

MOTHERBOARD

A Publication of the Computer Users Group Of Redding, CA

Volume 2010, Number 03

<http://cugr.apcug.org/>

March 2010

YOUR C.U.G.R. PRESENTS

4th Tuesday, March 23, 2009

President Mike Doyle & Vice President Dick Marx

are going to show how they edit and manipulate photos using the popular Microsoft Digital Image 2006.

And as a follow-up, Jane Quinn will talk about the program Roxio and how similar its features are to Digital Image, and also how similar all photo editing programs are, once a user understands the basics of masking, cloning, etc. of the photo editing processes.

Door Prizes



1. Cross-Cut Shredder
2. HP 8 Gig Jump Drive
3. Logitech Wireless Keyboard & Mouse



One free ticket to each member at the door!

6 PM Club Business & Presentation

Sign in at the Greeting Table and pick up your name tag and please leave it in the Tag Box when the meeting is over. Also please stay and help reset the tables to the Library's original arrangement.

Thank you.

Future Presentation For April
To Be Announced

CUGR Calendar

CUGR Board Meeting
3:15 PM Monday, March 29
at Jack-In-The-Box, Dana Drive

MULTI-MEDIA
10 AM, Saturday, March 20

WINDOWS & MORE
11:30 AM, Wednesdays
April 7 & 14

DTP SIG
2 PM, Wednesdays
April 7 & 14

See back page
for more SIG information

GENERAL MEETINGS ARE
at the Redding Library
100 Parkview Ave,
off Cypress.

OFFICIAL WEBSITE IS
<http://cugr.apcug.org/>

For more information
call any Board member
listed on Page 2.

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Members volunteering
to help members!

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Electronic Recycling For Charitable Situations:

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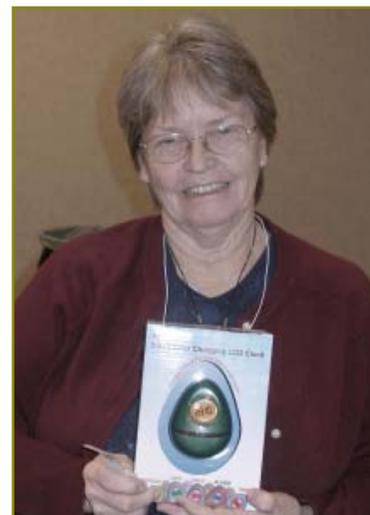
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(no microwaves or large appliances)

Congratulations To Our Winners!



Alice Pringle won a Digital, tall standing Tri-Pod.



Ginny Wall won an LCD Clock that gives weather and temperature.



Margaret Martinovich won a Matching Desk Set.

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Motherboard Newsletter Policies and Deadlines

The *Motherboard* newsletter is published monthly by the Computer Users Group of Redding, PO Box 494778, Redding, CA 96049-4778. The CUG is a 501(c)(3) non-profit corporation. Subscriptions are included in the \$25 annual membership fee. The purpose of the newsletter is to inform members of upcoming events and provide information about the use of IBM compatible computers.

Disclaimer: Neither the CUG, its Officers, the Editor, nor the newsletter contributors assume any liability for damages incurred due to the use of information provided in this publication.

Reprints: Articles from this newsletter may be reprinted by other user groups if credit is given to both the author, CUG and the *Motherboard*. Mail a copy of the

newsletter where the article is reprinted to the Editor at the address in the first paragraph of this text.

Personal Ads For Members:

Requirements are:

1. Advertiser must be a member.
2. The item must be computer-related.
3. The ad must be received by editor J. Ball by the *monthly date of the board meeting*. Sorry, no exceptions.

Other terms must be approved by the club's Board of Officers and Directors.

Article Submissions: All articles and reviews must be submitted to J. Ball by the *Monday of the monthly Board meeting* (see Page 1 for date.) Sorry, no exceptions.

Motherboard Editor reserves the right to make corrections and deletions in all articles in the interest of grammar, style, and space.

February Meeting



All about Microsoft's System 7 Versus Vista. Greg Vogt (Redding Library's PC Tech) who paneled last October's meeting) returned this month to head the panel with Jane Quinn and Bill Ball. It was a very good and informative meeting with a fair size audience and plenty of interaction.



Smiles



Welcome Renewals

Anna Lee Horton

Burl Woodman

David Cox

Dean & Dianna Ellison

Dee Butler

Dick Frank

Jane Brockett

Larry Elliot

Margot Letendre

Mario & Jane Quinn

Mary Hoisington

Mary Montague

Mary Todd

Patricia Bland

Richard Yoder

Robert Mackenstadt

Robert Rice

Rush Blodget



If you're
not happy
today, then
what day
are you
waiting
for?

CUGR MEMBER WEBSITES

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kittystone.com

MEXICAN-TOURS

www.mexican-tours.com
Lyle VanNorman
lyle@mexican-tours.com

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(Members Only Please)

Controlling System Restore

by Vinny La Bash, Member and Regular Columnist of Sarasota PCUGroup, Inc.,
FL www.spcug.org, vlabash@comcast.net

This article has been obtained from APCUG with the author's permission for publication by APCUG member groups; all other uses require the permission of the author (see e-mail address above).

Did a shareware application you were enamored of turn out to be an unmitigated disaster? Perhaps a device driver installation, system update or modification to a registry key went bad, and your system wandered into an alternate universe. Windows has a utility called System Restore that takes a picture, called a Restore Point, of your system before certain types of operations are started. System Restore is a very handy feature that allows you to go back in time to erase actions you have come to regret. If a problem occurs you can revert back to the way things were, and all is well again.

System Restore, for all its utility and convenience, has its drawbacks. Some argue that if there is not enough free disk space, System Restore will fail to create a restore point, so an unsuspecting person may discover that there is no restore point available when trying to put things back to normal. There is also no way to make a permanent restore point that will not get deleted after a time when automatic restore points need the disk space. This could be a predicament if a problem is intermittent.

It is possible that System Restore may be responsible for your disk drive running out of room. While today's super-sized drives make that less likely than a few years ago running out of disk space could still happen, especially if you load up your system with videos. You can reduce that likelihood even further by configuring System Restore properly.

The snapshots we talked about in the first paragraph are taken by a built-in program called the Volume Snapshot Service (VSS). There is no way to access this utility in the standard Windows Graphical Utility Interface (GUI). This means you can't get to it with a menu option. You need to open a Command Prompt window with elevated administrator privileges.

Click on the Start orb located down at the bottom left corner of your screen, select All Programs, and open the Access-

ories folder. Right click on the Command Prompt icon, and then select Run as Administrator from the menu. That will open up a Command Prompt window with enough authority to configure System Restore.

Before doing any configuration, let's take some time to understand how System Restore works. You can do this with the vssadmin tool. At the Command Prompt type vssadmin /? (Press Enter after typing a command.)

You see a list of all the commands supported by the utility.

(Note: Shadow copy = Restore Point)

Enter the command vssadmin list shadows. This displays a list of all the restore points currently on the system.

The list shadowstorage command displays the amount of disk drive space currently being used to store restore points, how much space is set aside to accommodate restore points, and the maximum permitted size for restore points.

To see what's available on your own system, at the Command Prompt type: Vssadmin list shadowstorage

Take a few minutes to understand the way the information is displayed. If there is enough free disk space you can store up to 64 restore points before Windows automatically starts deleting old restore points to accommodate new ones.

Making backups is an essential task, but there is no reason why Windows should be allowed to consume every available byte of storage with System Restore points. The default settings allow Windows to run amok but you can reset the maximum value with the resize shadowstorage command.

Here is an example:

```
Vssadmin resize shadowstorage /for=c: /on=c: /maxsize = 12GB
```

The /for= switch specifies the disk drive where the storage space is to be resized.

The /on= switch tells Windows where to save the Restore Point.

The /maxsize= switch tells Windows how much space it can use for Restore Points.

If you don't specify a maximum size you are giving Windows permission to

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Bits And Pieces

by Rush Blodget; IMB/PCUG of Redding, rmxtwo@charter.net

“The PC is Dead”

is the heading of a recent article in *Forbes* magazine. The author states that the virtual desktop will be a possible choice of large corporations in changing over to Windows 7. The virtual desktop will consist of only a keyboard, screen, and mouse. This desktop portion is projected to sell initially for \$50 to \$200, but may later be given away as part of the virtualization package. The actual programs are loaded on a server at a remote data-base. The initial set up cost is projected to be high due to rather complicated networking software, however, it is stated that there will be at least a 20-25% annual cost saving after this initial expense.



Technicians will no longer be running from computer to computer to do “fixes” — almost all problems can be handled from the remote control center.

It has been estimated that here are a half billion desktop computers worldwide and that at least half of those that are now server-based will soon be “virtualized.” Hewlett Packard and Dell are stated to be hard at work developing virtualization products.

I had hoped to be able to list the printers with the largest ink cartridges this month and also a list of those cartridges that are now not refillable. I still await the list from the local ink cartridge refill dealer. I will again remind him.

CONTROLLING SYSTEM

From Page 4

do anything it wants. The minimum size is 1GB. I have seen references stating that the minimum size can be as low as 300MB, but I could not verify that information.

After entering the resize command the system needs to be restarted to take effect. Configuring System Restore points won't solve every problem you may have with Windows, but it will give you more control of how Windows allocates resources.

Editorial Bits

by Patrick Libert, Editor, Danbury Computer Society, CT, www.dacs.org, dacseditor@optimum.net

This article has been obtained from APCUG with the author's permission for publication by APCUG member groups; all other uses require the permission of the author (see e-mail address above).

COMPUTERS AND HEALTHCARE

We have all probably had it “up to here” with the health care debate. Medicine is in the twenty-first century; medical record keeping in the nineteenth!

Pet peeve? When I visit my physician's office, a new computer monitor adorns the exam room. Is it used to access my medical history during my visit? Not in the least! It's much easier to leaf through a copious file folder, unable to find (once again) whether or not I had a recommended exam the previous year. Time wasted: several minutes which could have been better utilized to discuss current health topics.

In my opinion, the only way in which we are going to accelerate this modernizing process is to use the populist approach. Tell your doctor(s), your hospital, your medical insurance company that you **demand** an immediate improvement. You will be pleasantly surprised at the power of a letter or of an e-mail. I do it all the time; so can you!

Social Networking

That relatively new phrase now permeates our daily conversations and actions. The press sometimes depicts this new web-based activity as a waste of time, a fad which will eventually disappear. On the contrary, this is a technological evolution which can help everyone.

Whoa! Hold on for a minute. Let's not just think of this as an online dating service, or an activity reserved for teens. On the contrary, social networking is a remarkable way to communicate with existing and long-lost friends and family with little delay.

In my case, having several siblings and friends in Europe, we are now able to rapidly exchange comments, photo albums and various files thanks to social networking sites such as Facebook, Twitter, and LinkedIn. I would even include Skype as a form of social network because we can speak to and see each other and bring our family communications to a degree never before possible without crossing the Atlantic.

Were I not retired, I surely would be actively participating on LinkedIn to broaden my professional knowledge and network.

NEW AND NOTABLE

Readability! (<http://lab.arc90.com/experiments/readability/>)

How cool is this! How many times have you opened the link to a web page and seen a gobbledygook of mixed messages and ads surrounding the article you really want to read?

Install this free bookmarklet in your browser's bookmark bar, click on the bookmark after you have chosen the page you want to see. Abracadabra! All the clutter on the page is removed.

Many of you may already be aware of this site <http://www.komando.com/>. Kim Komando has a syndicated nationwide radio show and a column. Her site has a multitude of useable information for all computer users, PC or Mac. I have bookmarked many links found on her web site.

Snowtape (<http://snowtape.com/>)

I have been experimenting with the free version of Snowtape. This software allows me to listen to a radio stream and record at my choosing any portion of the broadcast. It then transfers automatically to my iTunes music gallery for future listening. There are other similar applications but, so far, this is my favorite.

BROWSER SPEED

Being primarily a Mac nut, my principal browser is Safari. I also use Fire-fox and Opera 10.10 regularly. Less frequently, I have used Flock and, very recently, Chrome now that I have an Intel Mac.

I like Firefox but find it to be at times a little slow compared to Safari 4. There appears to be a lot more going on in the background with Firefox which may explain the speed differential.

Chrome is mean and lean. It is very fast on my Mac and as it adds more functions and extensions, I may use it more often, ever mindful that as a Google product, it probably is the equivalent of having a spy cam watching all my actions.

Opera continues to amaze me with its multiple capabilities allowing the browser to serve as your e-mail program, your RSS reader and many other

Continued on Page 9

Multi-Media SIG UpDate

by SIG Leader Jane Quinn, jqquinn7427@gmail.com



Weekly S.I.G. Group meetings are every Thursday at the Senior Center in Anderson from 1- 3 pm. Only members may use the club's laptop to burn their DVD movie projects.

Our monthly Multi-Media SIG will be on the Saturday the 20th before our club's general meeting, at my home from 10 am to noon. For directions contact me at jqquinn7427@gmail.com or phone 365-0825.



EMail Tracker Programs Very Interesting And A Must Read!



submitted by Anna Lee Horton

The following came to me via e-mail and it touches so much of what we all see and do that I thought it poignant for our newsletter.

The writer is a computer tech. He spends a lot of time clearing the junk off computers for people and listens to complaints about speed. All forwards are not bad, just some. Be sure you read the very last paragraph.

He wrote:

By now, I suspect everyone is familiar with snopes.com and/or truthorfiction.com for determining whether information received via e-mail is just that: true/false or fact/fiction. Both are excellent sites.

Advice from snopes.com VERY IMPORTANT!

1) Any time you see an e-mail that says "forward this on to '10' (or however many) of your friends," "sign this petition," or "you'll get bad luck" or "you'll get good luck" or "you'll see something funny on your screen after you send it" or whatever — it almost always has an e-mail tracker program attached that tracks the cookies and e-mails of those folks you forward to. The host sender is getting a copy each time it gets forwarded and then is able to get lists of 'active' e-mail addresses to use in SPAM e-mails or sell to other spammers. Even when you get e-mails that demand you send the e-mail on if you're not ashamed of God/Jesus — that is e-mail tracking, and they are playing on our conscience. These people don't care how they get your e-mail addresses — just as long as they get them. Also, e-mails that talk about a missing child or a child with an incurable disease "how

would you feel if that was your child" — e-mail tracking. Ignore them and don't participate!

2) Almost all e-mails that ask you to add your name and forward on to others are similar to that mass letter years ago that asked people to send business cards to the little kid in Florida who wanted to break the Guinness Book of Records for the most cards. All it was, and all any of this type of e-mail is, is a way to get names and 'cookie' tracking information for telemarketers and spammers — to validate active e-mail accounts for their own profitable purposes.

You can do your Friends and Family members a GREAT favor by sending this information to them. You will be providing a service to your friends. And you will be rewarded by not getting thousands of spam e-mails in the future!

Do yourself a favor and STOP adding your name(s) to those types of listing regardless how inviting they might sound! Or make you feel guilty if you don't! It's all about **getting e-mail addresses and nothing more.**

You may think you are supporting a GREAT cause, but you are NOT! Instead, you will be getting tons of junk mail later and very possibly a virus attached! Plus, we are helping the spammers get rich! Let's not make it easy for them!

ALSO: E-mail petitions are NOT acceptable to Congress or any other organization — i.e. social security, etc. To be acceptable, petitions must have a "signed signature" and full address of the person signing the petition, so this is a waste of time and you are just helping the e-mail trackers.

Nybbles And Bits

by John Pearce, Chair, WebBoard,
Pikes Peak Computer Application
Society, CO, Feb. 2010 Bits of Bytes,
Newsletter of the PPCompAS
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Last month, I mentioned an article in TechRepublic regarding removing old drivers from your system. Little did I know that issue was going to surface in my notebook computer that I upgraded to Win. 7. The touchpad on my notebook computer has a vertical scroll area at the right side of the pad. I had no problems using the vertical scroll until I upgraded to Win. 7 at which point, it stopped working.

I ignored the problem until just after the January PPCompAS meeting. When I started to investigate and tried to access the settings for the touchpad, there was a pop-up dialogue box telling me that IntelliPoint was blocked from running because of known incompatibilities with Win. 7. It took me a few minutes to remember that I had bought a USB mouse and installed Microsoft IntelliPoint software shortly after purchasing the notebook. I had used the USB mouse until I bought a Logitech wireless mouse a year or so ago.

My first thought was to just remove the offending software. Good idea except there was nothing shown for IntelliPoint in the Programs and Features list and nothing for the USB mouse in the Mice section of Device Manager. Connecting the USB mouse made it appear in Device Manager and caused IntelliPoint to appear in the Programs list. I thought I was close to being done. Surprise, surprise! Trying to perform an uninstall of the software produced the pop-up about IntelliPoint being blocked. I wondered how you could uninstall it if it was blocked from running. This time the pop-up dialogue box provided a link to an update and I performed the update. After the IntelliPoint update completed, the vertical scroll on the touch-pad worked correctly. However, I decided to remove IntelliPoint because I no longer use the USB mouse and could not think

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Notebook Or Laptop? What Is The Difference?

by Judi Ball



My daughter's laptop gave out recently and she called to see what was on the market now days. So as we researched the terms Notebook and Laptop kept popping up, so I Googled "Notebook versus Laptop," and here are the three first sites and opinions that came up. No credit given as I could not find the writers titles.

Site One:

Most people use the terms notebook and laptop computer interchangeably. Once it's not sitting on top of your desk every portable computer instantly becomes a notebook or laptop regardless of its configuration or individual specification. There are, however, some very big differences between notebook and laptop computers and it's important that you're aware of these differences during the buying process.

This article is being written on a laptop computer as a matter of coincidence but let's get to the meat of the article and explain the basic differences that you need to be aware of.

Let's look at the notebook first.

THE NOTEBOOK COMPUTER

A standard notebook has the following features:

1. Ultralight. Less weight is better.
2. 4 - 5 hour battery life.
3. No internal floppy drive.
4. Minimal graphics subsystem.
5. No internal DVD or CD system.
6. 12" - 14" TFT screen.
7. Low profile (thin).
8. Integrated modem and network connection.
9. Smallest possible keyboard that retains functionality.
10. Low power consumption Celeron/Centrino or Sempron style processor.

In essence a notebook computer is designed to provide mobile computing that won't break your back yet still offer all the power the mobile users requires for work and some leisure pursuits. This portability normally comes at a price. The level of miniaturization involved comes at a cost and high end notebooks can prove to be quite expensive.

THE LAPTOP COMPUTER

Now for the laptop computer. Again look at the name. A laptop is designed to sit on your lap and you can therefore expect it to be quite large and loaded down with features and power. The standard laptop computer would have some, if not all, of the following features:

1. 14" - 17" (widescreen) TFT screen.

2. Nvidia GeForce or ATI Radeon graphics subsystem.
3. Internal DVD-ROM or DVD-RW drive
4. Large full featured keyboard.
5. 3 hour+ battery life.
6. Upgradeable.
7. Integrated modem, network, Bluetooth and Wi-Fi capabilities.
8. High quality integrate audio and speaker system.
9. Low power consumption, high performance Intel Centrino style processor.

From reading the above information you'll see that the notebook is the exact opposite of the laptop. Notebooks offer reasonable power and extreme portability. Laptops are designed to be capable of replacing an entire desktop PC if necessary whilst still offering desktop performance in a mobile platform. Hopefully this article has helped clear up the differences between both classes of portable computers. As time and technology moves on the line between laptop and notebook will continue to blur but for right now it's still clearly defined and driven by the demands of the portable computer market.

Site Two:

You may be wondering what the difference is between a notebook and a laptop computer? The answer often depends on who makes it. Some Original Equipment Manufacturers (OEM's) call their mobile computers "laptops" and some call them "notebooks". The terms are often used interchangeably. Lately, a new breed of terms has been popping up. Terms like deskbooks and Tablet PCs.

My distinction between a laptop computer and a notebook computer is this:

Laptop computers are somewhat larger than notebook computers and will accommodate a built-in disk drive unit. That is, a CD/DVD ROM drive is either built into the unit or the unit has a built-in bay that will accommodate a removable CD ROM drive. You should expect the display unit to be at least 15" wide, when measured diagonally. It is thought that some OEM use the term Notebook because their Laptop computer generate too much heat to actually use it on your lap.

Notebook computers generally allow you to attach, via cable, a CD ROM drive. Since the drive is not built into the unit, notebooks are smaller and lighter than laptops. These units are commonly known as "Ultra Portables." Hence, a notebook is an ultra small laptop. Another way to look at it is a notebook is about the size (or a little larger than) of a real [binder] notebook.

Deskbook computers often refer to mobile computers that can be considered as desktop replacement units. Deskbooks tend to be larger and heavier than average notebook/laptop computers. Generally the display units are 15" or larger. They tend to draw down battery power relatively quickly due to their powerful, but power-hungry, processors. Deskbooks often will contain the same processor found in desktop computers. If you're looking for the power of a desktop unit, with the freedom of mobility, then a deskbook may fit the bill.

Tablet PCs are mobile computers with a twist. That is, you can literally twist the monitor. Tablet display screens will swivel on its base — usually 360 degrees. They generally allow you to capture handwriting, via a special stylus pen, and store it on the computer. Table PC software automatically turns your handwriting to text. Tablets are no more, or less, mobile than any other laptop or notebook.

And Site Three put it simply as:

A laptop is a small, portable computer. A notebook is essentially a synonym for laptop, but sometimes people use the term to mean smaller laptops. There are different classes of laptops, ranging from "ultraportables," (which may be less powerful but are very small and light) to "desktop replacements" (which have large screens and high performance but may be heavy and bulky). "Notebook" then, can be used as a term to describe the smaller range of laptops. However, in common use, "laptop" and "notebook" often mean the same exact thing and can be used interchangeably.

BACKING UP AND RESTORING FILES

December 2010 issue, Boca Bits, the monthly magazine of The Boca Raton Computer Society, Inc., by Ron Hirsch, Member and Contributing Editor, Boca Raton Computer Society, FL, www.bracs.org, Ronhirsch1439@comcast.net

This article has been obtained from APCUG with the author's permission for publication by APCUG member groups; all other uses require the permission of the author (see e-mail address above).

If I had to pick a single area where most computer users are extremely lacking, it's in the area of backing up and preserving the documents and other items that they generate during the course of their computer activities. Most people just dismiss the subject with "Oh I don't really have anything of importance, and even if I do, I can always redo it easily." These people may only use their computer for the Internet and e-mail. But, redoing your address book and bookmark listing can be a task in itself.

And, if you use a program such as Quicken or Money, you have lots of financial info that would be a real job to rebuild if all your files were lost. I reminded a friend about backing up his Quicken stuff, and he said that he really didn't have to, as Quicken always backs things up automatically, which it does. But it backs things up onto the same hard drive, into a different folder. So, about 6 months later when his hard drive failed, his backup was worthless, and he was a very unhappy person.

WHAT DOES BACKUP REALLY MEAN?

Backup is the generation of duplicate files, often onto a removable medium, for all the things that you have generated on your machine. Generally, these are files that you have produced, not the program files which came on the CD. These duplicate files must be stored on something which can be separated from your machine, and definitely separated from your internal system hard drive.

Since most people have only one hard drive, it does not make good sense to back up onto that same drive. And, if you have your main drive partitioned into say a C and D drive, you will still lose your backup if the drive fails. If however, you have a second hard drive on your computer, you are much safer storing your backups there.

There are online services which offer "online backup" at a small cost, or no cost. This can offer access from another computer, when you might need that

data. But I personally don't want my private data et al on an online computer, where it is possibly subject to being hacked or having that operation go out of business.

NOTE: This article is only discussing backup of your personal files and data — it is not addressing a complete backup of your system drive, including your operating system (probably Windows). That is a separate topic which will be covered in another article.

The backup media should be stored in a place where it will not become lost, stolen, or damaged. When I was in business (many years ago), we backed up all our files every day, with a rotating system of seven tapes. Copies were stored in a fireproof safe, and periodically, we placed a current copy in our safety deposit box at the bank. Just putting copies on the shelf doesn't protect against their loss in case of a fire. Obviously, most users don't have to go to such extremes. But, for important information, it's a good idea to periodically put a backup copy into a secure and fireproof place, such as a home safe, or your safety deposit box.

In order to be able to follow and use the material in this article, you must be conversant with using Windows Explorer, or a similar file manager. Earlier this year, I presented several articles on this activity, with several exercises on the subject. If you are not familiar with using a file manager to copy files and add new folders and subfolders, I would suggest that you bone up on this subject first, and then get back to this article.

WHAT DO I HAVE TO DO FIRST

First of all, the typical user who has programs in which files are saved, generally has no idea where they are. So, the first thing to learn is just that. When you are in a program such as Quicken, your files are generally saved in the same folder as the Quicken program. Other programs may use the My Documents folder, My Files folder, the Documents and Settings folder, or a special folder that the program has set up to store things.

I personally set my own folders for storing things. And, fortunately, most programs allow the user to specify where

things are stored. In WordPerfect, I have a master folder set up, name WPWIN. Under that I have about 56 subfolders for all the categories that I have defined. There is a folder named "BocaBits," which holds all the articles I've written for this publication. One of the main advantages of having your personal files organized in a master folder is that they are easier to copy to a backup medium. Just copy the main folder, specify to include the subfolders (if that is needed), and everything underneath will be copied. This is far easier than having to locate many different folders, and copy from each one individually.

Remember, using subfolders is a must. Some years back, one of my friends stored all his files for all his programs in the same folder, with no subfolders. Finding a file to use was almost like looking for a needle in a haystack. And, name your files using descriptive long filenames which all operating systems since Windows 95 can use. Which is easier to find "Letter to Jack re the new building.doc" or "let2jreb.doc?"

Here are some steps that I would suggest users consider — change the names to suite your desires.

1. Add a new folder on your C: drive, "All My Stuff" (without the quotes.)
2. Add as many subfolders under it as you need. For example, (assuming you have these programs) add one for Word, Quicken, Money, Excel, etc.. Then, add as many subfolders under each of the main subfolders you've added. For example, the "Word" folder can have subfolders named "Letters," "Faxes," "IRS correspondence," etc.. (Don't use the quote marks — they are used here for clarity.)
3. Then in each of those programs go into "preferences" or "settings," or wherever is appropriate, and set your new path and folder name there as the place to keep stuff. In something like Quicken, it wants its files where it specifies, but when you call for a backup in Quicken, you can specify the path/folder. So this folder you set up will always have duplicates of Quicken's files, ready to be copied out to the removable media you choose.

4. For programs such as Outlook Express or AOL, it's a good idea to save your address book, and your bookmarks. Finding the names of these files, and where they are located will be a good exercise for you in using Windows Explorer, and learning more about your browser.

NOTE: It is not absolutely necessary to do all of these previous steps if you're willing to do your backup work with all your files where they are now. These steps are just offered to make your job of backing up easier. If this is the case, you can skip to the section entitled "WHAT MEDIUM SHOULD I USE TO BACK THINGS UP?"

How Do I Get My Existing Files Into These New Folders?

If you don't know or can't find where the program stores the files you create, go into the program, generate a new document, and do a save on it. When the "save" window comes up, it may well show you the path/folder that the program uses. So you can now go to that folder, and find all the stuff you have done previously. While you're in the "save" window, you can now specify your new repository for your files in this program, assuming it will cooperate.

If this does not happen, do a search in Windows (START>SEARCH) to find that file, and the location path will be available there.

Rather than move the existing files, I'd copy them into the new folder you set up. That way, if there are any "goofs" (perish forbid), nothing has really been lost. In the case of a program like Quicken, just open Quicken, and press CTRL+B. This should open the backup window, and you can type in the path/folder you've just made.

Later on, when you know that everything has been safely copied into your new folder tree, you can safely delete the files in their original locations if you want to do so.

When you've done this for all your important stuff, you will now have a new "filing cabinet" with "drawers" for all your important files.

WHAT MEDIUM SHOULD I USE TO BACK THINGS UP?

In the "olden days," the choices were fairly limited. Floppy disks and tapes were about it. These days, those two media are not the ones of choice. Floppies have limited storage space, and most people don't have a tape drive, nor should they bother to get one these days.

The two choices that I would recom-

mend are external USB drives, which many people have or flash drives which many people also may have. If you're not familiar with these devices, you should become familiar - they are very inexpensive now and are the perfect media for backing up purposes, transporting, and archiving files.. Or you can use a ZIP disk, if you have a ZIP drive, or use a CD rewritable disk.

To "burn" a CD, you must be familiar with this process. If you have a recordable or rewriteable drive on your machine, there should be a software utility to handle copying files. Usually this utility is on the CD that came with your hardware. But, it's possible that the utility wasn't loaded on at the factory. Check through the manual or help files to learn more about this.

Remember, once you get into the habit of backing things up, you can feel more comfortable about not losing lots of time and effort trying to reconstruct things. And, when you get a new computer, your new machine can take the backup medium you used, and copy it all (as desired) onto the hard drive of the new machine.

ONE FURTHER RECOMMENDATION TO SAVE YOUR "STUFF"

One area that most users don't bother to consider, is the use of an uninterruptible power supply (UPS). These units plug into your wall outlet, and then the computer and monitor plug into it. Many don't feel that this is of any value to them, but I'll bet that they've had a crash during a power blink. The primary use of such a device is to keep your computer and monitor running when there is a power failure, either an extended one, or momentary power blink. The purpose of a UPS is not to allow you to keep working for an extended period when the power goes off, but to allow you to save your work, and shut down in an orderly fashion. Or, when the power "blinks," your system doesn't crash, but you lose the work that you have on screen. Even a one tenth of a second blink can wipe out what you're working on. And, if you haven't just saved it, you've lost it.

Furthermore, all computers should be connected via a high end surge protector to protect against line fluctuations and power surges. A UPS is also just about the best protection that you can use here. And, these days, UPS units are available for not much more than the cost of a good surge protector. Check Costco for some

good values here. A capacity of 300-500 VA is a reasonable range for most home computers. Remember, as a minimum, you need to have your computer and monitor connected via the UPS. Without a monitor, your computer isn't good for much.

So, HAPPY backing up - try it. The day will definitely come when you'll be glad you did. And once you get to be an expert at it, you can impress your friends by teaching them.

If you find this material useful, you may want to download this article in PDF format, from our web site www.brccs.org. This allows readers to keep the material either as a PDF file, and/or print it out, and place it in a looseleaf notebook for future reference.

EDITORIAL BITS

From Page 5

functions integrated in the browser. The latest release is version 10.10 but there is much more coming from the developers. I have been a beta tester for Opera since mid-2003 and I can tell you that this is an exciting venture. The speed of the latest version matches that of Chrome but in a much more complex offering. Stay tuned.

Lala (<http://www.lala.com/>)

After reading last month that Apple had bought lala, I joined their site and began to delve into their music library. According to some, Apple's motivation for this investment was to have the capability of having members not only download their mp3 music but to have the option of assembling a music collection "in the cloud." Great idea!

Lala has an extensive music library which one can download to one's computer or, at a much lower cost, buy and add to one's lala "cloud" collection. I used the free 30 song credits offered for joining to save many different songs in my new account. I can sign on to my account on the lala.com site, access my "collection" and play it through my computer. If networked to my home audio system, I can listen to this music in different rooms.

The cost? The price to download a song varies from \$0.79 to \$1.29. However, adding a song to the cloud collection: TEN CENTS! In my opinion, that makes it a very attractive way to compile a substantial collection of one's favorite music.



TURTLE BAY EXPLORATION PARK

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FIND YOUR WALDEN IN REDDING

A joint project of Turtle Bay Exploration Park and Crown Camera

Shutterbugs, ready, set, snap!

Artists of all ages are invited to submit their best shot for this remarkable local photography competition and exhibition. Find Your Walden in Redding is the companion exhibition to Thoreau's Walden: A Journey in Photographs by Scot Miller. Both exhibitions will be presented in the Koenig Family Art Gallery, May 15 - September 12, 2010.

Walden is much more than just a pond. It has become synonymous with finding a personal connection with nature and one's surroundings. We encourage everyone to join in and help us celebrate our SENSE OF PLACE SUMMER, a focus on our beautiful place here in the North State. So, head on out, explore our remarkable surroundings, take your best shot, and let your photography reflect what Redding means to you!

Submit up to three shots by April 15th at 5:00 p.m. for a chance to win one of many prizes redeemable at Crown Camera, including the Grand Prize* of \$800, and to be included in a museum exhibition!

Entries will be accepted in two categories, Professional and Amateur. Amateur entrants to be judged in three categories: Adult (18+), Teen (13 - 18) and Child (12 and under). Final judging by Scot Miller on September 10! For complete competition rules, exhibition guidelines and submission criteria, please visit www.turtlebay.org/photocompetition.

SHASTA REGIONAL MEDICAL CENTER presents Sense of Place Summer and Thoreau's Walden

Photo entry deadline extended to April 15

Find Your Walden in Redding

A companion to *Thoreau's Walden: A Journey in Photographs* by Scot Miller

GRAND PRIZE \$800*

Take your best shot for a chance to win great prizes*!

Shutterbugs, ready, set, snap!

NYBBLES AND BITS

From Page 6

of a good reason to leave the software installed.

This is the first time I can remember where it was necessary to upgrade software just to remove it. I expect the Win 7 upgrade did not upgrade the IntelliPoint software because the USB mouse was not connected at the time the upgrade was performed. Maybe next time I will remember that USB devices should be plugged in during an upgrade and to make the related software and drivers visible. Even better would be to remove old drivers as TechRepublic suggests.



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(For general information call any Officer or Director listed on Page 2)

Not A Renewal Reminder



Multi-Media SIG

Includes Digital Cameras,
Burning Music CDs, and DVD
Movie Making

Weekly SIG 1 - 3 PM
Thursdays

Anderson Sr Center

(Only members will be able to
use the club's laptop to burn
their DVD movies.)

Saturday — 10 AM, March 20

At Jane Quinn's Home, contact
following for information:

Jane Quinn, 365-0825
qjquinn@charter.net



DTP and Graphics Art SIG

Do you have an interest in creating DeskTop
Publishing projects, such as flyers, business
cards, logos, newsletters, etc., or art and
photo editing and manipulation? We have an
informal forum, so bring a question, problem,
project and we'll all work together to solve it.

Basic Windows knowledge of copy and
paste is a must.

Wednesday — 2:10 PM - 4 PM
April 7 & 14

See map below for meeting
place.

Judi Ball 275-4632
jebed@charter.net



Windows & More SIG

Wednesday — 11:30 AM - 1PM
April 7 & 14



Bill Ball 275-4632
bcard9@charter.net

IBM/PC Users Group
of Redding
P.O. Box 494778
Redding, CA
96049-4778



4th Tuesday Monthly Meetings Are At The Redding Library



1100 Parkview Ave.,

off Cypress and to the right of City Hall.

We will be in the Community Room, which is to the left
of the main library door.

A variety of drinks are available at the Cafe just outside
the meeting room on the left.

Why Join A Computer Group?

1. Benefit from a common interest in a personal (and costly) investment: Your business or personal computer.
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