



2015

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**Tuesday
July 14, 2015**

*July's General Meeting
has been
Canceled*



*July 19th
Annual LCCUG Picnic
Lakeview Park
Games and Prizes
Laser Printer/Scanner/Copier*

PICNIC Raffle Items



Laser Printer Raffle

Many other Door Prizes



☺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



Where did June go to! We waited so long for to summer to arrive and it is disappearing faster than I could imagine.

Our June meeting consisted of a tour of the Oberlin Music Conservatory. Those of us who were there really enjoyed it! What an amazing educational institution right in our backyard!!! For a video of some of the tour made by Keith Kuhn, check here: <https://www.youtube.com/watch?v=CbwVV39LoqI>

It is almost time for our annual club picnic. We will gather again at Lakeview Park on Sunday, July 19. Details can be found elsewhere in the newsletter. Mark the date! Bring your family and friends.

I'm looking forward to our July meeting and a return program by Eric Barnett at our July 14 meeting. He will again talk to us about Social Media concentrating on ever more popular Twitter. What should we know about Twitter and how we can use it? Eric is the son of club webmaster, Richard Barnett. (NOTE: The July 14 meeting is now canceled.)

I have continued to be at the Problem Solving Workshop with Micky and Neil on the third Tuesday of the month. There I help computer users with their Smart Phone and tablet concerns. This service has had a nice response. Folks are eager to learn more about these types of devices. I will continue being available at these Workshops for this purpose as long as there is an interest.

Upcoming meetings include Financial Planning and finances, Apple products and new Technology. No doubt we will soon be looking at the new version of Windows that will be available by the end of the summer, Windows 10. There is lots of good things being said about this upcoming version that is currently being beta tested. If you search "Windows 10" in YouTube, you can get a sneak peek look at this version.

Eric's program will have to be rescheduled. So look for it in our next Newsletter.

Sandee Ruth
LCCUG President

LCCUG Officers For 2014

President	Sandee Ruth president@lccug.com
Vice President	Open
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Treasurer	Micky Knickman treasurer@lccug.com
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Attention! Attention! Attention!



Now you can get a 5 year membership subscription to LCCUG for only \$75.00.

This is a savings of \$50.00. Can't beat this price.

So talk to Micky Knickman our Treasurer and get started on your 5 year membership today.

Don't wait until this great offer disappears. Sign-up today...

**Sunday
July 19, 2015**

LCCUG ANNUAL PICNIC

Lakeview Park

Lorain, Ohio

Regular meeting on July 14th has been cancelled.

Our Top Prize a Laser Printer, here are just some of its features.

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- ◆ Built-in wireless (802.11b/g/n) connection offers simple, cable-free connections. Easy Wi-Fi Installer makes setup a breeze.
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- ◆ Up to 600 x 600 dpi print and copy resolution for crisp images.
- ◆ Print from your smartphone or tablet. Supports Dell Mobile Print (for Android™), AirPrint™ (for Apple/iOS) and Google Cloud Print™.



There will be plenty of hot dogs & hamburgers, as the club is supplying them and the condiments. We will have games, cotton candy again this year, furnished by Dennis Smith, and of course door prizes.

Members need to bring their own serving places and drinks. Picnic is open to all members and their family & friends. Members only on the printer prize.

Hope to see everyone there and smiling.

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

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Executive Board Meeting Minutes

JUNE 2, 2015

The board Google Hangout video meeting was attended by Sandee Ruth, Don Hall, Micky Knickman, Richard Barnett and Dennis Smith.

Richard will send out announcements to members about the June field trip to Oberlin Conservatory of Music.

The board was advised we have \$20 to spend at Staples before it expires in June.

The board approved welcoming back Carole as vice president of the club. She will be informed on how to attend meetings on Google Hangouts.

The board agreed to renew Wild Apricot for 2 years.

Richard moved, Micky seconded the meeting be adjourned.



General Meeting Minutes

JUNE 9, 2015

On June 9, The LCCUG meeting was held at the Oberlin Conservatory of Music. Josh Teaster, Assistant Director of Admissions led the group on a tour through the various classrooms and performance halls. John Talbert, Electronic Music Engineer, showed us the Technology in Music and Related Arts (TIMARA) facilities and explained its purpose.

No business transpired during the evening's meeting. Those in attendance enjoyed an informative evening of what they saw and learned and came away with the a good understanding of this world renowned Conservatory and how technology is an integrative part of its being.

Thanks to Keith Kuhn, a Youtube video of some of the tour can be seen here:

<https://www.youtube.com/watch?v=CbwVV39LoqI>



Association of Personal Computer User Groups

Newsletter Editor: Pam Rihel using Microsoft Publisher, Corel Paint Shop Pro X3, CreaCard 8.

This Month's contributors: Micky Knickman, Sandra Ruth, Pam Rihel, Don Hall, Dennis Smith, Leo Notenboom, Dick Eastman, Jim Cerny, Rosita Herrich, Bill Sheff, Cynthia, Scambusters, WorldStart.com, APCUG, Microsoft Office art online, Bird photo by Pam Rihel

Newsletter is now
Online at

lccug.com/newsletters or lccug.com

Computer Systems Unlimited, Inc.

We are a full service computer/peripheral sales and repair Company specializing in custom built Pc's, network design, software integration, and everything in-between. We are located in the small college town of Oberlin, Ohio, and for fourteen years have been providing unrivaled service to home users, small and large businesses all over Ohio as well as State and local government agencies. All of our systems and networks are tailored to meet the individual needs of our customers.



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*** Computer Systems Unlimited will also offer a free computer diagnostics check, (a \$25 value), for all LCCUG members.**

Visit our web site at www.csuoberlin.com for more of what we can do.

Store Hour Monday 9-5:30 - Thursday 9-5:30 - Friday 9-5 - Saturday 9-1



Pam Rihel prihel1947@gmail.com

Dick Eastman <http://www.eogn.com>

Why Was the Information Removed from Online?

A newsletter reader sent an email to me today expressing dissatisfaction that a set of images of vital records has been removed from a popular genealogy site. Indeed, removal of any online records of genealogical value is sad, but not unusual. Changes such as these are quite common on FamilySearch, MyHeritage, Ancestry.com, Fold3, FindMyPast, and many other genealogy sites that provide old records online. Removal of datasets has occurred dozens of times in the past, and I suspect such things will continue to happen in the future. I thought I would write a brief explanation.

In most cases, information of genealogical value obtained from government agencies, religious groups, and other organizations is provided under contractual agreements. The contracts specify what information is provided, how it is to be made available, and what price the web site has to pay to the provider for the records. All contracts also have a defined expiration date, typically 2 years or 3 years or perhaps 5 years after the contract is signed.

When a contract nears expiration, the two parties usually attempt to renegotiate the contract. Sometimes renewal is automatic, but more often it is not. Maybe the information provider (typically an archive) decides they want more money, or maybe they decide they no longer want to supply the data to the online genealogy service. For instance, in the time the information has been available online, the information provider may have learned just how

valuable the information really is. The information provider may decide to ask for more money or may even refuse to provide the information any more since the provider may have a **NEW plan to create their own web site and offer the same information online on their new site for a fee.**

Sure, that stinks for those of us who would like to have free information everywhere; but, it makes sense to most everyone else. I am sure the budget officer at most any state or local government archive thinks it makes sense.

Every contract renegotiation is different, but it is not unusual to agree to disagree. The contract ends, and the web site provider legally **MUST** remove the information from their web site. The same thing frequently happens to all the other online sites that provide old records online.

Moral of this story: If you find a record online that is valuable to you, **SAVE IT NOW!** Save it to your hard drive and make a backup copy someplace else as well. If there is no option to save, make a screen shot. Just because you can see the record online today does not mean that it will be available tomorrow.

Do you have comments, questions, or corrections to this article? If so, please post your words at the end of [this article](#) in the Standard Edition newsletter's web site where everyone can benefit from your words. You might also want to read comments posted by others there.

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LCCUG ANNUAL PICNIC



July 19, 2015



LCCUG Annual Picnic

Time: Noon to 4:00 pm

Place: Lakeview Park

Pavilion Closest to the Lake

We are giving away a Laser printer and other great prizes. Check out page 3 of this newsletter for more information.

You are only asked to bring a covered dish to share, your own beverage & place settings.

The club will furnish the meat, buns, condiments, tablecloths and napkins.

Dennis Smith will bring the cotton candy machine again this year.

Games and raffles; something for all.

Looking forward to seeing you all at the picnic, please bring your family and friends.

Guest speaker will be Bruce Bishop, talking about his flying drone and how he takes pictures with it.

See you all there; you have plenty of time to mark this date on your calendars.

It will be a fun time for everyone.

Heads Up for 10 More Travel Scams

As promised, we have another batch of travel scams this week to add to last week's collection, [Just in Time for Vacations: 7 Latest Travel Scam Alerts](#).

It's interesting to note how many of them involve transport or street-based tricksters — but all go to prove that when you're on vacation or traveling on business, you can never let your guard down.

Take the Bus

In Thailand, at a railway terminal, a local offers to help you buy your tickets.

The scammer then announces that the train service you need is fully booked.

But all is not lost; you can take a tour bus instead. Of course, the local is just hustling for a local tour bus company.

Action: Get your own tickets or ask for help at the station booking office.

Hang on Tight

At many resorts all over the world, you'll find street scammers inviting tourists to compete in a challenge for a cash prize. Often, they have an accomplice who makes it look easy.

In Southern Portugal, tourists are invited to hang from a large metal bar that rolls back and forth along a couple of rails.

You pay 10 euros for the challenge. If you can hang on tightly for a minute, you get 100 euros.

But guess what? It's impossible. You'd be better off just handing the money over and saving the skin on the palms of your hands!

Con Artist Artist

Another common scam, seen on the streets of New York this year but also popular in many resorts, is the rapid

draw artist who offers to sketch your portrait for \$5 in just a few minutes.

Only five bucks. How bad could it be?
Pretty bad, as it turns out.

Some of these fast-draw characters have no artistic skill at all and their work has no resemblance to the subject. In fact, many of their sketches look remarkably similar to each other — a real one-horse trick.

But if you paid upfront as you're usually asked to, you won't get your money back.

Push Me and I'm Off!

Tourists and business travelers in the Philippines are being targeted with a simple but effective ruse by bogus taxi drivers.

Some of these vehicles, known locally as "colorums," can often be spotted around airports and may actually take you to your destination.

But they're unregistered and unlicensed.

However, other users could find themselves on the receiving end of a scam in which the driver feigns a breakdown and asks passengers to get out and give them a push to restart.

But as soon as the victims get round the back of the vehicle, the driver shoots away, with all their luggage in the trunk.

As with all airports, go to the official taxi line or area for your ride.

Card Swap

Another taxi trick, this time seen in the U.S., involves switching victims' cards when they pay for their ride.

The driver takes the card into the front of his cab and swipes it for the fare payment, then "returns" a similar looking card, which may be stolen or a simple fake, to the passenger.

He can then use the victim's card to make purchases. So, always check that you got your own card back from the driver in this situation.

(Continued on page 12)

Chomping at the bit for Windows 10

In anticipation of Windows 10 people are falling into three camps: never-ever, patiently waiting, and OMG!!!!. I have some advice for the OMG! Crowd.
Transcript

Chomping at the bit for Windows 10

Hi, everyone. I'm Leo Notenboom for askleo.com. So as I record this, we are less than a month away from Windows 10's office release date of July 29. Now, I've been hearing questions from a lot of people and a lot of commentary from a lot of different people about Windows 10.

I've categorized them into roughly, I'll say, three buckets: There are the folks that will never, ever use Windows 10. They have been burned too hard by Windows 8 or Microsoft, and honestly, there's nothing I can say or that we can do that will change their mind. Windows 10 will forever suffer from whatever these folks feel like has burned them in the past. That's kind of too bad, but it is what it is.

The second group are those I consider myself part of that are basically patiently waiting. We're interested; we know that we're going to move to it someday. It's going to part of our Windows landscape in the future but we're not in really big hurry.

The third group I want to talk to you about today and that is the group that basically are saying, "OMG! It's Windows 10 and I need it right away! What about this? What about that? What do I do? What about these questions? What about these answers? Why don't they tell us?" Hold on!

What I want to say to this group; what I call the OMG group, is to please stand down. Slow down and calm down just a little. Become a part of that middle group, the Patiently Waiting group and I say this for two important reasons. One, there just is a lot we still don't know about Windows 10.

I'll get into a couple of the common questions in a minute. But there's just a lot of stuff that Microsoft hasn't made public yet. And second, there is no reason to rush into Windows 10. There just isn't.

It's a good operating system; don't get me wrong but it's not something you need to abandon whatever you're running right now and immediately go get Windows 10; that just doesn't have to happen.

So I'm getting a lot of questions about Windows 10 for which there simply are no answers yet. We can speculate some, and of course, speculate we do, but Microsoft hasn't actually provided answers for many of these questions publicly. They just haven't – yet.

Will there be an ISO? Well, they haven't said. I would assume so. Will there be some way to download and install on multiple computers or machines after downloading once? They haven't said. I would assume so. Is an upgrade the only way to get it, through that little icon that people have been alternately wondering about or complaining about that's showing up and not showing up on some machines? Well, probably not. They haven't said, but chances are there will be plenty of different ways to get Windows 10 in addition to that little upgrade icon.

They haven't said yet what that's going to be. Will it work on your machine? Well, if it qualified for an upgrade, that much at least, the little upgrade icon shows up then that much at least we can pretty much assume that yeah, your machine will run Windows 10.

If there's no icon, well then it kind of depends on your hardware. Supposedly, if your machine is capable of running Windows 8, it's capable of running Windows 10 so if you're running Windows 8 then fantastic – you probably meet the minimum requirement.

Will you be able to upgrade if you don't see the little upgrade icon? Again, they haven't said anything. I would certainly assume that if your hardware is capable of running Windows 10, then you'll be able to upgrade to Windows 10.

How you find out? We don't know yet; we don't have an answer for that yet. We'll need to be patient. Will you be able to do a clean install instead of an upgrade, which, of course is my preferred path whenever we do a major operating system change. Again, they haven't said, but I would assume so.

It just doesn't make sense for that not to be an available option. So you can see there's a lot of "I

(Continued from page 8) Ask Leo

assume so” in a lot of these questions and a lot of these answers that we’re kind of speculating on simply because many of these answers have not yet been made public by Microsoft. They haven’t said what the answers are going to be yet.

This is why I so strongly, strongly recommend patience. These questions will be answered in time and quite publicly I’m sure. Some of them may very well have varied answers as I record this. Some of them will get answered in the next few weeks; some of them will get answered immediately on the day of release. Some of them may not get answered for a little while after the official release date.

Remember, once the official release date rolls around, even then not every one will get Windows 10. It’s going to take time for Windows 10 to roll out. How long? Again, we don’t know. It could be days; it could be weeks; there’s just no public answer to that question. We can only speculate, and ultimately we can really only be patient.

There is simply no rush to get Windows 10. My recommendation stands – if you want Windows 10 wait! Just wait! A couple of months after their release date, with the release date currently of July 29, that means waiting until say the beginning of October before even considering whether or not you want to install Windows 10 on your machine or how you want to install Windows 10. I’m convinced that the answer to almost every question about distributions and download and upgrade versus full install and additions and so forth – all of those questions will certainly be answered in the first month or two after the release date.

Then, you’ll have all the information plus the experience of others who’ve gone before you to make a rational decision and take a rational approach to upgrading or installing Windows 10. Be patient. Please, just be patient. You can tell, I’m getting these questions a lot, we just, like I said, I don’t have answers for them because Microsoft hasn’t made answers for them public yet.

Wait until after Windows 10 has been released, and I’m absolutely convinced all of these kinds of questions will be answered then.

What do you think? Which camp to you fit in? Are you one of the folks who’ve been burned and

would never, ever, ever touch Windows 10 with a ten-foot pole? Are you one of the patient people; one of the people who have already been assuming my advice and plan to wait until Windows 10 has been out for a little while?

Or are you one of those folks who are just can’t wait to get Windows 10 – want desperately to get it and get it now – want all of the questions answered now before the answers are even available? Let me know which you are in the comments below. If you are anywhere else other than askleo.com, here’s the URL to visit this page – the page that has this video enabled for comments.

<https://askleo.com/19783>

I’d really love to hear what you think, and specifically if you’re really that urgent about getting Windows 10, I’d really love to know why. I wonder if I’m missing something that makes it appealing to people. Like I said, I don’t see it as being an urgency; I don’t think it’s something that everybody needs to jump on. Maybe I’m missing something; maybe there is a compelling reason that we should be considering doing this sooner. If that’s you, I’d love to hear from you.

If you’re waiting – fantastic. You know, I’d love to hear from all of you depending on exactly why you’re waiting for Windows 10, what your plans are in respect to Windows 10. Let us know and let us know why. Thanks again for watching. I will see you again next week!

Posted: July 4, 2015 In: [Leo's blog](#)

Shortlink: <https://askleo.com/19783>

Interesting Old Time Sayings

You can catch more flies with honey than with vinegar.

You can lead a horse to water, but you can’t make him drink.

If wishes were horses, beggars would ride.

Stop crossing your eyes because they will stay like that.

"nervous as a long tailed cat in a room full of rocking chairs"

Let me hear about your old sayings. Just email me.

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,
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Micky Knickman

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Access, & Outlook, Basic to Advanced Windows

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Evenings & Weekends
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Installation, Basic to Advanced Windows & Web
Page Design

Sandee Ruth

440-984-2692 - sandee29@gmail.com
Basic Word Processing, Windows, & Web Design
Advanced Internet

Pam Casper Rihel

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

If any of our members are interested in helping other users with what programs you are adept at, please contact any of our officers with your name, what program or programs you would be willing to give help with, your email address and or phone number and when you would like to have them call you. Thanks



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!

LCCUG ONGOING WORKSHOP

ALL ARE FREE AND OPEN TO THE PUBLIC

Problem Solving Workshop

Date: Tuesday - July 21, 2015

Time: 5:30 - 8 pm **Instructor:** Micky Knickman

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.

Learning About Electronics

Date: Tuesday - July 21, 2015

Time: 5:30 - 8 pm **Instructor:** Sandee Ruth

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

Learn how to use your electronic devices.

Members are encouraged to bring their tablets, iPod, kindles, etc. at 5:30 pm for assistance from Sandee and any other knowledgeable members. Public is welcome to sit in these classes.

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"



The Lorain County Chapter of OGS

is having it's next meetings on :

July 13- Annual Potluck Picnic with the Black River Genealogists, the Wellington Genealogical Group and the Lorain County Chapter. Bring a dish to share, your table setting and beverage. Gather at 5:30pm. Dinner will be served at 6:00pm. Held at The Carlisle Reservation, Lorain County Metro Parks, 12882 Diagonal Road, LaGrange..

August 10-"Guidelines For Finding Polish Records" presented by Amy Wachs. This presentation will provide information about resources available in state archives in Poland and neighboring countries and provide tips for effective research there.

REGULAR MEETING LOCATION

North Ridgeville Library, 35700 Bainbridge Rd. North Ridgeville, Ohio. 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



BACK TO BASICS

Using the Internet

By Jim Cerny, 2nd Vice President, Sarasota TUG, FL
December 2014 issue, Sarasota Technology Monitor

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The Internet is an almost unlimited source of information, news, entertainment, help, and, well everything. Most people, including you, probably have no problem using the Internet, but sometimes it is good to review some Internet-related terms and some basics. It helps us use the internet even better. Here are some Internet terms --

The INTERNET – a whole lot of computers sharing information. There is only one Internet, it does not come in parts. It is also called the World Wide Web. Anyone can put anything on the internet, it is not “policed” by anyone. Be careful what you see or read may not be true. You can connect to the internet using a wire to your computer or, more common today, without a wire, called a “wireless” connection or “Wi-Fi”. All laptop computers and iPads and “smart phones” have the ability to connect to a wireless network IF one is available in the range of your computer. Hotels, restaurants, libraries, and some towns may provide free wireless connections for you. Desktop computers usually connect with a wire but you can purchase a device to make your desktop connect without a wire.

Internet PROVIDER – a company to whom you pay money to allow you access to the Internet. Companies like Verizon, Comcast, Brighthouse, or a satellite “dish” company are examples.

Internet BROWSER – a program on your computer which allows you to view internet web pages. These programs, such as Internet Explorer, Firefox, Safari, are all free. The Internet Explorer program comes free with Windows but you can download others from the Internet if you wish. All these programs work the same way but may look a little different.

INTERNET ADDRESS – every web page on the internet has a unique address.

ADDRESS BAR – located at or near the very top of your Internet Browser program window, this “box” contains the address of the web page you are currently viewing in the window. You can go to another web page address by left-clicking your mouse on the current address (which will highlight the address) and entering, using your keyboard, any new valid web page address. (If you enter words or text in this box instead of an address, your web browser will search the Internet

(Continued on page 18)

Interesting Websites

None reported this month.

If you come across an interesting Website let us know and we will list it for others to check out.



LCCUG Members Page

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



<http://www.lccug.com/members>

(Continued from page 7) 10 More Travel Scams...

Expensive Ticket to Ride

In the U.S and, most recently, London's Oxford Street in Britain, rickshaw cyclists — or “pedicab” operators as they call themselves — offer short trips around tourist locations.

Exploiting the fact that many tourists don't understand exchange rates, they're often a big rip-off.

But to make things worse, in the London case this year, some of the rickshaw cyclists post what seems to be a relatively low rate on their vehicle; they don't tell victims that this is the rate per person per minute.

We reported on this in New York last year but in a new case, four Spanish tourists in London were each charged five British pounds per minute — that is 20 pounds a minute.

The ride took 20 minutes so the final bill was 400 pounds – about \$625 USD!

Don't get taken for a ride if you plan a pedicab trip. Make sure you know in advance exactly what it will cost.

Old Favorites Pop Up Again

Among the many other travel scams we've reported in the past, three are seeing a lot of exposure this season.

*In China and other parts of southeast Asia, scammers posing as students ask tourists to help them practice their English. They lure their victims into a coffee or tea shop where they're eventually presented with a huge bill.

Politely decline these requests and walk away.

*The distraction ruse in which a scammer “spills” a liquid on the tourist's clothes and an accomplice picks the victim's pocket or purse while they're cleaning up.

*This scam is extremely common in many countries. Secure your wallet and other valuables before you do anything else.

*Worthless timeshare deals are again hitting media headlines.

Attendees at hotel presentations are being persuaded to part with several thousand dollars on the promise that they can take four weeks' vacation at locations all over the world. But the locations turn out to be fully booked when victims try to secure them.

At all costs, resist the temptation to sign up on the spot for any timeshare deal.

Alert of the Week

Finally, according to a report on the popular travel website TripAdvisor, some U.S. and European tourists who've booked hotels from online booking agencies have subsequently received emails supposedly from their hotels asking them to send full payment upfront.

The messages are pretty convincing with all the correct details including the booking reference numbers — which suggests either the agencies or hotels concerned have been hacked.

The giveaway is that victims are asked to send a money wire payment, which few if any genuine hotels ever do.

Before making any payment, even by card or check, independently double-check any such request with the booking agency and hotel.

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Windows 8/8.1 Corner

Customize the Text on Your PC

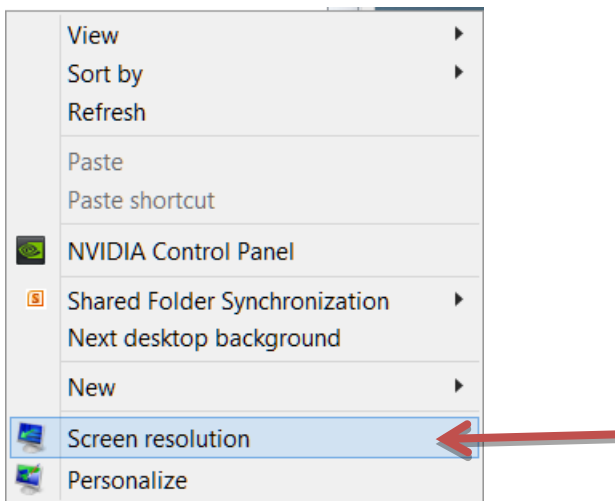
By Rosita Herrick, Yahoo Forum Moderator, Sarasota Technology User Group, FL

<http://thetug.org/>
Rosita@thetug.org

Font sizes:

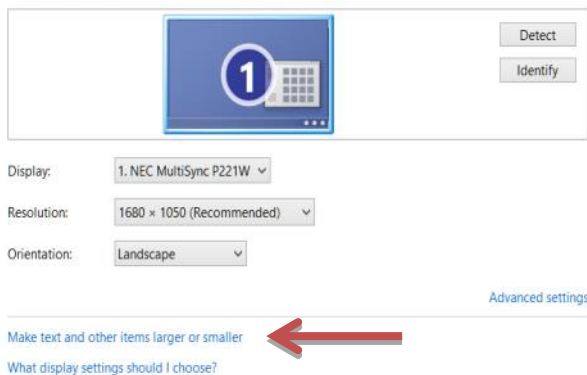
If the default size of text on your PC, especially on laptops, is small and hard to read, here are the steps to increase it.

Right click on any empty part of the desktop wall paper



Click on Screen resolution and then click on Make text and other items larger or smaller.

Change the appearance of your display



On this new window there are a few choices:

Change the size of all items

Make text and other items on the desktop smaller and larger. To temporarily enlarge just part of the screen, use the [Magnifier](#) tool.

- ☐ Smaller - 100%
- ☒ Medium - 125%
- ☐ Larger - 150%



Custom sizing options

☒ Let me choose one scaling level for all my displays

Change only the text size

Instead of changing the size of everything on the desktop, change only the text size for a specific item.

Title bars ☐ Bold

If you use one scaling level, some items might be different sizes on different displays. You'll see this change the next time you sign in.

Apply

You can click on the checkbox and get the choice of size you want to increase for all items or leave the box blank, and as shown below, change the font of specific items.

In the Items box I chose Menus, checked the Bold box, and then checked Apply

Change only the text size

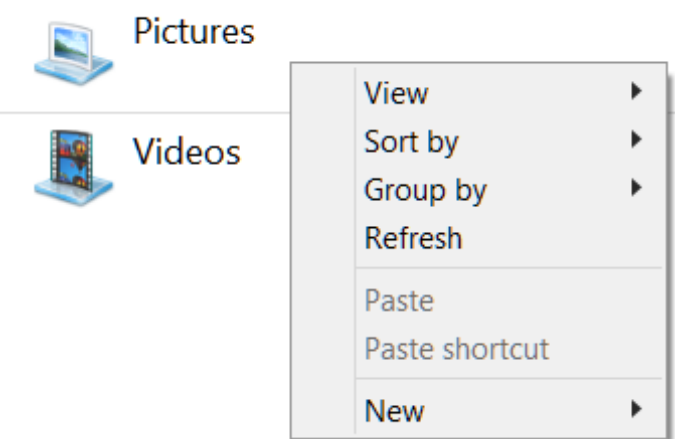
Instead of changing the size of everything on the desktop, change only the text size for a specific item.

Menus ☒ Bold

Apply

Here are the before and after results:

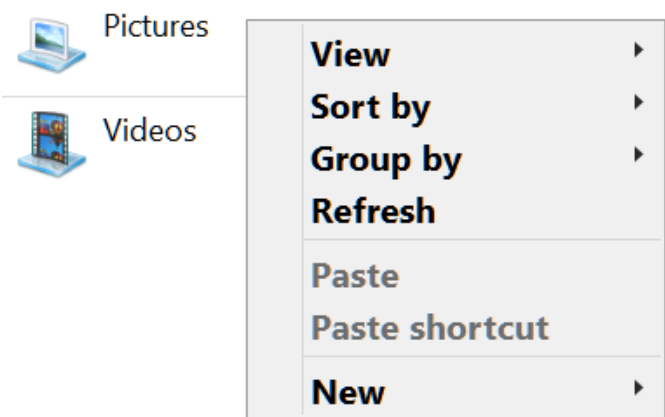
Before



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(Continued from page 13) Customize the Text..

After



Reminder: Don't forget to click on the Apply box to finalize the change.



The Tip Corner – December 2014

By Bill Sheff, Lehigh Valley Computer Group,
Pennsylvania
December 2014 issue, The LVCVG Journal
www.lvcg.org
nsheff@aol.com

Since this is the last Tip Corner for 2014, and as most of you know Spreadsheets are my passion, I am devoting this issue to a bevy of tips strictly for the Excel user (but don't tell anyone but almost all of them can be used in Open or Libre Office. But first, a eagle-eyed reader in Colorado noticed a line missing from one of my tips in the November issue, so I am repeating it here. Sorry about that.

XP and Banking

I usually don't profess to follow some of the paranoid warnings of some people, however, I have to suggest that the very last thing you should be doing with a Windows XP computer is banking on line. Security support for Windows XP ended last April, and it's even worse if you happen to be using Internet Explorer. The highest version of IE supported in XP is 8 and that browser is also without any security support. You're slightly safer using Firefox or Chrome, but with XP receiving no security support from Microsoft, your system could be a prime target.

You should definitely stop banking online until you

have another operating system.

Text to Columns

If you ever prepared a list of names, and put both first and last in name in the same column, tsk, tsk. Now you know better. But what do you do with that list of over 200 friends all in one column? Select the data (highlight the column) then on the Data tab click **Text to Columns**, then choose to separate them based on what delimiter is used (usually either spaces or commas). It works like magic. This tip is also handy if you downloaded some data in CSV format .where the data is all in the first column, but separated by a fixed number of spaces or period.

Paste Special to Transpose

Over the last few years changing from rows to columns got easier. What you do is COPY the data, and then select PASTE SPECIAL and pick the Transpose box. Another great helpful command.

Paste Special with Formulas

While we are looking at the Paste Special command here is another helpful hint. Suppose you wanted to change a list of numbers from decimal to percentages. You don't want the numeral 1 to be 100% but rather 1%. So rather than you having to divide all the numbers by 100 using the Paste Special comes to the rescue. That's where Paste Special comes in. First, type 100 in a cell and copy it. Then, select all the numbers you want reformatted, select Paste Special, click the "Divide" radio button, and *olla* as they say in France. Use this procedure to also add, subtract, or multiply numbers.

Conditional Formatting

If you have a need to change the way a cell looks based on the data, Conditional Formatting is the way to go. Using Conditional Formatting allows you to make cells stand out based on the criteria you select. Not only can you change colors, but you can draw borders around cells. Even little graph scan be built into the cells making it easier to visualize positions in a range. Use the Highlighted Cells Rules sub-menu to create more rules to look for things, such text that contains a certain string of words, recurring dates, duplicate values, etc. There's even a greater than/less than option so you can compare number changes.

Validate Data to Make Drop Downs

This is one I use, and also demo'd at some of the

(Continued on page 15)

Novice Sig meetings. You can create a drop-down menu of selections just like the form fillers put out by companies that restricts the choices that can be made. Highlight a cell, go to the Data tab, and click Data Validation. Under "Allow:" select "List." Then in the "Source:" field, type a list, with commas between the options. Or, you could click the button next to the Source field and go back into the same sheet to select a data series. You can hide that data and it will still work. Data Validation is also a good way to restrict data entered—for example, give a date range, and people cannot enter any dates before or after what you specify. You can even create an error message they tells them what they did wrong.

Insert Excel Data into a Word Document

Way back when, this was another of the extremely difficult tasks. Today it is a snap. Whether you're copying data cells or a full-blown graphical chart, just copy and paste 1, 2, 3. There is one caveat to be aware of., This is a link-and-embed process—if you change the data in the spreadsheet, it'll change in the Word doc or PowerPoint PPT, as well. To avoid this, use the Word Paste Special tool for or, when taking it from Excel, use the Copy Special option to paste the graphic into any program at all.

AutoFill

When I was a mere lad in terms of spreadsheet abilities, the only way we could make a list of say one to a hundred was to type a 1 in the first cell (say A1), go down to the next cell (A2) and type in the formula =A1+1. Then copy cell A2 down the other 98 rows. Weren't we the clever ones. Today making a list has come a long way. You start typing usually just the first two cells of your list. Highlight the cells and note that the curser has turned into a type of cross called a fill handle. Drag the fill handle down as far as you want the list to go. The list fills up. This works with more than just numbers. Dates, days of the week, etc. can usually benefit from the fill handle. You can fill in up a column or in either direction in a row. And there is more! You can Auto Fill without much of a pattern. Again, pick a cell or cells, move to the fill handle, click, and drag. You'll get a menu of options. The more data you input at first, the better the Fill Series option will do creating your AutoFill options.

Update Windows 8 If You Plan To Upgrade To 10

Tuesday, July 7th, 2015 by [cynthia](#) |
Filed Under: [Windows 10](#), [Windows 8](#)

I've got good news and bad news for those of you running Windows 8. The good news is that you are eligible for a free upgrade to Windows 10! The bad news is that if you are running Windows 8 and not Windows 8.1, you have a ton of upgrading to do.

You'll need to upgrade to Windows 8.1 and then install the updates you've missed so far for Windows 8.1. This is going to take some time. But it's really worth the effort. Windows 10 is pretty nifty and offers the best features of Windows 7 and Windows 8. If you're one of those who doesn't like 8 one bit, you'll definitely want to do this.

So let's get started.

To update Windows 8, you'll need to start with the Start Screen.



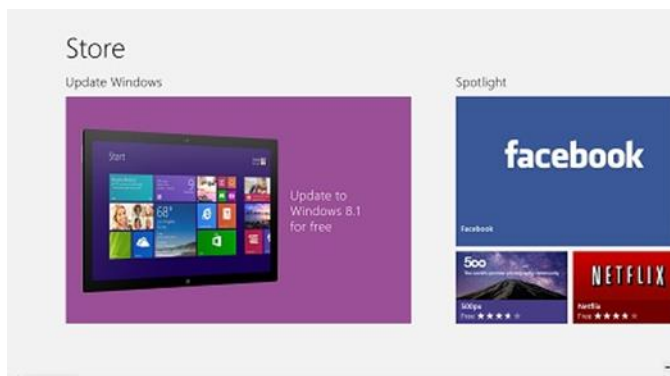
Choose the tile for the Windows Store.



(Continued on page 16)

(Continued from page 15) Update Windows 8....

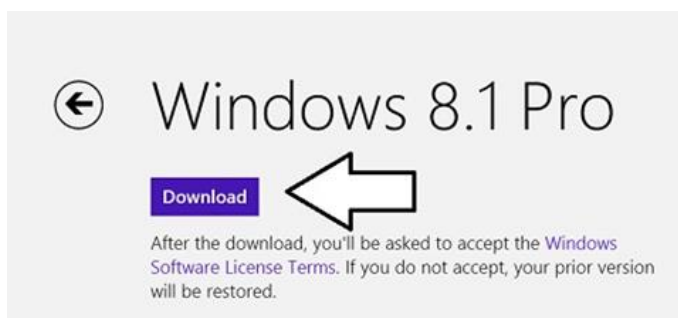
When it opens, you'll see the option to update to Windows 8.1 for free.



Select the upgrade and you should see this:



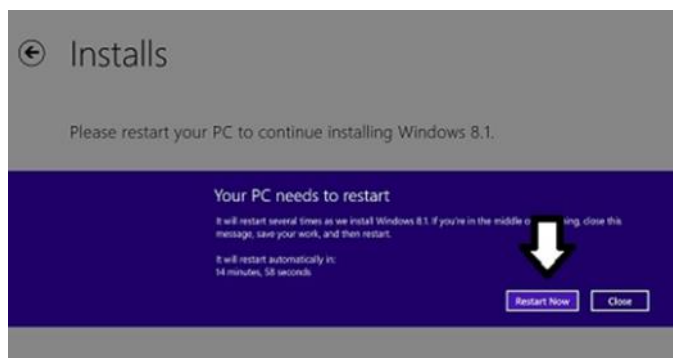
Click or tap **Download** to start the process. This download took me three hours on a high-speed Internet connection.



On the bright side, I was able to continue using my computer during the download.

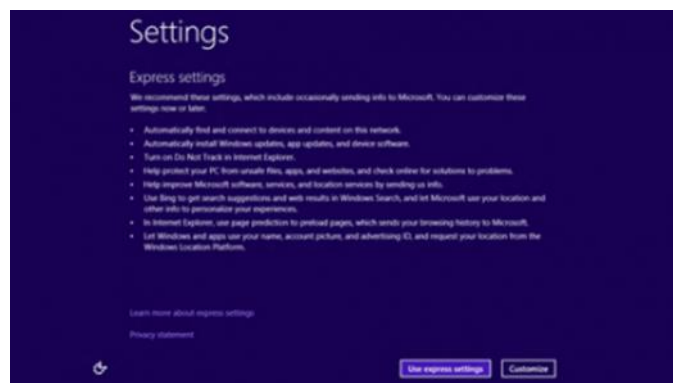


A couple of times I was sure that it had stalled, but it kept going. It just took a long time. When it's finished you'll need to stop what you're doing and restart the computer. During the configuration process it will start restart several times.



You'll need to accept the terms of service and there is a pretty long configurations process. At least Microsoft breaks it up by changing the background colors as it loads.

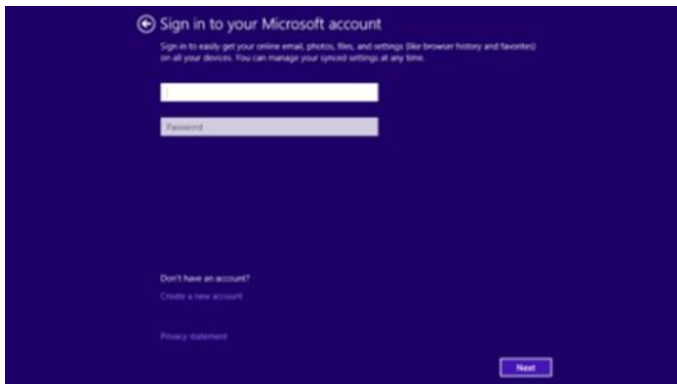
When it's finished, you'll be able to choose between Express setting or customizing settings. I went with Express.



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(Continued from page 16) Update Windows 8....

You will then need to log on with your Microsoft Account, that could be your Outlook.com, Hotmail, Live Mail or MSN e-mail address or an account you set up when you purchased Windows 8.



Microsoft will then send a security code to your cell phone or to an alternate e-mail address that you've set up for the account. You'll have to enter that code to verify that you're the owner of the account. If you haven't set up alternate contact information, you'll be asked for provide it. However, if you sign into your Microsoft account before you start the the 8.1 upgrade, then you might not have to enter the security code.

Once the security code is entered, this screen will appear explaining that SkyDrive is now front and center on your computer. The photos you take with your PC or tablet will be automatically backed up to SkyDrive and it is now the default location to save documents.

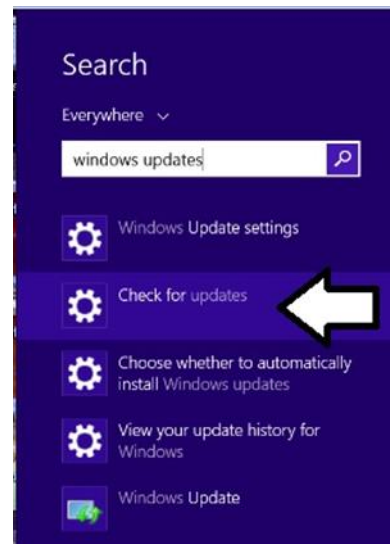


Click Next and you will be taken to the Start Screen.



Guess what? Now it's time to run your update from 8.1 to 8.1.1 and to also make some other updates required to receive 10.

You can just start typing Windows update from the Metro/Modern start screen or search for Windows update in the Search Charm. Then choose **Check for updates** from the results.



The Windows Update center will open. You will either see available updates displayed or you can choose **Check now** to see what's available. You can click on any available updates to install.

Windows Update

You're set to automatically install updates.

We found new updates today, and we'll install them for you soon. We'll continue to check daily for newer updates.

[View details](#)

[Check now](#)

[View your update history](#)

[Choose how updates get installed](#)

(Continued on page 18)

(Continued from page 17) Update Windows 8....

Then you can begin to install the important updates. You must have the following updates installed to upgrade to 10:

KB3035583
KB2976978

Once you've got everything updated, you should see the icon that lets you make your Windows 10 reservation in the lower left corner of your desktop.



[Click here to learn how to make your reservation.](#)
~ Cynthia

Tags: [Windows 10](#), [Windows 10 upgrade](#), [windows 8](#), [Windows 8.1](#)

This entry was posted on Tuesday, July 7th, 2015 at 10:45 AM and is filed under [Windows 10](#), [Windows 8](#). You can follow any responses to this entry through the [RSS 2.0](#) feed. You can [leave a response](#), or [trackback](#) from your own site. 77841

(continued from page 11) Back to Basics

using a search engine. That's ok, but it may not be the search engine you want to use).

WEB PAGE – a “document” on the internet which has a unique address. You may also think of a web page as a specific “location” on the Internet. A web page can be any length or size. Look for scrollbars at the side of the window or the bottom to use to see the entire page.

HOT LINK – Almost all web pages contain “hot links” to click on with your mouse. These links will take you to another web page.

SEARCH ENGINE – a web page that you can use to search the Internet. The most popular is Google (www.google.com) but there are many others such as Ask.com, Bing, and Yahoo. They are free to use, just go to their webpage.

Now that we have reviewed some terms, we will look at the two ways to use the internet. The first way, if you know the exact web address of the web page you want to see, just enter that address in the address bar or box and hit the “Enter” key on your keyboard. Your Internet browser will go to that web page and the new address will be displayed in the address bar.

The second way to use the Internet is when you do not know an address and just want to search the internet for something. So, you use a search engine like Google. At the Google web page you will see your insertion point waiting for you to enter your search words in the search box. Use regular English words separated by spaces. You can even ask a question. Google will search the whole internet in a fraction of a second and give you thousands of results, usually ten or fifteen on a page. On the results, you can click on any web page title to go to that web page.

Here are some very helpful things to consider when using the internet. You can find out more about them by using Google.

FAVORITES – If you like visiting certain web pages often, keep it in your “favorites” list. The next time you want to visit that web page again, just click on “favorites” and click on the one you want in the list. You can organize your favorites into **FOLDERS** too. So you could have a folder of your favorite medical web pages or games or whatever.

The Left and Right **ARROWS** at the top of the window of your web browser program can be clicked (with your left mouse button) to go back to a previous web page or to go forward to see a web page you have already seen. When you use your web browser you are building a chain of web pages that you have visited and these arrows allow you to move up or down that chain.

OPTIONS – Your web browser program will come with many options some of which you may want to understand and use. For example, do you want to keep in memory your history of web pages visited? You should use the “help” option on your browser program (mine is a small blue circle with a white “?” in it) to learn what you can do. You will not want to try everything, but you will find some things you will want to try.

TABS – Most browsers are able to use “tabs” which are, simply, a web page that is kept active. Years ago you could only view one web page at a time. But by using tabs, you can set up your browser to have several web pages available to you at once (without opening another web browser program window). I don't use tabs very much, but sometimes when you click on a hotlink it may open the next web page in a new tab.

GOOGLE HELP – Remember, you can ask Google any question you want. If you want to know something about your browser program, you could enter in Google something like: “How do I save favorite web pages in Internet Explorer?” Be as specific as you can with your question.

Hopefully this has been a good review for you and maybe will inspire you to try something new with your browser program.