MOTHERBOARD

A Publication of the Computer Users Group Of Redding, CA

Volume 2015, Number 01

http://cugr.apcug.org/

January 2015

Your c.u.g.r. presents

4th Tuesday, January 27, 2015, 4 - 6 PM Gadgets, Gifts, Thing-A-Ma-Bobs, and Whatzits!

Bring or tell about your newest hardware, software, or just fun gadget this month. It's always fun to find out about new things to work and play with.

Q & A

Also an open question, answer, and input time to share during our Q&A session. We are back to meeting at our regular time and place and starting a new year, so please come and begin 2015 with the rest of us.

Door Prizes

1. Micro SD Card with Adaptor. \$30 Value! For Cameras, Cell phones, GPS, Mp3s, & PDAs Including an SD Card Case



2. \$15 Cash Envelope!





One free ticket to each member at the door!

4 pm Social & Business And Presentation

Social time & club updates. 4:30 Presentation

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

February 24, 2015 Rick Faller Will Show How To Create A Blog

CUGR Calendar

CUGR Board Meeting
During General Club
Meeting Jan 27, 2015 at
Redding Library in the usual
Community Meeting Room.

BEYOND BASICS 10 AM, Saturday, Jan 24

Jane Quinn SIG Leader
This SIG expands beyond multimedia programs and devices
including Internet Browsers,
YouTube, Free Software or Apps,
and working with photos and videos.
Beginning Jan 8, 2015 weekly and
Saturday SIG Jan 24.

See back page for more SIG information

GENERAL MEETINGS ARE at the Redding Library 1100 Parkview Ave, off Cypress. OFFICIAL WEBSITE IS

http://cugr.apcug.org/

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

In This Issue ...

| PRESIDENT'S MESSAGE |
|--|
| Jane Quinn2 |
| MY E-BAY FOR SENIORS |
| Michael Miller2 |
| DECEMBER CHRISTMAS PARTY |
| CUGR3 |
| WELCOME RENEWALS |
| Jan Brockett4 |
| EDITOR'S CORNER/ANOTHER SCAM |
| Judi Ball4 |
| 104 YEARS AGO |
| Metro Online News Media5 |
| BITS AND PIECES |
| Rush Blodgett5 |
| BEYOND BASICS SIG UPDATE |
| Jane Quinn6 |
| CELEBRITY BABY BOOMERS |
| Metro Online News Media6 |
| WINDOWS 8.1: DOWNLOADING, PUR- |
| CHASING, AND INSTALLING APPS |
| Rosita Herrick8 |
| USING INTERNET EXPLORER IN WINDOWS 8.1 Rosita Herrick9 |
| |
| INTERESTING INTERNET FINDS Steve Costello9 |
| |
| COMPUTING IN THE CLOUD: MS ONEDRIVE |
| Nancy DeMarte10 |
| GENERAL CUGR 2015 SCHEDULE. |
| CUGR11 |

Members volunteering to help members!

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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 excep-

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

President's Message

It's your club. Your input is of value to it. Happy New Year!

This coming year I personally would like all of us to study and use social media programs with hopes of becoming friends and learning new stuff together. I would like to see our members given an opportunity to interact with each other more often, as opposed to just once a month at the General meeting.

In my personal experience I have witnessed our members offering helpful information or insight during group settings, so I hope to create a friendly welcoming place where our members can exchange ideas, ask and answer questions on technology in general, using the internet or the ins-and-outs of computer programs.

Let me ask this question, "Do you have an interest in computing that we are not talking about?" And if the club had a Face book account and/or a Blog site, would you participate? I hope so. Let's give it a shot and see how well it works.

My personal thanks to all of you who stayed with the club. I am excited about the new year and getting a chance to know each of you better.

Jane Quinn

My eBay For Seniors

Michael Miller, Que Publishing Book Review by Melvin Weekley, Editor, Seniors Computer Group, CA Mlweekle (at) cox.net, www.SCGsd.org

Rating: 5 Stars

Excellent resource for the beginner and the experienced user

This is an excellent book, the best I have seen on the subject of using eBay.

What I like the most is the organization of the subject matter and the indexes. The table of contacts has an excellent list of the topics that will interest most readers and you can read about a topic that is of particular interest or just read through the book.

The index is quite thorough and is easy to find the particular topic you wish to read about.

The content of the book is very thorough and written in a style to appeal to all level of readers. A person just

December Christmas Party



The Goody Table with an abundance of good homemade eats, such as salads, puddings, desserts, etc., also included Jane's lazagna. What a feast!



Jane with the 70/30% cash Christmas drawing tickets.



Georgann Moore is winner of the 70%, over \$80!



Gennie & Chuck Wall are winners of the 30%, over \$30!

















Lyle Van Norman was winner of a Christmas Candy Basket.







Welcome Renewals Pat Liebert Colly & Sharon Lord

Member's Personal Ad Space

NECESSARY NEWSLETTER INSTRUCTIONS:

Having an ad space for something you would like to sell, borrow, loan, give away, etc. will be available to all members.

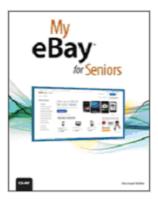
The article about your item(s) must be in file (txt or doc) form sent to the editor via email, (nothing hardcopy will be accepted).

All pictures must be jpg format and enough resolution (180 - 200 dpi) to be seen clearly in the newsletter. No thumbnail pics.

It must be received by the editor no later than the first Monday of any month in order to be placed in the newsletter in time for that month's issue. jebed@charter.net.

My e-Bay For Seniors

Continued from Page 2



starting to use eBay will find it extremely helpful in guiding them through the process of learning and using eBay. The experienced reader can jump quickly to the particular topic they wish to learn more about and get the details they need.

The book also has excellent charts of the various items included in each area and makes it simple and quick to find what you need.

I would recommend this book to anyone from the one considering trying out eBay to the experienced user just wanting a quick reference to details of using eBay.

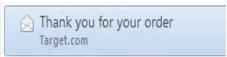
Editor's Corner Reporting Another Scam

Judi Ball, jebed@charter.net

Welcome to a new year with new happenings on the horizon. I hope all are good for each of you.

And believe it or not, there are new scams to be aware of that began in December for me.

I order on-line a lot, mainly with Amazon, but there are times I order from other sites. Although, I knew I had not ordered from Target. No reason, other than I have not bought from them *online*. So when this came up as an email message, I knew it was a scam. This is what came into my email:



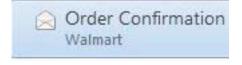
And below was the message that came with it:

Note that the real Target logo is a round bullseye, I'm not sure about a *square* one!



Also notice the red link they want you to click on. Don't!

Now for the Walmart confirmation, which I did fall for: *However, the Walmart message did cause me to do the quick click* on the "here" *and* got an undefined screen, I immediately did a system restore to the date before it came into my email and *before any damage was done to my PC.*





I have heard that there are other such stores being used, so again be aware and be prepared to use system restore if you do open one of these emails.

104 Years Ago

Metro Online News Media

With another year in the books and a new one already in full swing, now is a great time to look back on what the world was like 104 years ago, with some of the most notable events of 1911.

JANUARY

- * The Kappa Alpha Psi Fraternity is founded at Indiana University in Bloomington, Indiana. The fraternity is still around to this day, with more than 150,000 members and 700 chapters in the United States and overseas.
- * Aviator Eugene Burton Ely lands his aircraft on the deck of the USS Pennsylvania in San Francisco harbor. The successful landing marked the first time an aircraft landed on a ship.

February

* The first official air mail flight takes place when Henri Pequet, a 23-yearold Frenchman, delivers 6,500 letters after flying from Allahabad, India to Naini, India. The historic trip took roughly 13 minutes.

March

- * 146 people perish in a fire at the Triangle Shirtwaist Factory in New York City. The majority of the victims were women, and the fire remains one of the city's largest industrial disasters.
- * Actress Jean Harlow, later known as the "Blonde Bombshell," is born in Kansas City, Missouri.

April

- * Aviator Pierre Prier completes the first non-stop flight from London to Paris in just under four hours.
- * The Great Fire of 1911 begins, eventually destroying much of Bangor, Maine. By the time the fire is extinguished, damage in excess of \$3 million has been done and hundreds of people are left homeless. Despite of all the damage, only two people died in the fire, one of which is a firefighter.

May

* Pancho Villa launches an attack against government troops in Ciudad Juarez during the Mexican Revolution. Two days after the attack's

Bits And Pieces

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

Windows 10

Microsoft announced the release of Windows 10 along with Windows 9. They allege it to be a great step forward and they extol the new browser that replaces Internet Explorer. It is code-named Spartan. It will look like a simplified version of Chrome with a similar tab and button layout. A legacy version of Explorer is incorporated to permit backward compatibility

One of its bragging features is that a webpage can be annotated with a stylus and then sent via One-Note to Microsoft's cloud where it can be accessed from anywhere. It is also stated to have a voice enabled digital assistant, a new START menu, and windowed apps. As of the time of this writing, the website that one reaches by typing in a browser "Free Version of Windows 10" one will get a site that has multiple invitations to download free versions – also a security warning that some of them might be malware.

New Wireless Scanners

Also, of interest are the new series of hand-held and portable wireless scanners. For example, the iX Series by ScanSnap. The S1300 Mobile Scanner will scan up to 12 double-sided pages

launch, the government's troops surrender.

- * Citing the Sherman Antitrust Act, Standard Oil is declared an unreasonable monopoly by the United States Supreme Court.
- * The first Indianapolis 500 race is run. Ray Harroun, driving the #32 Marmon "Wasp," wins.

June

* George V of the United Kingdon and Mary of Teck are crowned at London's Westminster Abbey.

July

- * Pre-World War I tensions are escalated by the presence of the German warship Panther in the Moroccan port of Agadir.
- * Ginger Rogers, who would rise to fame as an actress and be widely remembered as Fred Astaire's longtime dancing partner, is born in Independence, Missouri.

per minute, hold up to ten pages in its automatic document feeder, has one button searchable PDF and JPEG creation, can create editable PDF and Excel files, creates searchable



key words from highlighted text, and is USB powered. It is stated to scan a single-sided document in 5.2 seconds. It can select the appropriate network and can even scan wirelessly without a router. It displays a productivity menu that enables one to easily scan to email, to Evenote, Google, ABBYY to Word, Excel, and Power Point, plus an icon to print to the Cloud, or a mobile device, Windows 10 and several other destinations. The price is \$295.

Of most interest in the ScanJet iX Series is a very lightweight hand held scanner with built in Wi-Fi. It is also equipped with dual-core CPU mounted "Gl" processors which Fujitsu states greatly improve speed and image quality.

There are quite a few companies with many comparable products. The wireless ones are so new that prices are not always given online.

August

- * At the Louvre in Paris, France, the Mona Lisa is discovered stolen. Widely described as the greatest art theft of the 20th century, the crime was perpetrated by Italian Vincenzo Peruggia, who hid the painting in his Paris apartment, even while being questioned by local police.
- * Lucille Ball, who would go on to Hollywood stardom, thanks in large part for her role on the iconic television series "I Love Lucy," is born in Jamestown, New York.

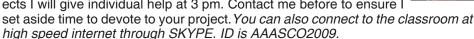
September

- * Italy declares war on the Ottoman Empire.
- * Poet Guillaume Apollinaire is arrested on suspicion of stealing the Mona Lisa. Apollinaire is released from custody within a week of his arrest.

Beyond Basics SIG UpDate

by SIG Leader Jane Quinn, gjquinn7427@gmail.com

Thursdays, 1-3 pm, you're invited to join us at the Senior Center in Anderson for a computer session in the classroom. For special projects I will give individual help at 3 pm. Contact me before to ensure I



Our next monthly Multi-Media SIG is Saturday, January 24. For directions contact me via e-mail above or phone, 365-0825.

Hi Group

Hope you have a wonderful holiday I intend to resume classes Thursday Jan 8th. I will be introducing how to make a Blog.

If you have some ideas for class material, please share it with me.

If you haven't made a New Year's Resolution, consider this to be the year for you to volunteer. Whether it be within this club, your church, or within the community in some kind of service. Channel your energy to give support and help a worthy cause. It's a great way to make new friends, stay engaged and to stay young. It doesn't' take much. It can be as little as an hour each week on a specific day, or just a day each month, you can accomplish quite a lot. It all adds up.

New Year Resolutions

It is also a good time to disc clean and defrag if you have not done so for a while.

Defrag or defragmentation is a housekeeping tool. I like to think of it as if your computer is a new wardrobe. At first everything is very organized, all the coats

are together, blouses, trousers, skirts, etc.. As you buy new clothes or take things out to wear, items get put back in any order and the wardrobe content becomes fragmented; trousers mixed in with coats, and so on. Now when you look for a specific item it is harder to find and takes longer. You can't see the wood for the trees. However, if you re-sort everything to the correct order.

Well that is what happens inside your hard disc as you download, search, and save files. They get separated from the original files in the way the address system works on your drive. But when you use the defragmentation tool, it moves everything to do with a file section into one space (called a sector), and all the free space that's left into one space, which ultimately makes searching for you easier and faster.

finding your items is easier and faster.

The next Saturday Beyond Basics SIG is Jan 24, 10 am at my home. Hope you can join me.

See you in the New Year!

Keep healthy, stay dry and keep in touch.

\$\$\$ 50/50 Cash Raffle! \$\$\$ This is The Next CUGR Drawing in July

Note: After the difficult 70/30 have decided that a "50/50 Raffle" would be much better to deal with. The 50/50 stands for whatever cash is raised will be split between two ticket holders.

Tickets will sell for \$5 each, or 3 tickets for \$10. And you need not be present to win. So be certain Cream Social in July. that you print your name and phone number on the part of the ticket(s) that Jane will use for the drawing.

Tickets may be bought during all cash split (calculators and all) we meetings up to time of drawing in July 2015, or during any of Jane Quinn's classes, or by mailing a check to Jane. If you mail the money to her, Jane will assign a ticket(s) and hold it for you until the drawing in July.

The next drawing will be at the Ice

gjquinn7427@gmail.com phone: 365-0825

There are no door prizes during the July Social or December Party. (By the way, the Quinns are not participating in the drawing.)

Good luck to all!

Celebrity Baby Boomers

Metro Online News Media

1946

Bill Clinton, 42nd President Donald Trump, real estate developer/ entrepreneur

George W. Bush, 43rd President Cher, singer/actress Steven Spielberg, film director

Dan Quayle, former Vice President Hillary Rodham Clinton, Former Secretary of State

Stephen King, author Billy Crystal, comedian/actor Tom Clancy, author 1948

James Taylor, singer/songwriter Bobby Orr, hockey player Andrew Lloyd Weber, composer Garry Trudeau, cartoonist 1949

George Foreman, boxer Bruce Springsteen, musician Meryl Streep, actress Richard Russo, author 1950

Jay Leno, comedian/television host Stevie Wonder, singer/songwriter Bill Murray, comedian/actor 1951

Rush Limbaugh, talk show host Tommy Hilfiger, fashion designer Sally Ride, astronaut

John Mellencamp, rock singer 1952

Amy Tan, author

Dan Aykrovd, comedian/actor Bill Frist, surgeon and U.S. senator 1953

Tim Allen, actor

Paul Allen, Microsoft cofounder Tony Shalhoub, actor

Ben Bernanke, Federal Reserve

Chairman

Stanley (Tookie) Williams, Crips street gang cofounder/author 1954

Ron Howard, actor/director

Oprah Winfrey, talk show host/producer/publisher

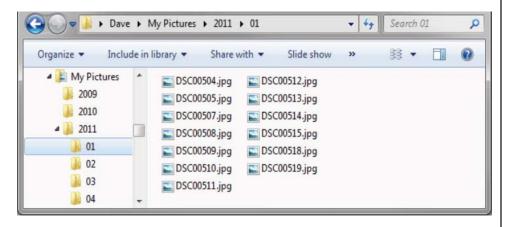
Condoleezza Rice, former Secretary of State

Jerry Seinfeld, comedian

Batch Renaming Of Files

Jane Quinn, gjquinn7427@gmail.com

Open the folder containing the files you want to rename. In the example below, the folder contains 13 photo files with the names they were given by the camera they were taken on.

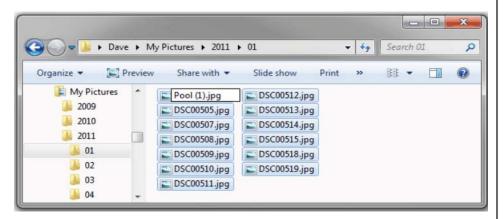


Select all the files you wish to rename (use Shift or Ctrl to select multiple files). In this case we'll select all the files.

Right-click on the first file in the list and select Rename from the context menu.



Type a new name for the file, followed by the number 1 in parentheses, then hit Enter. In our case we'll call the file "Pool (1).jpg.



The other files will automatically be given the same name with incremental numbers. Pool (1), Pool (2), Pool (3) and so on.

Celebrity Baby Boomers

Continued from Page 6

Denzel Washington, actor 1955

Steve Jobs, Apple Computer founder Bill Gates, Microsoft founder/philanthropist

Yo-Yo Ma, cellist

John Grisham, author

Barbara Kingsolver, author 1956

Larry Bird, basketball legend

Tom Hanks, actor

Tony Kushner, playwright

Mel Gibson, actor/director

Joe Montana, football legend 1957

Katie Couric, television news anchor

Spike Lee, film director

Denis Leary, comedian/actor

Caroline Kennedy Schlossberg, au-

thor, daughter of John F. Kennedy

Ray Romano, comedian/actor 1958

Ellen DeGeneres, comedian

Madonna, singer

Prince, singer/musician

Tim Robbins, actor

1959

Magic Johnson, basketball player

Flavor Flav, rapper

Kevin Spacey, actor

Vincent d'Onofrio, actor

Val Kilmer, actor

1960

Branford Marsalis, musician

John Elway, football player

Sean Penn, actor

Wes Boyd, acitivist, cofounder of MoveOn.org

1961

Wayne Gretzky, NHL legend

George Clooney, actor/director Carl Lewis, track and field legend

Barack Obama, 44th President

Steve Young, football analyst

1962

Jim Carrey, actor

Tom Cruise, actor

Doug Flutie, football analyst

Demi Moore, actress

Jon Stewart, comedian

1963

Johnny Depp, actor

Michael Jordan, basketball legend

Windows 8.1: Downloading, Purchasing, And Installing Apps

Rosita Herrick, Director, Sarasota Technology User Group, FL, www.thestug.org, Rosita (at) spcug.org

In addition to being a computer operating system, Windows 8.1 is blurring the line between the old ways of working on a computer and the access to information used by tablets and smart phones. The distribution of apps that perform individual tasks is one of the ways.

In additions to apps that come with the operating system, Microsoft has created a store for apps distribution.

The Store App

The Store app can be found either on the Start screen or on the Task bar.





Access to the Internet is required for accessing the Store.

You access the store app by clicking on the tile/icon.

When the app opens you have quite a few options to search for items of interest.

Once you find an app of interest, just click on it and on the page that opens you will find information about the app such as number of downloads, reviews with rating and a description of the app. The app might be free, might have a price or it can be downloaded for trial.

Usually a Microsoft account is required. To install the app, just click on the Install button.

Maintaining Apps

Periodically, there are updates for apps to either enhance them or fix some problem.

To check for updates go to the Store app.

On the upper right side of the screen, if there are updates available for any of the apps, you will see a link in green.

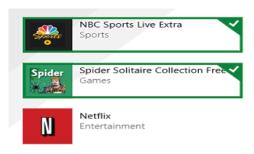
Updates (3)

In this case there are updates available for 3 of my installed apps (not distributed with the system. Clicking on this link displays the 3 apps that are scheduled for an update.

App updates 3 updates available



The check mark on the right corner shows that the update is selected to install. It can be unchecked with a right click



Now I can update the two remaining apps by clicking on the install icon at the bottom of the page.



Once I click on install, the following page displays



The amount of time and download and install takes, depends on the speed of your internet connection, the size of the update and the speed of your computer.

Once the download and install are completed the next message on the screen will be:

Your apps were installed

You can now close the Store app.

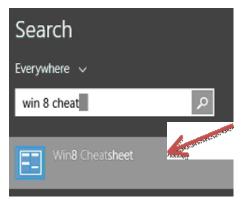
Windows 8.1: Downloading,

Continued from Page 8

UNINSTALLING AN APP

This process is very simple.

1. Find the app with the search charm.



2. Right click on the icon and this box will appear.

Unpin from Start

Pin to Taskbar



3. Click on Uninstall and Windows will remove the app from your system.

Using Internet Explorer in Windows 8.1

Rosita Herrick, Director, Sarasota Technology User Group, FL, www.thestug.org, Rosita (at) spcug.org

If having a Start Screen and a Desktop Screen was not confusing enough, another item that has a split personality is Windows 8.1 Internet Explorer.

Depending on where you start it, it functions a little differently.

If you start IE form the desktop, you are using the familiar version that has been with previous Windows versions. The familiar icon is on your task bar.

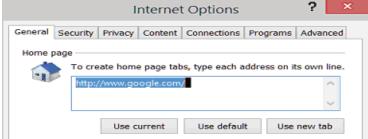


And depending on your home page that you defined in the Internet Options it will open the browser. In my case I choose to open the Google search home page.



To set to a different home page, after you open IE, click on the Tools tab or the tools icon.

Click on Internet Options, retype the URL of the page you want to open to, and click on the Apply button.



Interesting Internet Finds

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

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

The following are some items I found interesting during the month of September 2014.

Is USB safe?

http://askleo.com/is-usb-safe/

Leo Notenboom tells us about the "BadUSB" flaw, what it is and what is known about the implications.

What Does Airplane Mode Do, and Is It Really Necessary?

http://www.howtogeek.com/194421/ what-does-airplane-mode-do-and-isit-really-necessary/

Have a device with airplane mode? HowToGeek explains what it does, and why you should use it, even if you are not on a flight where it is required. I know I use it whenever I don't need to be connected, or when I cannot

get any connections, like on my last vacation in Vermont when my wife had service and I didn't.

Beware the Fake Tech Support Scam http://askbobrankin.com/beware_ the_fake_tech_support_scam.html

Bob Rankin talks about the fake tech support scams that are prevalent in different areas and times. He talks about how to recognize them, and avoid them, as well as what might happen if you fall for one of them.

3 Things to Do to Make Your Internet Life More Secure

http://www.maketecheasier.com/make-internet-life-more-secure/

Interested in making you internet life more secure? If so, check out these three things you might not be doing already.

How to set up two-factor authentication on your Google account

http://www.greenbot.com/

article/2605221/how-to-set-up-twofactor-authentication-on-your-googleaccount.html

This post explains how to set up twofactor authentication on your Google account. If you haven't already set it up, you should to keep it more secure.

Online Identity Theft: Prevention and Protection

http://www.thewindowsclub.com/online-identity-theft

The Windows Club explains what online identity theft is, and how to prevent it and protect yourself.

Most Fridays, more interesting finds will be posted on the Computers, Technology, and User Groups Blog:

http://ctublog.sefcug.com/tag/interesting-internet-finds/

The posts are under Creative Commons licensing.

Computing in The Cloud: MS OneDrive

Part 1 of a 2-Part Series

Nancy DeMarte, 1st Vice President, Sarasota Technical User Group, FL, www.thestug.org, ndemarte (at) Verizon.net

One problem with computer technology today is that the systems change before we learn how to use them. For example, storing documents and other files on the Internet has been around for many years, used mostly in the business world through paid services like Carbonite. In the past few years this concept, nicknamed the Cloud, has become more accessible to home users through free cloud storage services from companies like Apple (iCloud), Google (Google Drive), and Microsoft (OneDrive). Many home users, however, are not taking advantage of the convenience of being able to store documents and photos on the Internet because of the difficulty of learning a new process. Because I have Microsoft Office, I use Microsoft's OneDrive for cloud storage, which I find to be an easy and convenient option on both my Windows 7 and 8.1 computers.

Why should you consider storing files in the cloud? If you travel often or have multiple computers or devices, the possibility of creating a document on one computer and saving it on the Internet where it can be accessed from any computer and most devices at any time is a huge benefit. Plus, if your computer fails, your files are safe in the Cloud. Before I began using



OneDrive, I would create a document on my desktop computer, copy it to a flash drive or a CD, and copy it from there to my laptop. Now I just save an important document to OneDrive, making it easy to get to it on my other computer or any device which has the OneDrive app.

If you use Microsoft Office, One-Drive is an obvious choice. Let me introduce you to OneDrive in this two part series.

The History: Microsoft first introduced online storage outside the business world in 2007, when Windows Live SkyDrive was introduced. A person with a free Microsoft Live account could have 25 GB of free storage in a secure place on the Internet. At that time, though, it was a cumbersome process to learn and use. I tried it. but soon got frustrated and gave up. In the next few years, Microsoft made several improvements. In 2010 Web Apps were added to SkyDrive. These were simple versions of the Word, Excel, and PowerPoint applications which could be used online in SkyDrive to create and edit files. By 2012, the SkyDrive app was available for Apple and Android devices and was easier to use, although it only offered 7 GB of free storage space for home users. In February 2014, the name SkyDrive was changed to OneDrive as result of a copyright suit. Since then, the service is being upgraded and improved continuously. For instance, those users who purchase the subscription version of Office 2013, called Office 365, now get a total of 27GB of free storage space on OneDrive.

How it Works: OneDrive will not work with Windows XP; it comes already installed on Windows 8.1. In Windows 7, unless you have Office 2013, you must first establish a Microsoft account or have a Hotmail email address. Windows phone, or Xbox Live. Then you can download the OneDrive desktop app to your computer. As long as you don't move this OneDrive folder to a new location, all changes you make to files you have saved to OneDrive will be synced to the OneDrive cloud location and any other computers or devices on which you have set up the OneDrive app. To save a document to OneDrive, either drag it to the OneDrive icon in the Explorer window or save it directly from the Word program.



I don't save all my files to OneDrive, although in Office 2013, OneDrive is the default saving location. "Computer" is listed as well, as is "Add a Place," where you can add other online locations. You can change the default location back to the computer, if you wish, from any Office program by clicking the File tab – Options – Save – in the first group of options, and putting a checkmark next to "Save to computer by default." – OK.

Managing Files in OneDrive: Whether the OneDrive app came with your computer or was downloaded from Microsoft, it appears in the left pane of the Explorer window and the taskbar notification area. Clicking this icon will take you to OneDrive, where you can open, edit, copy, and share

OneDrive works the same way as any other folder on your computer.

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files. You can edit a file either on the web in OneDrive with Office Online (the new name for Web Apps), or download it to your computer and edit it with its full application. You can also upload other types of files to OneDrive, such as music and photos, as well as whole folders. Just drag the folder or file from your computer to the OneDrive icon. OneDrive works the same as any other folder on a computer. I can manage files (create sub-folders there, save files into them, sort, or delete) on OneDrive the same way I do in an Explorer window on my computer.

Tablets, Smart Phones, and Office 365: You can a download the OneDrive app from the Microsoft website to your Apple or Android tablet or phone, which makes it easy to synchronize your files among devices. Plus, some Office 2013 apps (Word, Excel, and PowerPoint) are now available for iPad and Android devices. When I open the Word app on my iPad, I can view all my files and folders which I have saved in OneDrive. Because I have Office 365, I can edit an existing document or create a new document using the Word app, which I can save either to the iPad or OneDrive.

Continued on Page 11

Page 10 THE MOTHERBOARD January 2015



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104 Years Ago

Continued from Page 5

October

- * China's Qing Dynasty is overthrown.
- * Aviator Orville Wright stays in the air for nearly 10 minutes in a glider at KillDevils Hills, North Carolina.

November

- * Chevrolet is founded by Louis Chevrolet and deposed General Motors founder William C. Durant.
- * Suffragettes storm the Parliament in London. All are arrested and imprisoned.
- * Future American singer and cowboy actor Roy Rogers is born in Cincinnati, Ohio.

December

- * The Bonnot Gang, a French criminal anarchist group who would utilize cutting edge technology, including automobiles, to aide in their criminal activity, robs its first bank.
- * India shifts its capital from New Delhi to Calcutta.
- * Sun Yat-sen becomes the first President of the Republic of China.

Celebrity Baby Boomers

Continued from Page 7

Brad Pitt, actor

Quentin Tarantino, film director/writer

Michael Chabon, author

1964

Nicolas Cage, actor

Michelle Obama, First Lady of the U.S. Sarah Palin, former governor of Alaska

Stephen Colbert, comedian/television host

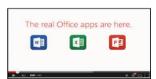
Sandra Bullock, actress

Computing In The Cloud:

Continued from Page 10

Those with other Office versions can only open and view files with the Office apps, but this is handy when you receive an email attachment in Word or Excel.

Next month we'll explore two important topics regarding OneDrive: how to keep files safe on OneDrive and how to share OneDrive files with others.



General CUGR 2015 Meeting Schedule



4th Tuesday, Febuary 24, 4 - 6 pm 4th Tuesday, March 24, 4 - 6 pm 4th Tuesday, April 28, 4 - 6 pm



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



Why Join A Computer Group?

- 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.
- Become exposed to a variety of new hardware and software without sales pressure.
- 5. Receive an informative monthly newsletter.
- Have access to various club functions and all Special Interest Groups (SIGs).
- Find out that no one needs to be alone and helpless with today's computer technology.

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 inside to the left of the main library door.

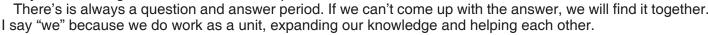
Beyond Basics SIG

Saturday, 10 AM, January 24, 2015

At Jane Quinn's Home, for information contact: Jane Quinn, 365-0825, **qiquinn7427@qmail.com**

The Internet, Social media, iPads, iPhones Tablets, OS7 and all the best features of OS 8.1.

This SIG expands beyond multi-media programs and devices to include Internet Browsers, YouTube, Free Software programs, or Apps that do so many various things. We will still work with photos and videos.



Every Thursday 1-3 pm, **beginning Jan. 8**, at the Anderson Sr Center (365-3254) join us in the classroom. The center's walk-ins are welcome 3-4pm for one-on-one with me.

