

Interface

Lorain County Computer Users Group
www.LCCUG.com info@LCCUG.com
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**Tuesday
May 10, 2011**



Lorain Coast Guard



**Tuesday
May 24, 2010**



Smart Phones



Presented by

Barb Siguiron

And a

Verizon Lorain Representative



**Monthly Meetings Held At Gould Auditorium
2nd Floor, St. Joseph Community Center, Lorain, OH
5:30 PM Doors Open With Q & A Sessions
Meeting & Presentation Begin Between 7:00 & 7:15 PM**

A Word From Our President



The Association of PC User Groups (APCUG) will be holding a Regional Conference July 15 – 17, 2011 in Independence, Ohio at the Crowne Plaza. What a great opportunity to experience a technology conference with fellow User Groups members from around the country (and beyond)!

During the years that this conference was held in Las Vegas, Edie Lewandowski, Kathy Ratcliffe, Kaye Coller and Lou Koch attended at different times. I attended this event two years ago when it was held in Newark, Ohio.

The conference is not as big as it was when it was held in Las Vegas. When it was held there, it was in conjunction with the Consumer Electronics Show. But as years went by the size of the APCUG meeting kept getting smaller until it was decided to hold regional meetings around the country instead of Las Vegas where it was more expensive.

The conference in 2009 in Newark was held at the Cherry Valley Lodge and Conference Center and Waterpark. I had a lovely room and it was a beautiful facility! I am always one who is eager to attend meetings and classes and take advantage of learning opportunities. It was nice to meet all kinds of computer lovers from all around and take advantage of the various break-out groups and speakers.

This year's conference will be held nearby and will only cost \$50 to attend the weekend conference. When it was held in Las Vegas it cost \$175 and included more meals and goodies. More corporate sponsors had bigger budgets "back then".

Several of the officers will be attending this year and I hope that lots of our members will take advantage of this event since it is so close.

The hotel where the Conference is being held is right off of the highway and easy to get to. You can attend one day or the whole weekend and you have the option of driving back and forth or getting a room and enjoying a get-away!

There is more information about the Conference at <http://cleveland.apcug.org>. Including a tentative schedule of sessions as well as information about reserving a room and/or signing up for the Conference. I hope to see lots of you there!!

Sandee

LCCUG Officers For 2011

President	Sandee Ruth president@lccug.com
Vice President	Lou Koch & Carole Doerr vp-programs@lccug.com
Secretary	Don Hall secretary@lccug.com
Treasurer	Micky Knickman treasurer@lccug.com
Newsletter Editor	Pam Rihel newsletter@lccug.com
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Director of Education	Kaye Coller education@lccug.com



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The Problem:

Computers can be fun and frustrating at the same time.
This may be a surprise to some, but 90% of everything that goes wrong with a computer is configuration related. The problem is, there are just too many settings to change and modify, and most people don't even know where these settings are.

The Answer:

You could read and study like I did for the last 14 years. You could experiment with your computers on a daily basis until you get it right, or search the Internet and find more sites than any ten people could read in a lifetime. You could accidentally break your computer more times than you care to remember, or you can call us, Ohio Computer Repair Service.

The Result:

A computer that runs all the time with no errors, no surprises, and does it faster and better than when it was brand new.

TUESDAY
May 10, 2011

Lorain Coast Guard



Have you ever wondered what the Coast Guard actually does on Lake Erie? How are they connected with Homeland Security?

The US Coast Guard Station in Lorain was established and built in 1904 as a US Lifesaving Service Lifeboat Station and formally opened at this site on the east side of the entrance to the Black River in 1908.

Presently, Station Lorain is home to 23 Active Duty, 7 Reservist, and 6 Auxillarist and a full Aids To Navigation Team.

The station has 4 boats: a 41 ft Utility Boat, a 25 ft Response Boat, a 21 ft Trailerable Aids to Navigation Boat, and a 16 ft Ice Skiff for Winter operations. The Station is Part of the US Coast Guard's 9th District, Sector Buffalo.

The Coast Guard is co-located with the Aids To Navigation Team (ANT) at the mouth of the Black River on Lake Erie's southern coast right next to downtown Lorain Ohio.

We will set up a tour of the station later.

Surf Privately

Smart Computing
In Plain English

We're assuming as mobile travelers you're carrying at most times at least one Web-connected device, if not more. Still, it's possible you may find yourself in the situation of needing to use a public computer to connect to the Web in a pinch. If so, know that the Web site history and cookies you generate during your Web session are left behind and accessible by those using the system after you unless you manually delete them. Google's Chrome browser takes care of this for you via its Incognito tool, which allows for private browsing sessions that keep such information from being accessible. Internet Explorer 8 version includes a similar feature called InPrivate.

Reprinted with permission from Smart Computing. Visit <http://www.smartcomputing.com> to learn what Smart Computing can do for you and your user group!

TUESDAY
May 24, 2011

Smart Phones



Presented by

Barb Siguiron

And a
Verizon Lorain Representative

So what is a Smart Phone? If you are not as phone savvy as you would like to be, you will be after this program.

There will be discussion on the many types of Smart Phones, what they do, how they are different from one another, how they would fit your needs and why would you want one?

Barb will discuss the history and variety of Smart Phones on the market and help us understand the ins and outs of them with information and hand-outs.

Please understand that this is **NOT a sales event. NO PHONES WILL BE SOLD DURING OR AFTER THIS PROGRAM!**

If you are interested in what Verizon has to offer in the way of phones/service, please get Barb's card to meet with her at a later time.

Thank you very much for your consideration on this point.



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Executive Board Meeting Minutes

APRIL 5, 2011

Attending were Sandee Ruth, Carole Doerr, Don Hall, Micky Knickman, Pam Rihel, Richard Barnett, Dennis Smith and Kaye Collier.

Kaye will continue to help Pam proof read the *INTERFACE*.

Carole reported there were 24 tickets left to sell for the laptop computer.

The Q and A period for the next meeting will begin between 7 and 7:15.

Richard will be checking with our advertisers this coming week.

Kaye will contact Jean with regard to holding both a beginners and an intermediate computer class.

Carole is checking the local newspapers with regard to publishing our upcoming meetings agendas.

Dennis and Dave Strick will dispose of our computers presently in the Elyria Senior Center.

Carole handed out information to the officers about grants available.

Our annual picnic will be held July 31 at French Creek, Sheffield Village.

Richard proposed the club contribute \$100 for food, loan our projector and send volunteers to the APCUG Convention.

Carole moved, Pam seconded the meeting be adjourned.



General Meeting Minutes

APRIL 12, 2011

President Sandee Ruth called the meeting to order. A motion to accept the minutes as shown in the April issue of the **Interface** was made by Carole Doerr, seconded by Dennis Smith. Motion Passed.

Sandee then explained the importance of signing up for the Plumb Brook trip, Pam's genealogy class and Micky's problem solving workshop.

The annual picnic has been rescheduled to July 31, 2011 at French Creek, Sheffield Village.

Sandee told the attendees of our participation for the upcoming APCUG convention.

The Social Networking Program started with Richard Barnett showing a video about Facebook and giving some figures as to how fast it has grown and how many people participate. He then presented his own Facebook page.

Sandee explained the workings of Twitter and who may benefit from using it.

Richard then explained the security risks involved when giving information online.

Ellen Endizal won the money raffle and Mary Butler had the first ticket for the software/hardware raffle.

Claudia Jones name was drawn for the attendance raffle, however she was not present.

Ken Kohler moved, John Dunn seconded that the meeting be adjourned.



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Pam Rihel LadyGeneo@roadrunner.com

Our Ancestors Word Meanings & How They Differ From Today

Some of our familiar word meanings of today differ from what they meant to our ancestors during the colonial times.

Here are some examples:

- * The terms "niece" and "nephew" are from the Latin words meaning "granddaughter" and "grandson", so you may find them used in that context.
- * Now when we use the words "Junior" or "Senior," we would normally think that is the relationship between a father and his son. In the past, these words were used much more liberally and could refer to an uncle and nephew, or even to two people with the same name who were unrelated. How strange that seems to us now.
- * The words "brother" and "sister" also were used in different ways. Members of the same church often referred to each other as brothers and sisters, and a married couple would refer to their brothers-in-law and sisters-in-law just as brothers and sisters.
- * The term "in-law" can also cause problems. In the past, "in-law" relationships could be either step relationships or the regular in-law relationships that we think of today.

Misunderstanding and misinterpreting these terms can really twist the branches of your family tree, so when you're reading older records it is important to be cautious. When it is possible, verify information with other records. This is the best way to make sure that you have the correct information. In addition, look at the rest of the language in the document. The more obscure the terms and spellings you find, the more careful you should be.

Surname Genealogy Search
<http://www.surnameweb.org/>

Census Finder - A Directory of Free Census Records
<http://www.censusfinder.com/>



Your Ancestors in the Military

Here is a listing of some URL's for Websites for our wars:

The Revolutionary War

www.footnote.com - pay site
www.americanrevolution.org
www.ancestry.com - pay site
www.sar.org - Son's of the American Revolution
www.dar.org - Daughter's of the American Revolution
www.nara.gov - National Archives
www.ogs.org - member site although some searches are open to the public.

War of 1812

www.societyofthewarof1812.org - The Society of the War of 1812
www.ohiohistory.org - Ohio Historical Society

Civil War

www.itd.nps.gov/civilwar - CWSS National Park Service
www.ohiocivilwar.com - Ohio in the Civil War
www.ancestry.com pay site - Civil War Soldiers Database
<http://carlisle-www.army.mil/>
www.cwc.lsu.edu/ - Special Collections - US Civil War Center. LSU
www.nara.gov - National Archives

The Spanish-American War and the Philippine Insurrection

www.kshs.org - Kansas State Historical Society
www.loc.gov/rr/hispanic/1898 - Library of Congress
www.spanamwar.com - Spanish American War Centennial Website

World War I

www.abmc.gov/home.php - American Battlefield Monuments Commission
<http://www.cwgc.org> - Commonwealth Graves commission
www.ancestry.com pay site - WWI Draft Cards/ American Soldiers of WWI

World War II

www.wwiimemorial.com - World War II Memorial
www.ibiblio.org/pha - Historical aspects. Lots on Pearl Harbor
www.nara.gov - NARA has casualties listed by State

Korean War

www.abmc.gov - Casualties listed by State
www.nara.gov - NARA has info for Korea and Vietnam
www.nps.gov/kwvm/ - Korean War Memorial

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(Continued from page 5) Genealogy

Vietnam War

www.abmc.gov - Click War Dead, all Wars. Vietnam
www.no-quarter.org/ - Search by Name or city of residence
<http://thewall-usa.com/> - The Vietnam Memorial

Desert Storm

<http://www.desert-storm.com> - Desert Storm Casualties

War on Terrorism

<http://www.defendamerica.mil/fallen.html> - Casualties Lists

Veteran Cemeteries

www.cem.va.gov - National Cemetery Administration. Gravesite locator for all categories of veterans' cemeteries.

General and Miscellaneous

US Genweb Project - Many State and County Sites Contain Military information.

www.usmm.org - Merchant Marine, Revolutionary War to WWII to today.
www.military.com - Military Unit pages. You must sign up for these by Unit.
www.newenglandancestors.org - Numerous Databases, many with military information
www.rootsweb.com - Don't forget the mail lists. By units, war, societies and much more.

Compiled by Brent Morgan - brentster1@comcast.net
Brent is also a member of Facebook

Roundup: Search Engines Find What You Need

When Google was launched in 1998, it indexed 26 million pages. The company no longer reports the size of its index, but according to its official blog, it indexed over a trillion pages as of 2008. In the face of those numbers, it's shocking that Internet search works at all, let alone works so well, and although Google still accounts for a huge percentage of all search traffic, there are many more options these days for finding information that can help you and your business.

We tested a number of general and specialty search engines to see which offer the best set of features and, most importantly, return relevant results.

General Search Engines

It's important to note that we didn't include Yahoo! Search because it's now powered by Bing, meaning both sites return the same search results, and Yahoo! offers very little in the way of advanced search, while Bing has all sorts of options.

Bing

www.bing.com

Bing is Microsoft's latest entry in the search engine game and has quickly become a contender for the most popular general search engine. The site is straightforward but includes a lot of options, and it does a great job of returning relevant links.

If you don't mind the site maintaining a search history, it works really well. You can click a Search History link on the main search page to access a slick calendar that displays searches by date, along with the links you clicked after the search completed. Anyone who has ever had his computer crash while researching something with a lot of pages or tabs open at once knows how handy this would be for finding your place again.

Bing's real strengths are in the proprietary Microsoft services it pulls from to power many of its search results. Bing Maps provides clean, useful maps, and its Streetside street level photos are incredibly sharp and detailed (unfortunately, Street-side is only available for very limited metropolitan areas right now). Bing Travel search features are also fantastic thanks to Microsoft-specific tools such as Farecast, which helps you find the best day to buy airfare for the lowest price. Thanks to tools such as these, Bing always deserves a look when you're searching.

Blekk

www.blekko.com

Blekk (in beta at press time) is a new and interesting search engine that uses what it calls slashtags to help users prune

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(Continued from page 6)

search results so that only relevant links appear. To use slashtags, you enter a search term and then a forward slash followed by a tag that establishes the parameters of the search. For example, if you want to see what bloggers are saying about Microsoft, type **Microsoft /blogs** and only results from the Web's top relevant blogs appear. Alternatively, you can use a backslash before the tag to remove all results related to that tag, so if you type **Microsoft \blogs**, no blog-related results appear. You can also combine slashtags to further hone results.

By default, results are sorted by rel-evance, but unlike most sites, you can sort them by date if you add **/date** in the search. If a slashtag that you need doesn't exist, you can create it yourself, store it for future use, and even share it with colleagues. (You'll need to create an account to use the slashtag creation feature.) Once it's created, you associate sites with it that you know are relevant and other people who use the slashtag benefit from your knowledge. This site is already useful and has a ton of potential, especially for teams willing to create and share custom slashtags.

Dogpile

www.dogpile.com

Searching via more than one search engine means you may spot great results that your first-choice search engine missed, but it's a pain to repeat searches at multiple sites. Dogpile eliminates that pain by aggregating results from multiple search engines, dumping duplicate links and ranking results mainly based on how many other search engines also ranked them highly. All results are tagged with "Found On" info, letting you know what search engines returned it. Sponsored results are included but often are relevant and are clearly marked.

This metasearch site aggregates results from Google, Yahoo!, Bing, and Ask.com. The site does a great job of sorting results by relevance. Dogpile may not offer much in the way of features, but it's definitely worthy of your attention in terms of convenience.

DuckDuckGo

www.duckduckgo.com

DuckDuckGo takes the minimalist search approach to the logical extreme with a very clean search results page. In our tests, results were uniform.

In a little touch that makes a huge difference, a Web site's favicon appears next to search results related to that site, making it easy to see where the link is from without having to read any text. (A favicon is a small icon that is associated with a particular site; if a site has one, it usually appears next to the site URL in the Address Bar.) Clicking the icon performs a domain-specific search at that site. This is handy for quickly finding all press releases and whitepapers on a particular topic from a particular company.

DuckDuckGo also presents some search results in interesting ways. For example, when we used the search term "Microsoft Employees," it returned a virtual Rolodex of people who work for Microsoft (or have in the past), complete with a thumbnail image when one was available. Some searches also return what the company calls Zero-Click Info Sources. These are pulled directly from a trusted source of information related to the search and appear in a red box at the top of the search results page so you don't even need to click a search result to get the information you searched for.

Those are the basics, but this search engine has plenty of other features going for it. It doesn't collect or share your personal information; there are plenty of syntax commands available to refine searches; and it includes a number of calculators, converters, and fact-finding tools that make it easy to quickly get some basic information. This site deserves a spot on your search engine shortlist.

Google

www.google.com

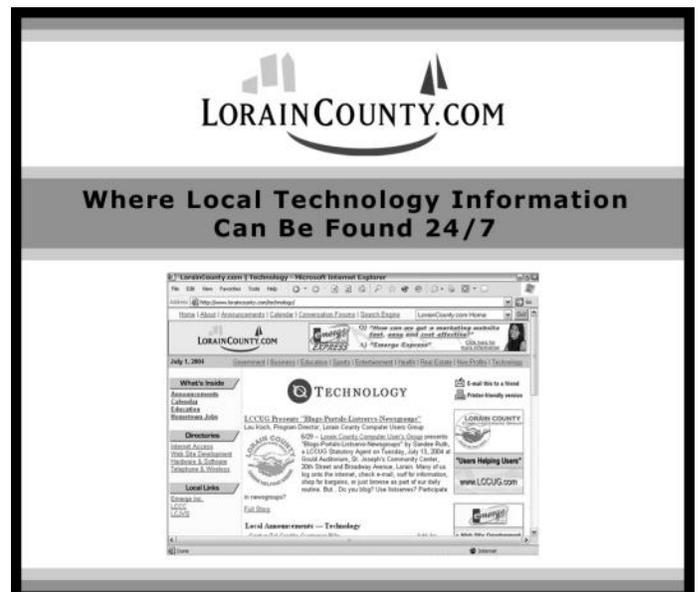
Now that the term "google" is used as a verb and has become the gold standard by which all other search sites are judged, it is impossible to imagine an Internet without it. It's blazing fast because it maintains its vast database on its own cutting-edge hardware. It's up-to-date

SEARCH TIPS

Most sites have a syntax you can use to refine search results. Using Google, for example, you can put quotes around a phrase to search for that exact phrase, put a minus sign (-) directly in front of a term to exclude results containing it, or put a plus sign (+) directly in front of a term to make sure Google uses that precise term.

DuckDuckGo is shaping up to be a useful, popular search

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Service Packs Explained (and needed)



By Sandy Berger, Compu-KISS
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sandy@compukiss.com

Although most of us still think of Windows 7 as a brand new operating system, it is, in fact, starting to show its age. Windows 7 made its debut on October 22, 2009. Is one and one-half really old? Well, in the computer world, it is not old, but it is certainly full-grown. One sign of this is that Microsoft has just released the first Service Pack for Windows 7.

A service pack is a collection of updates, bug fixes, and enhancements for a software program. As you know, Microsoft routinely offers updates for their Windows operating systems. These updates come out weekly and they patch or, you might say, repair the operating system so that they remain safe from hackers. They can also include improvements or enhancements to the operating system. At a certain point in time, Microsoft gathers all of those updates, adds any other updates and enhancements they have and issues this batch of updates as a service pack. It is also important to note, that when Microsoft issues a service pack, this service pack also makes sure that all of the updates and enhancements work well together and offer good stability for the operating system.

The question that I am most often asked is this, "If I have installed every update that Microsoft has released, do I still need to install the service pack?" The answer is "yes." Often the service pack contains additional updates and/or enhancements that were not included in the weekly updates. Also, a service pack makes sure that all of the updates are put together properly to make your system run well.

In fact, Microsoft thinks that this is so important that they only support the operating system when it has the proper service packs installed. Each service pack should be installed when it is released. If for some reason, they are installed all at the same time, each is installed sequentially.

So, for Windows XP you should have Service Pack 3 installed. Windows Vista should have Service Pack 2, and Windows 7 should have Service Pack 1. To learn what service pack you have installed, just click on the Start button, right-click on Computer or My Computer, and then click Properties. You will see the service pack listed under the Windows edition.

You can go to the Microsoft website and install a service pack from there, if you happen to be missing one. All service packs from Microsoft are free. If you are using Window 7, the new service pack will be offered to you through Microsoft's automatic update service. This Windows 7 service pack can take up to 30 minutes and will re-boot your computer. I have installed Window 7, Service Pack 1 on several computers with-

out a problem, but you should be aware that installing a service pack is a big update. Microsoft recommends that you back up your computer before installing a service pack. And to be honest, you should be backing up your computer anyway. So if you don't have a backup strategy in place, this is a good time to implement one.

The newest version of Internet Explorer - IE 9 is now in testing and it is already available for free download in a beta version. This is by far, the best version of Internet Explorer that Microsoft has ever released. IE 9 won't run on Windows XP; it requires Windows Vista or Windows 7. Although Microsoft is not requiring Windows 7 Service Release 1 to install IE 9, it is advisable to install this Service Release before you install IE 9.

Service Packs are a fact of life for Windows users. Installing them may be a bit of a pain, but you really need them to make sure that your Windows system is secure and stable and that it performs well.

There is no restriction against any non-profit group using this article as long as it is kept in context with proper credit given the author. The Editorial Committee of the Association of Personal Computer User Groups (APCUG), an international organization of which this group is a member, brings this article to you.

LCCUG 2011 Annual Picnic



**French Creek Metro Parks
Pine Tree Picnic Area
(off French Creek Road)
in Sheffield, Ohio
July 31, 2011
12 noon to 5pm**

**Too early for this notice?
We think NOT!**

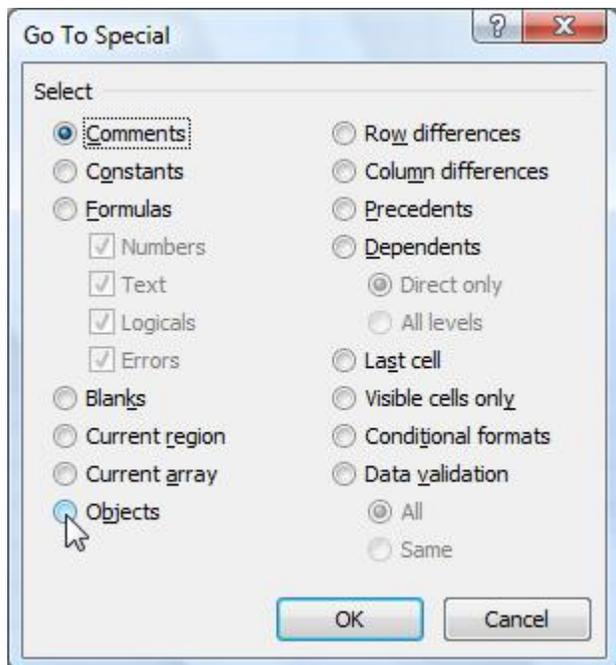
We are looking for volunteers to help with our annual picnic this year. If you are interested in helping out just contact either Carole Doerr: public_relations@lccug.com Or Pam Rihel: newsletter@lccug.com

We will have door prizes and games.

Deleting All Graphics

Excel allows you to easily add graphics to a worksheet. This can be helpful at times, but at other times you may want to delete all the graphics in a worksheet. The easiest way to delete all the graphics is to follow these steps:

1. Press **F5** to display the Go To dialog box.
2. Click on the Special button. Excel displays the Go To Special dialog box.



The Go To Special dialog box.

3. Make sure the Objects radio button is selected.
4. Click on OK. All the graphics in your worksheet are selected.
5. Press the **DEL** key. All the graphics are deleted.

This solution works only if there are no other objects (besides graphics) in your worksheet. If you have other objects that you don't want deleted, then all you need to do is perform steps 1 through 4, and then hold down the **CTRL** key as you use the mouse to click on each object you don't want deleted. When you are satisfied with the objects selected, finish up by following step 5.

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Selecting an Entire Paragraph

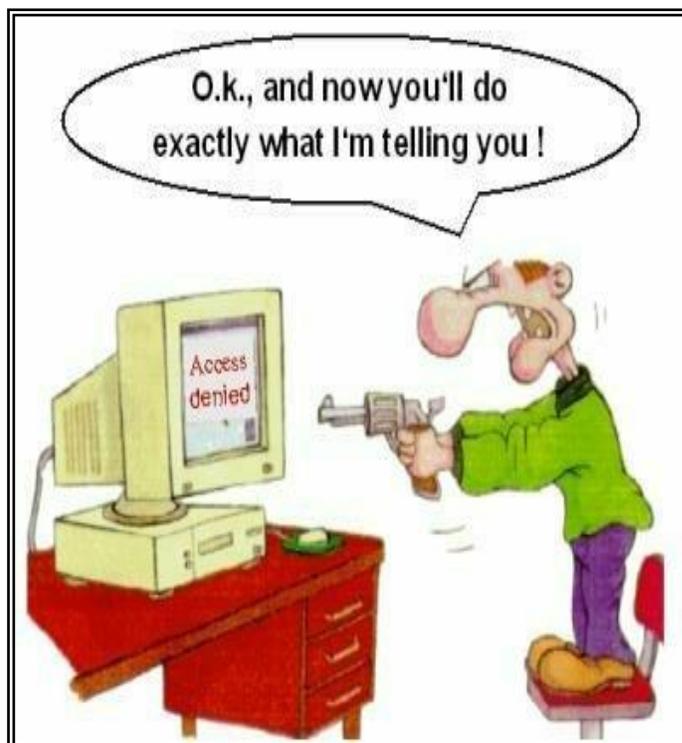
If you are using the mouse, Word provides several quick ways to select an entire paragraph. First, you can simply triple-click anywhere within the paragraph. This is perhaps the fastest and most common method of selecting an entire paragraph.

Second, you can move the mouse pointer to the left of the first character in any line of the paragraph you want to select. The mouse pointer turns into an arrow pointing up and right. Double-click the mouse, and the paragraph is selected.

Finally, if you are using the style area, you can also move the mouse pointer into the style area to the left of the paragraph you want to select. Click once on the left mouse button, and the entire paragraph is selected.

If you like to use the keyboard instead of the mouse, you can select the current paragraph by pressing **CTRL+UP ARROW** (which moves the insertion point to the beginning of the paragraph) and then pressing **CTRL+SHIFT+DOWN ARROW**.

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NEED HELP?—

Here's Who to Contact:

Neil Higgins

440-967-9061 - higgins.neil@gmail.com
Evenings 6 p.m. -10 p.m. + Weekends
Hardware, Linux & Windows Operating Systems,
Tweaking your system

Micky Knickman

440-967-3118 - micky@knickman.com
Evenings 5 p.m. – 8 p.m. + Weekends
General Software Configuration, Hardware Installation,
Basic to Advanced Windows

Lou Koch

440-985-1585 - lkkoch@centurytel.net
Microsoft Office: Excel, Word, PowerPoint, Publisher, Access, &
Outlook, Basic to Advanced Windows

Eddie Lewandowski

440-282-4188 - elew@erienet.net
Daytime - midnight
Desktop Publishing, General File Management, Eudora Email,
MSWorks Tools,

Richard Barnett

440-365-9442 - Richard216@aol.com
Evenings & Weekends
General Software Configuration, Hardware Installation, Basic to
Advanced Windows & Web Page Design

Sandee Ruth

440-984-2692 - sandee29@gmail.com
6 p.m. - 10 p.m. except when at work
Basic Word Processing, Windows, & Web Design
Advanced Internet

Jeff Kasler

440-967-7142 - Jeffk@roadrunner.com
10 a.m. - 7 p.m.
Burning CDs using Record Now

David Kennett

440-327-8624 - w8kfj@yahoo.com
9 a.m. - 8 p.m.
Video Editing & DVD Burning

Cathy Ratcliff

therats1@verizon.net
Though she lives in Coshocton, you can call
740-327-1483 before 8 pm
Paint Shop Pro, other Photo Editing programs,
Microsoft Office programs

Keith Kuhn

440-967-6509 - kthkuhn@yahoo.com
8 a.m. - 11 p.m.
Downloading Music & Burning CDs

*Don't forget to check the Members' page for up-to-date information about programs & events:
<http://www.lccug.com/members>*

LCCUG ONGOING CLASSES AND WORKSHOPS

ALL ARE FREE AND OPEN TO THE PUBLIC

Problem Solving Workshop

Date: Tuesday May 17, 2011
Time: 5:30 - 8 pm **Instructor:** Micky Knickman, et al.
Place: Amherst Church of the Nazarene
210 Cooper Foster Park Rd.,44001

Learn how to repair or update your computer by changing hard drives, memory, CD ROMs, etc.

Members are encouraged to bring their computers any-time before 7:30 pm for assistance from Micky, Neil or other knowledgeable members.

Genealogy Class

Date: Tuesday May 17, 2011
Time: 3:00 - 5:00 pm
Instructor: Pam Rihel
Place: LCCC Learning Center.
St. Joe's Com. Center, 21st & Broadway

Learn more about finding your ancestors with public records & online websites. How to start & sources to use.

You must register - Phone: 440-277-6076 or
Email: LadyGeneo@roadrunner.com

Beginning to Intermediate Computing

Date: May 10, 2011
Time: 3:00 - 5:00 pm
Instructor: Jean Griffith
Place: LCCC Learning Center.
St. Joe's Com. Center, 21st & Broadway

Bring your questions if you'd like. Jean will start with the basics and move on to intermediate topics if time allows. Learn MS Word, copying & pasting, for-mating text, saving files, basic file management, basic PC maintenance, etc

Register by calling LCCC Learning Center:
440-366-4507

If you are a beginner or have a better understanding of the computer, Jean's class is for you.

YOU HAVE TO REGISTER for this class, look at the information listed above. Jean needs to know how many students she will be teaching so she can be better prepared. Thank You

May 2011 Classes

Class Type	Location	Registration	May	Time	More Info
Classes / Workshops					
Problem Solving Micky Knickman	Amherst Church of the Nazarene 210 Cooper Foster Park	Not Required	May 17, 2011	5:30 to 8:00 pm	Page 10
Genealogy Class Online & Off Pam Rihel	LCCC Learning Center St. Joe's Com. Center 21st & Broadway	Reg. required LadyGeneo @ roadrunner.com	May 17, 2011	3:00-5:00 pm	Page 10
Beginning to Intermediate Computing Class	LCCC Learning Center St. Joe's Com. Center 21st & Broadway	Jean Griffith Register by calling: 440-366-4507	May 10, 2011	3:00-5:00 pm	Page 10
<p>Is there a class you would like to teach or a class you would be interested in attending, please let one of our officers know. We want to fill this last row with something new to be taught.</p>					

The Lorain County Chapter of OGS is having it's next meeting on :

May 9, "Combing Grandpa's Hair" presented by Lorraine Newsome. Lorraine will demonstrate common techniques in using photo editing programs.

Next month will be "The Importance of Staying Organized" more info in June's newsletter.

Meetings are held the 2nd Monday of the month in the North Ridgeville Library on Bainbridge Rd., east off Rt. 83-just south of Rt. 20.

Meetings start at: Social time 6:30; and 7:00 PM for the program. Meetings are free and open to the public.

Come and enjoy some interesting genealogy programs. For direction's to North Ridgeville Library follow this link.

<http://maps.yahoo.com/#mvt=m&lat=41.385239&lon=-82.014903&zoom=16&q1=35700%20Bainbridge%20Road%20North%20Ridgeville%2C%20OH%2044039>

Disk Cleanup

Smart Computing
in Plain English

Defragmenting your computer periodically can greatly enhance the computer's performance. While helpful, all defragmenting does is tidy up what is on your computer; to get rid of unnecessary files such as temporary Internet files and whatever is in your Recycling Bin, run Disk Cleanup as well. Think of it this way: Defragmenting sweeps the floor and Disk Cleanup takes out the trash. Click Start, Control Panel, Performance And Maintenance (in Category view), and Free Up Space On Your Hard Disk. The Disk Cleanup will run automatically. Once the analysis is complete, simply follow the prompts.

Magnify Your Screen

If you find yourself squinting to read a Web site's text, Windows features a magnifying utility that places a window on the top your screen with an enlarged version of the screen area around your mouse. It's a quick way to read undersized text and graphics, and can be found by choosing Start, Programs (All Programs in Vista), Accessories, Accessibility (Ease of Access in Vista), and then clicking Magnifier. Once you start Magnifier, a dialog box opens that allows you to set the magnification level and determine how the magnified screen will follow your actions.

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Updates! Updates! Updates!



By Penny Cano,
Member and Instructor for the Dumb & Dumber Workshops – Cajun Clickers Computer Club, LA March 2011 issue, Cajun Clickers Computer News
www.clickers.org ccnewsletter (at) cox.net

“Something popped up on my computer saying I needed an update. I didn't know if it was OK, so I didn't do it.” Does this sound familiar? Updates are one of the most important things you can do for your computer. So what needs updating? The answer is almost all the software on your computer. Updates patch security holes that allow access to your computer from outside and correct defects in software programs.

First and foremost is Windows itself. Patches fix security vulnerabilities and program flaws in the Operating System. Most people choose Automatic Updates, which downloads and installs these “fixes” for Windows without them having to worry about it. But Windows is not the only Microsoft program that needs updating. An option you can choose in Microsoft Update allows it to also take care of Microsoft Office suite, Microsoft Works, Windows Live, Silverlight, and a whole host of other Microsoft products installed on your computer that also need updating.

Of equal importance are updates for your Virus/Spyware program or Internet Security suite.

Don't know which one you're using? It's time you found out!! Double click on the icon in the lower right hand corner of the screen and when the program opens look for the date of the latest definition/update. It should be no later than yesterday. The virus program can only remove the “bad stuff” if it can recognize it, and it gets those descriptions in the definitions downloaded from the Internet.

Now what else needs updating? Java, Flashplayer, and Shockwave are three programs that deal with animation on websites. Adobe Reader occasionally has newer versions, but there are updates for the older versions if you prefer to keep them instead of upgrading. Do you have RealPlayer, Quick Time, or iTunes on your computer? Yes, they need updating too. Alternative browsers like Firefox, Chrome, and Safari are on the list. Add e-mail programs like Mozilla Thunderbird and Incredimail. Printer software, Support software from your computer

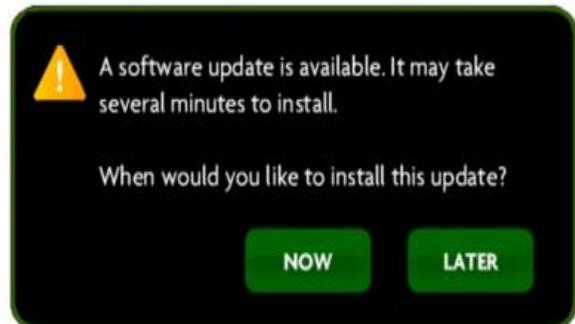
manufacturer like HP Advisor and Dell Support Center, graphics programs like Photoshop....the list is endless.

So how do you determine which update requests to allow? One way is to open the Control Panel and choose “Add Remove Programs” in XP or “Programs and Features” in Vista and Windows 7. Become familiar with the list of programs installed on the computer. (If you can't remember all of them, at least you have a preference.) If one of these programs requests an update (a popup or notification in the lower right hand corner of the screen), the answer is “Yes, thank you for keeping me current.”

Some of the programs aren't so accommodating. Many can be manually updated by choosing “Check for Updates” under “Help” on the program's menu. There may also be a choice under “Options” (Settings, Properties, or some such wording) to automate the process.

There is a website that can help you decide. [Http://secunia.com](http://secunia.com) has an online scanner (use “Scan now” in the upper right corner, “Start Scanner” on the next page, and check “Enable thorough system inspection” on the next page before you hit “Start”) that will look at your system and list insecure programs. You can also download Secunia Personal Software Inspector (PSI) free for home users.

<http://filehippo.com> is a source for many of the freeware and shareware programs we use (Adobe Reader, iTunes, Firefox, Open Office, AVG Antivirus, etc). You



can download their free Update Checker which will also help keep you up to date with the latest versions of that type of software.

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Fun Photo Site

<http://www.hongkiat.com/blog/25-websites-to-have-fun-with-your-photos/>

Gmail Web Clips

So, there I was, sifting through my Gmail inbox the other day, when I noticed a little arrow in the upper right-hand corner, begging to be clicked. I was pretty sure that it had something to do with the ads Gmail displays at the top of the inbox, but I let my curiosity get the better of me and clicked anyways.



Turns out, it's not just ads. As I clicked, I noticed that the ads turned into informational snippets pulled from places like ESPN.com, Wired.com, Dictionary.com and other places. I got recipes, news, the "Word of the Day" and sports stories as I clicked the arrow.

CNN.com Recently Published/Updated - [How can I reveal painful things in the](#)

[2]

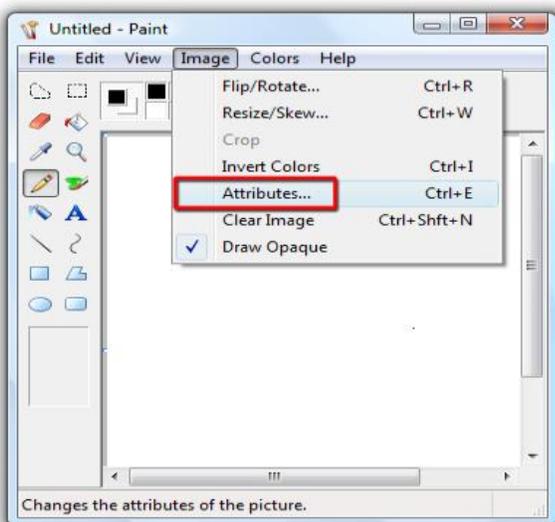
You learn something new every day, I guess! Give it a try today, Gmail users!

~Andrew

Create Your Own Icon

By M. Nagarajan

Have you ever wanted to create your own icon for your desktop? Maybe you're tired of all the pre-installed boring ones and you think it's time for a change. Well, you're in luck, because this article will help you create your very own icon. You'll no longer have to use the

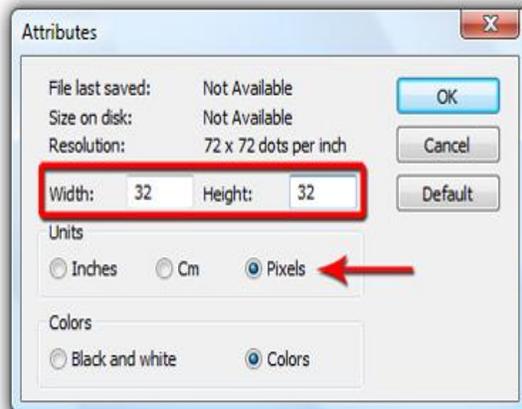


ones that are available by default in Windows.

Just follow the steps below to create your own icon.

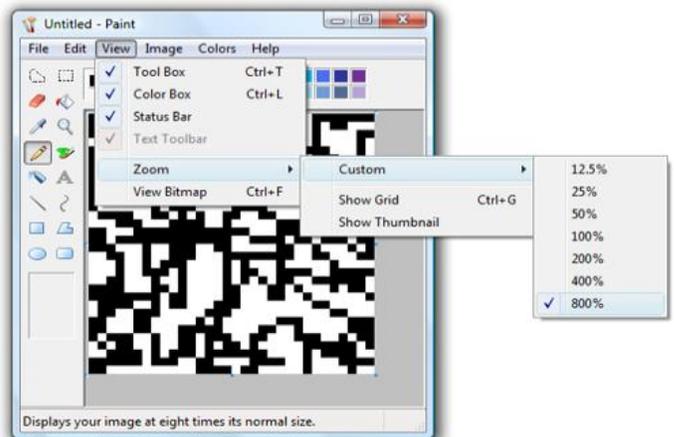
In XP, open the **Paint program** by going to **Start, All Programs, Accessories, Paint**. In Vista and Windows 7, just type **paint** into Start search and click on the **Paint** link.

In Paint, select **Attributes** from the **Image** menu.



In the **Attributes** dialog box, change both the **Width** and the **Height** to **32** and select **Pixels** in the **Units** section.

You'll notice that the height and the width of the screen reduced to 32 pixels will appear very tiny in the window. That is going to be the size of your icon. For easier viewing and editing, in the **View** menu, click on **Zoom** and **Custom**. Here, **800%** is checked. Makes it much easier to see. Now, go ahead and draw whatever you'd like your icon to be in the Paint program.



When you're finished, save the file by going to **File**, and select **Save** or **Save As**. Go ahead and give your file a name, but make sure it's formatted with the **.ico** exten-

(Continued on page 15)

News, Views & Tips

Compiled by Joseph Moran

Microsoft News

Internet Explorer 6 Must Go



If you're one of the many people still using IE6, Microsoft would really, really like you to stop. The archaic, nearly decade-old browser (it debuted with Windows XP in late 2001) still represents a small but significant portion of Web

browser usage (around 12% worldwide as of February 2011, according to Net Applications). As a result, many Web sites continue supporting IE6 despite its limited security features and lack of compatibility with modern Web standards.

Microsoft's goal is to get IE6's worldwide share down below 1%, and the company has set up a Web site, ie6countdown.com, to spread the word among Web developers, IT admins, and users that it's time to move on—preferably to a newer version of IE.

Back Up Saved Windows Passwords

In Win7, if you check the Remember My Credentials checkbox when entering a network username and password, the information is stored in a special location called the Windows Vault. In Win7, you can back up this vault so its stored account information will be safe and accessible in case you need it.

To access the Windows Vault, click Start and type **cred** in the Search box. Click Credential Manager, which will display a list of all the credentials Windows is remembering for you. This will generally include login info for other computers on your network (such as in a HomeGroup), as well as login info used by certain programs such as Microsoft Outlook or Windows Live Essentials applications.

Click Back Up Vault and specify a location for the backup file—preferably a flash drive or other removable storage device. You'll be prompted to press CTRL-ALT-DELETE before assigning a password to the backup file, which is in Managed Information Card format (with a .CRD extension). To restore from a backup, choose the Restore Vault option and point the wizard to the backup file (this will overwrite any credentials currently

stored on the system). You can also restore the file to another Win7 computer.

Internet Explorer 9 Launched

In other Web browser news, Internet Explorer 9 was officially launched on March 14 and is now available through Windows Update and from www.beautyoftheweb.com.



IE9's new features include a simplified UI (user interface), integration with Windows 7 features, improved privacy protection, hardware-accelerated graphics, and support for HTML5 (Hypertext Markup Language).

IE9 works with Win7 and Windows Vista only (something to keep in mind if you're still running WinXP).

Windows Tips

Readability Statistics

If you want to know how easy to understand that document or email you just wrote is, you can find out by turning on readability statistics in Word and Outlook.

To enable the feature in Word 2010, click the File tab and select Options. Next, select Proofing, make sure Check Grammar With Spelling is checked, and then check Show Readability Statistics. Click OK.

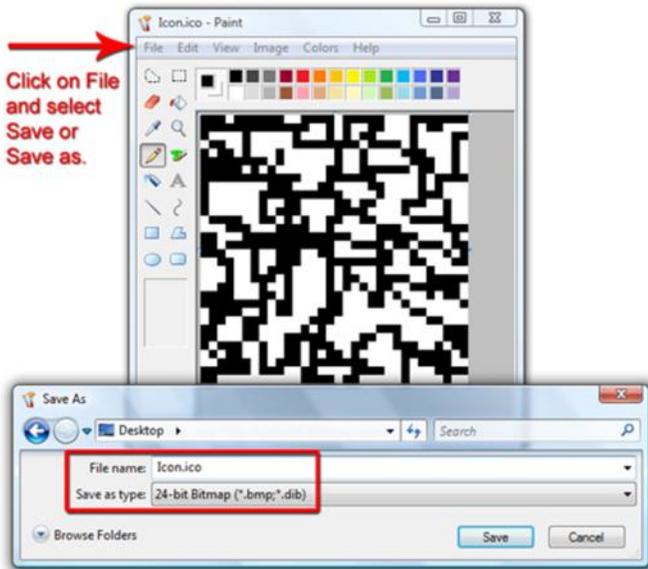
(NOTE: The readability statistics feature isn't available with Word 2010 Starter, the version that comes pre-installed on many PCs.)

To enable readability statistics in Outlook 2010, click the File tab and then click Options and Mail. Under Compose Messages, click the Spelling And Autocorrect button. Finally, click Proofing. As with Word, first make sure Check Grammar With Spelling is enabled and then do the same for Show Readability Statistics. Click OK. To view readability stats for a document or email, run a spell check on it. When it's finished, you'll see scores for Flesch Reading Ease and Flesch-Kincaid Grade Level. The former is a 100-point scale test (generally speaking, higher is better) based on the number of words per sentence and syllables per word, while the latter score reports an approximate grade level—for example, a 9.0 would indicate that a ninth-grader could understand the writing.

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(Continued from page 13) Create Your Own Icon

sion (.ico is for an icon file). For example, save it as Icon.ico.



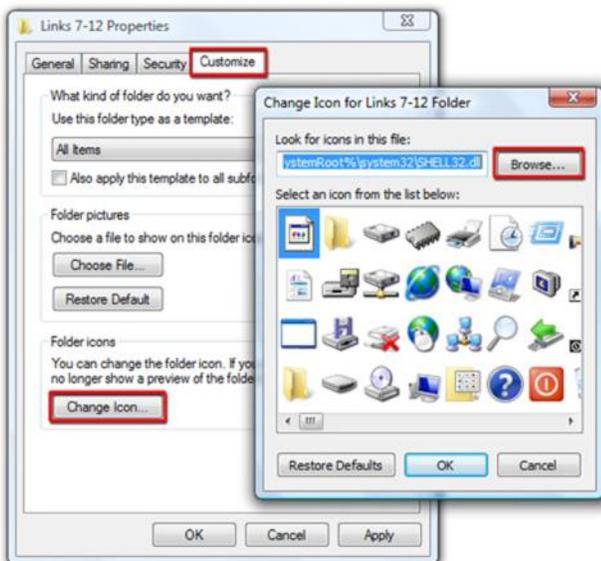
Now, set the **Save as Type** to be a **24-bit bitmap (*.bmp; *.dib)** and then store it in any convenient folder.

There you have it! You have created our own icon. Now, let's see how you can replace the Windows default with your creation.

To do this:

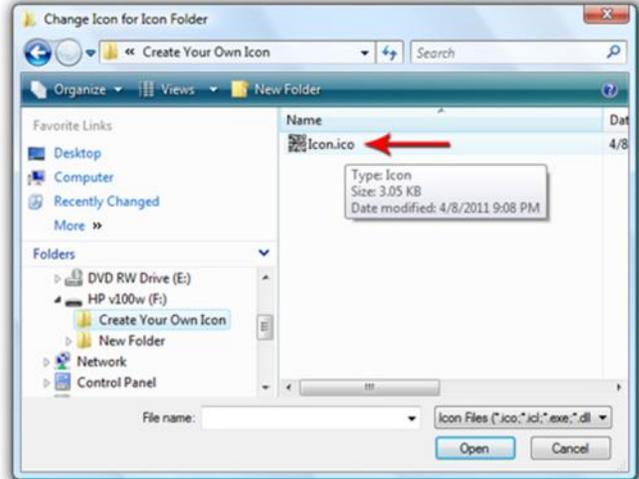
Right click anywhere on your **Desktop**. Select **New** and then from the submenu, select **Folder**. A folder named **New Folder** will be created on your desktop. (You can change this name if you want. Just right click on it and choose Rename).

Next, right click on the new folder and select **Propert-**

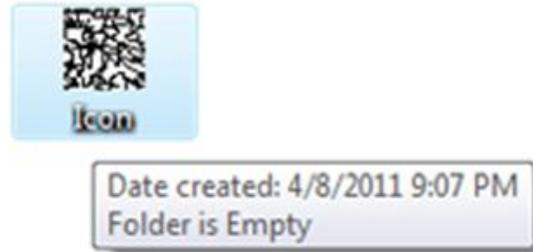


ties.

Click on the **Customize** tab. Click the **Change Icon** button under the **Folder** icons menu. In the **Change Icon** dialog box, click on **Browse** and select the **.ico** file from your folder. Then click **OK** for the changes to take effect.



Now you can see the icon you created. It will automatically replace the default icon.



It's not only for your folders; you can also use it for any files, shortcuts, etc. Now, you can go and create any number of icons and replace all of your files and folders, if you choose.

Go ahead and give it a try and see how it works, but most importantly, have fun!

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Members, if there is something you would like to have me put into our newsletter just let me know at one of our meetings or email me at: newsletter@lccug.com. I would be more than happy to oblige you. Pam Rihel

Add Text on a Photo in Word 2007



By Lynn Page, Editor, Crystal River Users Group, Florida
December 2010 issue, CRUG newsletter
www.crug.com [newsletter \(at\) crug.com](mailto:newsletter@crug.com)

When creating a document it may be useful to place text with or on top of a photo. You could create a new photo with the text in a digital photo editing application and then save it for use. But if you will just use that image once why go to the bother. Within Word 2007 you can add the text on top of your photo using either WordArt or a text box.

Which method to use depends on the effect desired. For text that is short and an interesting stylized look is what you want WordArt is a good option. For plain and simple text a text box can match the text to that in the rest of the document.

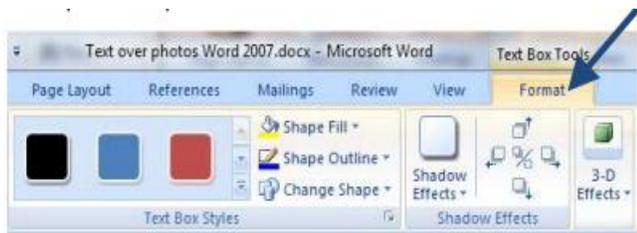
Text Box on Top of a Photo

Placing a text box on a photo can be as easy as inserting the photo, creating a text box and dragging the text box onto the photo..



To add a photo to a document, place the insertion point in the document where the photo is to be located and click the Picture icon in the Illustrations group on the Insert tab. Browse to the photo in the Insert Picture dialog box, select it and click the Insert button.

To place a text box on the photo first create the text box. Place the insertion point on a line below the photo. Then in the Text group on the Insert tab, click text box and then click to select Simple Text Box. In the inserted Text Box type the text. To change the font or style of the text, highlight the text and then select the desired text formatting as with any other text. Drag the text box sizing handles to resize it as necessary.



Finally click the outside edge of the text box and drag it to the proper location on top of the photo.

The default Text Box will have white fill and a black border. For use over a photo you will probably want no fill color or border. With the Text Box still selected click Text Box Tools and on the Format tab, in the Text Box Styles group, click Shape Fill and select No Fill. Then click Shape Outline and select No Outline.

With the Text Box you can add text on top of a photo and move the text to position it over the photo, but you can't rotate it. To be able to rotate the text or use text that is more stylized use WordArt.



WordArt on Top of a Photo

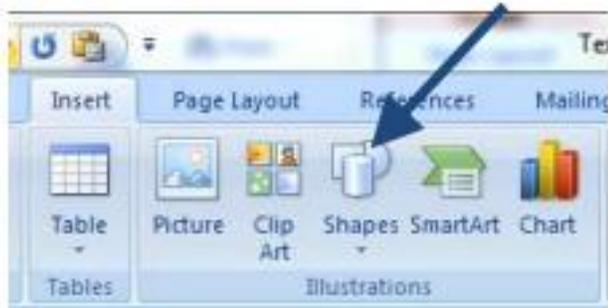
To place WordArt on the photo first create a Drawing Canvas. Place the insertion point in the document and then in the Illustrations group on the Insert tab open the Shapes drop down menu and click New Drawing Canvas.

With the new drawing canvas still selected on the Insert tab, in the Illustrations group, click Picture. In the dialog box browse to and select the photo to use and click the Insert button. Again on the Insert tab, but in the Text group, click WordArt, select the style desired, and type the text. Select either piece of art and use the sizing handles to resize as desired. Click the outside edge of the WordArt to select it and drag it over the photo. Use the rotation handle to rotate the text to the angle that works best for the photo.

Once the graphics are correctly formatted and positioned group them. That creates a single graphic that can be moved or resized. The text stays with the photo. To create a group click the outside edge of the photo, press and hold the CTRL key, and click the edge of the WordArt so both items are selected. Under Drawing Tools, on the Format tab, in the Ar-

(Continued on page 17)

range group, click the arrow next to Group, and then click Group.



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More Than 50% Of Americans Are On Facebook

A study from Arbitron and Edison Research found that more than half of all Americans ages 12 and older have Facebook accounts.

The research, conducted in January, indicates that 51% of people ages 12 and older have Facebook profiles. According to the report, this is up from a total of just 8% usage in 2008.



What Is a Computer Virus?

Like viruses that infect living beings, computer viruses infect your computer. They are software, and are often attached to other software or documents you might receive. When you run the virus's software or the file the virus has infected, the virus can infect your computer's software.

There are many types of viruses and terms for them, but we'll use the general term 'virus' to make things easy.

Like the flu virus, a computer virus must spread from host to host to survive. When we get the flu, we cough and sneeze, and tiny particles carrying the virus spread the flu to other people.

With computer viruses, the virus is designed to spread from your computer to other computers. Here are some of the most common ways they spread:

1. Once the virus has infected your system, it may automatically send out emails containing more copies of the virus using the address book in your email program. This type of virus is called an Internet "Worm," because it is a self-propagating virus. For example, an Internet worm crippled tens of thousands of computers and slowed down parts of the Internet on the weekend of January 29, 2003.
2. If the virus is a macro virus (attached to a Microsoft Word document, for example), it may attach itself to any document you create or modify. If you send another document to someone by email, the virus goes along with it.
3. Sometimes viruses masquerade as a fun program (like an electronic greeting card) that secretly infects your system. If you pass the program along, not realizing that it contains a virus, you will be transmitting the virus manually to your friends, family, or colleagues.

Trojan Horses are closely related to computer viruses, but they differ in that they do not attempt to replicate themselves. More specifically, a Trojan Horse performs some undesired -- yet intended -- action while, or in addition to, pretending to do something else. A common example is a fake login program, which collects account information and passwords by asking for this info just like a normal login program does.

Many computer viruses are malicious -- in other words, they can erase your files or lock up whole computer systems. Other computer viruses are more benign -- they don't do any direct damage other than by spreading themselves locally or throughout the Internet.

Regardless, computer viruses should always be treated.

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Scambusters at <http://www.scambusters.org>

(Continued from page 7)

engine.

Dogpile lets you search many sites at the same time, because its spiders crawl the entire Internet constantly, bringing back fresh information.

It's also accurate because it uses a variety of algorithms to rank pages based mainly on what trusted sources of information think about them.

Above all, Google is powerful because so many tools lurk beneath its Spartan interface. On the search results page, clicking the magnifying glass next to an entry gives you a visual preview of the page so you can literally look before you leap. Multiple search results from a single source are often accessible by clicking a small plus sign (+) beneath the first result, reducing clutter. Tools on the left side of the page let you limit searches by how recent the links are, sort results by date instead of relevance, or choose a number of other options.

The main downside to Google is that it is so popular. Unscrupulous SEO (Search Engine Optimization) tactics are often developed to game Google's ranking system, floating irrelevant links to the top of the search results at the expense of relevant links. In early 2011, the effects of this became obvious as we noticed a lot of what Google calls "low-quality" sites turning up in the first few pages of search results. Google fought back by releasing some updates to its ranking algorithm that have once again turned it into arguably the most accurate search engine on the Web.

Specialty Search Engines

Often, the search results from a general search engine require digging through a lot of secondary sources to get to primary sources, or they just get so cluttered up with results that a critical piece of information you're looking for remains buried. Try some of these specialty search engines when the general ones fail you.

DeepDyve

www.deepdyve.com

Sometimes the information you need is hidden away in academic or trade journals that are shielded from traditional search engines. DeepDyve provides a convenient way to search these types of publications, read brief previews of each returned article, and then rent articles for reading in the site's proprietary reader for as little as 99 cents. Once rented, the articles can be viewed from between 24 hours to an unlimited period of time, depending on what type of account you set up and publisher restrictions. This is often much less than it would cost to purchase the article as a PDF (Portable Document Format) from the journal's Web site. It's a terrific and inexpensive compromise relative to purchasing a complete article that you'll potentially only read once and never reference again.

The Internet Archive

www.archive.org

As the Internet grows, old and abandoned sites are shed like snakeskin.

Why buy articles when you can rent them inexpensively via DeepDyve?

Google constantly improves its search tools so it can deliver relevant search results.

With the help of The Internet Archive, you can find old versions of many Web sites.

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Scambusters.org

Say No to *72

The scam: A terrible phone call to a Sioux Falls, SD, man tells him of a death in the family, asks him to call another number for details and to begin his cell phone call with the code *72. What this actually does is transfer all calls sent to the cell phone to the number the caller has given -- the scammer's own number.

The scammer then gives your number to his buddies anywhere in the world and they can phone him via your cell, with you picking up the charges -- and knowing nothing about it -- until you get your bill.

The solution: Don't use the *72 or any other forwarding code to forward calls to a number you don't know or recognize. You can enter *73 to clear call forwarding. (We're not sure if *72 and *73 are the forwarding codes for all cell phones. Check [your cell phone](#) manual or talk to your carrier.)

Cashing In On Tragedy

The scam: A sad story and a timely warning from the ever-popular classified ad site Craigslist. A guy raising money for a terminally ill parent tries to sell furniture and gets a reply offering to buy.

The "buyer" later says she's sent a check but it was for too much money -- so would the seller mind cashing it and sending back the difference? A wicked variation on the overpayment scam.

Solution: Never accept a check for more than the asking price and then give a refund. The original check usually bounces and you end up holding the bag.

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The Butterfly Site

By Amanda



Welcome to the Butterfly Site, where you'll learn everything you can imagine about butterflies, from gardening to biology, it's all here.

Gardening - This section will tell you exactly how to make a butterfly garden. From planting the right plants for both the caterpillar and the adult butterfly to up-keeping a butterfly garden. Did you know that those dreaded dandelions and clover, actually help attract butterflies? Who knew that weeds would be butterfly food?



Fun Facts - I love sites that have fun fact sections about whatever the site topic is. Did you know: Butterflies range in size from a tiny 1/8 inch to a huge almost 12 inches; Butterflies can see red, green, and yellow; Some people say that when the black bands on the Woollybear caterpillar are wide, a cold winter is coming.



Pictures - This section has a lot of pictures, obviously, but it also has great links to other sites with pictures. Like I found terrific wallpapers on the link called **Best Free Butterfly Wallpapers and Free Butterfly Screen-savers**.



The rest I leave for you to discover on your own. Check out these butterflies!

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

Do you have a cool, non-commercial site that you want to share?

Send it to Amanda at amanda@worldstart.com

Newsletter Editor: Pam Rihel using Microsoft Publisher, Corel Paint Shop Pro X3, CreatoCard 8.

This Month's contributors: Micky Knickman, Sandra Ruth, Kaye Coller, Pam Rihel, Carole Doerr, Don Hall, Brent Morgan, Sandy Berger, Penny Cano, Joseph Moran, Lynn Page, APCUG, **Wordtips.net**, **Exceltips.net**, Smart Computing Magazine, Microsoft Office art online, PC Computer Magazine, CPU,

Newsletter is now
Online
at
lccug.com/newsletters or lccug.com

Quick Auto Correct Tricks

AutoCorrect usually provides a helping hand by fixing common spelling errors automatically, but you can also use it to create symbols that spice up your document and can make it more accurate. For example, typing **(c)**, **(r)**, and **(tm)** create ©, ®, and ™ symbols, respectively. Typing --> or <-- creates à or ß symbols, respectively.

Skip A Bullet Or Number

There can be times when you're working with a bulleted or numbered list when you want to add a new line without tacking on a number or bullet. Perhaps you want to add a parenthetical note below an entry without making it part of your list. If you hold SHIFT and press ENTER, Word will add a new line to your list without a bullet or number. When you want to resume numbering or bulleting, don't hold the SHIFT key any longer.

Rapid Fire Zooming

You can save a lot of time zooming in and out of Microsoft Office documents if you have a mouse with a scroll wheel. When you have an Office file such as Word, Excel, or Publisher open, hold the CTRL key down. To zoom in, roll the scroll wheel forward and vice versa to zoom out.

Save Time By Saving All

The very nature of multitasking means having many documents and applications open at once. If you are working on more than one Word document, you can save them all at the same time using a keyboard shortcut. Hold the shift key and click the File pull-down menu. A new Save All command should appear; click this to save all the Word documents simultaneously.

Open In A New Tab

When researching on the internet for a project, it can be easy to just plow through Web page after Web page while you search. If you're using the latest version of a tabbed browser, such as Microsoft's Internet Explorer or Mozilla's Firefox, there are a few excellent and simple

ways to keep track of where you have been and the information that you do not want to lose. Often people will get distracted by a rabbit trail when researching a certain topic. Instead of clicking an interesting link and thereby navigating away from the page you were reading, right-click the link and select Open in New Tab. The new page will open but the old page will stay up as well so you can go back to it without having to hit the Back button on your Web browser.

Save The Page

If you're using Internet Explorer and you come across a Web page with information you want to preserve, there are two good ways to keep the information without having to use a Web browser to bring it back up. The first and simplest way is to print it; it never hurts to have a hard copy of information you need. Another method is to save the Web page as an .MHT (Multipurpose Internet Mail Extension) file, which is essentially just a snapshot of the page. In this format you can send the page to others or double-click on it to open it directly. To make a .MHT file from a Web page, click File, Save As, and in the dialog box be sure to select the .MHT file type. Tell the computer where to put the file and click Save.

Flash With Care

You may know that a firmware update may sometimes solve problems with your DVD burner and/or expand the list of blank media brands and speeds the drive supports. Just pay attention to the update instructions in the Readme file or on the download page. For instance, some LG drives require you to place them as the Master, and only, device on the IDE data cable during a flash update. Also, many firmware update utilities require you to turn off your antivirus, antispymware, and other security applications during the update process. Remember that if the flashing session fails or is interrupted, your DVD drive might be useless afterward, so follow the directions.

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