Interface

Sunday August 4, 2013
2013 Annual Picnic

Lakeview Park

Beautiful Lakeview Park
1:00 to 5:00pm

Details on Page 6

**Tuesday
August 13, 2013**

Virtualbox Virtualization

By

Neil Higgins
LCCUG Member

Tonight's Raffle Prize will be: Malwarebytes & 4GB Flash Drive

☺ Meeting in Amherst ☺
**Meetings are held at
The Amherst Church of the Nazarene
210 Cooper Foster Park Rd. Amherst, OH
Doors will open at 5:30 PM, program starts at 6:30 PM**

A Word From Our President

I am on vacation, there is no
President's Column
For the month
Of August.
New President's
Column will be in the
September
Newsletter.
Thank You,

Sandee
LCCUG President

GENE TOONS by Wendell Washer

46

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www.ancestralfindings.com

Great Uncle Bertrand didn't have a computer in 1880, so how will you find him on line?

LCCUG Officers For 2013

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

MEETING CANCELLATION NOTICE

When a meeting is cancelled, the notification will be on our Websites and emails will be sent out to our members.

Our Websites are: **www.lccug.com**
www.lccug.com/members

If you think the weather is too bad to drive in then don't try to come to a meeting that may already be cancelled. Please check your email boxes and our websites.

Thank You

Tuesday - August 13, 2013

Virtualbox Virtualization

by

Neil Higgins,
LCCUG member

Neil will explore virtualization using a program called Virtualbox. Virtualization is the ability to run multiple operating systems as "guests" inside your existing operating system. VirtualBox is a cross-platform virtualization application. What does that mean? For one thing, it installs on your existing Intel or AMD-based computers, whether they are running Windows, Mac, or Linux operating systems. Secondly, it extends the capabilities of your existing computer so that it can run multiple operating systems (inside "virtual machines") at the same time. So, for example, you can run Windows and Linux on your Mac, run Windows on Linux, run Linux on your Windows PC, and so on, all alongside your existing applications. You can install and run as many virtual machines as you like- the only practical limits are disk space and memory. A running installation of VirtualBox will be demonstrated, along with the installation of a Linux guest system inside VirtualBox on a Windows 7 system.

We continue to field audience computer and program related questions at 6:00 pm. A short business meeting will take place at 6:30 pm with the program starting immediately thereafter. A question and answer session comes after the program. Come and learn and have some fun.

Tonight's Raffle Prize includes the Malwarebytes program & a 4 GB USB

Print only Part of a Document

We all like to print the documents we create, but sometimes we just want to print one or two paragraphs rather than the entire document. Word, and other programs like it make that easy to do. Just highlight the portion of the text you want to print and click the Print icon. When the printer dialog window appears, look for an area that says Page Range and choose the option Selection.
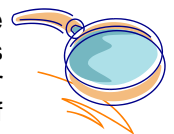
In Word 2010, they have changed the print option box. If you are using Word 2010, look for the Setting area of that print box and click the down arrow next to Print All Pages to get to the Print Selection choice. In either case, if Print Selection is grayed out, it means you did not highlight anything.

Zoom In To See Better

Newer versions of Word have a zoom control box at the bottom right of the screen. You can use the slider to see as much of the screen as you like and to make the text larger or smaller. If you have an older version of Word you can accomplish the same thing by holding down the CTRL key and moving the wheel on your mouse up and down.

Some people have trouble highlighting text. That simple click-and-drag technique can be difficult if your hand shakes. So here is a simple technique that can be used. It can also be a valuable time-saver. To highlight a word, double-click on that word. To highlight a paragraph, triple-click on any word in that paragraph. To highlight a single sentence, hold down the CTRL key and then click on any word in that sentence.

If you found any of these tips useful, I encourage you to investigate Word a little farther. We have just touched the surface here. Word is filled with useful features and shortcuts that can be beneficial even to the casual user.

Executive Board Meeting Minutes	General Meeting Minutes

There was no board meeting or general meeting for the month of June, so no minutes.

Dick's Clicks

Dick Ramette, President, Computer Club of Green Valley, AZ
Summer 2013 issue, Green Bytes,
http://www.ccgvaz.org/
Rwramette@mindspring.com

I really like solving crossword puzzles. Over the past 16 years the New York Times has published 5,844 of them, and I've solved them all. My convictions are (1) solving crosswords is good for the little gray cells, (2) one actually learns interesting stuff and (3) everybody needs a hobby.

I don't want the NYT to appear in my driveway each day. My computer to the rescue—NYT puzzles are available online by annual subscription of $39.95/year, only about a dime a day. Go to: http://www.nytimes.com/crosswords/index.html. A free software download of Across Lite, for both PC and MAC, facilitates on-screen solving by mouse navigation and keyboard taps, as well as my preference, printing a copy to solve by pencil. I like the euphoria of snuggling into bed with a new puzzle on my clipboard. In the morning I check out the Wordplay forum, http://wordplay.blogs.nytimes.com, for discussion of the puzzle.

If you're new to NYT crosswords, understand that the Mon-Tue ones are relatively easy. Wed-Thu are medium, and Fri-Sat are very challenging. Sunday is like Thursday but bigger.

IMHO, NYT puzzles are the highest quality of the genre. Check out these solving tips from Xword Editor Will Shortz, at < http://nyti.ms/11AYe6K > For free, you can try out some older puzzles under Classic Puzzles.

Try making XWords part of your summer recreation. Like learning to ride a bike, you'll be wobbly and mystified at first, but once you get the hang of it the ride is smooth and pleasant.

Quote of the Month: "Egotism, n: Doing the New York Times crossword puzzle with a pen." Ambrose Bierce

L C C U G

Don't forget to check the Members' page for up-to-date information about programs & events:

Association of Personal Computer User Groups

Pam Rihel prihel1947@gmail.com

Dick Eastman's Newsletter Announcing Hack Genealogy: A New Genealogy and Technology Resource

Listen

The following announcement was written by Thomas MacEntee: Repurposing today's technology for tomorrow's genealogy.

17 July 2013 – Chicago, IL. Genealogy educator and author Thomas MacEntee announces the debut of Hack Genealogy, a new resource for the genealogy industry and the growing community of genealogy and family history enthusiasts.

Hack Genealogy is about "repurposing today's technology for tomorrow's genealogy" and a little bit more. Hack Genealogy is more than just a list of resources: It provides information on emerging technology inside and outside the genealogy industry.

Hack Genealogy is not merely about surviving the overwhelming presence of new and emerging technologies . . . Hack Genealogy is about genealogy and technology success in its many facets.

What Will You Find at Hack Genealogy?

Here are the features to be offered at Hack Genealogy over the coming months:

- Cool GenStuff: Each day we'll provide a curated list of the latest information about genealogy that deserve your attention.
- Discussions and Issues: We'll discuss issues important to the genealogy community including education, self-publishing, sharing research and more.
- Education and E-Guides: Through the use of webinars, e-guides, Google+ hangouts and other innovative educational technologies, Hack Genealogy seeks to educate genealogists on the latest technologies.
- GenBiz Buzz: Learn how others have succeeded with their genealogy and family history-related business and the tools they used to succeed.
- Interviews: We'll ask a variety of players in the genealogy landscape this question: How Do You Hack Genealogy? to learn more about how technology is being repurposed to expand the family history experience.
- Product Reviews: Reviews of the latest products and services including software, mobile apps and more.
- Resources: A listing of the best tools for every aspect of genealogy from research to sharing photos to writing and publishing your family history.

How Hack Genealogy Got Started

Hack Genealogy takes its inspiration from the Technology and Genealogy group on Facebook (https://www.facebook.com/groups/techgen/) started by Susan Petersen in late 2012. As an administrator of the group, Thomas MacEntee – creator of GeneaBloggers and High-Definition Genealogy – realized that the questions asked by group members and the great content shared was reaching only the Facebook audience. Hack Genealogy is a way to get more genealogists and family historians to discuss the use of technology in a non-threatening, easy-to-understand environment.

We hope you'll travel along with us on this journey of discovery in the genealogy and technology fields.

About Hack Genealogy

Hack Genealogy (http://hackgenealogy.com) is a technology resource for the genealogy community with a focus on "repurposing today's technology for tomorrow's genealogy." Thomas MacEntee is the driving force between Hack Genealogy whose goal is to provide information on emerging technology inside and outside the genealogy industry.

Follow Hack Genealogy on
Facebook: (http://www.facebook.com/HackGenealogy),
Twitter : (http://www.twitter.com/hackgenealogy)
and at: (http://hackgenealogy.com)

About Thomas MacEntee

Thomas MacEntee is a genealogy professional specializing in the use of technology and social media to improve genealogy research and as a way to connect with others in the family history community. When he's not busy writing blog posts, organizing the 3,000+ members of GeneaBloggers, teaching online genealogy webinars and more, Thomas MacEntee is busy in his role as "genealogy ninja." Stealth is not easy, but he manages to get the inside track on emerging technologies and vendors as they relate to the genealogy industry. After being laid off from a 25-year career in the tech industry in 2008, Thomas has been able to "repurpose" his skill set for the genealogy community and loves to see other genealogists succeed, whether it is with their own research or building their own careers in the field.

2013 LCCUG Annual Picnic

Lakeview Park

It's that time again for our
LCCUG Annual Picnic
Sunday August 4, 2013
1:00 to 5:00 pm
Lakeview Park
Pavilion attached to the restrooms
Lorain, OH

We are planning to tour of the Rose Garden this year.

This will be a fun picnic on the shores of Lake Erie where we can enjoy the beach, swimming, lawn bowling, corn hole, the Rose Garden and of course good food with LCCUG providing the hotdogs and hamburgers.
Plan on bringing a dish to share, your own drinks and place settings.

There will be Prizes and of course Dennis will bring his cotton candy machine.

Bring your family and friends to enjoy a great day at
Lakeview Park

Freeware

By Berry F. Phillips, Member, Computer Club of Oklahoma City
April 2013 issue, eMonitor
www.ccokc.org   editor@ccokc.org

During the many years that I have been writing the Computer Hysteria Column, I have been a strong advocate of using freeware. On my computer, the only commercial software is my operating system. All the rest of the software on my system is freeware. Perhaps this frugality has something to do with my Scottish ancestry or I could be considered just plain cheap! In any event,

I have done my best to give my readers some tips on freeware that I have used on my system that is exceptional. Free software is a valid choice for the home computer, office computer and Internet server uses. It is very important to remember that freeware is not cheap or an inferior option. Freeware comes in two basic types, free software with proprietary (private) code, and open-source software. Some freeware can be functionally superior to equivalent commercial software and even of higher quality.

For example, the Firefox browser was built and developed by a large distributed workforce as opposed to a small centralized one. A large number of programmers can contribute a range of skills, and whose input is graded by peer review. These programs can be tested and developed in a wide variety of locations and situations. These community based projects would cost millions to create commercially. The bottom line, free software can be of the highest quality and should not be considered inferior to commercial products. The products they generate are among the most successful applications in the world, PHP, MySQL, Apache, and various types of Linux.

What are the best free programs that work the best? It used to be utilities. However, today there are many priceless small programs that work better than the operating systems resident applications. Free software is a viable solution in every possible area of a computer's work. The acceptability of freeware is demonstrated as the standard server solution. Freeware is widely used in PC security situations. Free versions of popular firewalls, antivirus and antispyware programs are often accepted as first choice. How do you find the best freeware to use on your system?

For years I have recommended Gizmo's Freeware be bookmarked on your computer for fast reference when you need fully reviewed and recommended freeware. In August 2010, PC Magazine included Gizmo's Freeware in its "100 Top Websites of 2010." As of November 2011 it was rated by Alexa in the top 3000 sites in English speaking countries and in the top 5,000 worldwide with more than 100,000 people visiting the site every day. It is also the most bookmarked site under "freeware" at most of the web's major bookmarking services.

Gizmo's Freeware is a community-based site dedicated to keep the site independent and noncommercial. The site is maintained by hundreds of volunteers. Freeware is reviewed for safety and performance by these volunteer editors with comments from users. Gizmo's best freeware list is available at the website and has been used for years to locate the best freeware. You can post on forums, respond to reviews after using the freeware, and even write reviews depending on your computer skills. I would strongly encourage you to bookmark and visit this website which will save you money as well as increase your computer capabilities.

http://www.techsupportalert.com
I will have to admit that I am "hysterical" about this website.

GLASBERGEN
© Randy Glasbergen
glasbergen.com

"The computer says I need to upgrade my brain to be compatible with the new software."

My Taskbar is missing and I have no Start button. What do I do?

The Taskbar and Start button disappeared. We'll look at solutions for several reasons why this might have happened.

All of a sudden my taskbar is gone. I can't find it, so I have no Start button to click on, no quick launch to start programs from – I can't even see what time it is! How do I get it back?

There are a couple of different ways that the taskbar can disappear or appear to disappear. Naturally, the solutions are different as are the workarounds.

By the way, I'll assume that you're not running Windows 8. That's a whole 'nother ball game when it comes to the task bar.

It's hiding

Press **CTRL+ESC**. If your taskbar magically reappears, then it's probably simply been resized too small, repositioned somewhere you didn't expect it, or perhaps it's beneath another application that's running full-screen on your computer. The workaround? Press **CTRL+ESC** to access the taskbar.

To fix it, this previous article, "My taskbar is too small to be useful, what can I do?" includes a short video that shows the settings that you can change to make it behave the way you want, and/or the approach to making it "big enough" once again.

It's not running

If CTRL+ESC didn't make it come back, then the program that displays the task bar most likely isn't running. That program is often called the "Windows Shell," but it's really "explorer.exe." It's the program that not only displays the taskbar, but also responds to the CTRL+ESC sequence.
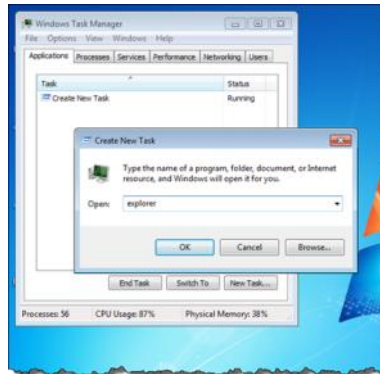
The workaround: press **CTRL+ALT+DEL** and select **Start Task Manager**:

In Task Manager on the **File** menu, select **New Task (Run…)**. Type in "explorer" and press **OK**.

That *should* restart explorer and re-display your taskbar.

In some cases, that may not work, so we fall into the various approaches on fixing it.

Fixing a missing explorer

If you don't have the Windows Shell running, you can still run programs as I described above: use Task Manager's **File**, **New Task (Run…)** to run the programs we need. I often like to run a command prompt, "cmd", as a quicker way to type in and run other programs from there.

My first recommendation is to run an up-to-date anti-virus and anti-spyware scan. Both viruses and spyware are known to occasionally interfere with the Windows Shell.

Then, I would run the system file checker, as outlined in this article: What is the System File Checker, and how do I run it?. That will check for missing or damaged files in Windows and repair or replace those that it can.

Finally, you may be faced with re-installing Windows. You can perform what's called a "repair install" that will preserve your data. This article: "How should I reinstall Windows?" discusses that.

Now, naturally, there may be cases where a specific cause could result in a particular solution. In fact, I'm sure that readers will comment with such various approaches (along the lines of "If you have this virus, all you need do is twiddle that setting."). Those approaches may (or may not) resolve the entire problem. But if they make sense to you, then by all means, try them out. *Back up first!*

Microsoft also has a Knowledgebase article on the issue that includes even more steps to try: Taskbar is missing when you log on to Windows.

Windows 8

OK, OK. Windows 8.

The default view is to not have a taskbar, and even when you do, there may not be a Start button. The simplest solution for that is to install the free Classic Shell.

Windows 8.1 Expectations

What You'll See In The Next Upgrade To Windows 8

Microsoft has promised new and improved features with Windows 8.1, codenamed Windows Blue. At press time, amendments are said to include the return of the familiar (but previously misplaced) Start button, the ability to boot directly to the Desktop, and more customization options, such as the ability to resize Snap apps and pin apps to the Start screen. We'll examine how Microsoft has attempted to address issues that people had with the initial release of Win8.

The Goal of Windows 8.1

In a blog post, Microsoft said, "Windows 8.1 will advance the bold vision set forward with Windows 8 to deliver the next generation of PCs, tablets, and a range of industry devices, and the experiences customers – both consumers and businesses alike – need and will just expect moving forward." The blog goes on to say that "Windows 8.1 will deliver improvements and enhancements in key areas like personalization, search, the built-in apps, Windows Store experience, and cloud connectivity." The customization options are the types of things that people were able to change in previous versions of Windows.

SRV Network CTO Karl Volkman told us, "The new version should address a lot of the user complaints we saw with Windows 8, including that it can't be booted to the desktop and it was made with tablets in mind. Windows 8.1 will have to overcome these complaints and solve some of the productivity and usability issues associated with the old version." The new features will also go a long way toward solving the productivity and interface issues. Volkman said, "Many Windows 8 users felt they lost productivity when forced to jump back and forth between different interface styles. For example, they had to open the Desktop to navigate file folders and adjust settings, only to be tossed back to search query. Windows 8.1 allows full access to settings via the Metro Start screen, meaning less switching back and forth."

A Better PC Experience

Overall, the Windows 8.1 experience will be much easier to use with traditional PCs and devices lacking touchscreens. For instance, Microsoft has announced improvements to the Search tool that will make it easier to find files from within the Live Tile interface, so you won't need to open Windows Explorer on the Desktop.

"The lack of a Start menu was perhaps the biggest complaint about Windows 8. The new version will reintroduce the familiar Start button to the lower left hand corner…[but] it seems the Start menu itself is gone for good, so users will have to get used to the Start button taking them back to the Metro Start screen," says Volkman. Windows 8.1 should also give you increased multitasking capabilities, allowing more ways to see multiple apps on one screen. You should also be able to resize apps to any dimension, share between two apps, or have up to four apps onscreen. Windows Store apps should now also run on multiple displays at the same time.

Make It Your Own

"Customizing is a huge factor in user satisfaction, and the 8.1 update will let users choose backgrounds from a host of colors and animations as well as from their own photos," said Volkman. "Similarly, it lets users decide which new apps are added to the screen by selecting them individually from the 'all apps' page.

According to Microsoft, users will also be able to have multiple windows of the same app "snapped" together, such as two Internet Explorer windows.

One common Windows 8 Start screen annoyance on which people have commented is that any new app you install will immediately find its way on the Start screen. With Windows 8.1, recently downloaded apps should appear in a New category in All Apps view, so you can decide when (or if) you want to pin the new app to the Start screen.

Cloud Computing

Microsoft says that Windows 8.1 will let you save files directly to SkyDrive, whether the files are stored on your device or only in the cloud. The SkyDrive app will also work to find local files when you're offline. Windows 8.1 will also save your personalized settings to your account, so you can quickly and easily set up a new Windows 8 device to match your preferences.

More To Come

These are just some of the features that Microsoft has announced and we're sure there will be additional improvements over the next few months. Many of the announced features are designed to address common complaints about Windows 8, so the update will help make the new operating system more usable for all of us.

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. – 7 p.m. + Weekends
  General Software Configuration, Hardware Installation,
  Basic to Advanced Windows

Lou Koch

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

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

David Kennett

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

Pam Casper Rihel

  440-277-6076
  6:00 p.m. to 10:00 pm Monday thru Thursday
  Genealogy help
  prihel1947@gmail.com

LCCUG Ongoing Classes And Workshops
All Are Free And Open To The Public

Problem Solving Workshop

Date: Tuesday - August 20, 2013
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.

Computer Club News
Don't Forget to Bring in Your Used Ink Cartridges
LCCUG is collecting empty ink cartridges.

Our Club is recycling used ink cartridges and using the rewards we earn to buy more prizes for the club raffle.

If you have empty ink cartridges laying around, please bring them to our meetings and any officer will gladly take them off your hands.

Recycle & Help Our Club, Too!

The Lorain County Chapter of OGS

is having it's next meeting on :

August 12 - "Doing Genealogy With DNA; How Useful is It?" Richard Spector of the Jewish Genealogy Society of Cleveland will discuss the main types of DNA studies and how they will benefit your research.

North Ridgeville Library, 35700 Bainbridge Rd. North Ridgeville, Oh*io*. Meetings are free and open to the public. Social time is at 6:30 PM and the program begins at 7:00 PM.

Jean Copeland: **jecopeland1975@gmail.com**. or
Pete Hritsko: **hritsko@centurytel.net**

LCCUG
Classes Or Workshops

Is there a class you would like to teach or a workshop you would like to hold, just contact one of the officers to find out how you can get started and what you need to know.

Our emails are in the 2nd page of this newsletter.

Genealogy Websites Of Interest

The USGen Web Project
http://usgenweb.org/

Mocavo
https://www.mocavo.com/

MEMBERSHIP WITH LCCUG:

Yearly dues are $25.00 For more information, contact:

**Dennis Smith
Director of Membership,
membership@lccug.com.**

Directions to Meetings:

**A map and directions to our meetings can be found on our Members' web page www.lccug.com/members.
Just click on the link "Meeting Locations & Directions"**

Simple Tips
for Microsoft Word

Sandy Berger, CompuKISS
www.compukiss.com   sandy@compukiss.com

If you use Microsoft Word, you will want to read this list of simple tips that can make you feel like an expert in no time at all.

Find a Recently Used Document
It seems to happen to everyone. You created a document just the other day and now you can't find it. Don't worry. Word makes it easy to find anything you recently worked on. Just click on File then choose Recent. In Word 2010, Recent Documents will be listed on the left side of the screen and Recent Places will be listed on the right. They are listed in order with the most recently used items on the top. Scroll down and choose the document you are looking for. On this list of recent documents screen, you will see a pin next to each document. Click on the pin and that file will be pinned to the upper part of the recent window for quick access at any time.

Correct a Mistake
None of us like to admit to making mistakes, but we all make them. Microsoft Word and many other programs will respond to this quick keystroke that can correct just about any mistakes you can make. Just hold down the Ctrl key and pressing the Z key at the same time. This will undo your last action. You can use this function to erase a sentence, delete formatting that you've just added, or just about anything else. This shortcut is especially useful when you don't know what just happened. If the page suddenly looks different and you don't know what happened, try CTRL+Z to undo the last action. If the undo is not satisfactory, you can use CTRL+Y to redo the action. This function is even more useful when you realize that you can undo more than one previous action. Continuing to press CTRL + Z will undo one change at a time often back up to 12 or more changes. Remember this tip will also work in many other programs, as well.

Imposter Scammers Pose as Registry Officials -- and Even Spies!

Imposter scams, in which con artists pose as friends, relatives and officials from legitimate organizations, have been steadily increasing during the past few years.

They've taken a sinister and cunning turn, in which scammers pretend to be from the very organizations that are supposed to protect them.

The Do Not Call Registry is the latest victim.
The organization, which allows consumers to stop telemarketers calling them at home, has issued a warning that scammers claiming to be from the Registry are contacting people, inviting them to sign up.

It's not clear what the crooks are up to but it seems they might be trying to gather personal information that could be used for identity theft.

Alternatively, they may be trying to charge a fee for registration, when it's actually free (although telemarketers are charged a fee to access the list).

The Registry has posted the following warning on its home page.
"Scammers have been making phone calls claiming to represent the National Do Not Call Registry. The calls claim to provide an opportunity to sign up for the Registry. These calls are not coming from the Registry or the Federal Trade Commission, and you should not respond to these calls. To add your number to the Registry you can call 888-382-1222 from the phone you wish to register."

Reports elsewhere suggest the crooks may also be telling people who are already on the register that they must re-apply.

When the Registry was set up in 2003, consumers did have an option to re-register but this was removed in 2008 and registration no longer expires.

However, you can remove your number yourself if you want to, using the same phone number given above. Disconnected and reassigned numbers are also deleted and have to be re-registered. Otherwise, your registration is permanent.

You can also use the number or website to verify you're listed.
Neither the Registry nor the FTC contacts consumers to verify their listings or to solicit sign-ups.
So if you get a call, you know for sure it's a scam.

At the last count, more than 157 million numbers were registered, though, of course, as we know, this rarely stops crooked telemarketers from trying to contact you.

For more information on how the Do Not Call Registry works, see Stopping Unwanted Sales Calls.

Meanwhile, in another twisted version of the impostor scam, which would be hilarious if it wasn't so serious, scammers are also posing as spies from the British Secret Service, MI5.

According to the British newspaper, the Daily Mirror, the imposters either call or email victims, demanding money for some sort of espionage or protection service.

In at least one case, the crook actually said he was the head of MI5.

Not only the Brits have been targeted, says the Mirror. Similar calls have been received in other countries.

MI5 has actually put an alert on its website, which reads:

"Warning: Financial scams referring to MI5 and its Director General. Members of the public in the UK and abroad have received requests for money by e-mail or phone from individuals claiming they work for the Security Service - MI5. Some have purported to be from MI5's Director General, Sir Jonathan Evans. These requests are a financial scam and have nothing to do with the Service or the Director General. If you receive such a communication, please do not respond to it and report it to the police."

Naturally, it's to be hoped that commonsense would prevent people from falling for this one.
Would a secretive spy organization really contact you using a public service like email or phones, asking for money?

We think not!
Imposter crime currently appears in the Number 7 slot of our annual Top 10 scams.

The FTC, which has listed imposter scams in its own Top 10 list of complaints since 2010, says that crooks have also impersonated IRS and other government officials and charities like the Make-A-Wish Foundation.

"What is common is that they try to identify with organizations people know about and trust," the organization says. "They have some kind of logical connection, like that you have to pay taxes on winnings."

Our regular warning applies for these types of calls: Never assume that the person or message sender is who they say they are.

Even if your caller ID seems to suggest a legitimate source, this can easily be spoofed.

Simply don't give personal information or agree to any type of payment in response to an incoming call.

If you think the caller might be legitimate, check them out independently using the Internet and phone book listings.

Useful Bits & Pieces

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Open Garden

Open Garden has nothing to do with horticulture. It's a technology that interconnects devices such as smartphones, laptops and tablets to form a wireless peer-to-peer mesh network for access to the Internet. For example, by installing Open Garden on your cell phone and laptop (PC and Mac), your laptop has access to the Internet via your phone when Wi-Fi hot spots are not available. If others have Open Garden installed on their devices you would all share connectivity and bandwidth. It is the digital equivalent of grazing on the commons. Open Garden provides an "automatic path choice." When the software detects multiple Internet connections, it will select the fastest one available and will switch to another connection if the original slows or goes off line. The advantage is that it can offload traffic from an overburdened access route to one less utilized, say from a 3G or 4G connection to an enabled Wi-Fi___33 connection.

Currently Open Garden is available for Android, Windows, and Macintosh operating systems. An iOS version (for the iPhone) is planned for the future. In principal widespread deployment of this technology could reduce capital expenditures for wireless carriers such as Verizon, AT&T, Sprint, etc. by transferring traffic from their cellular circuits to Wi-Fi___33. However, the carriers might revolt if they perceive they will lose revenue that is not made up by lower capital investments. It is a complex business situation and no one knows at this time how the cell phone companies will react or if consumers will adopt Open Garden. For more information see http://opengarden.com/, http://opengarden.net/ and http://opengarden.com/story.php.

Improving PC Performance by Adding Memory

Increasing the amount of memory in your PC is the simplest and least expensive way to improve performance. The procedure is quite simple even for those who are hardware challenged. These instructions pertain to desktop PCs, although adding or changing memory in laptops is similar (see http://www.wikihow.com/Upgrade -YourLaptop%27s-RAM-Memory).

1. Determine how much memory is currently in your computer (instructions for Windows 7) by: left-click on Start, right-click on Computer, then left-click on Properties. Under System will be a line "Installed memory (RAM)".

2. Determine how many memory slots are available in your computer. This can be done by consulting your PC owner's manual, opening up your computer for inspection (more on this later), or using one of the tools such as that available from Crucial.com (see below).

3. Determine how much memory you need. This is rather subjective. Many will advise "you can't have too much memory", but 4-8 GB is probably adequate for most people. 12-16 GB or more may be advisable for those doing video or photo editing. For those playing computer games or doing heavy duty processing, the more the better.

4. Determine the correct memory needed for your computer. Again, this information should be available in your PC owner's manual. For example, for the HP Pavilion HPE h8xt the memory specified is SO-DIMM, 204-pin DDR3DIMM, PC3-10600 (1333 MHz) DDR3-SDRAM, Unbuffered, non-EC (64-bit) DIMMs, 1.5 V memory only. It is crucial that you buy the correct memory; there are many kinds of memory (DDR, DDR2, DDR3, RDRAM, SDRAM, etc.) sold by numerous vendors (Amazon, Newegg, TigerDirect, Micro Center, etc.) including some manufacturers. Companies that sell memory will sometimes provide a tool you can download that will tell you the type of memory your computer uses, the number of memory slots available on your machine, etc. For example see Crucial.com at http://www.crucial.com/store/drammemory.aspx. It is generally advisable to use exactly the same brand, model with the precise specifications for all memory rather than just add additional memory.

5. Installing the memory.
   a. Unplug everything from the computer, although some recommend leaving the power cord plugged in to ground the computer, but be certain the computer is not running.

   b. Be sure to ground yourself to the computer case before working on the machine. Static electricity can seriously damage components of your computer. It is preferable to use an antistatic wrist strap for this purpose (see http://en.wikipedia.org/wiki/Antistatic_wrist_strap). These devices are quite inexpensive.

   c. Open up the computer's case. This will be somewhat different for every machine. Sometimes a screw driver will be needed.
   d. Locate the memory module(s) and carefully remove them, assuming they are being replaced. Some memory cards have clips at the ends while others tilt forward or backward to remove. Look carefully and go gently.

Capturing a Screen in Word 2010

by Allen Wyatt

I can't tell you the number of times I've needed to add a quick screen shot to my documents. I'm apparently not alone, since Microsoft has added a new screen capture function directly into the Word 2010 ribbon. There are actually two ways that you can insert a screen capture: an entire window or just a portion of the screen. Regardless of which type of capture you want to do, you should prepare your screen so that it shows what you want to capture. To capture an entire window, follow these steps:

1. Display the Insert tab of the ribbon.

2. Click the Screenshot tool, in the Illustrations group. Word displays small thumbnail images of all your open windows.

3. Click the window you want inserted.

That's it; Word displays the captured screen in your document. If you don't want to capture a whole window, you can grab just a portion of the screen by following these steps:

1. Display the Insert tab of the ribbon.

2. Click the Screenshot tool, in the Illustrations group. Word displays options you can choose, including the same small thumbnail images mentioned earlier.

3. Click Screen Clipping.

At this point the Word window is minimized and a "gauze effect" appears over the screen. The mouse pointer also changes to a crosshairs. You can click at the upper-left corner of the screen portion you want to capture and then drag the mouse to the lower-right corner. When you release the mouse button the captured image appears in your document.

There are a few instances where the new Screenshot tool is not that handy. For instance, if you need to capture a screen (or portion of a screen) that shows the screen state during the middle of an operation, then it isn't great. The tool gives you no "setup time" to prepare, say, dropped-down options or a menu prior to making the capture. In those (and a few other) instances, a dedicated screen capture program may be a better choice.

WordTips is your source for cost-effective Microsoft Word training. (Microsoft Word is the most popular word processing software in the world.) This tip (8835) applies to Word versions: 2010
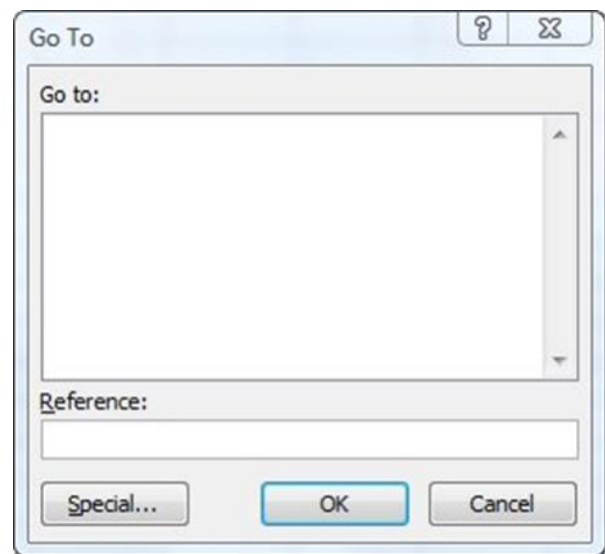
Displaying a Hidden First Column

by Allen Wyatt

Excel makes it easy to hide and unhide columns. What isn't so easy is displaying a hidden column if that column is the left-most column in the worksheet. For instance, if you hide column A, Excel will dutifully follow out your instructions. If you later want to unhide column A, the solution isn't so obvious.

To unhide the left-most columns of a worksheet when they are hidden, follow these steps:

1. Press **F5**. Excel displays the Go To dialog box. (See Figure 1.)

Figure 1. The Go To dialog box.

2. In the Reference field at the bottom of the dialog box, enter A1.
3. Click on OK. Cell A1 is now selected, even though you cannot see it on the screen.
4. Make sure the Home tab of the ribbon is displayed.
5. Click the Format tool in the Cells group, then choose Hide & Unhide, then Unhide Columns.

Another way to display the first column is to click on the header for column B, and then drag the mouse to the left. If you release the mouse button when the pointer is over the gray block that marks the intersection of the row and column headers (the blank gray block just above the row headers), then column B and everything to its left, including the hidden column A, are selected. You can then display the Home tab of the ribbon and click Format | Hide & Unhide | Unhide Columns.

A third method is even niftier, provided you have a good eye and a steady mouse pointer. If you move your mouse pointer into the column header area, and then slowly move it to the left, you notice that it turns into a double-headed arrow with a blank spot in the middle as you position the pointer over the small area immediately to the left of the column B header. This double-headed arrow is a bit difficult to describe; it looks most closely like the double-headed arrow that appears when you position the pointer over the dividing line between column headers. It is different, however, because instead of a black line dividing the double arrows, there are two black lines with a gap between them.

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Smart Computing
In Plain English

Tips From The Help Desk

Common Tech Questions

Q. I accidentally changed some very important text in a document and then saved over the modifications. My friend told me to use the volume Shadow Copy feature of Windows 7 to retrieve the old version. How does that work and how can I use it?

A. The Volume Shadow Copy feature of Windows 7 automatically backs up copies of files on your PC, such as Microsoft Word documents, when it creates a Restore Point. If the system Protection features of Windows 7 makes Restore Points once a day. To access the old version of the file, find the file in Windows Explorer and right-click it. Next,, click the Previous Versions tab and you'll see a list of backups available. You can open a copy of the file to make sure it's the one you want to use. Once you find it, select the file and click Restore Previous Version. Then, click an item in the list and select Restore. Note that the old file will overwrite the current version, so it can't be undone. Thus, we suggest you save the current file under a different name before overwriting the old data.

In Windows 8, this feature is called File History, and it backs up the files stored in the Libraries Contacts, Favorites, and Microsoft SkyDrive folders, as well as those stored on your hard drive. You can also add other folder locations to the file History backup process. But first, you'll need to setup a File History drive and turn on the file History feature. When setting up a file

e. Snap the new memory module(s) in place taking care to seat them correctly. Apply pressure evenly across the width of module. Often you will hear a "click" as the module is seated.

f. Close up the computer and reattach all the peripherals.
g. Boot up the computer and check to verify (step #1) that the computer "sees" all the memory you installed.

6. See http://www.microsoft.com/athome/setup/addmemory.aspx#fbid=jzzxbLYldz7 for useful information on this topic from Microsoft.

History drive, we'll note that Windows 8 prevents you from using the local drive where the libraries are stored, because then both the original files and backup would be lost during a crash. Therefore, you'll need to connect an external hard drive (or flash drive) or select a network location to store the File History backups.

Setting an external drive is simple, as Windows 8 will begin using it as soon as you turn on file History. With a network location, you'll need to point to the upper right corner on the scree, move the mouse pointer down, and click Search. (For touchscreens, swipe in from the right edge and tap Search.) Type File History, click Settings, and tap File History. Tap Change Drive, and select Add Network Location. Then, click Select Folder to browse for a location. Once you've found where you want to save the files, click OK. To turn File History on, just bring up the File History menu and tap or click Turn On. When you need to restore files, bring up Search and enter **Restore Your Files.** Select Restore Your Files With File History. Select Restore Your Files With File History. Select the file you want to bring back and click Restore. You can also select Restore To, if you want to save the file to a different location.

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Taxing Times: Steer Clear of the New IRS Scams

It didn't take long for criminals to come up with new IRS scams to cash in on the government's $170 billion stimulus package with tax refunds to boost the economy.

Even before Congress signed off on the proposal, tax scammers were phoning people, asking for their bank details so the IRS could supposedly deposit refunds directly into their accounts.

They bait their victims by suggesting this will mean a faster than expected refund, and they sometimes warn that if you don't give the information immediately, you could lose your refund.

This IRS scam enables con artists to get bank account and Social Security numbers, as well as credit and debit card details that they then use for identity theft.

In fact, as we've said before, the Internal Revenue Service never, repeat never, asks for taxpayers' personal information over the phone -- or in emails. That's not how it does business.

Even before this scam began, police were warning about the rash of IRS scams that appear at this time of year, mostly aimed at identity theft, taking control of PCs or simply duping people out of cash.

Most of today's tax scams are variations on the themes we've been seeing over the past few years. You can catch up on some of these here.

"You're Under Investigation": A New IRS Email Scam
How to Recognize and Avoid the IRS Audit Scam
NEW IRS Notice is Really a Phishing Scam
Tax Scams: What You Really Need to Watch Out for.

Four Currently Hot IRS Scams:

1.In a new IRS scam aimed at seniors, the fakers tell the victim they can get his or her Social Security payroll taxes refunded for an upfront fee based on the size of the rebate, plus a percentage of the refund.

Naturally, they say it will be a big refund and inflate their "fee" to match it, producing and filling in a tax form as "evidence."

Trouble follows: The law doesn't allow a refund of taxes paid into Social Security and the taxpayer may end up having to pay penalties for filing a fraudulent return.

2. A "we owe you money" email seemingly comes from the Internal Revenue Service. The subject line reads something like "Tax notification" or "2007 fiscal activity refund" and invites you to click on a link that takes you to a convincing-looking IRS website.

But the site is an IRS scam, which as usual, asks for personal details. It can be quickly identified as fake. It has the same links as IRS pages, but when you click on them, the page simply refreshes instead of taking you to the link.

And the bottom line again: The IRS does NOT send out refunds this way. If the IRS wants to get in touch, it sends a letter. The only way it collects your bank account details is if you choose to put them in your tax return. Period.

3. Instead of claiming the IRS owes you money, another tax scam offers a reward to you for filing your return early. Again, a phone caller will ask for bank details.

Not only does the IRS not seek such details by phone -- but it also doesn't pay rewards for early returns!

4.Another sneaky trick is an email that offers taxpayers $80 for filling an online customer satisfaction survey. Of course, you're expected to enter all your personal details on the form. Don't fall for this -- it's a scam.

There are lots more IRS scams -- more than 1,000 at the last count!

Some of them have been around for years, yet still find victims. For more information, check out our ScamBusters articles mentioned earlier, or visit the IRS website.

How to Spot an IRS Scam

IRS scammers try to convince you that their call or email is genuine in a number of ways. Here are some of the tricks they use to try to fool you:

1. They invent a refund sum that sounds convincing -- not too big and not too round. Something like $134.80 sounds legit, doesn't it?

Here's an example making the rounds at the moment

(all it would bring you, if you clicked the link, is a piece of spyware that installs on your computer).

--- begin scam email ---

From: Internal Revenue Service (IRS) [mailto:irs@getrefundnow.com] Sent: Monday, January 28, 2008 11:35 AM Subject: Tax Notification

Tax Notification Internal Revenue Service (IRS) United States Department of the Treasury Date: 01/28/2008

After the last annual calculations of your fiscal activity we have determined that you are eligible to receive a tax refund of $134.80.

Please submit the tax refund request and allow us 6 -9 days in order to process it.

A refund can be delayed for a variety of reasons. For example submitting invalid records or applying after the deadline.

To access the form for your tax refund, click here. Regards, Internal Revenue Service Document Reference: (92054568).

--- end scam email ---

2. They use forms with numbers similar to those the IRS already uses; with a jumble of numbers and letters, they just sound right. However, they are not.

3. They use the official IRS logo and, very often, copy whole sections of text from the IRS's website.

4.They use real names and copied signatures of senior IRS people, most recently the Director of IRS Exempt Organizations, or names of genuine independent groups like the Taxpayer Advocate Service.

The lesson is: Just because something looks official doesn't mean it is.

Nonetheless, it's easy to sidestep these tax scams if you just remember these few simple rules -- in addition to the ones mentioned above -- about how the IRS operates:

●Remember that the only genuine IRS website is www.irs.gov. If any link takes you to a page that isn't on this site, then you are not visiting the IRS website.

●(You should only type www.irs.gov into your browser yourself and not get there by clicking a link.)

●The only emails the IRS sends out concern general newsletters, events and that sort of thing. It never asks for financial information or discusses anything related to individual tax accounts by email.

●The IRS never asks for PIN numbers, passwords or other confidential information for any reason or by any method -- not even face-to-face.

●Tax refunds are claimed through filing an annual tax return, not a separate application form.

One final warning for the tax season: **Beware of advance refund loans**: organizations offering to loan you the money you're expecting to get as a tax refund this year.

Although they may be perfectly legit, many lenders charge huge rates of interest, plus administration fees, processing fees, and so on. You are basically paying through the nose to borrow your own money.

Sending your return in on time will sometimes get you your money in just a few weeks -- without this hefty penalty. After all, you've worked for it, so make the most of it!

So, it's easy to avoid these IRS scams -- just a little knowledge and attention can do wonders.

28th Annual Ohio Genealogical Society Chapter Management Seminar

(Sessions are Free to O.G.S. members and to O.G.S. Chapter members -$25.00 fee for others)

Pre-registration greatly appreciated (email: murrystacie@yahoo.com or Sign in that day!

Saturday, August 10th 2013
At the Church of the Latter-day-Saints
in Cuyahoga County, OH
32895 Cedar Road (between Gates Mills Blvd. & SOM Center Rd. Mayfield Heights, OH 44124

Opening for Registration is at 8:30 am and last session is at 4:00 pm

For more information check the website: www.ogs.org
If you have questions before the event contact
Kenny Burck at 1-513-260-0238

I will be doing a session on "Creating a Newsletter from 2:30 to 3:30 pm - session room K

Internet Alerts Can Keep You Informed

Sandy Berger, CompuKISS.com
www.compukiss.com
sandy@compukiss.com

How would you like to know every time your name is mentioned on the Web? Or when there is a breakthrough on a disease that you are following? Or when your favorite actor is staring in a new movie? This is all possible with automated Internet alerts. Read this to see how it works.

Internet alerts are available by many different Internet services. The Weather channel at www.weather.com has free alerts that will give you daily weather alerts as well as alerts for allergens like pollen and also alerts for severe weather. Other ale rts will keep you informed of the weather on school days and give warnings for snow and rain. You can apply several customization options such as the time of the alert and the severity that triggers the alert. You can get alerts sent by e-mail and/or text to a cell phone.

Many news stations also have alerts regarding news, sports, and weather. One of my local North Carolina stations, WRAL (www.wral.com) even has an app that uses GPS to alert you to severe weather no matter where you travel as long as you have your cell phone turned on. While most other alerts are free, WRAL charges $8 a year for their GPS-based alerts. Check your local news stations for news alerts.

The granddaddy of all alerts, Google Alerts, is a very useful one that you should be aware of. This is one of Google's powerful tools that is completely free. You can use Google Alerts to keep track of anything on the Web. Just surf over to http://www.google.com/alerts and enter a search query. Then choose your options. You can control how often you get alerts (as it happens, once a day or once a week), the type of Web coverage that triggers an alert (news, blogs, video, discussions, books, or all of these), and you can also choose only the best results or all results. Enter your e-mail address and your alerts will start. You can change or remove an alert at any time. Once you start using Google Alerts, you will be surprised at the results.

Most people start with creating an alert with their own name. My "Sandy Berger" alert tells me when any news article or blog mentions my name. Of course, it also gives me results for the other Sandy Berger. You know -- that guy from the Clinton administration who stuffed documents from the National Archives into his pants. Unless you have a very unusual name, you can expect to get news of others with the same name. That's not all bad. In fact, it can be very interesting.

The Google Alerts can be wonderful if you are following the news about a certain item. For instance, they are wonderful if you are interested in following a certain disease, medical condition or treatment. You can use Google Alerts to follow any current event or any specific public figure, actor, or personality.

If you are a transplant and want to follow the news from your old hometown, this is a perfect way to do it. Just enter the name of your old city and state in the search terms. If you want to be more specific, you can just enter the zip code. This will give you results directly from your old neighborhood.

When you set up a Google Alert, you may want to limit the results to just the best results and once a day. If you let Google give you all the results as they happen, I can assure you that you will be inundated with email.

You are sure to find many different ways to use Google Alerts. In fact, it is good to play with the Alerts a little to get to just want you want. Like any Google search, you can enter as many search terms as you like to narrow the results. You can put names in quotes to get exact matches.

Be creative with your alerts. You can have Google search for coupons for your favorite restaurant. You can use it to follow a company whose stock you may be interested in purchasing. You can use it to follow an item that you want to purchase.

Life Before the Computer

- -

*Memory was something that you lost with age
*An application was for employment
*A program was a TV show
*A cursor used profanity

   * A keyboard was a piano
   * A web was a spider's home
   * A virus was the flu
   * A CD was a bank account

*A hard drive was a long trip on the road
*A mouse pad was where a mouse lived
*And if you had 3 1/2 inch floppy
...you just hoped nobody found out