Interface

Lorain County Computer Users Group
www.LCCUG.com
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Inside This Issue

President's Letter Pg. 2
LCCUG Officers Pg. 2
March Program Pg. 3
Minutes Pg. 4
Genealogy Pg. 5
Wearable Devices Could Be a Threat Pg. 6
Insert & Sign...no need to swipe EMV Credit Cards Pg. 8
How Do I Tell Which Program Is Using To Much Memory Pg. 9
Classes & Workshops Pg.10
LCC-OGS Programs Pg.11
Interesting Internet Finds Pg.11
Genealogy Insights Pg.13
Facebook: Control What Your Friends Share About You Pg.13
Downloading Vs. Streaming...What's The Difference Pg.15
Organizing Digital Photos Pg.16
What to Expect in Microsoft Office 1016 Pg.18
Interesting Websites Pg.18

Tuesday
March 8, 2016

BACKUP!

Why we need to and what is the best way to do this?

By

Neil Higgins

RAFFLE ITEMS

1 TB Seagate External Hard Drive
4-Port USB3 Hub Model HT-UH007
Enerpak Tube Universal Battery Pack
E-Tronic Monitor Screen Wipes

☺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

Windows 10 Reminder:

The deadline is approaching to take advantage of the free upgrade to Windows 10! This upgrade will remain free for qualifying users until 07/28/2016. If you are eligible to make this important free upgrade, it is likely that it has already been downloaded onto your computer and you are getting notifications asking you to upload it. The consensus among LCCUG officers and many members who have been using it is… "go for it!".... but AFTER YOU BACK UP!

During our March meeting, Neil Higgins, will review some of the free options to backup your PC. Be sure to join us so you will be ready for this important upgrade.

Ebooks
For those who are fans of eBooks and audiobooks, I can share more information about saving the eBooks from the library and other sources. Most of the audiobooks that you download from the library are mp3 files and can be set aside for listening after the usual load period expires. This also allows them to be used on a variety of audio devices!

The eBooks can be cataloged in one of my favorite programs, Calibre. Calibre is a fantastic tool for managing your eBooks. It allows for all kinds of categories, tags, and editing of the books' metadata. It also has a nice viewer to let you read your eBooks within the program and it can be tweaked to allow you to convert a book from one format to another.

Those interested in doing more on the subject of eBooks, and looking at these options, let me know and we will make those arrangements for a session on using Calibre.

Ink cartridges
We have been collecting used or new and unwanted ink cartridges or laser toner cartridges. We have been able to turn those into Staples. With the credits we received from them, we have made some nice purchases to add to our monthly club raffle. Most recently we obtained a couple 64GB USB flash drives and a nice large computer monitor.

At this point we have turned in all the cartridges that we have collected. Please remember to save your used ink cartridges and bring them to us! We can then continue to add some nice prizes to our meeting raffles.

Remember to check the club blog (http://lccug.blogspot.com/) and the members page resource links (http://www.lccug.memberlodge.com/weblinks) for lots of good information.

Sandee Ruth
LCCUG President

LCCUG Officers For 2016

President	Sandee Ruth president@lccug.com
Vice President	Carole Doerr vicepresident@lccug.com
Secretary	Don Hall secretary@lccug.com
Treasurer	Micky Knickman treasurer@lccug.com
Newsletter Editor	Pam Rihel newsletter@lccug.com
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Director of Membership	Dennis Smith membership@lccug.com
Director of Advertising	Richard Barnett advertising@lccug.com
Director of Education	Neil Higgins education@lccug.com

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Tuesday
March 8, 2016

BACKUP!

Why we need to and what is the best way to do this?

By

Neil Higgins

Think about the last time you backed up data on your computer. NEVER?

What happens when you have the inevitable hardware failure or a theft?

What about just plain human error, or a virus that wipes your hard drives?

LCCUG's March 2016 presentation will talk about methods to back up and protect your valuable data. We will discuss what you will need for software, (some already in Windows) or some suggested freeware solutions.

What about hardware? What about the Cloud. We'll talk about that, too.

The Windows 10 free upgrade time clock is counting down. If you want to take advantage of the free upgrade to Windows 10, you should start by making a complete backup of your computer's hard drive & Operating System. In the unlikely event that you have an issue with the upgrade, you can always restore your computer to its pre-upgrade state if you have a backup safely tucked away.

Please join us for this informative and very important presentation.

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

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...

Executive Board Meeting Minutes

FEBRUARY 2, 2016

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

The board discussed and adjusted potential programs to fit in with Microsoft's July 29th end of the free Windows 10 operating system upgrade. We are good thru July.

Prizes for the February 9 meeting were selected including a 64 GB USB flash drive.

Micky's 2015 Treasure's Report was presented.

The 5 years for $75 membership offer shall continue.

The board agreed to switch insurance to that which the church uses. They also approved an agreement with the church covering the Tuesday night meetings.

Carole moved, Richard seconded the meeting be adjourned.

LCCUG Treasurer's Report

1/1	Beginning balance	$ 11,838.13
	membership dues	$ 1,125.00
	Raffle proceeds after purchases	$ 582.79
	Sponsorships	$ 300.00
	Charitable donations	$ (226.00)
	Membership expenses (web, Internet, etc.)	$ (996.95)
	Postage	$ (82.00)
	Refreshments & Picnic	$ (178.09)
	APCUG dues	$ -
	Rent for meetings	$ (600.00)
12/31	**LCCUG Minimum Deposit**	**$ 5,000.00**
12/31	**General Fund balance**	**$ 6,762.88**

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Member of
Association of Personal Computer User Groups

General Meeting Minutes

FEBRUARY 9, 2016

President Sandee Ruth called the meeting to order. A motion to accept the minutes as shown in the February *INTERFACE* was made by Ellen Endrizal, seconded by Pam Rihel. Motion passed by voice vote.

Sandee informed members the subject matter for the next 3 monthly meetings, the annual picnic date and how to access useful information from the blog on the club's home page.

Micky and Neil explained how to get 2 GB of free storage space thru Tuesday night on Google Drive.

Sandee's presentation started with explaining the Google cardboard 3D unit and how to use it. Prices for viewers vary from $3 to $12. More information is listed on the LCCUG blog.

She covered the many services available by using your library card and how having cards from different libraries increases the number of services.

Carl Italiano won $4 at the attendance raffle, Mike Cherney won the roll-over raffle and Margie Soto-Rivera won the software/hardware raffle.

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

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

This Month's contributors: Micky Knickman, Sandra Ruth, Pam Rihel, Don Hall, Dennis Smith, Dick Eastman, Scambusters, Ask Leo, Phil Sorrentino, Steve Costello, Jim Cherny, Nancy DeMarte, APCUG, http://www.familytreequotes.com/categories/Family-Tree-humor/

Microsoft Office art online,
Newsletter is now
Online at
lccug.com/newsletters or **lccug.com**

LCCUG Members Page

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

http://www.lccug.com/members

Genealogy

Pam Rihel prihel1947@gmail.com

Dick Eastman http://www.eogn.com

Use the Advantages of Gmail without Using a Gmail Address

Google's Gmail service is one of the best email services available today. It has probably the best spam filters of any email service. It also offers excellent inbox organization. Not bad for a free service!

Would you like to use Gmail but are "stuck" with a different email address from some other organization? Would changing your email address be too much of a problem involving notifying all of your friends, relatives, and business acquaintances? Are you presently subscribed to numerous email lists that send messages to your present address? Changing all those subscriptions to point to a new email address could be a problem!

Most computer users think you need a Gmail address in order to enjoy Gmail's advantages. Actually, that has not been true for years.

I have been using Gmail as my spam filter and inbox organizing tool for more than five years even though I use a non-gmail address. While it has long been possible to "marry" Gmail's advantages to other email addresses, the process has always been a bit complicated and required quite a bit of knowledge of how email systems work.

If you use Yahoo! Mail or Hotmail/Outlook.com, Google now has an easy solution for you. You can enjoy the benefits of Gmail without going through the hassle of changing your email address. Best of all, the service is free.

Gmailify links your existing account to Gmail so that you get all the bells and whistles, including spam protection, inbox organization, and even Google Now cards based on your mail, without having to leave your current email address behind. All you need to do is create a free Gmail account at mail.google.com. You will be required to create a new email address ending in "@gmail.com" but don't worry about that. Nobody else will ever see that address unless you tell them. It can be your secret.

Once created, sign in to your new Gmail account and enable Gmailify. You will have to specify the email address, user names, and password of your old account so that Gmail can retrieve messages from that account. Your email correspondents will still reach you at your normal Yahoo.com, Hotmail.com, or Outlook.com email address. The email messages you send will also appear to come from that same address, not from Gmail.com. And of course, you're always in control—so if you ever change your mind, you can unlink your account(s) at any time, and continue to access them through the Gmail app without using Gmailify. Not bad for a free service!

Gmailify is available now at no charge but only to Yahoo and Hotmail/Outlook users.

Instructions are available in the Gmail Support Blog at:
http://gmailblog.blogspot.com/2016/02/gmailify-best-of-gmail-without-gmail.html.

Of course, if you already use Gmail, you don't have any need for Gmailify. You are already enjoying the benefits.

Google is Shutting Down Picasa

Google

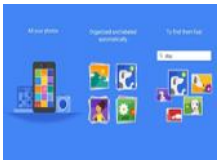
Google's Picasa has been one of my favorite photo editing tools for several years. Now there is bad news and good news about the free service.

(Continued on page 6)

(Continued from page 5) Dick Eastman

Bad news: Google will stop supporting the Picasa desktop application on March 15th, 2016. It will still work beyond March 15th, but Google will stop developing it and there will be no future updates.

Good news: Google is replacing Picasa with Google Photos, the company's new-and-improved photo service. In fact, Google Photos is a better app than Picasa although I am sure it will take some time for Picasa users to get used to the change. If you happen to have photos or videos stored away in a Picasa Web Album, Google says all of your media will already be available in Google Photos. Once you access Google Photos, you'll be able to share, download and organize all of your media in one location.



I just checked and found all of my photos from Picasa and from an Android cell phone are already waiting for me at https://photos.google.com/. For an Android user, Google Photos is an excellent automatic backup service for all photos taken with the Android device's camera.

Google Photo is a more powerful, mobile-focused service than Picasa ever was. It lets users backup an unlimited number of photos and videos to the cloud for free, and also comes with a search function that leverages artificial intelligence technology. For example, you can search for smiles and the app will show photos that include people smiling.

Google apparently wants to focus on one service that works across both mobile and desktop, rather than split its efforts across two different products.

You can learn more about Google Photos at : https://www.google.com/photos/about/.

The following article is from Eastman's Online Genealogy Newsletter and is copyright by Richard W. Eastman. It is republished here with the permission of the author. Information about the newsletter is available at http://www.eogn.com.

ScamBusters.org

Wearable Devices Could Pose Security Threat

Wearable devices — smartwatches, microchips or miniature computers that you wear — could soon become targets for scammers, hackers and unscrupulous data brokers.

This type of equipment is becoming increasingly popular — not just in the shape of intelligent wristwatches but also built into glasses and even clothing.

But in the early days of this technology, we can't always count on manufacturers to give priority to making them safe from "intruders." That, say security experts, means they could be vulnerable to hack attacks.

In a report published last year, Internet security outfit Symantec noted that wearable fitness and personal health devices would be a $5 billion market in 2016.

These include devices that measure our steps, blood pressure, heart rate and other intimate medical data. With more devices on the way, the firm said, "there is an obvious security and privacy threat."

Already tests, or what security techs call "proof of concept," have demonstrated "significant vulnerabilities in many devices and applications in this area."

And in June last year, there was even a special forum dedicated to the hacking of wearable data.

According to security firm Fortinet, one of the best-known health trackers was capable of being hacked in just 10 seconds.

It claimed crooks could then gain access to any computer the device subsequently synced with and that the vulnerability would remain even if the device was reset.

(Continued on page 7)

(Continued from page 6) Wearable Devices...

However, the manufacturer subsequently denied these allegations and said there was no evidence of their device being used for malicious purposes.

Regardless of who is right, the claim and subsequent denial underline the fears and uncertainties about security risks in the wearable device market.

And, it's not just that hackers could gain access to these devices. The real threat could lie in the personal information they transmit that could fall into the wrong hands.

For example, a review of more than 100 personal-health, smart-device apps found that 20% of them transmitted information to third parties without encrypting, or disguising, the data; and more than half did not seem to have any published privacy policy.

Most of the apps also transmitted this data to an average of five recipients, mainly providers of advertising and analytical services.

Symantec warns: "The potential exposure of personal data from health-monitoring devices could have serious consequences for individuals, for example, if insurance companies started to use the data to adjust premiums, if people used hacked location data to track other people without their knowledge.

"In a fast-moving and early stage industry, developers have a strong incentive to offer new functionality and features, but data protection and privacy policies seem to be of lesser priority."

The same report from Symantec points out that medical devices are also "notoriously insecure and easy to hack, as has been demonstrated for pacemakers and insulin pumps."
But, as the firm points out, fortunately no actual hacking cases of these devices have been reported — yet.

Users of wearable and medical devices currently are limited in the actions they can personally take to protect themselves against both hacking and data theft risks. They are in the hands of the manufacturers.

But being aware of the danger is the first important step in the right direction.

You should also:

◊ Look for, request and read any privacy statements that come with your products.

◊ If using a health app, check for information about whether any transmitted data is encrypted and to whom it is transmitted.

◊ Run an Internet search using the name of your device and words like "security" and "hacking."

◊ Look out for anti-virus and anti-hacking protection software as it becomes available for smartwatches.

For now, hacking and data theft from wearable devices are more of a threat than a current reality. But you can expect that to change as the industry grows.

As the organization behind last year's wearable hack event noted: "The data from wearable tech, smartphones and smartwatches are really the most personal data ever.

"Our mobile devices accompany every step we take, every move we make. A plentitude of sensors on the devices draw multidimensional pictures of our daily lives. Applications of wearable data range from fitness to retail, from automotive to health.

"There is hardly an industry that cannot make direct use of it. And yet, wearable apps are still in their childhood."

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Insert and Sign…no need to Swipe – EMV Credit Cards

By Phil Sorrentino, Contributing Writer, The Computer Club, Florida
http://scccomputerclub.org
Philsorr.wordpress.com
philsorr@yahoo.com

By now, we all have heard of credit cards with chips. In fact, you may even be carrying one in your wallet or purse. The nationwide shift to these new credit cards is well underway. In the wake of numerous large-scale data breaches and increasing rates of counterfeit card fraud, U.S. Payment systems are migrating to this new technology to protect consumers and reduce the cost of fraud. Many of our credit cards have already been upgraded to the new "chip" type. These new credit cards have a chip embedded in the card. You can see an indication of the chip on the top surface of the card close to the shorter edge. Most cards still include the magnetic swipe information, for backward compatibility, so they can be used in either the older swipe terminals or the newer chip terminals. If you have a choice as to which method to use to complete your purchase, choose the chip type; it is much more secure (details to follow… if you must, jump down to the last paragraph). The cutover date for retailers was October 1, 2015. Many large retailers such as Walmart, Target, and Costco, have already made the switch. Unfortunately, scammers have launched phishing schemes, to try to take advantage of this transition. They are sending emails to card holders, asking them to update their credit information. Do Not respond to any of these emails.

These new cards are called EMV cards. EMV is a technical standard for smart payment cards, payment terminals, and automated teller machines which can accept the new chip credit cards. EMV cards are called smart cards, chip cards or IC cards. They store their data on an integrated circuit embedded in the card. With these new cards, the retail transaction can be completed in three different ways. First, if the card has the magnetic information, the card can be swiped as we have been doing for many years. Second, the card may be a "contact" card type which has to be physically inserted (or "dipped") into a reader. Most of the cards we have now are of this type. Or thirdly, the card may be a "contactless" card type which can be read over a short distance using RFI (radio-frequency identification) Technology. The EMV standard is intended to be used globally. EMV stands for Europay, Mastercard, and Visa, the three companies which originally created the standard. The standard is now managed by EMVCo, a consortium with control split equally among many payment companies; Visa, Mastercard, JCB (a Japaneese Payment Company), American Express, China UnionPay (a payment company in The Peoples Republic of China) and Discover.

Many of us who are familiar with the Client-Server technology concept will recognize that when we use a credit card for a transaction, the credit card (the client), is accessing a Payment System (the server) in the cloud to authorize the transaction. (Those not familiar with the Client-Server technology could remedy that by attending one of the many computer courses given at the Computer Club lab.) And with all Client-Server transactions, determining that the client is truly who it says it is, and that it has the rights and privileges to the data that it is attempting to use, must be accomplished by an authentication process.

Guaranteeing that the holder of a credit card is the owner of that credit card has always been a problem with credit cards. Similar to computer use, a Credit Card must be authenticated before a transaction can occur. With the computer; before the computer account can be

(Continued on page 9)

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

(Continued from page 8) Insert and Sign...no need to swipe..

used by a potential user, the potential user has to be authenticated. This is usually done with a User Name and a Password. So, "Is this user the owner of this account?" is the question that computer authentication answers. With a credit card, the authentication process tries to guarantee that the credit card holder is the owner. Credit card authentication tries to answer the question, "Is the holder of this card, the owner of the card?" Credit card authentication is typically done with either a Signature or a PIN (Personal Identification Number). With the new cards, these two methods of authentication are called "Chip-and-Signature" and "Chip-and-PIN". Chip-and-PIN is the more effective, but unfortunately most of the transactions in the United States will use Chip-and-Signature authentication.

Until the introduction of the chip to the credit card, all face-to-face credit or debit card transactions used a magnetic stripe or mechanical imprint reader (remember them?) to read your account data, with a signature used for authentication. All of your account information was on the card, either in the magnetic stripe, or as the raised account numbers. You have probably done this many times: you hand the card to the clerk, who swipes the card through a magnetic reader, or if you remember long ago, the clerk makes an imprint from the raised text on the card. Either way, a printed slip is generated for you to sign. The signature authenticates the transaction. (The signature is not really intended for handwriting analysis by the clerk, although it is typically thought to be the reason for the signature. The signature on the printed slip is only an agreement to pay the charges as printed.) This system is very insecure since technology, which is easily available (on the black market), can be used to quickly read the magnetic stripe. Also available is technology for writing the magnetic stripes. This makes the cards easy to clone, and a cloned card works as good as the original. The real problem was when the transaction took place out of sight of the card owner, such as in a restaurant where the waiter had to take the card away from the customer and bring it to a card machine. It was easily possible for a dishonest employee, when out of sight, to swipe the card through one of these illegal magnetic card readers, which would record the information on the card, so a clone could be created.

Here is why you should opt for the chip reader to complete your transaction. The magnetic stripe is a problem because it contains fixed data, account number and such. If someone gains access to that data, they have all the information they need to make a purchase. Unlike magnetic stripe cards, which always use the same data (account number), every time an EMV card is used for a payment, the card chip creates a unique transaction code that cannot be used again. (That little chip is a tiny computer.) Because a new transaction code is created for each transaction, if a criminal steals that information from a specific transaction, it will not be useable for another transaction, and the fraudulent transaction will be denied. Unfortunately, while these new cards will help reduce crime at the point of sale, fraudulent transactions will probably shift to the more vulnerable telephone, internet, and mail order transactions, but at least our face-to-face transactions will be more secure.

How Do I Tell Which Program Is Using So Much Memory?

When Windows tells you it's out of memory, what does it mean, and what can you do about it?

Occasionally, Windows will report that it is running low on, or completely out of, memory. When that happens, programs may start to misbehave, fail, or crash completely.

Of course, one of those failing programs could be Windows itself.

Recent versions of Windows have made it a little easier to determine which programs might be consuming more memory than is warranted, leading to the dreaded "out of memory".

Clarification: RAM versus disk

When we talk about "memory", we're referring to your computer's RAM. That's the memory that is erased every time you turn off your computer.

That's different than disk space, which some people erroneously refer to as "memory". While your hard disk does remember things, even when the computer is turned off, it's not referred to as memory.

However, when it comes to computers, life is never simple. It is possible to use disk space as a kind of "fake" memory, referred to as "virtual memory".

While there are obscure scenarios in which running out of disk space can result in low memory conditions, here I want to focus on how Windows manages (and runs out of) RAM, not disk space.

Running Task Manager: the Processes tab

Note: this is primarily about Task Manager available in Windows 8 and later versions. For prior versions,

(Continued on page 11)

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 4:00 pm to 6:00 pm + Weekends
General Software Configuration, Hardware Installation, 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
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 you name, what program or programs you would be willing to give help with, you email address and or phone number and when you would like to have them call you. Thanks

More About Raspberry Pi: 2nd class March 15, 2016

The Raspberry Pi is a low cost, credit-card sized computer that plugs into a computer monitor or TV, and uses a standard keyboard and mouse. It is a capable little device that enables people of all ages to explore computing, and to learn how to program in languages like Scratch and Python. It's capable of doing everything you'd expect a desktop computer to do, from browsing the internet and playing high-definition video, to making spreadsheets, word-processing, and playing games.

LCCUG Ongoing Workshop

All Are Free And Open To The Public

Problem Solving Workshop

Date: Tuesday - March 15, 2016
Time: 5:30 - 8 pm **Instructor: Micky Knickman & Richard Barnett**
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 & Richard.

Learning About Electronics

Date: Tuesday - March 15, 2016
Time: 5:30 - 8 pm **Instructor: Sandee Ruth**
Place: Amherst Church of the Nazarene
210 Cooper Foster Park Rd.,44001

Learn how use you 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.

Learning About Raspberry Pi

Date: Tuesday - March 15, 2016
Time: 5:30 - 8 pm **Instructor: Neil Higgins**
Place: Amherst Church of the Nazarene
210 Cooper Foster Park Rd.,44001

Neil will assemble one of these new inexpensive "Raspberry Pi" computers. If you want to participate in that and get copies of the material he is assembling, please let him know you are coming (higgins.neil@gmail.com).

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 meetings on :

March 14 - "And Bob's Your Uncle" - Cate Kunzi of Burning River Genealogy will discuss online and other resources for researching Ireland, Scotland, and England.

April 11 - "1865: The Final Year of the Civil War" - Jim Smith of the Lorain County Historical Society will discuss the events that occurring during the final year of the Civil War, 1865.

May 9 - "Saints and Sinners: An Introduction to Your Ancestors' Dark Side" - Tom Neel, OGS Library Director, will discuss how to research the skeletons in your closet.

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**.

Interesting Internet Finds

Steve Costello, President / Editor, Boca Raton Computer Society, FL
Editor@brcs.org
http://ctublog.sefcug.com/

The following are some items I found interesting during the month of August 2015.

How to Wirelessly Send Web Pages, Documents & eBooks to Kindles

http://blog.the-ebook-reader.com/2015/08/03/how-to-wirelessly-send-web-pages-documents-ebooks-to-kindles/

This is for those who have Kindles but don't know how to send things wirelessly to their device, besides the regular Amazon downloads.

10 Do's And Don'ts For Every Android User

http://www.greenbot.com/article/2954589/android/10-dos-and-donts-for-every-android-user.html

If you use an Android, you should check out this post. There are probably some things you are not already aware of, that you should be.

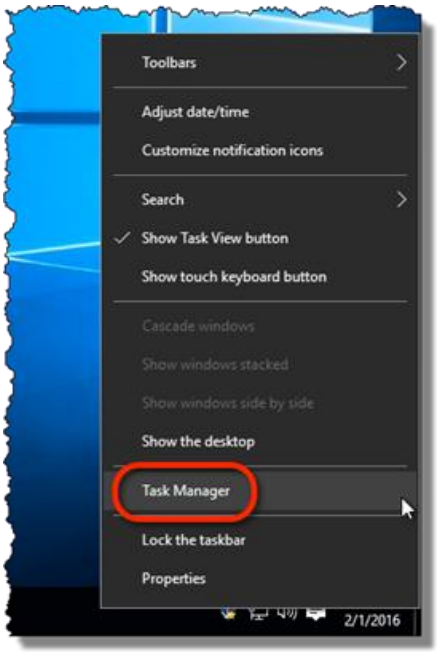
Ten Of The Best Places To Learn About Window 10

http://www.techsupportalert.com/content/ten-best-places-learn-about-window-10.htm

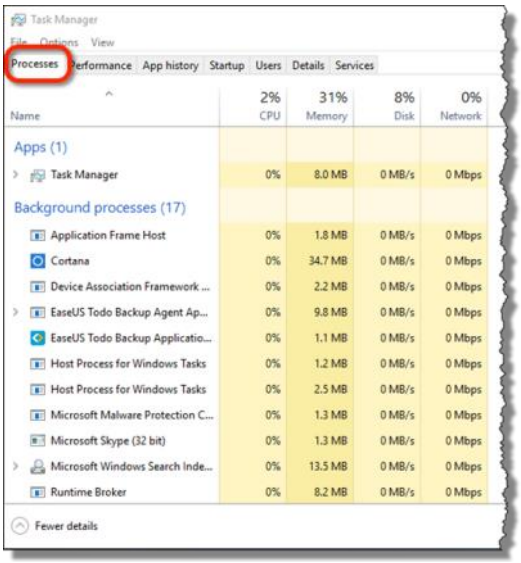
(Continued from page 9) Ask Leo

see the section "More details and older versions" below.

Right-click on the clock in your Windows taskbar, and click on **Task Manager**.



This will bring up the Windows Task Manager application. If it's not selected by default, click on the "Processes" tab on the left.

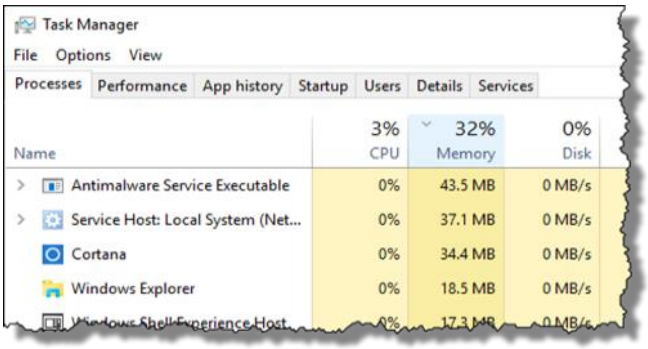


One of the columns displays "Memory", and as you might expect, we'll be interested in its contents.

Click on the word "**Memory**" in the column header. This will sort the display by memory usage.

(Continued on page 12)

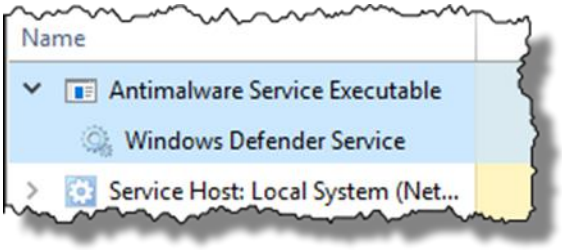
(Continued from page 11) Ask Leo



In my example, something called "Antimalware Service Executable" is currently using the most memory in my system. What you see will naturally be different, depending on what software is currently running on your computer.

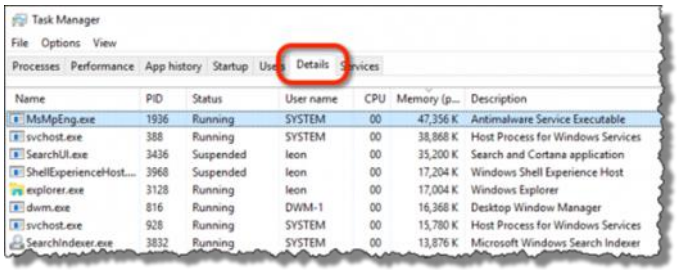
In addition, the numbers and the order can change as you watch. Task Manager updates the process display approximately once a second.

If the line item has a small caret – > – to its left, click on that for a little more information.



My "Antimalware Service Executable" turns out to be the program that runs Windows Defender.
Task Manager's Details tab.

For an alternate, sometimes slightly more informative view on the programs running on your machine, click on the Details tab.



Rather than being listed by the name of the application, this display includes all of the running programs by its executable (".exe") name (the file that provides the application, or, in some cases, parts of the application).

Like the previous tab, you can click on the "Memory" column header to sort by the highest amount of memory used by the program. In my case, that's "MsMpEng.exe", which is the "Antimalware Service Executable", which, as we saw earlier, is Windows Defender.

This Details tab can be useful to look at in addition to the Processes tab, as it can give you more granular information about exactly what program is using memory. Together, they can give you a very clear indicator of exactly which program is at fault.

What to do when you run out of memory.

Running low (or out) of memory can happen for so many different reasons it's impossible to have a simple answer for what to do when it happens.

Using Task Manager, above, you can at least start by identifying which program is using too much RAM; it'll most likely be the one that stands out as using the highest percentage, sorted to the top on the Processes tab.

It may be that you're simply try to do more than you can with that program for the amount of RAM installed on your system, or virtual memory configured. You can try to increase the virtual memory size, but I'll warn you: the more virtual memory you end up using, the slower the program, and your entire computer, are likely to become.

It may be that you have too many programs running. This is particularly evident if there's not one program that really stands out as a memory hog. Try closing programs to see if things improve for you. (Start-up programs that you might not realize are even running are notorious for chipping away at how much memory is being used. Task Manager has a useful tab for that as well; we'll cover that in a future article.)

If one specific program causes the problem repeatedly, it's also very possible that it has a bug. What's called a "memory leak" happens when a program loses track of how much memory it is using, and keeps using more and more and more as a result, even though it shouldn't need to. Make sure you're running the latest version of any programs you find at the top of the memory-usage list.

But the bottom line here, really, is that while we can typically identify which program might be using excessive amounts of memory, that's simply the starting point for your research to figure out why, and what – if anything – can be done about it.

More details and older versions of Windows

In the past, I've also recommended using a program called Process Explorer, a free download from Mi-

(Continued from page 12) Ask Leo

crosoft, to do the research above. Recent versions of Windows' own Task Manager have made that less necessary, as it now contains many features that were previously available only in Process Explorer.

However, Process Explorer is still a powerful, albeit geeky, tool. If you want to dive into things in a little more detail, are comfortable with or looking for even more information about your running processes, or you have Windows 7 or earlier, Process Explorer would be the tool to use. How do I find out who's using all my memory? is an older article that covers using it.

Genealogy Insights:

This packrat has learned that what the next generation will value most is not what we owned, but the evidence of who we were and the tales of how we loved. In the end, it's the family stories that are worth the storage.
-Ellen Goodman,
The Boston Globe

When we die we become 'stories' in the minds of other people.

Any family tree produces some lemons, some nuts and a few bad apples.

When you search for ancestors, you find great friends!

http://www.familytreequotes.com/categories/Genealogists-sayings/

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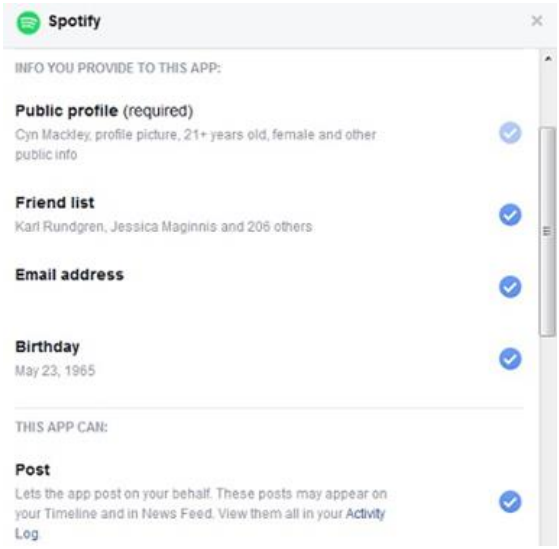
Tech Tips

Facebook: Control What Your Friends Share About You

Thursday, February 25th, 2016 by **cynthia** | Filed Under: **Security Help**, **Social Networking**, **Using The Internet**

Today we're going to look at the types of information about you that your friends may be sharing with Apps and other sites.



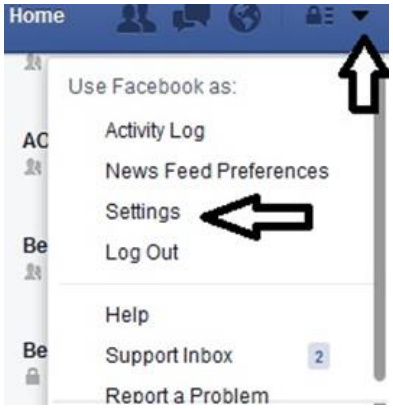
Your friends can take information that they can see about you with them when they use other apps.

This can be especially concerning if your friends aren't too careful about the kinds of apps they use or the sorts of posts they click on. For example, **if they're clicking on scam sites or apps**, they could be giving information about you to scammers.

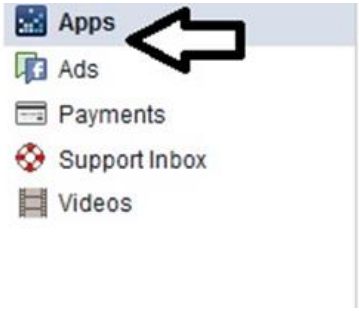
Here's how to control it. Go to Settings on your Facebook page.

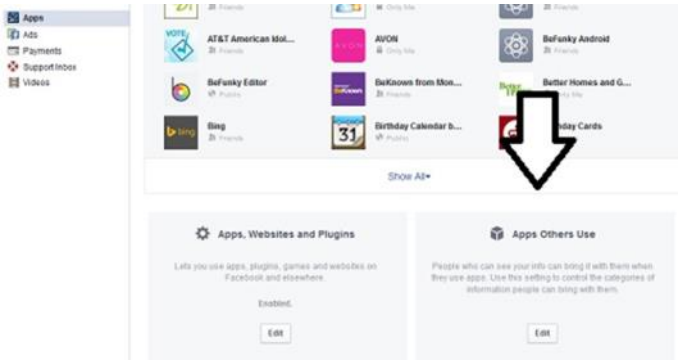
(Continued on page 14)

(Continued from page 13) ***Facebook: Control What Your Friends Share About You***

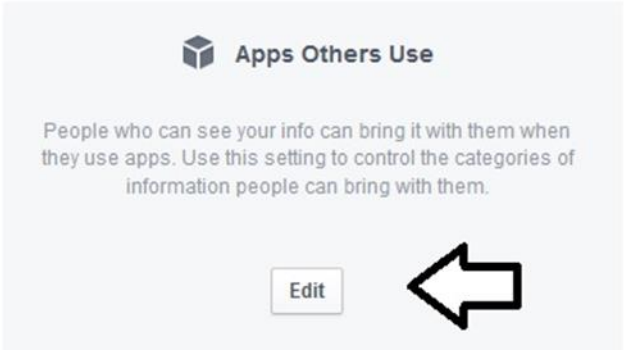


Choose apps

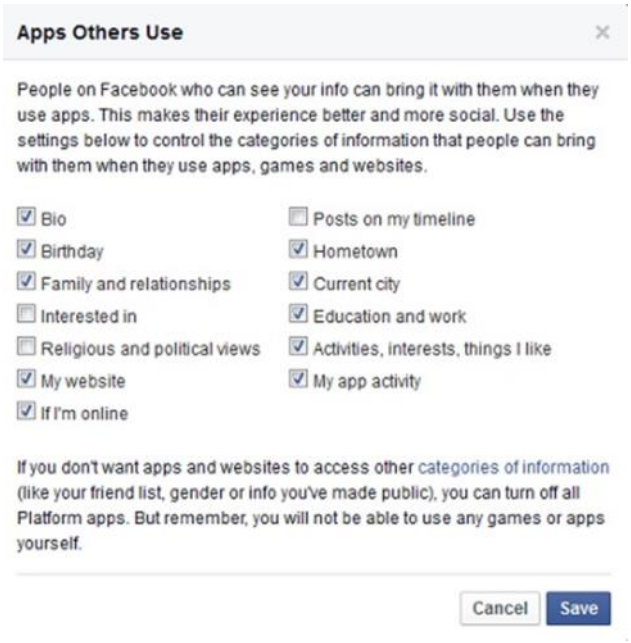


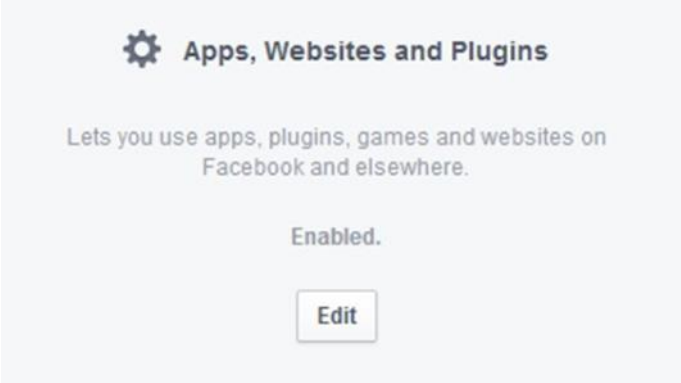


Scroll down to Apps Others use.



Then select Edit.

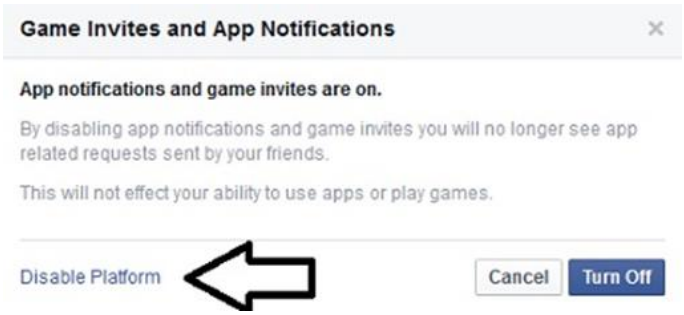




A box will pop up displaying the types of information your friends may be able to share.

(Continued on page 15)

(Continued from page 14) ***Facebook: Control What Your Friends Share About You***



If you click Disable Platform, no one will be able to see any of your public information in apps. But that also disables your ability to use apps and plug-in like Facebook Log In or your ability to play games.

Downloading Vs. Streaming – What's the Difference?

By Phil Sorrentino, Contributing Writer, The Computer Club, Florida
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Philsorr.wordpress.com
philsorr@yahoo.com

Downloading is something most of us do, almost without thinking about it. Streaming is something we rarely do, unless we watch a lot of movies from YouTube or another such video streaming service. Downloading refers to receiving data from a remote computer. The data comes "down" to you from another system. The received data is typically a data file of some specific type, like a picture or a video, which is then stored on the local computer, for use in the near or distant future. The received file is called a download. The downloading process will progress as fast as the server computer can send the data to your computer.

That process will be affected by (1) your computer's capability, (2) the communications equipment between the server and your computer, and (3) how busy the server computer is at that specific time. The download really comes in many pieces, and the network protocol software in your machine reconnects all the pieces so the received file is identical to the original.

Downloading is done for many reasons. New software is typically acquired by downloading. (I'm sure you already have Google Earth or Picasa on your computer. Both of these were acquired by a download.) Email attachments are obtained by downloading. (Isn't it is nice to have those pictures of grandchildren and pets?) Documents are transferred by downloading. (Remember the User's Manual you downloaded when you bought your camera?)

Downloading and Streaming are both supported by network software included as part of the Operating System. There are many network protocols used on the internet, two of which are HTTP (Hypertext Transfer Protocol) and FTP (File Transfer Protocol). HTTP is the predominant protocol used on the internet and really defines the World Wide Web. Most of our computing activities are on the WWW, so it is HTTP that allows our computers (clients) to connect to web server computers in order to accomplish things like checking our email, making hotel reservations, purchasing something on line, downloading a picture or video file, or streaming a movie. FTP is used mostly to transfer computer files from one computer to another, and most of us will rarely, if ever, use it.

So, now we know that downloading is the acquisition of a file, from a remote server computer, for future use. You may be thinking; if downloading is receiving a file, is there a way to send a file? Well, you guessed it, as you might have thought, it is called uploading. Until recently, the only uploading most of us may have done was to attach a document or picture to an email.

The act of "attaching" was actually uploading a file (the attachment) to the email server, so it could be sent with the body of your email. But now with Cloud Servers like OneDrive, Google Drive, and Dropbox, the way you get your files to the cloud is by uploading them. Uploading your pictures and videos, or any file that you want to share with others, is probably the first thing you will do after you have set up an account with one of these Cloud services. (By the way, if you haven't tried a Cloud Service yet, give one a try. OneDrive and GoogleDrive will give you at least 15GB of storage space, free. OneDrive is hosted by Microsoft, and you guessed it, GoogleDrive is hosted by Google.)

(Continued on page 16)

(Continued from page 15) Downloading VS Streaming

Downloading is receiving a file from a remote server for future use. (In fact, the file cannot be used until the complete file is received and stored.) Streaming is similar, in that it is the transfer of a file from a remote server to your local computer. But the difference is that the file pieces, as they are received, are immediately used and typically are not stored for future use.

So, as you can imagine, the software to handle streaming is different in that it must process the pieces of the file, in real-time as they are received, and do it fast enough so no pieces of the file are lost. So, streaming is the process of receiving sequential pieces of a file and using those pieces immediately as they are received while the transmission continues its progress to the end of the file. Streaming data is provided by video and audio file streaming services. YouTube is an example of such a video streaming service, as is Netflix and Vimeo. (By the way, you can upload your favorite videos to YouTube and Vimeo for sharing.)

So, streaming is used to view, in real-time, a video file, like a movie, or listen to music in real-time from a music source. In video streaming, each of the file pieces is a frame of the video and the frames are sequentially displayed on the computer monitor, thereby providing motion to the picture on the monitor. Video frames may have to be displayed at rate of 60 frames per second, so the streaming software has to get all of its work done within 1/60th of a second so it can be ready for the next frame. If the hardware and software cannot process the frames fast enough, frames may be dropped and the resultant picture will stutter or jump. Audio streams are slower than video streams but they too have to produce the audio sound from each file piece before the next piece arrives. (Pandora is an example of an audio streaming service.)

So, now you can see the difference. Downloading is receiving a complete data file and storing it for future use, while Streaming is receiving a file and processing the contents, piece by piece, sequentially from the beginning to the end of the file transmission. Now to experience them, first hand, try both a download and a streaming video or audio. Try downloading Synctoy from Microsoft, a utility that will help you handle your data backup (http://www.microsoft.com/en-us/download/details.aspx?id=15155), and Stream something from YouTube to help you with setting up your data backup (https://www.youtube.com/watch?v=GiNZPzFxoSc).

Back to Basics
Organizing Digital Photos

By Jim Cerny, 2nd Vice President, Sarasota TUG, FL
October 2015 issue, Sarasota Technology Monitor
www.thestug.org
jimcerny123@gmail.com

Many people, and probably you too, have been using digital cameras and computer devices to take photos. You take your smart phone with you everywhere anyway, so you always have a camera with you. But how do you keep your photos organized? Can you actually find your old photos easily? I hope this article will help you to organize your photos so you can find the ones you want quickly and easily.

My first tip is to select a place where you want to keep your photos. In my case, I choose to keep the most recent two years of photos on my laptop computer. This amounts to hundreds of photos – maybe even a thousand. I backup all my documents and all my photos that are on the main drive of my computer (the "C" drive) every month to a small disk drive. The more recent trend for many people is to keep their photos on the "cloud". The cloud is a storage place on the internet which is really owned by a company and you probably will have to pay to use their storage space. But using "the cloud" is really a whole different topic so let me save that for another article.

(Continued on page 17)

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(Continued from page 16) Organizing Digital Photographs

In the past, I used a nice small digital camera to take photos and these are stored on the memory card in the camera. These days I have a "smart phone" (an iPhone) that takes photos so I no longer use my digital camera. Other devices such as tablets (iPads) also have cameras built into them that take great pictures too. If you have been using such a device to take photos you probably have already learned how to view the photos you have taken and which are stored in memory in that device. If you use that device to access the internet you can send any photo with your email or text message too. And, if you no longer use a Windows computer (desktop or laptop) then you are keeping all your photos on the device you are using to take the photos, and that's great if that works well for you.

But I still choose to keep all my photos on my laptop computer so I connect my iPhone to my computer and "download" or "copy" all the photos from my iPhone to the "My pictures" folder on my computer. It turns out that when I connect my iPhone to my computer, it works just like copying photos from the memory card of my digital camera. Of course I only copy the photos I want to keep and I delete the photos I no longer want. Once they are in my computer it is then that I can organize them and play with them. Here are the steps I use to organize my photos on my Windows 7 computer:

1. Create a folder for each YEAR of photos, such as "2013 Photos" and "2014 Photos".

2. Move all the photos taken in that year to that folder.

3. View all the photos, one at a time. Double click on any photo to open it (on my Windows 7 computer it opens the photo in the Windows Photo Viewer program). In this program I can ROTATE the photo to make it "right side up". You can click on the right or left arrow to go to the next or previous photo in that folder.

4. DELETE the photos you do not want. This is important. In just a year or two you will ask yourself "What was I thinking keeping that picture!" Photos can take up lots of computer memory space.

5. USE THE WINDOWS EXPLORER PROGRAM to DELETE photos, RENAME photos, and MOVE or COPY photos to new or different folders. There are other programs you can use to do this as well, such as Adobe Photo Shop, Picasa, and Fast-Stone Image Viewer. These and other photo programs also allow you to play with the photo – changing contrast, brightness, and using many other image altering tools. You should always make a copy of your original photo first, before changing how it looks. You may not like the results.

6. In each YEAR folder I create new folders based upon the photo events of that year. I create new folders such as "Christmas", "July Cruise Vacation", or "Joe and Grace Wedding". Then I simply move or drag the photos into the appropriate folder. It really couldn't be much easier. I always have some photos that I have taken in that year which do not belong in one of the sub-folders, so I just leave them in the folder for that year. I find that I never have many of these photos, but if I do, then I create a new sub-folder in that year to organize them. I do not "rename" all my photos. I can do that later if I want. If you do "rename" a photo, consider the names of the people in the photo – this avoids the "who are those people" problem in the future.

7. I backup all my pictures (that is, the entire "My pictures" folder) every month to another drive.

8. Every year I copy all the old photos (two years previous) from my "C" drive and put them on a CD-ROM disk and put the disks in my photo album (which now only has CD-ROM disks in it). I clearly label each disk with a good marking pen. Sometimes I have two or three disks for one year. So at the end of 2015, I will copy all my photos in my "2013 Photos" folder to CD-ROMs and label them. When I am done, I will have in the "My pictures" folder on my computer, a "2014 Photos", "2015 Photos", and a new "2016 Photos" folders for the new year (2016) on my "C" drive.

With this organization method, I only need to know the year in which the photo I am looking for was taken, then I can find the folder (or CD-ROM disk) and find the photo quickly. Hey, it works for me. But you can certainly name and organize your folders any way that works for you.

Important Considerations –

I have heard that CD-ROM disks DO deteriorate over time, some estimate that if the disk was manufactured of poor quality, they may deteriorate in 20 or 30 years. Others say they should last 200 years or more if stored properly. You may want to make sure you can read your old CDs. If you cannot read a CD (it may be scratched or damaged), you may be able to take it to a computer place that can.

Storage in "the cloud" on the internet is becoming more common and cheaper. Someday I will probably put all my stuff on the "cloud" which does have many advantages. Look to see what Google is doing in this area if you are interested.

Believe me, it is worth a few minutes once a month to review and organize your recent photos, it avoids the "oh no, I don't know where to look for it" problem later. I wonder if some day we can back-up the memory in our brains, wouldn't that be nice?

What to Expect in Microsoft Office 2016

By Nancy DeMarte, 1st Vice President, Sarasota Technology User Group, FL
November 2015 issue, Sarasota Technology Monitor
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Amid all the hype about Windows 10, another Microsoft product has been released: Office 2016. As we all know, Microsoft Office has been the preferred office suite in the business world for many years. Many companies still find that for productivity, a PC, keyboard and mouse are the best option for workers, although tablets are gaining popularity. Office products are not going away.

On July 9, the Mac version of Office 2016 was released to the public. Prices for various versions are predicted to be much the same as Office 2013. The subscription Home Premium version, Office 365, will cost about $100 a year for five installations and $70 a year for the personal, one installation edition. The standalone edition will have a one-time price of $140.

It appears that Office 2016 is being built around a few key goals. It is designed as a cross-platform application that will work well on a computer, tablet or smartphone. It also emphasizes online collaboration and has added some new tools to aid in this goal. In some apps, several people will be able to view and edit the same project simultaneously. Users will be able to see not only who is currently viewing their project, but also who is editing it. All apps in the suite will offer more efficient methods of saving, opening, and editing files in OneDrive. Office 2016 will also include a few new features and several that have been improved. It appears that anyone who has used Office 2007 or later can transition easily to Office 2016. There are no jarringly new tools requiring a long learning curve. It is touted as being a perfect complement to Windows 10, but will work smoothly on Windows 7 or 8.

A few new features are worth a mention. One is the **Tell Me** bar, which is an updated approach to Help. A user can ask how to perform a task by typing in the bar or verbally asking Cortana, the talking personal assistant, and will be taken to the appropriate spot in the Microsoft support site. Another is **Clutter**, a feature of the Outlook email program that sorts emails and assigns low priority ones to a special folder for later consideration. Another improvement in Outlook is the option of choosing how much email to download at once onto a phone or small device. Currently, it's a month's worth, which can slow down download time. The **Insights** feature now extends to Excel and PowerPoint instead of just Word and Outlook. If you right click a word or phrase, a sidebar appears containing information related to it from Bing search, Wikipedia, and the Oxford dictionary.

It appears that individual applications in the suite have not changed their basic operation too much, probably to help businesses avoid excessive re-training. But there are predicted to be a few changes. **Excel** has new analysis capabilities and one click forecasting based on the data on the spreadsheet. It also has some new chart types, such as Waterfall and Tree Map, and keyboard access to Pivot Tables. **Outlook** lets the user attach links to files in OneDrive. **Word** and **PowerPoint** automatically insert photos with the correct orientation and offer more shape styles. One complaint from the bloggers is that PowerPoint, Publisher, and Word have the same sets of templates as they did in Office 2013. There are, however, more themes available. Plus, as I write this, more revisions can still be made.

The new Office will have some formatting changes. Each application will sport a different color, as indicated by its icon and title bar. For instance, Word is blue; Excel is green. (See illustration) The suite color scheme, which has been white, will become somewhat darker to allow easier accessibility for sight-impaired users.

So should you plan to get Office 2016? If you are thinking of using Office on a tablet or phone, using either the Windows, Apple, or Android operating systems, Office 2016 can give you a more touch-friendly experience than previous versions. If a laptop or desktop is still what you prefer to use for productivity jobs, as I do, you might not need to make the change to Office 2016. You may decide to wait for the next Office edition, which, if Microsoft follows its pattern, will be 2019. But if you are still hanging on to Office 2003 or earlier, it is time to upgrade, if for no other reason than much better security. If you do decide to update your Office suite, keep in mind that you can get more features and much better cloud storage if you purchase the subscription (365) version than if you buy the standalone version.

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