# MOTHERBOARD

## A Publication of the Computer Users Group Of Redding, CA

# YOUR C.U.G.R. PRESENTS

## 4th Tuesday, October 25, 2011
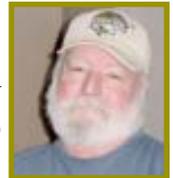
*You want me to say what?*

### Fred Skill Panel with Audience Participation

**will discuss a Vista and Windows 7 built-in Voice Recognition Program.**

**Then he will head a discussion on E-Books.**

**You know, those Amazon Kindles and Sony Pads and Barnes and Noble Nooks and the Apple Ipods, and the many others including the Notebook versions.**

The e-book feature will be audience participation, so bring your e-books and e-mail your comments, pros and cons about the features you like or dislike about the model you have or those you desire to own. E-mail those thoughts to Jane Quinn at… qjquinn7427@gmail.com

### Jane's Invite!

*I'm excited about the next general meeting topic, because there are so many eBook devices it will be fun to hear comments from the group. Last month's meeting on Cloud soft-ware got all of us talking. We learned so much from each other in a short time.*

*This new meeting format, having members join the conversation and share their knowledge is so enlightening!*

*We provide the coffee and set aside time for members to socialize. So come join us!*

*Jane Quinn*

## Door Prizes

**1. 16 Gig DataStick Pro Jump Drive**

**2. V-Tech Cordless Phone**

**3. Wireless Optical Mouse**

*Lucky Ticket!*

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 November 22**
**Frank Tona Of Crown Camera Will Join Us**

## CUGR Calendar

**CUGR Board Meeting**
1 PM Monday, Oct. 31
at Redding Library in the
Foundation Reading Room

**MULTI-MEDIA**
10 AM, Saturday, Oct. 22

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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(no microwaves or large appliances)

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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.

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**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.
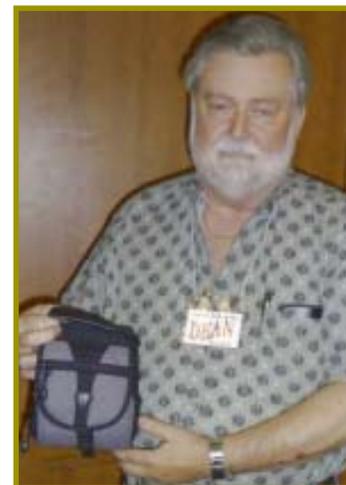
## Congratulations To Our Winners!
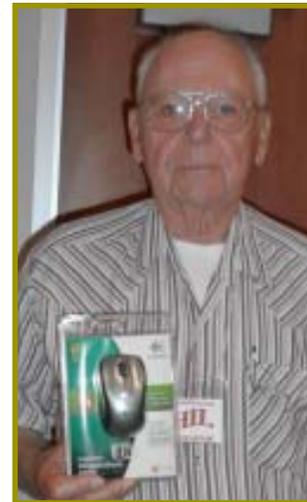


Phil Graham won a wireless Logitech Mouse



Larry Owings won a Color Coded Power Surge Protector



Dean Ellison won a Multi-pocket CamCorder/Camera Case

# September Meeting

*Jeanie Richardson*

# First Responders Better Prepared With New Radio Technology



Courtesy of DHS Science and Technology Directorate

**Rescue workers have a new, better way to communicate that could save many lives.**

(NAPSA)—Shortly after the first plane hit the North Tower of the World Trade Center on September 11, 2001, police on the scene issued an urgent radio call for evacuation of the entire complex.

That order, given on a radio frequency used by one group of officials, was never heard by many other first responders on the scene. Just minutes later, the second plane hit the South Tower.

As noted in "The 9/11 Commission Report," the call to evacuate was "given over WTC channel W," a frequency used by only some of the scene's first responders. As a result, the lifesaving evacuation message went unheard by many — and for some, arrived too late.

Americans learned many lessons from the tragic events of September 11. One national priority, highlighted by the 9/11 Commission, was the need for "interoperable" communications — a single radio that would enable one department, agency or single first responder to communicate with officials using any of the public safety frequency bands.

In response, the Department of Homeland Security (DHS) began research, development and deployment of a new technology that would ultimately solve the interoperability problem. State and local government officials around the U.S. are now being introduced to new radio technologies that are the direct result of the lessons learned in New York City.

With new, interoperable, handheld radios, federal, state, local and defense agencies can communicate using a single radio that operates across all public safety bands, including the VHF band used in many rural areas and the critical marine and mutual aid channels used during large-scale incidents and in search and rescue operations.

One company, Maryland-based Thales Communications, was among the first to respond to the DHS requirement. Putting to work the company's experience in the development of softwaredefined interoperable radios for the U.S. military, Thales engineered the software that makes interoperability possible. The result is known as the Liberty Multiband Land Mobile Radio.

"With 2.2 million first responders in the U.S. operating on a wide range of frequency bands with different modulation schemes, achieving our goal meant we needed to simplify a highly complex problem," said Steve Nichols, a public safety industry expert with Thales Communications. "The answer is software inside a handheld radio that links, in real time, every frequency used by first responders."

Unlike military multiband radios, Liberty is designed to meet stringent public safety specifications but is just as rugged, with a metal case and the ability to survive an underwater submersion of up to two meters. The radio was tested successfully by DHS at the presidential inauguration and has been used during other high-security events including the Super Bowl, World Cup and Academy Awards.

Now, when the county official managing a local emergency needs to communicate the same urgent message to multiple police, fire and rescue departments on the scene, interoperable radios make the task a one-step process.

Skeptics of this new solution have argued that U.S. counties, towns and cities do not have the budgets or people to buy and manage new communications networks or systems.

But according to Nichols, achieving interoperability doesn't have to be expensive or complicated.

"The day you get a Liberty radio, you can talk to someone on all channels," said Nichols. "It works right out of the box."

# Bits And Pieces

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

## APPLES' NEW IPHONE 4S

The iPhone 4S will be released for sale on Friday, October 14, 2011 according to a three-page article in the Wall Street Journal of October 12 by the newspaper's computer columnist Walter Mossberg. He states that this 5$^{th}$ generation phone will sell for $199 and will have a new operating system and a new cloud synchronization service called iCloud. It will be identical in physical appearance to the iPhone 4. The new operating system will be known as iOS. It will also have a new text messaging system and an integration with Twitter and be able to edit photos directly on the phone. The new software will also be available as a free upgrade for owners of iPhone and iPhone 3GS, as well as for Apple's ipad tablet and iPod Touch.

It also has a new voice-controlled artificial intelligence system called Siri, a video, a still camera, and faster download speeds. It is available from Sprint, A.T.& T., and Verizon.It understands most spoken colloquial English and gives its answers audibly and/or on the screen. Walter Mossberg stated that it correctly answered questions such as, "Who is the president of Iran?" When asked for a French restaurant in a town he was visiting it returned a ranked list it had extracted from Yelp or Wiki-paedia. He said that if an incoming text message involves a date Siri looks at your appointment calendar and tells you if you have a conflict. It will check stock prices, the weather, addresses, and map directions. It cannot yet access airline sche-dules or movie times, however, Apple says that they will contin-ually add more databases. It has an 8 Megapixel camera and takes high definition videos. All three models, Sprint, AT&T, and Verizon can switch to global standard and be used in most other countries. There are 32 and 64 Gigabyte versions at a higher cost. Mossberg adds that this is only a partial listing of its capabilities.

# Buying A New Windows PC

*by Dick Maybach, August 2011 issue, BCUG Bytes, Brookdale CUG, NJ, www.bcug.com, n2nd@charter.net*

Sooner or later, you'll be looking for a replacement for your PC. What requirements must the hardware satisfy? This article will assume you will be using the Windows 7 operating system, although almost any PC that supports Win 7 will also support any Linux distribution. If you purchase your PC from a well-established vendor, it will arrive with Windows already installed and well checked-out. However, most of us keep our PCs for several years, which means that their performance should exceed what is needed today. Software vendors know that to sell new versions of their products, they must add new features, and these require more from the hardware. Moore's Law, which says that integrated circuit performance doubles every 18 months, has been true for 30 years and shows no signs of changing in the near future. As a consequence, six years from now, PCs will be eight times as powerful as today's models, and software designers know and depend on this. Buying a barely adequate PC means that it may not adequately run any software on it that it wasn't delivered with.

Let's begin by looking at what hardware Microsoft recommends as a minimum for Win 7.
· 1 gigahertz (GHz) or faster 32-bit (x86) or 64-bit processor
· 1 gigabyte (GB) RAM (32-bit) or 2 GB RAM (64-bit)
· 16 GB available hard disk space (32-bit) or 20 GB (64-bit)
· DirectX 9 graphics device with WDDM 1.0 or higher driver

We see that the first choice is between a 32-bit and a 64-bit processor. At present, most home applications are available only in 32-bit form, and while these will run in a 64-bit environment, doing so provides little advantage, except that 64-bit CPUs can handle more RAM. (See the RAM discussion below.) This will probably change, perhaps as early as the next release or so of Windows. You might be tempted to go for a 64-bit processor, thinking that you will be able to upgrade to Win 8 or 9; however, don't forget Moore's law. When the time comes to upgrade, you will certainly find that your PC is hopelessly under-powered. A 32-bit processor is the correct choice, unless you have special requirements.

Processor clock speeds can now exceed 3 GHz, but processor architecture also greatly affects its computing rate, with the result that clock speed is not as good an indication of computing power as in the past. Indeed, AMD has stopped using clock speed to characterize its processors. Manufactures achieve higher performance by putting multiple processors (called *cores*) on a single chip. Get at least a 2-core processor and preferably a 4-core one. You may not see much advantage initially, but Windows slows down as the number of updates increase, and you probably will add new applications, which become more resource-hungry with each release. Note the important difference between multi-core processors and multiple processors. The former are single packages with more than one computing component; the latter are multiple packages, each with its own stacks, cache memory, and input/output. Only the Professional, Enterprise, and Ulti-mate versions of WIN 7 can make use of more than one processor, although all 32-bit versions of WIN 7 can use up to 32 cores.

Finally, consider getting a CPU with an Intel-VT or AMD-V supported and enabled. Without this, you can't run Windows Virtual PC, https://www.microsoft.com/windows/virtual-pc/default.aspx.

RAM is cheap, which means you should get as much as you can use. However, a 32-bit processor, can access a maximum 4 gigabytes of memory, and memory includes not only RAM, but also video RAM. If you have a high-end graphics controller with 1 GB of video RAM, your processor can use only up to 3 GB or RAM. Remember though, that many people use just a video controller on their motherboard, and such units use regular

# Multi-Media SIG UpDate

*by SIG Leader Jane Quinn, qjquinn7427@gmail.com*

*Weekly SIG meetings are Thursdays at the Anderson Senior Center from 1- 3 pm. For special projects or one on one assistance: walk-ins 3 - 4 pm. You may also connect to the classroom at high speed internet through SKYPE : id is AAASCO2009. Our monthly Multi-Media SIG will be Saturday, October 22 at our home from 10 am to noon. For directions contact me via e-mail above or phone, 365-0825.* We will discuss the new wave of " How To" Utube videos that have been useful in our SIG classroom. Plus, making movies to post to Facebook, Web based software to create Photoshows and more.

## Windows DVD Maker Instruction

*by Jane Quinn*

Burn a DVD-Video disc with Windows DVD Maker to make DVDs that can be watched on a computer or TV using a regular DVD player.

The quickest way to make a DVD is to add pictures and videos in Windows DVD Maker, then burn your DVD. If you want to get creative, you can customize the DVD menu style and text before you burn the DVD.

When making a DVD, you first need to add your videos and pictures. (If you add pictures, they'll play as a slide show on your DVD.) You can arrange your videos and slide show in Windows DVD Maker to change their order on your final DVD. After that, you can preview your DVD to see how it looks, customize it, or start to burn it.

### PROJECTS:

If you begin DVD Maker by creating a Project then follow the steps below (you can return to the project and change it later).
1. Click to Open DVD Maker
2. Click on File, then New.
3. Give your Project a name. Now continue to build your DVD movie. Since you started your work as a pro-ject you can return to enhance it later on.

### START DVD MAKER PROJECT

1. Do one of the following on the Add pictures and videos to the DVD panel: Click Add Items. Locate and select the videos and pictures that you want to add to your DVD, then click Add. **Hint:** To select several pictures or videos, press and hold the Ctrl key, and then select each picture or video that you want to add.
 Or If you have created a DVD Maker Project earlier; do the following:
 Click File, then click Open Project File. Locate the folder that contains a Windows DVD Maker project file that you want to use to create your DVD, click the project file, and then click Open. To learn more about Windows DVD Maker project files, see Work with projects in Windows DVD Maker help panel.

If you want to add more pictures, videos, or music to your DVD, after opening a Windows DVD Maker project file, click Add Items, then (as before) click the pictures and video files that you want to add.
2. To change the order of your videos and slide show, click the video or slide show to move, then click Move Up or Move Down. You can also move items by dragging them up or down in the list.
3. To remove a video or slide show, select the item you want to remove, then click Remove Items. Optional: To add, remove, or arrange pictures in a slide show, double-click the slide show, do one or more of the following, and then click Back to videos to go back to the list of videos on your DVD:

### SLIDE SHOW OF PHOTOS

1. Click Add Items. Locate and select the pictures you want to add to your slide show, then click Add.
2. To remove or change the order of pictures from the slide show, select the picture(s) you want then do as detailed earlier in the Remove or Move Up or Down directions.
 If you want to preview your disc to see what it looks like, click Preview. Go to the next procedure to learn how to preview your DVD.
 If you want to burn your DVD right away, click Burn. See the last section on this panel for more information about burning your DVD.
 If you want to customize your DVD before burning it, begin customizing your DVD menu styles and text. See the next section on this panel for information about customizing your DVD menu in Windows DVD Maker. Note: If you want to set different options for your DVD, click Options on the Add Picture(s) and Video(s) to the DVD, then specify the options you want to use. For information about the different options you can specify when burning a DVD, see Change Windows

DVD Maker DVD-Video settings.

### TO PREVIEW YOUR DVD

By previewing your DVD, you can view the pictures and videos on it. This can help you to determine if you want to make any changes to the DVD before burning the disc.
1. On the Ready To Burn DVD panel, click Preview.
2. To play the DVD preview, click Play in the preview monitor.
3. To control playback, click Pause, Play, Previous Chapter, or Next Chapter, depending on what you want to do.
4. To view the DVD menu, click Menu. Click the Up, Down, Right, or Left arrows to move in that direction on the DVD menu preview, then click the Enter button to play the selected menu item. Click OK when you are done previewing the DVD.
 Optional: **Customize** allows you to customize your DVD menu and menu text to make the disc look the way you want. This includes changing the DVD menu style, menu text, and buttons for the DVD menu. And, if you added pictures to your DVD, you can custo-mize how they play as a slide show on your DVD — and you can add music, too.

### TO CHANGE THE DVD MENU TEXT

To customize the text for the DVD menu, on the Ready To Burn DVD panel, click Menu Text, then do one or more of the following:
1. Click Font, then select the font for the menu text. Click the Font Color, Bold, or Italic buttons to select the font color and formatting.
2. In the DVD title box, type the title that you want to use for your DVD.
3. In the Play button box, type a label for the button you want people to click to play your DVD.
4. In the Scenes button box, type a label for the buttonyou want people to click to view the different scenes on the DVD.

5. In the Notes button box, type a label for the button you want people to click to view any notes you enter.
6. In the Notes box, type any notes that you want to appear on your DVD. Note: The Notes button and Notes panel only appear on the DVD if you include information in these fields. A static preview of your changes appears in the preview pane on the right side of the screen.
7. To preview the DVD menu and see how it looks, click Preview. When you're done previewing the DVD, click OK.
8. Click Change Text to save the text changes and to return to the previous panel.

### To Customize The DVD Menu Style

1. To choose the menu style for your DVD, click one of the DVD menu styles on the right side of the Ready To Burn DVD panel.
2. Click Customize menu, then do one or more of the following:
3. Click the Font box, then select a font.
4. Click the Font Color, Bold, or Italic buttons to select the Font Color and Formatting for your DVD menu text.
5. If you select a menu style with both foreground and background video options near the Foreground video box, click Browse, locate the video or picture that you want to appear in the fore-ground, and then click Add.

### To Have A Picture Or Video Appear As The Background For The Main DVD Menu.

1. Click Browse, locate the video or picture that you want to appear in the back-ground, and then click Add.

### To Play Music On The DVD

1. To play music while the menu is displayed near the Menu audio box, click Browse, locate the audio file (such as an MP3 or WMA file) that you want to use, then click Add. Click the Scenes button styles box, and then select the shape for the scenes' buttons on your DVD.
2. To preview the DVD menu and see how it looks, click Preview. Click OK when you're done.
3. Optional: If you want to save the custo- mized DVD menu settings as a new menu style and return to the previous panel, click Save as new style. In the Style name box, type a name for your customized menu style, then click OK.

4. You can use this customized DVD menu style for this DVD and other DVDs you've created in this program.
5. Click Change Style to save the changes you made for this DVD and to return to the previous panel.

### Choosing The Settings For A Slide Show Or Photos On The DVD

1. To set the settings for a slide show on your DVD, on the Ready To Burn DVD panel, click Slide Show.
2. On the Change Slide Show setting's panel, do one or more of the following:
 a. Click Add Music and find the music files that you want to use, then click Add.
 b. Depending on the length and settings for the slide show, you might want to add additional music. To do so, simply add another music/audio file.
 c. If you added more than one such file and you want to change the order in which the music files play, click an audio file that you want to move, then click Move up or Move down.
 d. To remove an audio file from the list, in the Music For Slide Show list, select the audio file, then click Remove.
 e. To make the slide show and music last the same amount of time, select the Change Slide Show Length to match music length check box. The amount of time each picture displays is shown next to Picture Length Show.
 f. To specify the duration for each pic- ture to display in the slide show, clear the Change Slide Show Length to match music length check box (if it's selected), then click the amount of time (in seconds) in the Picture Length list for each picture to display.
 g. To choose the kind of transition you want to use between pictures, select a transition type from the Transition box.
 h. To add pan and zoom effects to the pictures in your slide show, click Use Pan and zoom effects for pictures.
3. If you want to see the slide show as it will appear the final DVD project, click Preview, then click the Slide Show. Click OK when you're done previewing.
4. Click Change Slide Show to save the changes you made and to go to the previous panel.

### Burning The DVD

After you've added and arranged the files (and customized your DVD if you chose to do that), you're ready to start burning your DVD.

1. When you're ready to start burning your DVD, click Burn.
 The time it takes to burn your DVD depends on a few things, such as the amount of video you added to the DVD, also your computer's system resour-ces, as well as your DVD burner.
2. After the DVD is burned, you can do one or more of the following on the Your DVD Is Ready panel:
 To make another copy of the current DVD, remove the burned DVD, insert a new recordable DVD, then click Make Another Copy Of This DVD.
 To close the panel, click Close.

## BUYING A NEW WINDOWS PC
*From Page 5*

RAM for video storage. Once your system fills RAM with data, it begins to use swap space on your disk, and this drastically slows performance. I recommend you install as much RAM as your processor can address, 4 GB if you use an integrated video controller, perhaps somewhat less if you have a separate one. You can see a problem developing here; because the recom- mended RAM is at the limit of what the processor can see. To use more RAM, you have to use a 64-bit CPU and operating system, which is why I think that we will soon see a move to this configuration.

I recommend at least a 2000-GB (2-TB) hard disk. You do not want to run out of disk space and have to port all your software and data to a new one. Faced with this, most home PC users would decide to purchase a new PC. A competent PC shop can do this for you, and while the cost is reasonable, it will certainly exceed any savings you real- ized by skimping on the original disk size.

Most home PC users will find that the minimum video controller specified by Microsoft is adequate, but if you play action games or have specialized needs, such as photo editing or computer-aided design (CAD) you probably need a separate high per- formance video card, perhaps one compatible with DirectX 10 or 11. Graphics cards have faster processors than those mounted on motherboards

# Synchronize Your Bookmarks Between Computers

*by Sandy Berger, Compu-KISS, www.compukiss.com, sandy@comukiss.com*

In today's world, more and more of us are accessing the Internet from several different devices. We may use a computer at work, a tablet PC at home, and a smart phone or a laptop computer when we are on the go. When we bookmark a website at the home, we might like to bring up that bookmarked webpage when we are at the office or when we visit a relative. If we are using the default settings of an Internet browser, we cannot do this. However there is a way to synchronize bookmarks between devices.

Just about every web browser today offers some way to synchronize bookmarks either through an add-in, a toolbar or a setting. Most of these solutions, however, only work if you use the same web browser on each device. For instance, if you use a Firefox add-in called Sync, you can only access your bookmarks from a device that has Firefox installed. So if you use Firefox at home, but Firefox doesn't work on your mobile device or your mother doesn't happen to have Firefox installed on her computer, you can't easily access your bookmarks while at those places. There are several stand-alone programs that solve this problem by allowing you to synchronize bookmarks between browsers, but I have a better answer.

The best and easiest solution for synchronizing bookmarks and favorites is a free service from Google called Google Bookmarks. I have used Google Bookmarks for several years. This service keeps a copy of all your bookmarks securely in the cloud, so you can access them from any Internet-connected computer or tablet and most smart phones.

To use Google Bookmarks, you simply surf over to www.google.com/bookmarks. If you already have a Google account from using Gmail, Google Calendar or another Google service, you can sign in and add Bookmarks to your account. If you don't have a Google account, you can sign up for the free Google account and activate Google Bookmarks right from this page.

When you add the Google Bookmarks to your Google Account you will be asked if you want to copy your current bookmarks or favorites from your web browser. You will want to do this, unless your bookmarks or favorites have become so unruly that you would like to start with a clean slate.

Once you have the Google Bookmarks set up, the easiest ways to access your new bookmarks is to install the Google Toolbar, which is a free download available at www.google.com/toolbar. You should install this toolbar on the computer that you use most often in the web browser that you usually use. For instance, if you use Internet Explore on your home computer, installing the Google Toolbar there will give you quick access to your Google Bookmarks as well as some additional features.

If you are using another computer that has the Google Toolbar installed, you can simply log into your Google account to access your bookmarks on that computer. On computers and mobile devices that don't have the Google Toolbar, you can log into your Google account and access your bookmarks at www.google.com/bookmarks. Google also has a small icon that you can drag to the links bar of any browser to access your Google bookmarks. It is available on the same page.

Just click "Add Bookmark" at your Google Bookmarks page and you will see a blue box marked "Google Bookmark" that can be added to your web browser toolbar.

The only difficult part about this whole process is remembering to use the Google toolbar or icon to create your book-marks rather than using your browser bookmark icon. Once you get in the habit of doing that, you are good to go.

Using the Google Bookmarks offers two additional perks. First, their bookmark page is extremely well organized. If you have ever tried to delete, rename, or rearrange your bookmarks or favorites in Internet Explorer, Firefox, or any other web browser, you know that this can be a trying task. Google Bookmarks, however, makes it easy. Just surf over to the Google Bookmarks page. As long as you are logged in to Google, you will see all of your bookmarks and find that it is easy to work with them.

The second perk is that Google has recently introduces a feature called "Lists" to their bookmarks. This feature lets you create a list of websites that revolves around one topic. It is a great way to research a topic, plan a trip, or organize an event. You can share your lists with selected people if you need to collaborate on any project. Google will also give you suggestions that pertain to the items in your list and sometimes these are very useful. So if you decide to try Google Bookmarks, you may also want to try the list feature.

If you use multiple devices, Google Bookmarks will keep your bookmarks in sync. Although this may only be a small step in keeping your world organized, being in sync can give you a very good feeling.

## BUYING A NEW WINDOWS PC

and their video RAM is separate from that on the motherboard. You will have to do some research into the recommendations of your software vendors, not just for what you now use, but also for what you may soon install. However, replacing your video controller is much easier than changing disks, so you can upgrade later if needed. Pay attention to the connector for the display; although VGA is still

common, many high-performance controllers use Digital Visual Interface (DVI), High-Definition Multimedia Interface (HDMI), or Display Port.

Besides the basics above, you also need some peripherals, and the most important of these is the display. You will probably follow the recommendations of the PC vendor, but consider getting a larger one than standard. As we age, our

vision dims and blurs, and more visual real-estate allows us to magnify images, which makes computer time more comfortable. Be a little careful here, and be sure the display interface is compatible with your video controller. Of course, you need a read-write DVD drive, and you may want to get one that handles

# The Tip Corner

*by Bill Sheff, Novice SIG Coordinator, Lehigh Valley CG, PA, March 2011 issue, The LVCG Journal, www.lvcg.org, nshell@aol.com*

**Google Chrome Home Button**

If you look at the interface of Google Chrome, as compared to other browsers like Mozilla Firefox and Internet Explorer, you will notice that there is no "home" button. You know, the little house icon on the toolbar? The other browsers have it, but not Chrome? It's ridiculously easy to fix.

♦ Open Chrome, click on the Wrench icon in the upper right-hand corner and select Options.

♦ Under Home Page, put a check next to Show Home button on the toolbar.

The effect is instantaneous! Click Close and you now have a home button in Google Chrome!

**PowerPoint does not open?**

If you can't open PowerPoint presentations that come in your e-mails you are not alone. This can happen even with the Power Point Viewer. Try some of these tips:

1. How are you checking your e-mail? The very first thing to look at is the way in which you are checking your e-mail. If you check e-mail via a dedicated e-mail client such as Outlook, Outlook Express, Windows Mail, Eudora, etc., instead of double clicking on and trying to open the PowerPoint file from within the e-mail program, export the PowerPoint file from your e-mail into a folder on your desktop (typically done by dragging and dropping the file from your e-mail message into your desktop folder) then double click to open it. The reason for doing this is that some e-mail clients will try to open a file using its own program features and/or incorrect associations, instead of using the correct program to open the file. As such, you will typically see an error message, or no response. If you are not using an e-mail client, but a webmail interface (such as Hotmail, Gmail, Yahoo, AOL, etc.) to check your e-mail, you will want to download the PowerPoint file from your email to your desktop, then attempt to open the file on your computer instead of in your email. Again, doing so eliminates one more possible misconfigured program (in this case your Internet Explorer, Firefox, Chrome, or other web browser) from attempting to open your PowerPoint file by downloading or moving the file to your computer and trying to open it there.

If either of these steps opens your PowerPoint file, you have just found a solution to your problem. You may still want to look at configuring your email client and/or web browser to associate PowerPoint files with your PowerPoint reader program.

2. Check your file type

Believe it or not, PowerPoint itself can be the problem. There are currently four distinct types of files commonly output by PowerPoint, each of which have restrictions on how the different versions of PowerPoint can read them. These file types are:

♦ PPS - Used to contain a "viewable" PowerPoint presentation.This PowerPoint file will normally open in the PowerPoint Viewer or the full version of PowerPoint without issue.

♦ PPT - Used to contain an "editable" PowerPoint presentation. This can sometimes be viewed in the Power-Point Viewer but will only be editable in the full version of the PowerPoint software.

♦ PPSX/.PPTX - The same as .PPS and .PPT, respectively, but saved in a newer Open XML format introduced in PowerPoint 2007.

Typically, you will not be able to view PowerPoint files of these types without a recent version of the PowerPoint Viewer or PowerPoint 2007 or higher. If you are unsure of which file type you are having trouble opening, right click on the file and select Properties from the menu.

3. Get with the program

With the above in mind you will want to confirm that you do (or do not) have the correct programs installed on your computer to read them. The quickest way to do so is to update your Power-Point Viewer to the most current version. After installing the latest PowerPoint Viewer, just about any PowerPoint file should open right up for you to view; simply click on and open the file on your desktop in the Power-Point viewer. If it does not open, download and install the latest version of OpenOffice, which includes Impress, which is a part of the Open-Office suite of programs. Impress has many of the same features and editing capabilities of the full version of Microsoft Office PowerPoint, but at a very hard to beat price: FREE!

4. Check your source

If the file still fails to open, you either have a damaged or corrupt Power-Point file, or a password protected PowerPoint file. In either case, you will want to contact the sender and have them resend the file and/or give you a password to open it.

I hope all your PowerPoint files can now open without any problem.

## CLEAR YOUR FIREFOX DOWNLOADS LIST

Do you have quite a lot of files you've downloaded via Firefox? Not sure? Open up Firefox and click Tools>Downloads and a window pops up. Is it pretty cluttered and in need of a good clean out? To delete single downloads from your Firefox queue, simply right-click the download you'd like to delete from the list and select Remove From List. You can clear the entire list by clicking the Clear List button at the bottom of the download window.

Note: This doesn't delete the physical file from your computer; just the listing in the Firefox downloads window.

## BUYING A NEW WINDOWS PC
*From Page 8*

Blue-Ray. If you have a pile of diskettes, you may also want a floppy drive, but the need for these is fading fast. Get as many USB ports as you can (version 2.0 or later), and at least two should be on the front panel. If you run out of ports, you can add USB hubs, but the result is a tangle of cables, power cords, and power supplies. (This will happen anyway, but try to avoid making it worse.) Keyboards and mice are cheap commodities and are easily upgraded. Current PCs use USB ports to communicate with keyboards and mice, so you may not be able to transfer these from your old system.

# Tune-Up Tips To Keep Your PC In Tip-Top Shape

NAPSA - You wouldn't expect top performance from your car without an occasional tune-up. The same is true for your PC. Here are a few tips from HP on how to keep it in tip top shape.

### MAINTENANCE IS KEY

Cleaning your PC with compressed air helps ensure proper ventilation, which reduces heat and keeps your PC running smoothly.

For desktop PCs, shut down the PC, disconnect the power cord, momentarily press the power button to discharge the capacitors, then open the PC case to blow out the dust.

### CLEAN UP AND DEFRAGMENT YOUR HARD DRIVE

Make the most of the storage space on your hard drive by removing old programs and unused desktop and shortcut icons. To delete the software programs, use Control Panel, "Add/Remove Programs" (Windows XP) or Control Panel "Programs" (Vista).

Make sure to empty your PC's Recycle Bin after the removal has taken place and delete the backlog of Internet tracking cookies and offline Internet files from Internet Explorer. For unused shortcut icons, simply delete them or turn them off with a swift mouse click for faster PC starts. Next, look at individual files, pictures and MP3s on your computer and delete any duplicate and unused files.

Make room for new programs and current files by performing a Disk Cleanup. Disk Cleanup, a handy tool that comes with Windows XP and Windows Vista, allows you to easily sort through and delete unused and temporary files, freeing space on your hard drive and speeding up its operation.

Then, use the Windows Disk Defragmenter to help increase your hard drive efficiency by consolidating fragmented files and folders on your computer's hard disk. While you can use your PC during the process, it will slow down other applications, so utilize the Disk Defragmenter when you don't need to work on your PC.

### UPDATE YOUR SYSTEM

Installing new software and driver updates can add functionality and improve the performance of your PC. Make sure all Windows Updates are installed. Updates are normally published the se-cond Tuesday of every month by Microsoft. You can manually check for Windows system updates by clicking on Start, All Programs, and Windows Update.

### DON'T FORGET TO BACK IT UP

Save your photos, music and valuable information from a system crash or virus by simply saving them to a USB flash drive, CD or DVD. Regularly backing up important files will help save you from losing potentially irreplaceable personal data. A full back-up of your PC's hard drive is recommended to help protect your operating system and all your important files. A partial backup will help protect only selected files and applications. Full system backups can be automated to run daily, weekly or continuously.

A good rule of thumb is to back up files once a week. Backing up your PC is easy using the Automatic File Backup software included with Windows Vista. The set up "wizard" walks you through the process of creating and scheduling regular backups with your preferred storage destination — hard drive, DVD writer or online archive.

### PREVENT VIRUSES BEFORE THEY STRIKE

Make sure your anti-virus software is current by performing the required updates — at least once a week — to keep the virus definition files current. Run a complete scan weekly after up-dating your virus definition files to help protect your computer from potentially harmful viruses. Never install a new anti-virus application without completely un-installing the old antivirus software first. Make sure you are not physically connected to the Internet while doing this. Most new anti-virus programs include Firewall protection but if not, make sure Windows Firewall is enabled.

### CREATE A TUNE-UP CALENDAR

Examples of great "tune-up" times throughout the year include:

• January/New Year's — good point in the year to "refresh" your computer and start over.

• Spring — spring-cleaning applies to your computer, too!

• Going back to school — when students enter college with a new PC — and winter holidays can offer a good opportunity to set up and learn how to maintain computers.



To make the most of the storage space on your computer's hard drive, remove old programs and unused desktop and shortcut icons on a regular basis.

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## Bored Farm Boys In The USA
*Judi Ball, jebed@charter.net*

I find this 'Hay Art' really great and imaginative! And even though they have been around the net, I thought I'd share the art of these artistic kids with you.

## IBMPC Users Group Of Redding
## Membership Application

Name(s): _____

Address: _____

City:_____ State: _____ Zip: ___

Home Phone: _____ Business Phone: _____

E-mail Address: _____ _____

Date: _____

**$25.00**
DUES PER YEAR

☐ New
☐ Renewal
☐ Cash
☐ Check

**MAIL TO: IBM/PC Users Group of Redding,**
**P.O. Box 494778, Redding, CA 96049**
**(For general information call any Officer or Director listed on Page 2)**

**Not A Renewal Reminder**

## Multi-Media SIG

**Learn about** Digital Devices, usage of free software for Movie Creation, Photo Projects, Music Projects, and Social Networking. Includes Windows 7 Basic Instruction. Thursday 1-3 pm at the Anderson Senior Center. You can also connect to the classroom via high speed internet to SKYPE, ID # AAASCO2009.

Walk-in 3pm to 4pm for tutoring or special projects.

**Saturday — 10 AM,  Oct 22**

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

Jane Quinn, 365-0825
qjquinn7427@gmail.com

## 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.

## Has closed for now.

Judi Ball 275-4632
jebed@charter.net

## Windows & More SIG

## Has closed for now.

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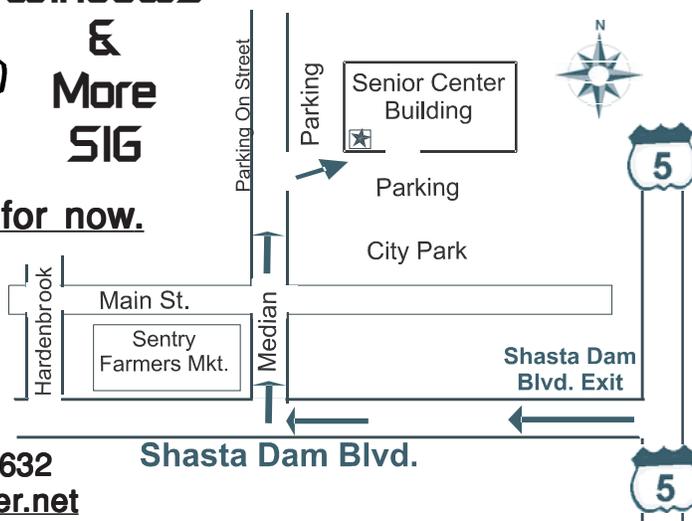We will be in the Community Room, which is to the left of the main library door.

Parking On Street

Parking

Senior Center Building

Parking

City Park

N

5

Hardenbrook

Main St.

Median

Sentry Farmers Mkt.

Shasta Dam Blvd. Exit

**Shasta Dam Blvd.**

5

## Why Join A Computer Group?

1. **Benefit from a common interest in a personal (and costly) investment: Your business or personal computer.**
2. **Enjoy more of that investment by learning more about it.**
3. **Share tips and tricks, as well as new and old ideas.**
4. **Become exposed to a variety of new hardware and software without sales pressure.**
5. **Receive an informative monthly newsletter.**
6. **Have access to various club func-tions and all Special Interest Groups (SIGs).**
7. **Find out that no one needs to be alone and helpless with today's computer technology.**