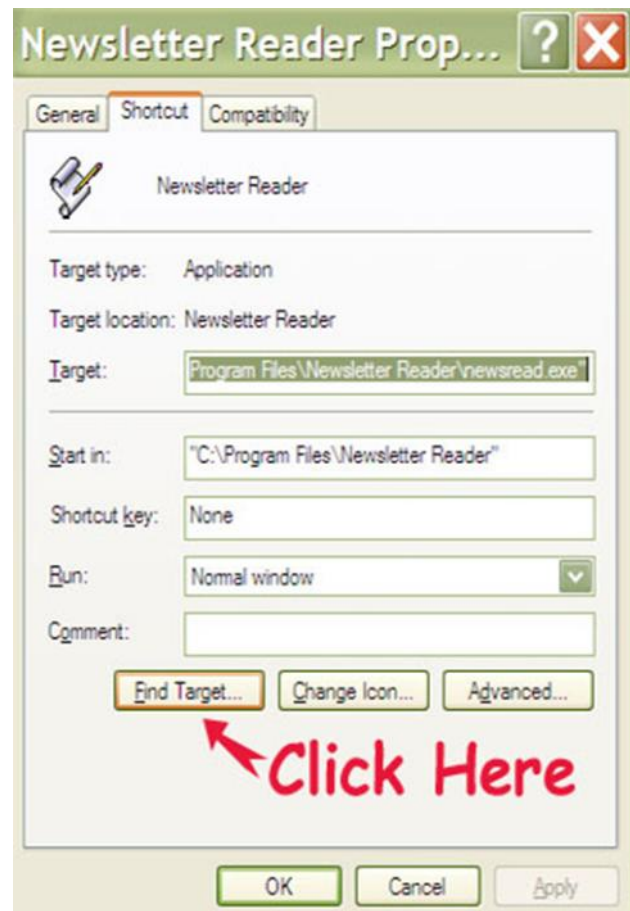
Usually, it involves opening Windows Explorer, then the Program Files folder, then sifting around through all the sub-folders until you find what you're looking for. Heck, even then you sometimes have to sort through more sub-folder before you actually get to where you want to go.

There's gotta be a better way, right?

Yup, there is. After all, this wouldn't be much of a tip if I would have answered "no"!

Anyhow, to quickly get to a program's folder, right click the program in question's icon and select "Properties".

Under the Shortcut Tab hit the "Find Target" button. If you're using Windows Vista it's called "Open File Location".



Windows will open the folder for you.

(Continued on page 14)

(Continued from page 13) Getting at a Problem Folder...



Now you can see all the files in the Program Folder, including the main program (.exe file).

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.



Windows News, Views & Tips

Compiled by Joseph Moran

Updated Windows Live Essentials Enters Beta

A new version of Windows Live Essentials, Microsoft's collection of free add-on programs for Windows PCs, has been released as a public beta and is available for download at <http://explore.live.com/windows-live-essentials-beta>

The new Windows Live Essentials Beta, which requires Windows Vista SP2 (Service Pack 2) or Windows 7, provides updated versions of existing programs such as Photo Gallery, Mail, Movie Maker, Messenger, Writer, and Family Safety. Among the improvements are better integration with online storage and social networking services. The new beta also includes Sync, which synchronizes files across multiple computers and allows remote system access.



64-bit Windows Going Mainstream

If you have a Win7 system, there's a good chance it's running the 64-bit version of the operating system. Microsoft reports that 46% of Win7 PCs worldwide now sport the 64-bit version; by comparison, only 11% of Vista systems are 64-bit (and less than 1% of Windows XP systems are).

The primary benefit of 64-bit Windows is the ability to use more than 4GB of RAM (up to 16GB for Windows 7 Home Premium). These days, 64-bit Win7 comes standard on many new systems, and all retail versions of Win7, except Starter, include both 32- and 64-bit DVDs in the box. Microsoft attributes the growth in 64-bit computing to several factors, including low memory prices and better hardware and software support.

Windows Tips

Expand The Send To Menu (Win7)

You may already know that when you right-click a file or folder in Windows, the Send To menu offers a handy way to do things such as compress the file, send it to someone as an email attachment, copy it to a particular

(Continued on page 15)

storage device, or create a shortcut to it on the Desktop.



Hold down the SHIFT key while right-clicking a file or folder and you'll have access to a Send To menu with expanded options.

In Win7, however, the familiar Send To menu has some hidden options that can make managing files even more convenient. If you hold down the SHIFT key while right-clicking an item, you'll see an expanded Send To menu that displays all of your personal account folders, including My Documents, My Music, My Pictures, My Videos, etc.

Pin Documents Or Folders To The Start Menu (WinXP/Vista/7)

You can ensure easy access to your favorite programs by pinning them to the Start menu—just right-click a program and choose Pin To Start Menu. But the Pin To Start Menu option is only available for programs; you won't find it when right-clicking things such as document files or folders.

Fortunately, there's still a way to keep documents and folders close at hand in the Start menu. Just click and drag the item down to the Start menu and let go of the mouse button when the small arrow appears. To remove items you've pinned this way, just right-click and choose Remove From This List.

Fix File Transfer Mistakes With CTRL-Z (WinXP/Vista/7)

Most programs, such as word processors, image editors, and so forth, offer an Undo menu option (with a keyboard shortcut of CTRL-Z) that corrects mistakes by wiping away the last thing you typed or task you performed.

It turns out that you can also use the CTRL-Z undo feature within Windows itself if you make a mistake while copying, moving, or deleting files or when your mouse slips while you're highlighting files and you wind up doing something without being quite sure what it was. It doesn't matter whether you're dealing with files on your PC from Windows Explorer or right from the Desktop; pressing CTRL-Z will undo the last file operation you performed. (Note that after using CTRL-Z to undo a file copy and paste—as opposed to a move or a delete—you'll see a confirmation asking if you want to permanently delete the selected file. Don't panic; this warning refers to the copy only, not the original.)

Microsoft News



Microsoft InstaLoad technology allows batteries to be inserted in any orientation.

Microsoft Develops Simplified Battery Technology

Microsoft has developed a new technology designed to make it easier to install batteries in consumer electronics devices. The company's InstaLoad technology allows batteries to be inserted in any orientation, eliminating the need to match up positive and negative contact points.

InstaLoad is compatible with all common battery sizes—AAA, AA, C, and D—and with both disposable and rechargeable batteries. Microsoft is licensing InstaLoad to third-party companies (Duracell has signed up already) and is making the technology available royalty-free to makers of devices for people with vision, hearing, or learning disabilities.

Microsoft Sues For Hotmail Abuse

Microsoft's Digital Crimes Unit has filed a lawsuit under the federal CAN-SPAM act alleging that defendants intentionally misused two of Hotmail's spam filtering technologies—the Junk E-mail Reporting Program and Smart Network Data Services—which are designed to let customers distinguish between spam and legitimate email.

The lawsuit alleges that the defendants created millions of Hotmail accounts and then hired people to flag spam messages as legitimate to trick Hotmail's spam filters into allowing the messages through.

Kin Phones Bite The Dust

Due to lackluster sales, Microsoft has discontinued its line of Kin phones. The move came less than two months after the phones—which were targeted at young users of social networking services—were launched amidst much fanfare.

Microsoft says it's shifting focus to the launch of Windows Phone 7 later this year and has integrated the Kin development team with the group working on Windows Phone 7.

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Credit Card Fraud: 21 Tips to Protect Yourself

Although credit card fraud is certainly on the rise -- and credit card fraud on the Internet is rising even more dramatically -- many savvy Internet shoppers know that the reality is that it's actually much safer to enter your credit card number on a secure online order form than it is to give your credit card to a waiter at a restaurant.

After all, what's to stop the waiter from writing down your credit card number and placing orders on the phone with it later?

And research shows that the rate of fraudulent purchases made by cell phones is much higher than credit card fraud on the Net.

Nevertheless, we encourage you to take precautions when giving out any confidential information (including your credit card number) over the Internet, over the phone... or anywhere else for that matter!

Always use common sense -- it is the best rule of thumb.

Nonetheless, we've created 21 tips to protect yourself from credit card fraud -- which you'll find below.

First though, we wanted to mention a much more prevalent -- and much less publicized -- aspect of credit card fraud: the dangers of credit card fraud for businesses who accept credit cards over the Net. You can read more about '**Eight Sure-Fire Strategies Any Business Owner Can Use to Reduce Credit Card Fraud**' by clicking here.

Internet ScamBusters' 21 Credit Card Fraud Prevention Tips:

1. Keep an eye on your credit card every time you use it, and make sure you get it back as quickly as possible. Try not to let your credit card out of your sight whenever possible.

2. Be very careful to whom you give your credit card. Don't give out your account number over the phone unless you initiate the call and you know the company is reputable. Never give your credit card info out when you receive a phone call. (For example, if you're told there has been a 'computer problem' and the caller needs you to verify information.) Legitimate companies don't call you to ask for a credit card number over the phone.

3. Never respond to emails that request you provide your credit card info via email -- and don't ever respond to emails that ask you to go to a website to verify personal (and credit card) information. These are called 'phishing' scams.

4. Never provide your credit card information on a website that is not a secure site.

5. Sign your credit cards as soon as you receive them.

6. Shred all [credit card applications](#) you receive.

7. Don't write your PIN number on your credit card -- or have it anywhere near your credit card (in the event that your wallet gets stolen).

8. Never leave your credit cards or receipts lying around.

9. Shield your credit card number so that others around you can't copy it or capture it on a cell phone or other camera.

10. Keep a list in a secure place with all of your [account](#) numbers and expiration dates, as well as the phone number and address of each bank that has issued you a credit card. Keep this list updated each time you get a new credit card.

11. Only carry around credit cards that you absolutely need. Don't carry around extra credit cards that you rarely use.

12. Open credit card bills promptly and make sure there are no bogus charges. Treat your credit card bill like your checking account -- reconcile it monthly. Save your receipts so you can compare them with your monthly bills.

13. If you find any charges that you don't have a receipt for -- or that you don't recognize -- report these charges promptly (and in writing) to the credit card issuer.

14. Always void and destroy incorrect receipts.

15. Shred anything with your credit card number written on it.

16. Never sign a blank credit card receipt. Carefully draw a line through blank portions of the receipt where additional charges could be fraudulently added.

17. Carbon paper is rarely used these days, but if there is a carbon that is used in a credit card transaction, destroy it immediately.

18. Never write your credit card account number in a public place (such as on a postcard or so that it shows through the envelope payment window).

19. Ideally, it's a good idea to carry your credit cards separately from your wallet -- perhaps in a zippered compartment or a small pouch.

20. Never lend a credit card to anyone else.

21. If you move, notify your credit card issuers in advance of your change of address.

(Continued on page 17)

(Continued from page 16) Credit Card Fraud...

If you suspect credit card fraud:

If your credit cards are lost or stolen, contact the issuer (s) immediately.

Most credit card companies have toll-free numbers and 24-hour service to deal with these emergencies -- they are eager to avoid credit card fraud.

According to US law, once you have reported the loss or theft of your credit card, you have no more responsibility for unauthorized charges. Further, your maximum liability under federal US law is \$50 per credit card -- and many credit card issuers will even waive that fee for good customers.

If you follow all these tips, it will go a long way in protecting you from credit card fraud.

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ScamBusters at <http://www.scambusters.org>*

(Continued from page 5) Genealogy

16. I CAN DO MY GENEALOGY WITHOUT THE INTERNET.

Nope, well you can, but you will be doing a lot of driving and visiting a lot of probate courts, etc.

17. THE RECORDS IN STATE Y ARE CLOSING BECAUSE IT WAS POSTED TO THE GENEALOGY MAILING LIST FOR THAT STATE.

Check out rumors before you spread them. Think before you forward or copy and paste this type of information to other people or lists.

18. I CAN DO ALL MY RESEARCH ONLY USING VITAL RECORDS, OBITUARIES, AND CENSUS RECORDS.

I don't think so. There's a vast treasure trove of other sources out there that you can utilize.

19. MY SURNAME HAS ALWAYS BEEN SPELLED THE SAME WAY, WE NEVER CHANGED IT.

This is not always the case. You should always spell you ancestor's last name with many different spellings. There are many misspelled last names.

20. EVERYONE REPLIES TO E-MAIL IMMEDIATELY.

Some genealogists have non-genealogy commitments, such as family and employment. Be patient and wait a few days before posting a follow-up e-mail.

21. I CAN TRACE MY ANCESTRY IN ONE AFTERNOON AT THE COMPUTER.

It's time for a reality check. That just isn't going to happen. Genealogy is an on-going project.

22. I CAN TRACE MY ANCESTORS IN AN AF-

TERNOON AT THE FAMILY HISTORY CENTER.

Answer same as above.

23. SOMEONE HAS ALREADY TRACED MY ENTIRE FAMILY TREE. I JUST HAVE TO FIND IT.

That's the tricky part- finding it! The fun starts when you start documenting.

24. DOCUMENTATION IS ONLY FOR GENEALOGICAL GEEKS WHO GET CHEAP THRILLS BY ASKING, "WHERE DID YOU EVER FIND IT?"

How will you ever compare three different birth dates for Grandpa if you don't know where you obtained each date?

25. GENEALOGISTS ARE NUTS.

More likely they are truly focused on their research. However, one correspondent told me that working on genealogy "beats spending all my free time at a bar."

26. GENEALOGISTS ARE RUDE AT THE COURTHOUSE OR LIBRARY.

Genealogists are people and a few are rude. Just make certain it's not you. No family historian wants to walk into the courthouse just after the most obnoxious genealogist on the planet has left the building.

27. GENEALOGY IS BORING.

You must be kidding. I've learned a great deal about history, culture, and myself researching my own family.

28. YOU OUGHT TO BE DONE WITH YOUR FAMILY HISTORY BY NOW.

Well, I would except every time I find one ancestor I have two more parents to learn about. [Editor Note: Genealogy is a terminal disease.]

29. THERE IS ONE BEST GENEALOGICAL SOFTWARE PACKAGE.

Most have their pros and cons. Pick one that works for you, keep alert for new packages, but only change when you have good reason to. Time spent upgrading and constantly learning new packages can be spent doing research.

30. YOU ARE COMPLETELY ADDICTED IF YOU SEARCH THE INGREDIENT LIST OF YOUR BREAKFAST CEREAL FOR YOUR ANCESTRAL SURNAMES.

This is likely true, but I'm not admitting to this one in public!

31. GENEALOGY IS EXPENSIVE.

The documentation can be expensive. Many will share copies but some will not. Spread it out over time if you don't have immediate resources.

I just thought the members would be interested in these little bits of information. I had this amongst my genealogy paperwork. Pam Rihel, Editor

First Aid For Your Gadgets

Fix It; Don't Ditch It

by Blaine Flamig



They've bothered you at the movies, put you back on course when you steered left instead of right, helped share the thrills of your son's wedding day, and entertained you on that long flight. Any way you look at it, electronic gadgets are firmly entrenched in our daily lives. Whether you are in Times Square or Tacoma, look around and you'll spot tourists focusing their digital cameras, natives getting musical motivation from a digital audio player while jogging or biking, drivers eyeballing GPS devices while moving from point A to B, and seemingly everyone else talking or texting on mobile phones.

Gadgets, in fact, have become so ubiquitous and many so inexpensive that some of us now take them for granted, viewing them simply as hunks of metal we can easily replace if something goes wrong, if not dispose of entirely, without a bit of hesitation, regret, or guilt. Conversely, some of us who strongly covet and value our gadgets (no matter what we paid for them) are devastated when problems arise—due to the personal data they make readily available, the convenience they afford in helping manage and commemorate our lives, and the familiarity they provide similar to a favorite chair or pair of shoes.

Many people belonging to both groups don't know that many of the problems we experience with our devices that seem insurmountable really aren't. Often, they can be easily fixed, either by you, a savvy friend or family member, or a professional who specializes in such repairs—and often at a price that's significantly less than what you'd pay to replace it. Further, beyond not doing your bank account any favors, simply tossing a device you believe is on the fritz in favor of a new one isn't doing the environment any good, either.

To put our expertise where our mouth is, we offer the following articles containing troubleshooting advice, tips, and instructions for applying first aid to a downed device. Specifically, we've focused on camcorders and digital cameras (see "Troubleshoot Camcorders & Cameras," 09/10 issue, page 60), GPS devices (see "Troubleshoot GPS Devices," page 61), MP3 players (see "Troubleshoot Music Players," page 62), and mobile phones (see "Troubleshoot Mobile Phones," page 63). You'll also find information to help conserve battery

power (see "Power Your Gadgets," page 50) as well as information on the fine art of protecting devices from physical damage (see "Guard Your Gadgets," page 52). We've also detailed how to prevent losing your device and the data stored on it to theft and how to recover your gadget and data if it should be stolen or lost (see "Recover Your Gadgets," page 55). Finally, when it is time to replace your gadget, we've detailed how to properly recycle it (see "Recycle Your Gadgets," page 58).

First Things First

Any tech user worth his salt has at some point been left panic-stricken upon pressing his gadget's Power button only to be met with no response. In such cases, follow old tech advice and keep it simple. For example, check that you have the right batteries installed. Is the Hold switch engaged? Do you have the latest software and/or firmware in place? Have you tried connecting the device to multiple USB ports?

Elsewhere, ask yourself if you've done something in the recent past that could have introduced a problem. For example, we've been victims ourselves of leaving an iPod in a hot car and seeing nothing but a black screen upon powering it up. The solution? Simply waiting a few hours for the screen to return to a safer, more normal temperature.

You're Not Alone

Although it might not provide much relief at the time, take solace in knowing that others have likely encountered many of the same gadget problems you face. Further, if there's a solution available, there's a good chance it's documented somewhere online, including the manufacturer's Web site, user forums, and Web sites devoted to the device. Finally, we'd be remiss in not mentioning that *Smart Computing's* vast archive of troubleshooting articles (www.smartcomputing.com/techsupport) is an excellent resource.

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Straight to the Scan

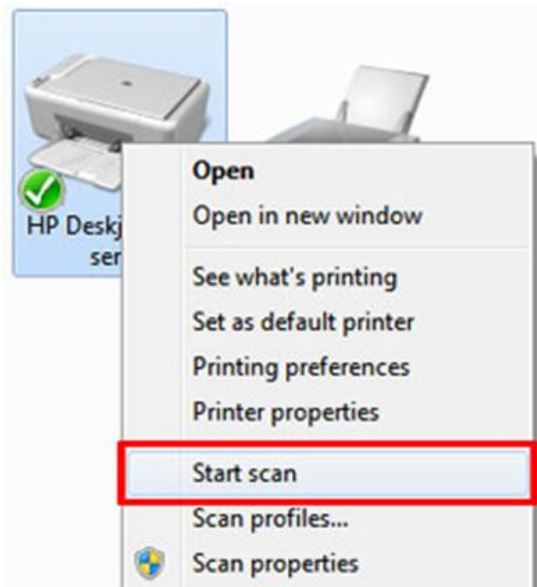
Andrew

If you're a Windows 7 user, what do you do when it's time to scan something? Do you open the program that came with your scanner, fiddle with a bunch of settings, preview the scan and finally commit to scanning the item in question?

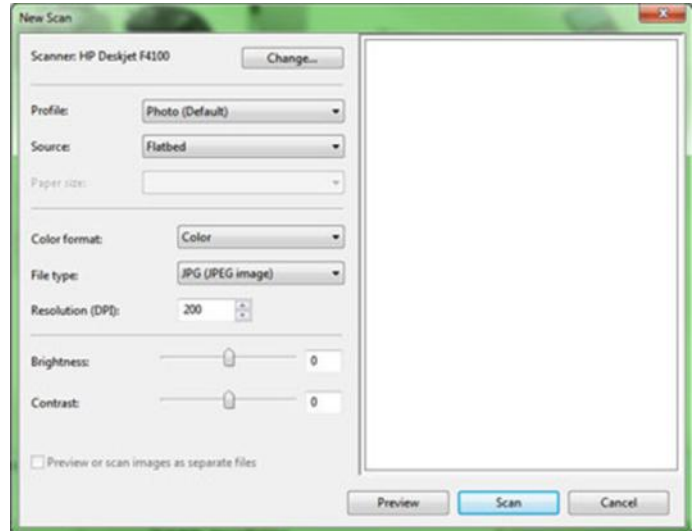
Sounds like there should be an easier way, especially if all you need to do is scan something for your records. It doesn't need to be perfect; just good enough.

So let's scan the quick way!

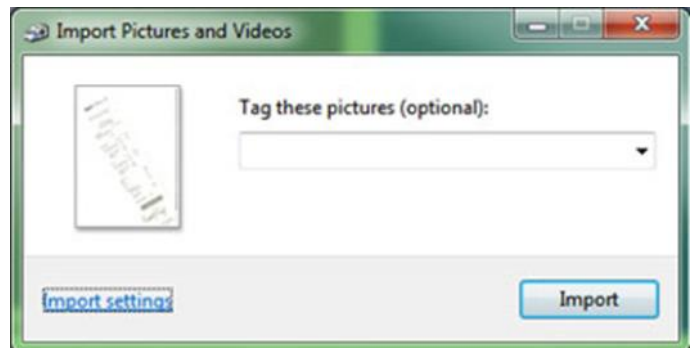
- 1.) Put your document in your scanner
- 2.) Click **Start>Devices and Printers**
- 3.) Now locate your scanner, **Right Click** on it, and choose **Start scan**



You'll get this window (shown below) with some quick and dirty options like Color format, Output type and Resolution. If you're in a hurry, just hit the **Scan** button.



After your scan is completed, you have a couple options. You can either hit **Import** in the resulting dialog box and Windows will put your scan into a special folder for imported stuff, or you can click **Import Settings** to manually choose a folder to save to.



And that's all there is to it! After you hit Import the location your scan was saved to will pop up and you can double-click it for a preview!

Scan'tastic!

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Useful & fun links, tips & information:

I want to burn pictures to a CD or DVD. What's the process? [Click here for an answer.](#)

Don't just yank your USB device out, use the Safely Remove Hardware icon. Instead. It shows up down near the clock on your task bar. [Click here for Safely Remove using Windows XP](#); [click here if using Windows 7](#).

Have some fun with Google secret languages: [Hacker](#), [Elmer Fudd](#), [Pig Latin](#), [Pirate](#), [Bork](#) & [Klingon](#).

Customize the Win7 Start Button

Shutting down Windows 7 is a simple matter of clicking Start and Shut Down. If you find yourself logging off or putting your computer to sleep more often than you shut it down, you may want to customize the Shut Down button. Right-click the Start button and choose Properties. Then, on the Start Menu tab, click the Power Button Action drop-down menu and make a selection. Click OK. Now when you click Start, you'll see the chosen action instead of Shut Down. It's an easy way to make your computing a little simpler.

Using the Windows Logo Key in Win7

The WIN key (Windows Logo key) is a useful shortcut key. Pressing it will open the Start menu, which is a helpful shortcut in itself. But it doesn't end there. Press WIN-Spacebar to make windows transparent for a quick peek at the Desktop. WIN-F opens a search box. WIN-HOME minimizes all but the active window, and WIN-R opens the Run box.

HDTV Buying Tip: Consider the Viewing Angle

When choosing an HDTV (high definition television), you should consider viewing angle. Most models look great from a spot perpendicular to the center of the screen. Take a few steps to the side as though you're scrapbooking in the dining room or lie down on the floor as your kids like to do, and you'll find that many sets' pictures grow noticeably dimmer or change their colors slightly. LED-backlit LCDs and especially plasmas are typically better at maintaining a consistent off-axis image than regular LCDs, but the only way to be sure of a particular TV is to test it yourself.

Wireless Network Encryption

Encryption is an important feature to enable on a wireless network. When you set up a wireless network in your operating system, be sure to turn on the strongest encryption format that your router and wireless adapters all support.

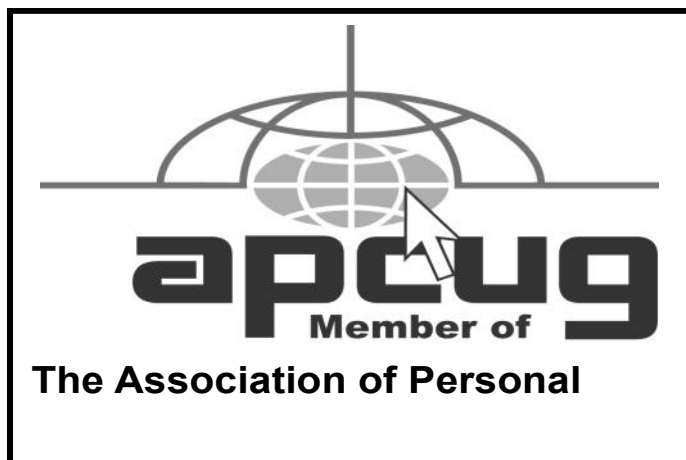
Currently, WPA2 (Wi-Fi Protected Access 2) provides the best protection for consumer wireless networking products. WPA is still useful, although it's been proven vulnerable. And WEP (Wired Equivalent Privacy) is no longer considered safe, but it's better than nothing.

Choose an encryption passphrase (password) of at least eight mixed letters and numbers. If your router supports case sensitivity and special characters, add some capital letters and punctuation marks. You'll need to enter this passphrase on each PC the first time you add it to the newly encrypted network.

Beware Of Fake Anti-malware

No matter what the pop-ups tell you, don't click anything that jumps unsolicited onto your screen claiming to be able to fix a virus or spyware problem. These pop-ups are more often than not carriers of spyware and viruses in the guise of an actual message from your OS (operating system). A general rule of thumb is that if it opens in a browser window and you didn't specifically point your browser toward it, don't click it. Just close the window and go about your business.

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