Interface

**Tuesday
November 10, 2020**

The Latest and Greatest from Microsoft and Intel

Microsoft

intel

Featuring
Glenn Pubal

ROYAL
Business Equipment
591 Cleveland Street   Toll Free: 1-800-238-8973
Elyria, Ohio   44035   Fax: 440-365-0950

zoom

NEW!!! $5.00 given away to members joining our meeting. If your name is called you will receive the full amount, no matter how many names we pull before someone is at the meeting.

Come learn with us!

The Lorain County Computer Users Group
P.O. Box 792
Amherst, Ohio 44001
Phone: 440-363-1232

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UNTIL FURTHER NOTICE MEETINGS ARE HELD ON ZOOM DUE TO COVID19

HAPPY THANKSGIVING

A Word From Our President

I really enjoyed the October meeting presented by APCUG member, John Kennedy. He gave us lots of information about free software available to us.

There is a link to this presentation on our website: **https://lccug.com/links/** at the 10/20 entry. There is a recording of our meeting as well as a link to the pdf of the presentation.

In November, we are going to have our usual fall program by Glenn Pubal of Royal Business. He will be speaking to us about the latest and the greatest from Microsoft and Intel - What's new for 2021. This will be presented using ZOOM as we have been doing recently. This meeting is always a club favorite!!! Please join us.

It looks like we won't be getting together for a Christmas meal/party this year. As we look to the end of this crazy year, we would like to come up with something to celebrate the season. Stay tuned for more news about this.

Have you attended an LCCUG ZOOM meeting?

Did you know we are continuing to meet using the ZOOM online meeting application?

Would you like to try a practice meeting or watch a short video tutorial on doing so? Please email **info@lccug.com** and we'll set that up for you!

This is the way many things are being done for the foreseeable future in business, education, church meetings, family get-togethers, etc. If you haven't tried video conferencing with a program such as this, please give it a try. You can use a laptop, Chromebook, tablet, iPad, smartphone or a PC with a microphone and camera.

I leave you with this diversion….. A webcam from WeatherBug that is mounted on the Lorain Palace Theatre looking over the Black River Landings toward the lake.

https:www.weatherbug.com/weather-camera/?cam=LRNLP

**Sandra Ruth
LCCUG President**

LCCUG Officers For 2020

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

Please join us via ZOOM for our annual industry update from Glenn Pubal. Mr. Pubal will discuss the current computer industry trends. He will specifically discuss new products, updates, and services from Intel and Microsoft. This is always a fascinating and interactive experience as Mr. Pubal shares his insight and expertise with us.

THIS WILL BE A ZOOM MEETING
Please join us via ZOOM. A link to the ZOOM meeting will be provided in a reminder email to be sent a few days before the meeting. This should be a very informative meeting.

GENERAL MEMBERSHIP MEETINGS CONDUCTED VIA THE ZOOM APP

The Lorain County Chapter of OGS

is having it's next meeting at:

REGULAR MEETING LOCATION

Check our webpage for the next program.
http://loraincoogs.org/events.html

We are having our meetings virtual us ing bluejeans.com.
To join the meeting on a computer or mobile phone:
https://bluejeans.com/5006724159?src=calendarLink
Also a link will be sent to you before the meeting.

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. Canceled Until further notice to to Covid-19

Jean Copeland: jecopeland1975@gmail.com.

NEED HELP?
Here's Who to Contact:

Neil Higgins
  440-985-8507 **-** higgins.neil@gmail.com
  Evenings 6 p.m. -10 p.m. + Weekends
  Hardware, Linux & Windows Operating Systems,
  Chromebooks, Tweaking your system

Micky Knickman
  440-967-3118 - micky@knickman.com
  Daily 6:00 am to 4:00 pm. Leave message if no answer.
  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 9:00 pm Monday thru Thursday
  Genealogy help
  prihel1947@gmail.com

Denny Smith
  440-355-6218 - dennis.smith@windstream.net
  Microsoft EXCEL
  Leave message on machine if no answer

If any of our members are interested in helping other users with programs at which you are adept, 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

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Newsletter Editor: Pam Rihel using Microsoft Publisher, 2016

This Month's contributors: Micky Knickman, Sandra Ruth, Pam Rihel, Don Hall, Dennis Smith, Neil Higgins, Carole Doerr, Michael John Neill, Steve Costello, Keith, Jim Cherny, John Stampel, Scambusters, APCUG, Leo Notenboom, NEOPC, Microsoft Office art online, Newsletter is now

Online at:

lccug.com/newsletters or **lccug.com**

Wohoo!
Your membership dues have been reduced from $25.00 to $15.00. When everything else is raising their prices, our Computer Club is lowering its dues.

Problem Solving Workshop

Date: Tuesday - November 17, 2020
Time: 5:30 - 8 pm   **Instructor:** Micky Knickman, Neil Higgins, Richard Barnett
Place: Lorain County Community College @ 2600 Ashland Avenue, Lorain

~~Canceled~~

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 & others.

Learning About Electronics

Date: Tuesday - November 17, 2020
Time: 5:30 - 8 pm **Instructor:** Sandee Ruth
Place: LCCC @ 2600 Ashland Avenue, Lorain

~~Canceled~~

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. The public is welcome to sit in on these classes.

Learn About– Hands on Demonstration

Date: Tuesday– November 17, 2020
Time: 5:30- 8 pm   **Instructor: Neil Higgins**
Place: LCCC @ 2600 Ashland Avenue, Lorain

~~Canceled~~

Do you know the specifications of your computer? What is really inside? We'll demonstrate three portable Windows programs (run from a USB Stick) that will tell a computer's storage, CPU, video, and other useful information (including your Operating System Product Key) . This will help determine if your computer will run certain programs, and will help find out what memory or video card upgrade you need.

Please bring a flash drive to obtain software and handouts. If you would like to participate and get copies of the material for this presentation, please let Neil know by sending an email to Education@lccug.com.

When Your Slow Internet Connection Makes Your Computer Look Slow

by Leo A. Notenboom

Is the internet slow, or is it your computer? How to tell and what to do.

This surprises people.

If things seem slow, it's important to realize that it might not be your computer at all. It might be your slow internet connection.

You might have the fastest computer in the world, but it's still limited by the speed of your internet connection. And if you have multiple devices sharing that connection, things get even worse.

Become a Patron of Ask Leo! and go ad-free!

With so much happening online, internet connections are being used like never before. What appears as a slow computer can be the result of a slow internet connection instead. Multiple computers, multiple internet-connected devices, and a plethora of internet-connected software can all conspire to make even a fast internet connection seem slow. Inventory everything connected and all applications running to see if they're really needed. If all else fails, contact your ISP for an upgrade.

We're doing more and more online than ever before. In many ways, our computers are transforming from devices on which we do local computing (running our programs, creating documents and so on) to devices providing an interface to the larger world of the internet.

The problem, of course, is that the internet comes to us through a single point: the connection as provided by our ISP.

As a result, the speed of our online experience depends almost completely on the speed of that connection.
Things quickly get confusing, however.

Is it you or me?
When a YouTube video won't play smoothly, is it the connection or the computer? It could be either.

When a website fails to come up quickly, is it the website itself, the connection, or the computer? It could be any of those things.

If your social media pages fail to update quickly, is it the service, the connection, or the computer? Once again, any of the above.

Diagnosing connection speed problems
Many people think their computer is slow, when in fact, it's the resources used getting to the internet and the resources out on the internet that are to blame.

If just a single website is slow, then it's probably not the connection, but either the website itself or your computer.

On the other hand, if most websites feel slow, then the speed of your internet connection may be to blame.

If things feel faster on a different computer that shares your internet connection, then perhaps your computer is to blame. If things are as pokey on one machine as another, that points to the connection.

So. Much. Internet.
Of late, another problem has arisen: competition.

As I type this, I count no fewer than 32 devices sharing my single internet connection. While you may not have nearly as many as I do, it's likely more than you think.

Be it two or 32, all those devices are competing for the available bandwidth of your connection. While most might be idle a majority of the time, if one or more of them begin downloading a large update, or if they start streaming a video, it will negatively impact the apparent speed of your connection for all other devices.

The Fastest Wi-Fi doesn't help
There are a lot of tips out there for speeding up your Wi-Fi, and I often see advertisements from one ISP or another touting their "fastest Wi-Fi" as a feature.

Wi-Fi is not what I pay my ISP for. I pay them for the wire that delivers the internet to my home. If that's slow or overloaded, it doesn't matter how fast my Wi-Fi is.

Unfortunately, there's almost nothing you can do to your computer (or your Wi-Fi) to speed up your internet connection appreciably. Yes, I know, there are utilities that claim to be able to tweak settings to do so, but they rarely have an impact, and when they do, it's usually something you'd never notice.

You can't make it faster, but…
You can't make the internet connection faster, but given that your internet connection is a resource that is shared among all the applications on your computer, and all computers on your network, there are a few things you can do to help make it *appear* faster.

What to do:
- Take stock of how many computers you have ac-

Executive Board Meeting Minutes

OCTOBER 6, 2020

The board Google Hangout video meeting for October was attended by Sandee Ruth, Don Hall, Pam Rihel, Richard Barnett and Neil Higgins.

The board agreed to continue the five dollar attendance raffle as an incentive for membership viewing.

Next week's Presentation will be a Zoom meeting by John Kennedy of APCUG on free software .
Sandee will contact the Chronicle with the link to this presentation.

November's program will be Glenn Pubal from Royal Business of Elyria.

Discussion was held about a donation to the food bank in place of our annual Christmas Dinner.

Neil moved, Richard seconded the meeting be adjourned.

Donations

In the spirit of the holidays and the times, LCCUG is going to raise funds for Second Harvest Food Bank of Lorain County.

LCCUG will match all donations from members up to a total of $750 from all sources.

Donations will need to be sent to LCCUG's PO Box and checks will be made out to "Second Harvest Food Bank".

The CARES Act has instituted a provision allowing people to deduct $300 for charitable contributions in 2020, even if you don't itemize.

In short, with the CARES Act, if you donate up to $300 in cash to a qualified organization, your adjusted gross income will be reduced up to $300.

Another benefit of this provision is that you don't need to include documentation when you file gifts $250 and under — just be sure to keep proof of cash receipts. All gifts exceeding $250 need to include the receipt or proper documentation when filing.

General Meeting Minutes

OCTOBER 13, 2020

President Sandee Ruth called the Zoom video meeting to order. A motion to accept the minutes as shown in the October issue of the *INTERFACE* was made Dennis Smith seconded by Pam Rihel. Motion passed by voice vote.

Sandee informed viewers next week's program will be Glenn Pubal speaking on "What's New".

John Kennedy of APCUG presented a program on free software titled, "Functional Resources That Are Economical Enticing". His program covered all aspects of free software explaining Open vs. Closed Source and the many pros and cons of the selections you make. Viewers had many questions after the presentation.

Cliff Salisbury won the attendance raffle.

NEOPC Meetings

lenorebman@gmail.com if you plan to come.

Meetings have been canceled due to the Coronavirus (Covid-19) until further notice

**Check out their website at:
http://www.neopc.org**

Computer Club News

**Don't Forget to Bring in Your Used Ink Cartridges
LCCUG is collecting empty ink Cartridges**

For every cartridge you will receive a ticket for our special drawing.
Recycle & Help Our Club Too!

Lorain County Computer Users Group

2020 Calendar of Events

http://lccug.com
email: info@lccug.com

LCCC Community Center
at Lorain High School
2600 Ashland Ave, Lorain Ohio

Doors open 6pm – program starts at 6:30

2ⁿᵈ Tuesday of each month. Changes are announced on the webpage and the newsletter.
All meetings are open to the public

June 9, *DIGITAL AUDIO STATIONS On Zoom*

July 14, All About Audio Books

August 11, Linux Presented by John Kennedy from APCUG

September 8, Why Switch to Chromebook

October 13, Free Software and Alternatives for Free

November 10, Glenn Pubal from Royal Business Equipment

December 8, Meeting TBA

January 12, 2021, Avast

All other months to be announced.

Our links can be found at:
LCCUG.com/links, There you will find many interesting places to visit. Check them out and see what you can find interesting

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MEMBERSHIP WITH LCCUG:

Yearly dues are now $15.00. For more information contact:

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

Meeting Location:
(We are using the Zoom videoconferencing application until we are allowed back into the school building)

LCCUG WORKSHOP
Class Ideas?

Neil needs your input into what classes you would like him to present to our members.

Please tell Neil or one of the other officers what you would like to learn and we will be happy to hold classes on your subject./subjects.

Neil Higgins Education@lccug.com.

cessing the internet simultaneously. Do they all really need to be doing so? Turn off the computers, or the internet-connected applications on those computers, if it makes sense. For example, I have several television sets that include internet capability. I have that feature turned off — there's simply no need.

•Take stock of all the applications running on your computers that access the internet, and make the same decision: do they really need to be running? Cloud-storage services like Dropbox, OneDrive, and others are common culprits. While they're incredibly useful, perhaps you can run them only as needed.

•Watch the number of browser tabs or windows you keep open. Many modern websites — in particular social media sites — make periodic internet contact checking for updates even if you do nothing, and even if the tab or page isn't visible. Advertising-heavy sides (sadly, like many news media outlets) are notorious for streaming video after video regardless of whether you're watching.

The use of your internet connection is, in a sense, a competition between all the computers and programs trying to use it. What's happening on a computer in the next room could easily impact the perceived speed of the internet, and as a result, the perceived speed of your computer.
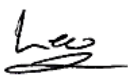
OK, you *can* make it faster, but…
Actually, there is one way to make your internet connection faster. If you've done everything I've suggested above and you still feel the need for more speed, there's one alternative.

Contact your ISP for a speed upgrade.

If, of course, it's available. If not, and if you have alternatives, see if other ISPs serving your area would be able to give you something better.

Yes, it does mean throwing more money at the problem, but all things considered, the way we've come to rely on the internet and connectivity, it may be a small price to pay.

But the most important thing to realize is that a slow internet connection can look like a slow computer, when in fact the computer isn't at fault at all.

How a Great Deal Lures You Into a Survey Scam
By Keith

Anatomy of a survey scam — plus a yard-sign text warning: Internet Scambusters #932

We have two new and very sneaky scams this week about completing product surveys and receiving text messages about signs you might have planted in your front yard.

With the help of Internet security firm Sophos, we'll walk you through the way a survey can be used to steal all your confidential information.

And then, we unveil the details of a clever trick using text messages to suggest that a sign in your yard has been defaced in some way.

Since many of us are spending more time at home these days, you might be tempted to take a more favorable view of one of those survey or feedback requests that either arrive randomly in your online mailbox or appear in an online ad.

Usually the lure comes in the guise of an ad for a well-known consumer brand that you use and for which you have an online account. It has all the relevant logos etc. to make it seem genuine.

The ad will basically offer a small discount on your next purchase — say 5% off. All you have to do to get the price cut is "click here" for your coupon. So, you click.

Suddenly, you learn that you're "one of the lucky few" to qualify for a much more valuable prize, perhaps a discount of up to 90% or a gift of your choice, if you'll just complete a quick survey.

Usually, the message says only a handful of people will get this — and you're one of them! They may even give you a bonus code you're supposed to key in at the end of the survey to secure your special prize.

Uh-oh. A scammer is reaching out to try to trick you.

But if you don't realize it's a trick, you might be tempted. After all, you have a few minutes to spare and now there's a mouthwatering prize on the end of the line. You're hooked.

When you complete the survey of seemingly innocent questions about your buying or shopping experiences with this well-known brand, you get a message saying your survey responses are being processed, so "please wait."

Now you're told that there are quite a few people at the same stage as you but only a handful of prizes left. Note how the urgency is starting to build. You may not be one of the lucky ones after all!

Next, says Internet security firm Sophos, who recently tracked such a scam, comes the sting.

The prize gets even bigger — in this case a cell phone for a dollar. But, heck, there's only one left now. Time to grit your teeth and move fast.

This time, they want the email address and password for your account to accompany your entry.

Finally — last gasp — you just have to pay a nominal shipping and handling fee and you get the phone. So, your screen now tells you to just key in your credit card details and that phone will be on its way.

Now do you see what you would have done?

You've given your account sign-on details and your credit card info to the scammers, and before you know it they'll order all types of stuff to go to a mailbox or "pigeon" forwarder and max out your credit card wherever they can.

And the final indignity: You click the "pay now" button and end up on a meaningless Google search page.

If you realize what's happened, you might be able to act fast enough to change your account details and warn your credit card company.

Ultimately, of course, your card company will likely pick up most of the tab for your mistakes, but there's still a lot of unraveling for you to do to finally put things right.

How to Spot the Scam

Apart from the obvious fact that offering a big prize for a small task is suspicious, there may be a few other hints that you're being scammed.

For example, the wording of the promotion may not seem to match the brand's products. That's because, in the Sophos example, the scammers had copied questions from a genuine survey for totally different products and just pasted them into their questionnaire.

Also, having promised you a prize at the outset, you suddenly find yourself seemingly competing for the last big gift. That simply doesn't add up.

And finally, as we always warn, you should never give confidential sign-on and financial information without being 110% sure you really are on the page of the company/brand you thought you were dealing with.

You can get more tips and read the full survey scam report from Sophos: Anatomy of a Survey Scam – How Innocent Questions Can Rip You Off.

Yard Sign Text Scam?

A recent incident involving a member of the Scambusters team has sparked an alert about those front yard signs many of us plant — for the elections or even a yard sale.

There have been several reports of people defacing signs and, in one reported case, planting razor blades at the top of the sign so anyone touching it would cut themselves. And that apparently did happen.

But in the case of our team member, it seems the signs may also be being used to scam their owners.

Both he and many of his neighbors all received text messages that seemed to come from another neighbor. It said something like: "Sorry about your sign. I'm going to buy one myself in solidarity with you and I'll get one for you too."

Neither our man nor several neighbors actually had a sign, so he was alert to something weird happening — and it may spread to others in the countdown to the election, or even beyond.

Our best guess is that the neighbor who "sent" the text had their address book hacked, either on their phone or PC. And then the hacker targeted all the addressees at random, whether they had a sign or not.

It could have just been mischief, even a trolling incident. Or it could have been the first step in a malicious attempt to identify cell numbers that were "hits" and use them to send other text messages, perhaps with dangerous links. Or they might simply sell the number and user identity on the black market.

It might be an isolated incident but we suspect something more sinister could be afoot. If it is, we'll let you know.

Meantime, if you get a text message seemingly from a neighbor, check that the phone number from which it is sent is correct. If it isn't, don't reply — call the real number instead and check with your local friend.

Interesting Internet Finds October 2020

By Steve Costello
scostello@sefcug.com

In the course of going through the more than 300 RSS feeds, I often run across things that I think might be of interest to other user group members.

The following are some items I found interesting during September 2020.

How To Create Accessible Documents In LibreOffice

https://www.maketecheasier.com/create-accessible-documents-libreoffice/

More and more users I know are dropping Microsoft Word and using LibreOffice. If you are one of those people, this post gives some tips for creating accessible documents with LibreOffice.

How To Set LibreOffice To Use MS Office Formats

https://davescomputertips.com/how-to-set-libreoffice-to-use-ms-office-formats/

An issue with new LibreOffice converts is that it defaults to OpenOffice formats. This post shows how to change LibreOffice to default with MS Office formats. (Note: For optimal compatibility, I have set my defaults to Word 97-2003 (*.doc), Excel 97-2003 (*.xls), and PowerPoint 97-2003 (*.ppt). Also, I use Times New Roman and Arial fonts, primarily.)

Optical vs. Digital Zoom

https://cynmackley.com/2020/09/08/optical-vs-digital-zoom/

Do you know the difference between optical and digital zoom? If not, check out this post from Cyn Mackley to learn about them.

Don't Leave Your Kindle In A Drawer For Too Long

https://blog.the-ebook-reader.com/2020/09/14/dont-leave-your-kindle-shut-in-a-drawer-for-too-long/

Do you have a Kindle that you rarely use? If that is the case, you should read this post. (Note: I have an older Kindle Touch I keep as a spare. I have set a reminder in my calendar to charge it up every two weeks.)

What Happens When You Refresh Firefox

https://www.guidingtech.com/what-happens-when-you-refresh-firefox/

Has your Firefox installation started giving you problems that seem to have no way to fix? If that is the case and you are worried about resetting back to defaults, check out this post explaining what happens when you refresh Firefox.

How To Enable Zoom's Virtual Backgrounds On Android

https://lifehacker.com/how-to-enable-zoom-s-virtual-backgrounds-on-android-1845182981

I have not been using my phone or tablet for Zoom meetings because I couldn't figure out how to get virtual backgrounds to work on them. After reading this post, I can use a virtual background on my android devices with version 5.3.52640.0920 of Zoom installed.

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As long as you attribute this article, you can use it in part, or whole, for your newsletter, website, or blog.

Genealogy Tip of the Day
Michael John Neill Genealogy Tip of the Day
Rootdig.com   mjnrootdig@gmail.com

Going Beyond

Posted: 03 Nov 2020 05:05 AM PST
Stopping because you have located one record is never a good idea. By continuing to search through records, I discovered an ancestor was divorced from the same man not once, but twice. By keeping on going, I also discovered that another relative's first marriage "didn't happen" when I thought and they were actually married two years later. Combine these unusual circumstances with the occasional record that gets entered or indexed late and you have even more reason to look for entries or documents "after you think you should."

Hyperlinks Are Cool

By Jim Cerny, Help Desk Host,
The Saratoga Users Group
September 2020 STUG Monitor
www.thestug.org   jimcerny123@gmail.com

One of the really fun and easy things technology has brought us is hyperlinks. You probably use them all the time and don't even realize how cool they really are. Click on a hyperlink and PRESTO you are instantly somewhere else – tele-transported like Star Trek to another planet.

You may know hyperlinks by other names such as "hotlinks", "hypertext", or simply as a "link". Most often a hyperlink text is in blue and underlined, but not always. Let's see how they work when we are using our web browser (Firefox, Microsoft Edge, Safari, or whatever internet browser you use) to explore the internet. On almost every web page you will see some words underlined and in blue – if you click on them with your mouse (or touch them on a touchscreen) you will go to another web page. (The web page address will change in the address bar at the top of your web browser window). This is real magic. The people who have created that first web page put in a hyperlink that will take you someplace else. On your web browser, if you click on the backward arrow at the top you will return to the previous web page where you started. As you explore the web you are creating a "chain" of web pages you have viewed in this session one web-page link after another. You can go backward or forwards along this chain by clicking the left or right arrows at the top.

Here are some helpful things about hyperlinks:
A hyperlink can be text, an icon, or a photo. It can be indicated as a link by a different color (such as blue), underline, highlight, or by nothing at all. If you "hover" your mouse over a hyperlink without clicking on it, it may change color or be highlighted, and your mouse pointer may change to a hand.

Hyperlinks are used to instantly take you to another web page but they also have many other uses. They can, for example, take you to a different place on the same web page, document, or spreadsheet. Or they may just open a small box or window on your screen, such as when using menus. It is up to the person who created the web page to put in any hyperlinks and to determine what happens when you click on them. Almost anything is possible.

Sometimes clicking on a hyperlink will create a new "tab" on your web browser and keep your previous web page on a previous "tab." Each "tab" may have its own chain of web pages you have visited.

LCCUG'S NEXT VIRTUAL GENERAL MEETING WILL BE HELD November 10, 2020.

This is our seventh virtual meeting. We are hoping for more members to join in on these programs.

These meetings are fun and interesting and you also get to visit with other members that you have not seen in months, due to the Coronavirus - Covid 19 Pandemic.

It is not hard to join in on these meetings, as Sandee sends out the web address and all you have to do is click on it and, when it opens up, find the icon that says JOIN, it's as easy as that. Then Sandee will sign you in.

So please join in the fun on

Tuesday November 10, 2020 at 6:30.

Glenn Pubal

Royal Business Equipment

Learn about what is new in the computer world.

If you are in need of some help, well just call one of the board members and you will be helped.

If there is a program you would like to learn about, just let the officers know and we can fix you right up.

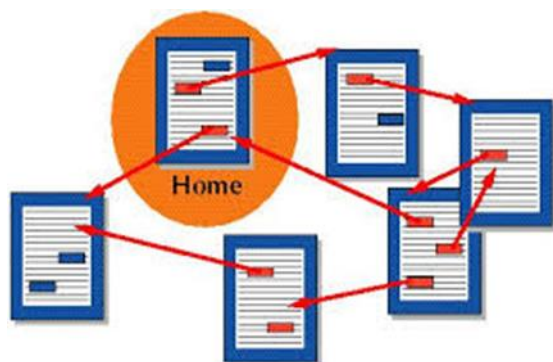Hope to see new faces at our next meeting. You know we miss you all. Be there or be square...

Member of Association of Personal Computer Users Groups

Yes, you can create your own "hyperlinks" in your documents or spreadsheets. Ask Google how to do this and watch some good videos on how to do it. It is not difficult. It is, basically, assigning a web page address to a word or photo in your document.

If a web page (or any file such as a document or spreadsheet) contains hyperlinks and you COPY it, the hyperlinks will go with it. Sometimes you may get a text box asking if you want the active hyperlinks to be there or to copy "just the text" without any links associated with them.

But most of the time we don't care how hyperlinks work or who put them in there – we just explore all we want by just clicking on whatever strikes our fancy. Think of a hyperlink as a free ticket to someplace else! Enjoy your surfin' safari, dude!

Use keyboard commands to create screenshots in Win10

By John Stampfel, President, Brookdale Computer Users Group
August 2020 issue, BUG Bytes
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I learn something new every day. To someone's question "In Windows 7 (or 8 or 10), is there a simple way to press "print screen," and then press just one more key (on the keyboard) to have the image automatically stored in a .jpg, file with an auto-generated filename?"

I learned from the answer posted on Quora.com by Pauli Vaara:

"Windows 10 has it built-in. Hold down the Windows key while pressing PrintScreen, and the screenshot will be stored in your user account's Pictures > Screenshots folder in .png format, which keeps the original quality, unlike .jpg, which 'mushes' everything more or less."

The modifiers (holding down ALT, or Shift, or Control) while doing this don't seem to have the same effect as without the Windows key. They used to let you select a section of the screen or the active window. Holding down Windows-ALT-PrtScrn will capture the active window only and save it in your user account's Video/Captures folder as a .png.

I used to use Windows-Shift-S to bring up the, also built-in, Windows 10 snipping tool. That allows selecting the area to be snipped. That saves the snip to the clipboard. With notifications turned on, it allows you to click and edit and share, but it brings up the Photos app. Maybe that is sometimes useful. One can annotate, modify, save, or "share" (send to email.) Sharing here in Photos also includes, in Windows 10, the ability to share directly to "nearby" computers which also have the feature "share with nearby computers" turned on. The other computer must accept the share (like AirDrop on iPhones.)

Need a screenshot of something while in Word, Excel, or PowerPoint on Windows 10? That is now built into those programs. Check the Insert menu. So, more than one way to skin a cat.

Keyboard Refresher Quiz

By Jim Cerny, Help Desk Host, The Saratoga Users Group
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Most of us have been using a computer keyboard for years, so you are probably comfortable using it. But a good review of these helpful keyboard keys can make your texting much easier.

There are keyboards for computers, laptops, on-screen touch keyboards for tablets and phones. They may look a bit different and have some different keys, but they all will (basically) do the same thing (well, with very few exceptions). How many of these do you remember? Answers are provided at the end of the article, but don't peek!

1. How do you repeat a letter or symbol?

2. What do you call that vertical line that appears BETWEEN letters to allow you to insert or delete text?

3. How do you enter all capital (uppercase) letters?

4. What does hitting the "delete" key do when you are editing text NOT highlighted?

5. How do you highlight or select the text you want to delete, move, or copy?

6. What is the difference between "cut" and "copy?

7. What does the "tab" key do?

8. What are "function" keys (the "f"-keys)?

9. Can you use a keyboard to enter a menu option?

10. What do the arrow keys do?

11. What does the ESCAPE key (Esc) do?

12. Can you find these controls on your keyboard?:
Volume up or down, insert, page up or down, or "call a 10-year-old for help"?

Answers:

1. Hold down the key.

2. The insertion point (also known as the cursor).

3. Hit the "caps lock" key or double touch the capital (uppercase) key.

4. It will delete the character to the RIGHT of the insertion point.

5. Drag your mouse or finger over the text to highlight it.

6. "cut" will remove the text you have highlighted, "copy" will not. But either one will place your selection on the clipboard.

7. It moves the insertion point a few spaces to the right (actually you are entering a "tab" character and you may be able to change the size (length) of the tab spacing.

8. They will execute a command depending upon the app you are running. For example, the F3 key in a game app could mean "jump." Usually, the F1 key is used for getting help.

9. Yes, usually with a two (or at most three) key combination with the "Alt," "Ctrl," or "Windows" keys.

10. They move your cursor or insertion point in that direction on the screen.

11. It will try to "escape" out of (or stop running) the app you are using.

12. Keep looking!

Current location of
LCCUG meetings

Lorain High School /
LCCC
2600 Ashland Ave
Lorain 44052

No Meetings are being held at the College at this time, due to the Corvid-19 virus.

The East side of the new Lorain High School is the College annex as seen in the photo.

You see parking area in the front there, facing Ashland Avenue.

Note: This building is behind the Frank Jacinto Elementary School.

Note: 26th St runs from the LCCC Bldg on Ashland Avenue to the George Daniel Fields football stadium on Oberlin Avenue.

This is an example of the classroom in which we will be meeting. Inside the door to the building entrance is an elevator that takes us to the second floor where this room is located.