

The
Gigabyte Gazette

The Monthly Newsletter

of the

***Sun City Summerlin
Computer Club***

February 2009

Table of Contents

PRESIDENT’S MESSAGE BY TOM BURT	3
ISSUE CONTRIBUTORS	5
BOARD OF DIRECTORS ACTIONS	5
GENERAL MEMBERSHIP MEETING	6
WELCOME NEW MEMBERS	6
SPECIAL INTEREST GROUPS	7
FEBRUARY 2009 CLASSES	9
SEMINARS FOR FEBRUARY 2009.....	13
COMPUTER CLASSROOM CALENDAR FEBRUARY 2009.....	16
COMPUTER LAB CALENDAR - FEBRUARY 2009.....	17
Q & A FEBRUARY 2009 BY JOHN POLICH	18
WEB SURFING.....	23
THE MAC CORNER.....	26
SCSCC FEBRUARY LAB MONITORS.....	28

The Gigabyte Gazette

President's Message

By Tom Burt



Gigabyte as a PDF

We're trying out a new format for the February Gigabyte Gazette. The entire issue is being published as a single PDF file. The hope is that this format will be more manageable and easier to print. We would appreciate your feedback on how this new format works for you. Effective with this issue, **Carol Warman** is taking over as manager and Editor of the monthly Gigabyte Gazette.

General Meetings

Notice of 2009 Bylaws Approval and 2009 Budget Approval Election

At the **February 5th, 2009** general business meeting, the Computer Club members will vote to approve an update to the club's Bylaws. A draft of the Bylaws document is now posted on this website for review and comment by members. To view the draft Bylaws, click the following hyperlink.

http://www.scsc.com/REPEAT_2008/SCSCC_By-Laws_2008_Review_Draft.pdf.

At the same meeting, club members will also vote to approve the club's 2009 budget and spending plan. To view the 2009 budget and spending plan, click the following hyperlink:

http://www.scsc.com/REPEAT_2008/SCSCC_2009_Final_Budget.pdf

Tom Burt will also present a "**State of the Club**" presentation, looking back over the past year, discussing some plans going forward, and answering members' questions.

Our **March 5th, 2009** general meeting will feature an informative presentation by Tom Kimber on Nevada's newly established registry of advance directives, known as the Nevada Living Will Lockbox.

Membership

For 2009, so far we have **911** new or renewed members. We finished 2008 with a paid membership of 1376. Regular dues (\$20 / \$10) are now in effect. For full details, see the Membership page at:

http://www.scsc.com/REPEAT_2008/SCSCCMembership.htm.

The Gigabyte Gazette

Education Activities for February

Bill Wilkinson has retired from his position as Education Chair. Many thanks to Bill for his dedicated service to organizing and promoting the Club's education program over the past few years. Going forward, Rich Walko, Howard Verne and Edith Einhorn are teaming up to coordinate our education program.

We have a good, but somewhat reduced line-up of classes, seminars and SIGs for February. See the February calendar as well as the Seminars, Classes, "SIGs" and "KKs" pages for full details. Our education program is one of the great benefits of belonging to the Club. No matter what your experience or skill level, you should find something to suit your needs.

Digital TV Transition

February 17, 2009 is the official date mandated by Congress when over-the-air analog TV broadcasts will cease. Beginning on that date, local TV stations will broadcast over the air in digital format only. To receive digital TV over the air (using an antenna) you will need either a TV with a built in digital tuner (all TVs manufactured after March, 2007 have a built-in digital tuner) or you will need a small digital to analog converter box. These converters can be purchased from any electronics retailer such as Fry's, Best Buy, Radio Shack or RC Willey for about \$60. You can offset the cost of the converter by using a \$40 coupon available from the US government, redeemable at the retailer. To request coupons to apply against the cost of converters, visit: <http://dtv2009.gov>, or call 888-388-2009.

Families who receive their TV content from Cox Cable, DirecTV or Dish Network will not be affected by the digital broadcast change. If your TV has an analog tuner and is connected to one of those services, it will still work on February 17.

Lab and Classroom Sign-in PCs

The SCSCAI Association has been producing member ID cards with bar-codes since late 2004. In December, 2007, it stopped encoding the magnetic stripes on the back of the cards. Recent cards don't even have a magnetic stripe. Accordingly, in early February we plan to remove the ancient magnetic stripe readers from the sign-in PCs and strictly use the newer, more reliable bar-code readers. If somehow you still have an old ID card with no bar-code, visit the Administration offices at Mountain Shadows to obtain a free replacement. They can even produce it with your 10-year old digital photo.

The Gigabyte Gazette

Issue Contributors

Carol Warman – Manager / Editor

Tom Burt	Edith Einhorn	Nilda Fernandez	Dick Kling
Pat Lemay	John Polich	Ed Rogers	Howard Verne
Rich Walko	Bill Wilkinson		

Board of Directors Actions

The Computer Club Board of Directors took the following actions on Wednesday, January 7, 2009

Motions Passed

1. Tom Kimber made a motion the Board approve business mileage reimbursement at \$0.55 per mile, which meets federal business guidelines, for Club business for the year 2009. The motion was seconded by Edith Einhorn and approved unanimously by the Board.
2. Irene Burt presented the Banking Resolution that states Tom Burt, President; Edith Einhorn, Vice President; Irene Burt, Treasurer and Pat LeMay, Secretary be authorized to sign checks and other documents as necessary regarding the Club's Nevada State Bank accounts effective January 7, 2009. Irene Burt moved that the Banking Resolution be approved as presented. The motion was seconded by Rich Walko and approved unanimously by the Board.
3. Tom Kimber made a motion to accept the 2009 Budget. The motion was seconded by Rich Walko and was unanimously approved by the Board.
4. Irene Burt made a motion that the Club be closed on the following dates:

Monday, May 25 – Memorial Day
Saturday, July 4 – Independence Day
Monday, September 7 – Labor Day
Thursday, November 26 – Thanksgiving Day
Friday, December 25 – Christmas Day
Friday, January 1, 2010 – New Year's Day

The motion was seconded by Tom Kimber and unanimously approved by the Board.

The Gigabyte Gazette

5. Job assignments for 2009 are on the Sun City Website listed under SCSCC Who's Who 2009. Rich Walko will head the Education Committee Board and will be assisted by Edith Einhorn and Howard Verne. Tom Kimber will be added to the list as Program Coordinator, and Irene Burt will be added to the list as Volunteer Coordinator. Edith Einhorn made a motion that the Job Assignments be approved with the above additions. The motion was seconded by Carol Warman and unanimously approved by the Board.

General Membership Meeting

By Pat Lemay

The Computer Club February General Membership Meeting will be held on Thursday, February 5th 7PM at Desert Vista. We have two important activities: (1) Vote to approve an update to the Club's Bylaws to bring them into conformance with the Club's Constitution and (2) a second vote to approve the Club's 2009 Budget and spending plan. Both documents are posted on the Club's website. Tom Burt will also be making a presentation on the "State of the Computer Club". Join us for this informative presentation, refreshments and fellowship. For Club information go to www.scsc.com or call Tom Burt, President at 341-7095 or email Tom at tnburt@ieee.org.

Welcome New Members

Phyllis Aldous
Sidney Aldous
Geri Arnold
Rita Barcus
Doris Belanger
Mary Cueller
Myra Feldgreber
Betty K. Johnson
Herbert Jones

Tae Kim
Yong Kim
Lawrence Krenzien
Marjorie Krenzien
Joseph Lombardi
Rosalind Minson
Anthony Tricoli
Leticia Velarde
Roglio Velarde

The Gigabyte Gazette

SPECIAL INTEREST GROUPS

Special Interest Groups (SIGs) provide a forum for general discussion on a specific computer related subject. Admission to all SIGs is on a first-come, first-seated basis and is subject to the maximum allowed by fire code regulations. All of the following meetings are held in the Classroom.

The <W> or <M> indicate whether a SIG would be of interest to *Windows* or *Macintosh* users.

Advanced XP & Vista <W>

3rd Thursday, 1:00 p.m.

Moderator to be named

The SIG is designed to answer questions on functional operation of the two operating systems, review software that will enhance the operating systems and answer technical questions on the systems. The SIG is open to all users of the systems but is geared to the intermediate & Advanced users

Creative Graphics <W/M>

1st and 3rd Wednesday, 1:00 p.m.

Mel Neiman (228-6727)

Featuring tips, tricks, demonstrations and give-aways with information on greeting cards, business cards, labels, simple desk top publishing, digital photo tips and using photos in your projects, creating slide show informational frames, using fonts and creating your own clipart from fonts, e-mail stationery and animated signatures, journaling, and scrapbooking using computers, new tools for publishing found in Printmaster.

Very basic photo imaging processing, using small utilities related to graphics, fonts and catalog.

Digital Music <W>

3rd Thursday, 9:00 a.m.

Tom Burt (341-7095)

The Digital Music SIG provides a forum for members interested in all aspects of computer-based digital music to meet, discuss, and learn more about the topic. The SIG's target audience is intermediate to advanced digital music users, but all members are welcome.

Genealogy <W>

4th Monday, 6:30 p.m.

Charles Johnson (804-4943)

Genealogy is one of America's most popular and rewarding hobbies. Come, let us help you find your ancestors on the internet. We will explore helpful, free, sites and assist you in building your family tree.

Hardware <W >

Every Tuesday, 1:00 p.m. to 4:00 p.m.

George Lobue (256-0822)

This SIG provides **club members only** with no cost assistance for those having upgrades and /or problems with their computers. Bring in only your P.C. tower and your problems. Our TECH

The Gigabyte Gazette

team will give you our best effort. Be sure to mark your cables so you can re-connect when you get home.

Linux SIG

2nd Wednesday at 1:00 P.M. and 4th Wednesday at 9:00 A.M., in the Classroom

Sy Bensky (242-6695)

Apart from the fact that it's **freely** distributed, Linux's functionality, adaptability and robustness, have made it a main alternative to Microsoft's operating systems. IBM, Hewlett-Packard and other giants of the computing world have embraced Linux and support its ongoing development. More than a decade after its initial release, Linux is being adopted worldwide primarily as a server platform. Its use as a home and office desktop operating system is also on the rise. This Special Interest Group will investigate Linux's potentials and attributes.

Macintosh Users' Group <M>

2nd and 4th Tuesday, 6:30 p.m.

Rose Mary D'Aloisio (255-2813)

Bill Euler (233-2351)

This is for Macintosh users of all experience levels. We will have Q&A, so bring your questions and/or problems.

Photoshop <W>

2nd and 4th Wednesdays, 6:30 p.m.

David Alexman (341-6533) and Zoltan Steiner (256-1161)

This SIG will provide you with an overview of many of the basic elements found in both Adobe Photoshop and Adobe Photoshop Elements, two extraordinary photo retouching, image editing, and color painting software programs. The Adobe Photoshop programs offer the tools to get professional-quality results. If you wish to enhance your photographs, this SIG will be most helpful and of great value. This SIG's target audience is intermediate to advanced digital imaging users, but all members are welcome.

Sun City Wings <W/M>

3rd Saturday, 1:00 p.m.

Ted Wagner (256-4037)

Using Microsoft's Flight Simulator program, we fly all kinds of airplanes from the 1903 Wright Flyer to a 400-passenger 747 jet airliner. Even helicopters are available. You can learn to fly airplanes or you can just enjoy beautiful sceneries around the world. The unrestricted view from the cockpit is something to experience. Those simulator programs have gotten "As real as it gets". We have a lot of fun. Please join us and take a look into the world of Flying.

The Gigabyte Gazette

February 2009 Classes

Because there are a limited number of computer stations available for hands-on participation, pre-registration is necessary for all classes. See descriptions below for details on how to register.



The Mac OS X 10.5 (LEOPARD EDITION) TRAINING CLASSES for ADVANCED USERS

Instructor: Jim Maher

**Wednesday, February 4th and February 18th
from 6:30 pm – 8:30 pm, in the Lab**

Instructional Materials and Program Costs: see textbook information below

Registration: The class size is limited to 10 members to allow for individual Q&A. Attendees must be a Sun City Summerlin Computer Club member and registered in advance at the following email address: scsc_macintosh_training_seminar@yahoo.com. Please provide your first and last name, your e-mail address that is registered with the Computer Club, and your Association number in the body of your registration. All registration requests will be acknowledged in a timely manner.

Textbook will be *Visual Quickstart Guide MAC OS X 10.5 LEOPARD*, 1st edition, by Maria Langer (696 pages).

Respected, best-selling author Maria Langer takes readers through Mac OS Xs groundbreaking capabilities, including new applications such as Time Machine and Spaces and revamped applications such as Mail, Dashboard, Spotlight, and iCal. With plenty of screenshots to clearly illustrate techniques, this reasonably priced guide is a great reference to the essentials of Mac OS X Leopard. This easy visual approach uses pictures to guide you through Mac OS X and show you what to do. Concise steps and explanations let you get up and running in no time. Page for page, Langer's book is considered by many to be the best content and value around. In addition, a companion Web site offers tips, links, and updates.

Copies of both textbooks will be available for purchase at the first meeting of the training series. The text will be at the club's discounted price, hopefully at the \$18 level as last year. Please indicate in your registration if you will be purchasing a text. Personal checks for text purchases made out to SCSCC will be accepted for payment. Texts are also available for purchase at www.peachpit.com (our User Group is: Sun City Summerlin Computer Club-SCMUG should any discount be available) or www.amazon.com

When we get closer to the start date of the series, the instructor will provide an outline of the pages and subjects covered at the individual meetings. Prior to the start of each meeting, the previous items covered will be reviewed should there be any further questions.

The Gigabyte Gazette

Because there are a limited number of computer stations available for hands-on participation, pre-registration is necessary for all classes. See descriptions below for details on how to register.



Advanced Vista

Instructor: Howard Verne

Tuesday, February 10th from 9:00 am – 12:00, in the Lab

This hands-on class has a limited enrollment of 12 with each participant working at an individual computer station. A multi-member team of lead instructor and coaches will provide step-by-step instruction that will include demonstrations, guided practice and individual coaching assistance. There is no fee for this class.

Prerequisites: Completion of *Boot Camp* or *Vista Basics* class.

Registration: To register, send an email with your first and last name, association number, and the words “ADVANCED VISTA” in the body of your message to hverne@yahoo.com. If you do not receive a reply from Howard within 24 hours, please contact him at 363-5337.

Handout: It is available at <http://www.scsc.com/smnr/VistaAdvanced.pdf>. Please, print it out and bring it to class.

Because there are a limited number of computer stations available for hands-on participation, pre-registration is necessary for all classes. See descriptions below for details on how to register.



The Mac OS X 10.5 (LEOPARD EDITION) TRAINING CLASSES for BEGINNERS

Instructor: Jim Maher

**Wednesday, February 11th and February 25th
from 6:30 pm – 8:30 pm, in the Lab**

Instructional Materials and Program Costs: see textbook information below

Registration: The class size is limited to 10 members to allow for individual Q&A. Attendees must be a Sun City Summerlin Computer Club member and registered in advance at the following email address: scsc_macintosh_training_seminar@yahoo.com. Please provide your first and last name, your e-mail address that is registered with the Computer Club, and your Association number in the body of your registration. All registration requests will be acknowledged in a timely manner.

The Gigabyte Gazette

Textbook will be *The Mac OS X Leopard Book* by Scott Kelby (pages: 264)

With so many books out there on Mac OS X Leopard, what makes this one better and different is its focus. While other Leopard books can regularly be 500-plus pages, this book cuts through all the technical jargon and gives you exactly what you want: the most important, most requested, and just plain coolest things about Leopard that will change the way you work on your Mac. With Leopard's newest features, this book will show you how to customize your workspace with Spaces, search and view your files fast with Quick Look, restore any file on your system with Time Machine, and much more. Each page covers just one topic, complete with full-color photos and screenshots, making it easy to find what you're looking for fast.

Because there are a limited number of computer stations available for hands-on participation, pre-registration is necessary for all classes. See descriptions below for details on how to register.



Firefox 3

Instructor: Howard Verne

Tuesday, February 17th from 9:00 am – 12:00, in the Lab

Mozilla FireFox is a fast, full-featured Web browser. Version 3 includes a bevy of new features and changes, including a redesigned address bar pull-down menu that includes bookmarks and history, a new add-on manager, the ability to pause and resume downloads, malware protection, a better password manager, and OS-specific themes. No longer a fledgling upstart, FireFox 3 is full-featured, lightning fast, and an able Internet Explorer foe. Many knowledgeable computer users have moved from Microsoft's Internet Explorer to FireFox. FireFox 3 makes that decision even more appealing.

This hands-on class has a limited enrollment of 12 with each participant working at an individual computer station. A multi-member team of lead instructor and coaches will provide step-by-step instruction that will include demonstrations, guided practice and individual coaching assistance. There is no fee for this class.

Registration: to register, send an email with your first and last name, association number, and the words "FIREFOX" in the body of your message to hverne@yahoo.com. If you do not receive a reply from Howard within 24 hours, please contact him at 363-5337.

Handout: It is available at <http://www.scsc.com/smnr/FireFox.pdf>. Please, print it out and bring it to class.

The Gigabyte Gazette

Because there are a limited number of computer stations available for hands-on participation, pre-registration is necessary for all classes. See descriptions below for details on how to register.



File Management—the Crux of Knowing Your Computer

Presenter: Edith Einhorn

Tuesday, February 17th at 1:00 pm, in the Lab

What do you do with all the documents, spreadsheets, pictures, music and graphics you have stored on your computer? How do you find a specific file when you need it? How do you get rid of unwanted files?

This presentation will show you how to organize all your computer folders and files for easy storage and retrieval using the built-in system within the Windows operating system. Included are such skills as reading the directory of a CD or other removable storage device, creating folders and subfolders, and copying, moving, deleting and restoring files and folders. This presentation is a follow-up to Boot Camp and is designed for novice and intermediate users of Windows.

This hands-on class has a limited enrollment of 12 with each participant working at an individual computer station. A multi-member team of lead instructor and coaches will provide step-by-step instruction that will include demonstrations, guided practice and individual coaching assistance. There is no fee for this class.

Registration: Although there is no fee for this course, advanced registration is required. To register, send an e-mail message to eunicorn@cox.net. In the text area of the message, include your first and last name, your Sun City Association number, plus the words “**FILE MANAGEMENT.**” Registrations will be accepted on a first-come, first-served basis. All registration requests will be acknowledged.

The Gigabyte Gazette

Seminars for February 2009

As with all our seminars, the following presentation does not required advanced registration. Members are seated on a first-come basis.



Open Office: a Free Alternative to Microsoft Office

Presenter: Rich Walko

Thursday, February 12th at 9:00 am, in the Classroom

There is no question that Microsoft's Office Professional Version is a very powerful and popular program that includes such applications as **Word** (word processing), **Excel** (spreadsheet), **Access** (database), **PowerPoint** (presentations), **Outlook** (email), **Publisher** (desktop publishing), **FrontPage** (Webpage construction), and more. However, the suggested retail price for the full package is anywhere from \$170 to \$500, depending on the version.

If you want to save yourself some big bucks, but still have powerful application software for word processing, spreadsheets, databases, and presentations, you should look at the open source package called **Open Office**. You can download and install it absolutely free with no strings attached. The Open Office suite has six integrated components, including word-processing, a spreadsheet, a database, and a presentation program. In addition, it will run on the Windows, Macintosh, and Linux platforms. We will show you where to find this gem and how to download all (or just some) of the suite's component parts. In addition, there will be a brief demonstration of the word processing component *Text Document*, which you will find to be amazingly similar to **MS Word**.

Rich's notes are available by clicking [HERE](http://scscc.com/smnr/OpenOffice.pdf). (<http://scscc.com/smnr/OpenOffice.pdf>)

As with all our seminars, the following presentation does not required advanced registration. Members are seated on a first-come basis.



Gmail and Other Google Programs

Presenter: Pat Lemay

Wednesday, February 18th at 10:30 am, in the Classroom

The Gigabyte Gazette

Do you think GMAIL (aka Google Mail) is just another email program? If you do, you are wrong. GMAIL has nearly three gigabytes of free storage, so you can keep emails stored on their server – not on your computer. Email attachments open on their server so the chance of getting a virus is almost impossible. The best part is that with a GMAIL account you have access to numerous other programs. This Seminar will also cover creating documents and spreadsheets that will be stored on their server. Would you like to store 4,000 photographs safely on their server? This Seminar will show you how. If your computer ever crashes, you will **never** lose the information in your Google email account, or your documents, spreadsheets and photographs. You can also access the above information from any computer in the world with your user-name and password. The best part – it is all FREE!

Pat's presentation notes are available by clicking [HERE](#).

As with all our seminars, the following presentation does not required advanced registration. Members are seated on a first-come basis.



Advanced Search Techniques & Alternative Search Engines, From Google to EBay

Presenter: Howard Verne

Monday, February 23rd at 10:30 am, in the Classroom

A search engine is a program that searches for information and Websites on the Internet. AltaVista, Excite, Yahoo, Ask (aka AskJeeves), Lycos, and Google are just a few of the most popular search engines. This seminar will provide some practical suggestions for conducting an advanced search and in so doing provide you with some ways to narrow your search list down to a manageable and useful size. (Most search engines today have an advanced search capability.) Strategies to be discussed include stemming, wildcards, category searches, image searches, news item searches, language tools (including translation), product searches, mail order catalog searches, document title searches, and Weblog (aka blog) searches.

A single search engine is not always sufficient, however. For example, less than half the searchable Web is fully searchable in Google. Overlap studies show that more than 80% of the pages in a major search engine's database exist only in that database. Getting a "second opinion" is therefore often worth your time. This presentation will include some of these second opinion recommendations.

The techniques used to find things at *Google* can also be used at many other sites such as *Amazon* and *EBay*/.

Handout: It is available at <http://www.scsc.com/smnr/Search%20Engines6.pdf>. Please, print it out and bring it to the seminar.

As with all our seminars, the following presentation does not required advanced registration. Members are seated on a first-come basis.

The Gigabyte Gazette



Turbo Tax Review for 2008 Returns

Presenter: Tom Burt

Thursday, February 26th at 9:00 am, in the Classroom

One of the most popular programs for preparing your tax return is **Turbo Tax**. Purchase the software, install it on your PC and answer the questions that are presented to you, and the program will provide you with a finished tax return ready for filing. You can even choose to file your return electronically!

This seminar will feature a discussion and demonstration of **Turbo Tax**. We will create a tax return for a fictitious senior couple who have typical financial transactions such as wage income or retirement benefits, interest and dividends, social security benefits, capital gains, itemized deductions, etc. You may be surprised how easy it is to prepare and file your own tax return.

We'll also look at how to set up electronic payments on the IRS web-site.

Presentation notes can be downloaded from: http://www.scsc.com/smnr/turbo_tax_review.pdf.

The Gigabyte Gazette

COMPUTER CLASSROOM CALENDAR FEBRUARY 2009

Monday	Tuesday	Wednesday	Thursday	Saturday
2 8:30 am Q&A Kaffee Klatch	3 8:30 am Int/Adv Kaffee Klatch 1:00 pm Hardware SIG	4 1:00 pm Creative Graphics SIG	5 7:00 pm General Membership Meeting, Desert Vista	7 9:00 am Beginners' Kaffee Klatch
9 8:30 am Q&A Kaffee Klatch	10 8:30 am Int/Adv Kaffee Klatch 1:00 pm Hardware SIG 6:30 pm Macintosh Users Group	11 9:00 am SCSCC BOD Meeting 1:00 pm Linux SIG 6:30 pm Photoshop SIG	12 9:00 am SEMINAR Overview of Open Office Version 3.0	14 9:00 am Beginners' Kaffee Klatch
16 8:30 am Q&A Kaffee Klatch	17 8:30 am Int/Adv Kaffee Klatch 1:00 pm Hardware SIG	18 10:30 am SEMINAR GMail & Other Google Programs 1:00 pm Creative Graphics SIG	19 9:00 am Digital Music SIG 1:00 pm Advanced XP/ Vista SIG	21 9:00 am Beginners' Kaffee Klatch 1:00 pm Sun City Wings SIG
23 8:30 am Q&A Kaffee Klatch 10:30 am SEMINAR Searching techniques - from Google to EBay 6:30 pm Genealogy SIG	24 8:30 am Int/Adv Kaffee Klatch 1:00 pm Hardware SIG 6:30 pm Macintosh Users Group	25 9:00 am Linux SIG 6:30 pm Photoshop SIG	26 9:00 am SEMINAR Turbo Tax	28 9:00 am Beginners' Kaffee Klatch

The Gigabyte Gazette

COMPUTER LAB CALENDAR - FEBRUARY 2009

Monday	Tuesday	Wednesday	Thursday	Saturday
2 1 pm - 4 pm Open Lab	3	4 9 am - noon Open Lab 6:30 pm CLASS Macintosh for Advanced Users Session 3 of 4	5 7:00 pm General Membership Meeting, Desert Vista	7 9 am - noon Open Lab
9 1 pm - 4 pm Open Lab	10 9 am - noon CLASS Advanced Vista	11 9 am - noon Open Lab 6:30 pm CLASS Macintosh for Beginners Session 3 of 4	12	14 9 am - noon Open Lab
16 1 pm - 4 pm Open Lab	17 9AM CLASS FireFox 1 pm CLASS Windows XP File Management	18 9 am - noon Open Lab 6:30 pm CLASS Macintosh for Advanced Users Session 4 of 4	19	21 9 am - noon Open Lab
23 1 pm - 4 pm Open Lab	24	25 9 am - noon Open Lab 6:30 pm CLASS Macintosh for Beginners Session 4 of 4	26	28 9 am - noon Open Lab

**Monthly Meeting - 7:00 pm, Thursday, February 5, 2008
Desert Vista Community Center**

**Board Meeting - 9:00 am, Wednesday, February 11, 2009
Computer Club Classroom - Pinnacle Community Center**

The Gigabyte Gazette

Q & A February 2009

By John Polich



Q. (Email message) *I created a document using : "windows works word processor" and saved it as ".wps". However for some important reason I have to have this document in ".doc" format. But when I saved same document in doc format I got something not readable. Please, take a look, I attached both documents. Any idea what's going on? And what could be done?*

A. I had no difficulty opening and reading both documents that you attached to your email message i.e. with *WPS* and *DOC* extensions. A *DOC* extension indicates that this is a MS Word document which can be read by MS Word (I have MS Word and apparently you do not) or WordPad which is part of the Windows operating system (All Programs> Accessories> WordPad). There are several ways to get the document in WordPad. You can copy the entire text into a blank page in WordPad i.e. open the MS Works file> select entire data (Ctrl + A keys)> copy it (Ctrl + C keys)> open the blank page in WordPad> paste the data onto the blank page (Ctrl + V). Another way: open Word Pad> click on File menu> click Open and browse to the MS Works document.

You can download a MS Word reader to convert the *WPS* (MS Work file) to a *DOC* (MS Word file) at <http://www.zamzar.com/> (free on-line file converter). Follow the simple steps.

Q. (Email message) *Can't open an account with "windows mail". I recently bought a new computer with VISTA premium. I followed directions: tools/account/add. At some point I'm prompted to select "incoming server" (POP3, or IMAP), and then outgoing server: SMTP. However, no matter which I select, when attempt to send a message, I get a response: "couldn't find the server" Please, help.*

The Gigabyte Gazette

A. (The questioner had been using Outlook Express with Windows XP). Windows Mail is an email client used by Vista to manage your e-mail. In Windows XP you used Outlook Express as the email client. I notice by your email address that you are using cable as your ISP i.e. server. You should contact the server i.e. cable service re the correct information about the incoming mail POP3 (Post Office Protocol) and SMTP (Simple Mail Transfer Protocol).

Q. (Email message) I want to back up my entire hard drive using Vista. What is the difference between cloning and imaging?

A. Let me commend you for being prudent in your desire to back up the data on the hard drive of your computer. I recently polled a computer club group re the question of backing up and was surprised by the number that never back up. Yes, you can back up your entire hard drive using all versions of Vista and even schedule the process automatically. In order to use imaging you must have the Ultimate, Business or Enterprise version. Cloning is not available with any version of Vista.

Cloning involves using a program to create an exact “sector by sector” reproduction of everything on your hard drive (source) to another drive (destination) of the same or larger size. Imaging involves using a program to create an *image file* of your hard drive contents to another media e.g. another hard drive, optical disk, flash drive etc. I prefer cloning, using removable hot wired internal drives. If the source drive goes bad, the destination drive can be used boot to up my computer. Imaging programs e.g. *Acronis True Image* are now probably more popular overall using an external hard drive as the destination. This method allows you to do full, incremental or differential backups.

To get to the proper area in Vista, click Start; click Control Panel then click *Backup And Restore Center* or using the Classic view simply click *Backup and Restore Center* then *Back up files*. Select your destination location (not the same partition of your source site). Since you want to do a complete computer backup, you should create a Windows Complete PC Backup image, which is like taking a snapshot of the programs, system settings, and files on your computer. You can use this backup if your computer ever stops working. You should back up your files regularly using the *Back Up Files* wizard.

The Gigabyte Gazette

A good URL that outlines the backup procedures available in Vista is:

<http://windowshelp.microsoft.com/Windows/en-US/Help/0625443e-f5c7-4bec-a5e3-3b7e00503c481033.msp>

Q. (Email message) *Do the firewalls built into Windows XP and Windows Vista provide sufficient protection for someone who does banking and other sensitive transactions on the Internet, or should he use a third party firewall, i.e. Norton, McAfee, etc.?*

A. Windows Firewall in Windows XP only blocks incoming traffic. In Vista via a convoluted process you can configure it to block outgoing traffic also. Unless you have a hardware firewall e.g. in a router, you should probably also use a use a third party firewall although many experienced users feel that this extra software is unnecessary. The most popular software is Zone Alarm. When doing your banking, make certain that the address of the Internet site includes *HTTPS* (note added *S*) and shows a lock icon. If possible, never do any Internet “sensitive” transactions in a public venue.

Q. (Email message) *I have this folder on my Windows XP Home Edition system: c80c747a7e34cd9b7a. It contains a text file: msxm14-KB927978-enu. What does it do?*

A. Apparently this folder is the result of a recent system update which includes the log file *msxm14-KB927978*. If the update is complete, you can safely delete the folder without any bad side effects.

Q. (Email message) *Is there a way to add Windows XP2 to my new Vista computer as an alternate OS? There are many XP programs that I miss (e.g., faxing, photostory, etc.) that Vista doesn't have.*

The Gigabyte Gazette

A. Many have experienced the same difficulties that you have when they have switched to Vista. Many of our computer club members have stuck with Windows XP. This was often the case when Windows ME was introduced following Windows 98. There are at least a couple ways that you can add Windows XP to your present Vista machine. You could use a dual boot process which is somewhat unhandy switching between the two operating systems. I would recommend that you use Microsoft's free *Virtual PC*. This allows you to toggle between the two operating systems. A good URL to visit which describes in detail how to do this is available at:

<http://lifehacker.com/software/windows/geek-to-live--run-windows-xp-inside-vista-with-virtual-pc-238071.php>

Q. (Email message) *What is the best advice regarding product registration? For example, my new laptop came with Roxio installed, and a request to register it. Obviously, registering means I will be notified of updates, but do I really want them to know who I am, even if I use a dedicated email address?*

A. I am not sure but the Roxio installation probably involves certain limitations e.g. you will be required to pay for it after a certain time period (three months). We had this situation when we recently purchased a new computer. I simply uninstalled the program. Even if you purchase any program, you still would not need to register even to get technical support. As you state, registration will notify you of updates, etc. but that should be available without registering. I agree with you re sending in your identification which may create more difficulty than good e.g. the reception of lots of unwanted advertising.

Q. (Email message) *Can the touch pad (mouse) on a laptop computer be replaced if it goes bad? How big a deal is it?*

The Gigabyte Gazette

A. (Thanks to John Bauman for the following answer. John is considered our computer club laptop repair expert.) *Yes anything on a laptop can be replaced. Replacement can be done by one with **some mechanical ability**, using instructions from the manufacturer's web site (usually). Replacement is not difficult for someone with a couple of screwdrivers and a willingness to follow the instruction set. It helps to have pulled other computers apart to get the feel for how much force is acceptable before some of the plastic parts break. Also, bone up on "zero insertion force" cable connectors. The HP instruction set includes pulling off 7 other assemblies (battery, hard drive, CD, memory compartment cover, switch cover, keyboard, and display) before getting to the 10 steps for removal of the top cover. (About all that is left is the motherboard...) I would allot not less than a full morning to doing the work. And, be sure to reseal every cable and card carefully and firmly when you are going back together to prevent disassembly when the device won't reboot... Sad story... (If you do not feel up to the job, contact your local computer repair shop or send it to the manufacturer.)*

But why bother? Disable the touch pad (my laptop uses Fn-F9 key combination), connect a USB mouse and you avoid most of the expense and all the hassle! (I have actually disabled the touch pad to my laptop because I always seemed to inadvertently touch it.)

The Gigabyte Gazette

Web Surfing

by Dick Kling



Oldies but Goodies

You may have forgotten a lot of the lyrics, but you can never forget the tune.

Rediscover some of your old favorite songs at [AllButForgotten Oldies.Net](http://www.allbutforgottenoldies.net), a fun website that boasts a database of links to over 4,000 songs (but most are in Real Audio format) from 1960 to 1975.

Search alphabetically by band and artist or by song title, or just browse through the featured list of over 1, 200 bands and artists. Other cool features include interviews with the original artists, interesting articles, the site's "Top 40", and a search engine exclusively for original sheet music.

<http://www.allbutforgottenoldies.net>

Abraham Lincoln: Collected Works

The 16th President of the United States, Abraham Lincoln is most famous for his opposition to slavery, his "Emancipation Proclamation", and his role in helping to end the Civil War. Yet in spite of his responsibilities as a president, a lawyer, and a father, it turns out that Lincoln also found time to do some writing.

"The Collected Works of Abraham Lincoln", which was dutifully compiled and digitized by The University of Michigan's Digital Library, features the majority of his published and unpublished writings. Historians, academics, and other lovers of Lincoln can browse through eight volumes of his writings, which include historic speeches, personal correspondence, debates, addresses, and other documents.

<http://quod.lib.umich.edu/l/lincoln/>

The Gigabyte Gazette

Human Evolution

While some people do not believe in it, the majority of Americans and the scientific community accept evolution as a scientific fact. "Becoming Human: Paleoanthropology, Evolution, and Human Origins" is a documentary-style website that takes you on a scientific journey across 4 million years of human evolution.

Check out the site, which was created by the Institute of Human Origins, to discover much of the scientific evidence behind the Theory of Evolution.

Visitors will find fossil records, an analysis of human anatomy, various "Hominid Profiles", book reviews, as well as related websites and the latest happenings in "Paleo News".

<http://www.becominghuman.org>

Elevator Etiquette

They may make moving easy, and they certainly save us the hassle of climbing ten flights of stairs, but elevators do not tend to be the most "social" of environments. Thankfully, there is now a way to politely admonish and educate the "loud talkers", "cell-phone users" and others who break elevator etiquette and ruin the ride for everyone else.

ElevatorEtiquette.Com is divided into four simple sections entitled "Calling/Waiting", "Boarding", "Once the Doors Close", and "Exiting".

Within these categories, you will find fun information about proper etiquette, impolite uses, common misconceptions, incredible elevator stories, as well as useful tips on how to "educate" the rude riders among us.

<http://www.elevatormrules.com/>

The Gigabyte Gazette

NPR Music Online

Welcome to "NPR Music", a free, multi-genre site that presents the very best of public radio music. The website is the wonderful result of a creative collaboration between twelve different radio stations, from places as diverse as Seattle, Newark, Minnesota, NYC, Ohio, Boston, Cincinnati, Pittsburgh, Philadelphia, and Austin.

Explore the site and discover some great features including live music streams as well as popular NPR programs such as "Jazz Profiles", "World Café", and "Classics in Concert". Visitors will also want to check out the different sections such as "Interviews & Profiles", the aptly-named "Discover Songs", and "Studio Sessions". This one is a definite bookmark!!!

<http://www.npr.org/nprmusic/>

The Gigabyte Gazette

The Mac Corner

by Ed Rogers



You've probably heard or read that Apple didn't introduce any WOW products at MacWorld Expo in January. However, two popular products, iWork and iLife have undergone significant improvements. You can read all about them at:

<http://tr.im/aiwc> and <http://tr.im/aiwj>.

So, what's with this "tr.im" in the above URLs you ask? Well, IMHO it's without doubt the best URL truncator imaginable for Mac users. It's a Dashboard widget that uses "tr.im" to make long URLs short. It automatically grabs the URL from the front most Safari tab. Hit "Trim It" and the trimmed URL is automatically copied to your pasteboard. Much faster than "TinyURL!" or similar.

Every once in a while you may find that you have a CD or DVD stuck in your Mac that just refuses to eject. If it happens - it's frustrating. There are a few things that you can do to force you Mac to eject the disk.

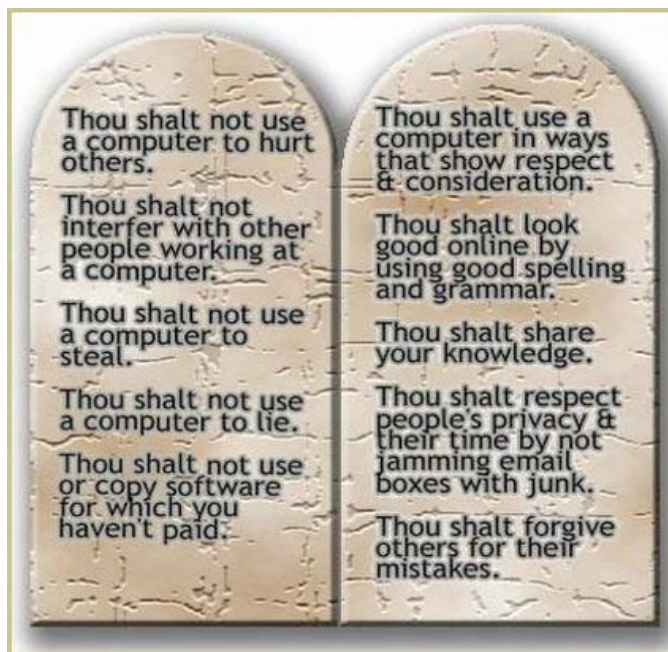
- 1) First, try iTunes. Sometimes the iTunes eject button will work, even if your Finder eject button, or keyboard eject button won't.
 - 2) Open Terminal.app and type "drutil tray eject" - this will eject the disk tray most of the time.
 - 3) If you're still having no luck, you can restart your Mac and hold down the mouse button. Keep your finger pressed down until the disk ejects, or the login screen appears.
-

How would you like to have 60 FREE games to play on your Mac, or pass on to family members? They're sitting and waiting for you at <http://tr.im/ajbe>. Don't blame me if you get hooked and spend a few hours exploring them. A number of them are really addictive.

Take a good look at the 10 Computer Commandments below. Serious computerists are sure to agree with them. If you know someone who doesn't observe one or more, why not copy the artwork and send it along to them?

The Gigabyte Gazette

A closer look will reveal one spelling error. I tried everything I know to fix it, but couldn't figure out how to do so. If you (1) find it and (2) can fix it, please let me know how -- I'll be sincerely grateful. At the very least, it will get you a mention in this column! You can reach me at ejr929@cox.net. Thanks!



Sun City Summerlin Macintosh Users Group – our Computer Club's Mac SIG, meets the second and fourth Tuesday of each month in the Classroom at 6:30 PM. Come to learn, ask questions, and share ideas with fellow Mac users.

The Gigabyte Gazette

SCSCC February LAB MONITORS

Taylor, Millie Smith, Opal	Feb 2 Mon
Collins, Tamara Jarzomb, Leo	Feb 4 Wed
King, Al Ayers, John	Feb 7 Sat
York, Blanche Mannelein, Lowana	Feb 9 Mon
Scott, Susie Raldiris, Ralph	Feb 11 Wed
Wiens, Ed Kinn, Rebecca	Feb 14 Sat
Burt, Irene Mallonee, Bill	Feb 16 Mon
McComsey, Marion McComsey, Bill	Feb 18 Wed
Helling, Dean Helling, Bonnie	Feb 21 Sat
Pickell, Don Scull, Marjorie	Feb 23 Mon
Scott, Susie Palubinskas, John	Feb 25 Wed
Finkelburg, Faye Finkelburg, Douglas	Feb 28 Sat