

Interface

Lorain County Computer Users Group
www.LCCUG.com info@LCCUG.com
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2014

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**Tuesday
April 8, 2014**

The Gift of Legacy: Who's Writing Your Story

Presented

By

Dr. Deborah Abbott



This presentation is in memory of
Suzanne Elizabeth Fagan Strick

March 12, 1934 - December 27, 2013



Raffle Items

Logitech Wireless Keyboard & Mouse
Galaxy S4 The Missing Manual (Book)
Double USB Wall Charger
Micro SDHC Card Reader



☺ Meeting in Amherst ☺

Meetings are held at
The Amherst Church of the Nazarene
210 Cooper Foster Park Rd. Amherst, OH
Doors will open at 5:30 PM, program starts at 6:30 PM

A Word From Our President



One of my first computers in the mid-1980s was a Tandy 1000 TX. The **Tandy 1000** was the first in a line of more-or-less **IBM PC compatible home computer** systems produced by the **Tandy Corporation** for sale in its **RadioShack** chain of stores. It was a DOS machine. Windows 3.1 didn't become available until the early 1990s and that was exciting. A graphical interface! So cool!

We've seen windows migrate through many versions and the very effective version of Windows XP became popular in late 2001. Then came the flaky Windows Vista and then Windows 7 which most became comfortable with. To compete with all the tablets and smartphones, Microsoft switched gears and produced Windows 8. This was radically different from earlier versions!

In the meantime, many people were quite comfortable with Windows XP. That's why Windows XP is still powering 37.19 percent of computers worldwide, according to a new batch of statistics released by market researcher Net Applications. This makes the aging product the second most popular operating system in the world, very close to Windows 7 that's still leading the charts with 44.49 percent.

But still, Microsoft has announced they will not support Windows XP beyond April 8, 2014. There would be no more updates and security protection!

One interesting concern with this decision is the effect on ATM machines. "Microsoft's 12-year-old Windows XP operating system powers 95 percent of the world's automated teller machines, according to **NCR**, the largest ATM supplier in the US. While the idea of Windows powering ATMs may surprise consumers, XP runs in the background powering the software that bank customers interact with to withdraw money. An upcoming Windows XP support change from Microsoft means ATMs will need to be upgraded and modified throughout 2014. **Bloomberg Businessweek reports** that the US has 420,000 ATMs, and the majority of them run XP and face a support cutoff from Microsoft soon. On April 8th, Microsoft plans to **end support for Windows XP**, leaving businesses still using XP, and 95 percent of ATMs, open to security and compliance risks."

.....That leaves thousands of machines running out-of-date software, with some companies opting to purchase custom support contracts with Microsoft to extend the life of Windows XP. **Bloomberg Businessweek reports** that JPMorgan is one such company buying a one-year extension ahead of its Windows 7 deployment."

But what about home users who can't buy additional support

LCCUG Officers For 2014

President	Sandee Ruth president@lccug.com
Vice President	Carole Doerr vp-programs@lccug.com
Secretary	Don Hall secretary@lccug.com
Treasurer	Micky Knickman treasurer@lccug.com
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Statutory Agent	Sandra Ruth statutory_agent@lccug.com
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Director of Advertising	Richard Barnett advertising@lccug.com
Director of Public Relations	Carole Doerr public_relations@lccug.com

or are not inclined to run out and buy a new computer – especially with the radically different Windows 8 that is on new machines.

I had one call from a member looking for help updating to the latest version of Internet Explorer on his Windows XP PC. It seems that IE won't support the latest version on XP. I suggested he start using Chrome to have an up-to-date browser.

Another caller was distraught because he could no longer update Microsoft Security Essentials to keep his Windows XP machine free of viruses. We suggested he use AVG or AVAST.

So this is a time of lots of changes.

PCWorld magazine has a useful article on the subject <http://tinyurl.com/okteuda>

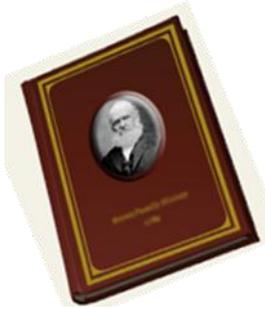
Consumer Reports also has an article on the subject <http://tinyurl.com/pzbv53v>

Sandee Ruth
LCCUG President

Tuesday
April 8, 2014

The Gift of Legacy: Who's Writing Your Story

By
Dr. Deb Abbott



This topic combines the use of various genealogical resources, computer websites and humor. It takes a serious look at what stories, feelings, etc., we want to leave to our descendants, and how to tell them.



Deb developed this subject to help people decide how they want to be remembered and to able to write their individual story in a very simple way. Deb Abbott has been a contributor to our club in the past and her programs are always extremely interesting and informative. Please join us for what promises to be a great program.

This presentation is in memory of
Suzanne Elizabeth Fagan Strick



March 12, 1934 - December 27, 2013



MEETING CANCELLATION NOTICE

When a meeting is cancelled, the notification will be on our Websites and emails will be sent out to our members.

Our Websites are: www.lccug.com
www.lccug.com/members

If you think the weather is too bad to drive in then don't try to come to a meeting that may already be cancelled. Please check your email boxes and our websites.

Thank You



Executive Board Meeting Minutes

MARCH 4, 2014

Attending were Sandee Ruth, Don Hall, Micky Knickman, Richard Barnett and Dennis Smith.

Micky will not be available for the next membership meeting. Sandee, Richard and Dennis will perform the electronic setup in the church.

Considerable time was spent discussing possible topics and presenters for the 2014 general meetings.

Dennis was authorized to purchase up to \$100 worth of prizes for the software/hardware raffle. We have \$34 available at Staples from ink recycling.

Dennis submitted a list of prizes for the March 11 meeting. List approved.

The board felt the Skype presentation at the last meeting was well received. We will look for additional Skype programs.

Micky moved, Richard seconded the meeting be adjourned.



General Meeting Minutes

MARCH 11, 2014

President Sandee Ruth called the meeting to order. A motion to accept the minutes as shown in the February issue of the *INTERFACE* was made by Carole Doerr, seconded by John Dunn. Motion passed.

Sandee informed members of the meeting April 8th on genealogy by Dr. Deb Abbott.

A two page handout was given to attendees prior to Sandee's presentation "Cool Library Services". It listed 9 area libraries and which of the 29 internet services she was going to present were available from each library.

She then mentioned you may get a library card from any and all public libraries in Ohio, however you may have only one Cleveland Card in your name. Sandee explained all 29 internet services.

There was no winner in 5 draws for the attendance raffle. Ray Stevens won the rollover raffle (the Joker was not picked), Janice Burkin won the software/hardware raffle.

Don Hall moved, Dennis Smith seconded the meeting be adjourned.



LCCUG Members Page

Don't forget to check the Members' page for up-to-date information about programs & events:



<http://www.lccug.com/members>



Association of Personal Computer User Groups



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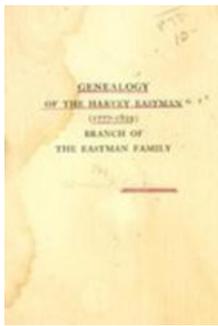
210 East Second St., Elyria 44035



Pam Rihel prihel1947@gmail.com

Dick Eastman <http://www.eogn.com>.

You Can Download 83,947 Genealogy Books Free of Charge



You can keep a huge genealogy library in your own home. You don't need to purchase bookcases or build an addition onto the house. You can keep the entire collection in your computer or even in a handheld Kindle, iPad, or similar device. Actually, you don't have to keep a local copy at all, as the entire collection is available online, and you can retrieve the books

of interest at any time.



Several organizations have been digitizing old genealogy and family history books for several years. The number of available books is still growing daily. Perhaps the largest such collection is available in Archive.org's genealogy collection.

Available items include books on surname origins, vital statistics, parish records, census records, passenger lists of vessels, and other historical and biographical documents.

Archive.org never charges for any of its holdings. You are free to read, download, print, and enjoy anything and everything available at Archive.org.

Archive.org, a division of the Internet Archive, is a 501 (c)(3) non-profit organization that is building a digital library of Internet sites and other cultural artifacts in digital form. Archive.org receives in-kind and financial donations from a variety of sources, including, but not limited to the following: Alexa Internet, the Kahle/Austin Foundation, the Alfred P. Sloan Foundation, the William and Flora Hewlett Foundation, and [you](#). More than 3 million users access Archive.org every day.

When preparing this article, Archive.org listed 83,947 items in its genealogy collection. That number grows every day or so and may be a bit larger by the time you read these words.

The images included in this article were taken from one of the genealogy books in Archive.org's collection. These images serve as typical examples of the items you can retrieve from Archive.org. Click on any image here to see a larger example.

Many of the items were scanned at Archive.org's headquarters in San Francisco, but these are supplemented by digitization projects of several other participating organizations, including the following: the [Allen County Public Library Genealogy Center](#) in Fort Wayne, Indiana; the Robarts Library at the [University of Toronto](#); the [University of Illinois Urbana-Champaign Library](#); [Brigham Young University](#) in Provo, Utah; the [National Library of Scotland](#); the Indianapolis City Library's [Indianapolis City Directory and Yearbooks Collection](#); The Leo Baeck Institute Archives of German-speaking Jewry, [Leo Baeck Institute Archives](#); and the [Boston Public Library](#).



The books and other items are presented exactly as they were printed or written—without any additional indexes. For instance, images of census records are available although you cannot simply enter a name to search for a single entry. You can only search census records by finding the town or city of interest in the printed index, and then manually "turn the pages" of the images with a mouse-click as you

look at the records, page by page.

You can view the book images on your computer's screen or download the files in PDF format, EPUB format (used on many ebook readers, including iPad and Android tablets), Kindle format, and several other formats as well. Files may be downloaded using HTTPS secure file transfers, commonly used in many web sites as well as by Torrent downloads, which are more efficient and place much less of a load on Archive.org's servers. Once you have downloaded and saved the file (s), you can keep them as long as you wish and read them at any time on your computer's or ebook reader's screen. Should you wish to do so, you can even print the books on your local printer. I would never waste that

(Continued on page 6)

(Continued from page 5) Dick Eastman

much paper when I can already read the books on-screen but I do realize that some people will do so.



(Notice the man repairing the porch roof in the above photo.)

The Archive.org genealogy collection is divided into several sub-collections, including:

[United States Census](#) - 23,609 items
All images of all U.S. Census records

[Compiled records of military units in volunteer Confederate organizations](#) - 536 items
Collection of compiled records showing service of military units in volunteer Confederate organizations.

[Compiled records of military units in volunteer Union organizations](#) - 225 items
Collection of compiled records showing service of military units in volunteer Union organizations.

[Eastern Cherokee applications of the U.S. Court of Claims](#) - 347 items
Collection of Eastern Cherokee applications of the U.S. Court of Claims.

[Family Genealogy](#) - 2,203 items
A collection of family genealogies.

[Passenger and Crew Vessel Lists for New York, NY 1897-1957](#) - 7,126 items
Passenger and Crew lists for vessels arriving in New York, New York 1897-1957.

[Passenger Lists of Vessels for Baltimore and Philadelphia](#) - 634 items
Passenger lists of vessels arriving at Baltimore and Philadelphia.

[Passengers arriving in the St. Albans, VT District](#) - 1,026 items
Collection of passengers arriving in the St. Albans, VT District.

[Passport Applications, 1795-1905](#) - 695 items
Passport applications from 1795-1905. Microfilm contributed by Allen County Public Library Genealogy Center.

[Records of the field offices for the Bureau of Refugees, Freedmen, and Abandoned Lands](#) - 450 items

[Records relating to War of 1812](#) - 456 items

[Registers of Births](#) (does not include U.S. Census) - 3,553 items

[Veterans Administration Pension Payment Cards - Microfilm](#) - 2,544 items
This is the collection page for the Veterans Administration Pension Payment Cards.

[United States Commission to the Five Civilized Tribes](#) - 493 items
Collection of documents from United States Commission to the Five Civilized Tribes.

[War Records](#) - 44 items
Collection of lists of soldiers and participants in American wars.

Archive.org may be found at <http://www.archive.org> although a more direct link to the genealogy and local history collection may be found at <https://archive.org/details/genealogy>.

Do you have comments, questions, or corrections to this article? If so, please post your words at the end of [this article in the Standard Edition newsletter's web site](#) where everyone can benefit from your words. You might also want to read comments posted by others there.

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10 Actions to Avoid Medical Identity Theft

A united effort has been launched to tackle medical identity theft, which now affects almost two million Americans every year.

Public and private sector organizations, consumer groups and medical agencies have joined forces under the umbrella of the Medical Identity Fraud Alliance (MIFA) with the aim of tackling this insidious crime -- but it's an uphill battle.

So, what do we mean by medical ID theft?

This is how the Federal Trade Commission (FTC) describes it: "A thief may use your name or health insurance numbers to see a doctor, get prescription drugs, file claims with your insurance provider, or get other care.

"If the thief's health information is mixed with yours, your treatment, insurance and payment records, and [credit report](#) may be affected."

We've written about it before in our article [Medical Identity Theft: A Scary Form of Identity Theft Few People Even Know About](#).

But the scale of the problem is rapidly rising.

Research findings published towards the end of 2013 by MIFA and the well-respected Ponemon Institute showed that the number of people in the United States impacted by the crime jumped from 1.52 million in 2012, to an estimated 1.85 million -- an increase of around 20%.

The study also showed that half of all [survey](#) respondents did not take any steps to protect themselves, mostly because they didn't know how to.

Says MIFA: "Few people think of themselves as having a medical identity and thus the idea of someone stealing their medical identity is not even on their radar screen.

"For example, if you ask someone what steps they would take to reduce the chance of identity theft if they lost their wallet, they would tell you that they would cancel their credit cards, contact their bank if they have a debit card and apply for a new driver's license.

"Rarely, would they mention alerting their health insurance company to take measures equivalent to canceling a credit card. What the public does not yet realize is its medical identities have a significant street value and that a nefarious individual can easily gain access to medical

services through the use of their stolen medical identity, the result of which can cause them great harm."

Another interesting finding was that a sizeable proportion of incidents -- 30% -- were actually perpetrated by the "victims" themselves, through sharing their medical insurance details with friends and family.

Even so, the majority of victims were genuine, losing their medical ID information through theft by family members, insiders (people within the health industry), phishing and hacking of records.

The study says the average cost to those who were out-of-pocket as a result was \$18,660. And repairing the damage caused took up to a year, although in some cases victims were never able to fully put things right.

The FBI reports that, overall, healthcare fraud in the United States costs us -- the taxpayers -- \$80 billion a year.

What You Can Do

While there's a lot that service providers and others who have access to our protected health information (PHI) can do to tackle medical ID theft, there's plenty that we as individuals can do too. For example:

1. Always check statements from your health insurer, including Medicare. Don't ignore them just because you owe nothing.
2. Carefully read the explanation of benefits (EOB) in statements and contact your insurer if there's anything that doesn't look right -- including the amounts billed even for treatment you received.
3. Be alert for other signs like bills for services you haven't had, unexpected notification that you reached your benefit limit or denial of claims for a condition you don't have. Don't share your medical insurance details with anyone else, including friends and extended family members. If you do intentionally share, so they can use your insurance, you're breaking the law.
5. Don't be tempted by offers of "free" medical services that involve giving your insurance details to providers you don't know.
6. Don't assume that a caller (on the phone or at your door) is who they say they are. ID thieves may pretend to be from health insurance companies. Ask for their credentials and say you'll get back in touch. Then independently check them out.
7. Protect your insurance card the same way you would your credit cards and report any theft or loss immediately to your insurance company.
8. Shred medical and insurance documents once they are no longer needed. Don't just toss them in the gar-

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(Continued from page 7) 10 Actions to Avoid Medical Theft

bage. Learn more about shredding in our article, [Shredding: A Key Weapon in Your Document Security and Identity Theft Prevention Strategies](#).

9. Even when you know you're dealing with someone you trust, make sure you know (i.e., you have read) their privacy policy, and find out how they store and share your PHI. The same goes for dealing with providers and insurers online.

10. Ask for a copy of "accounting of disclosures" from each of your medical services providers. It shows who they sent copies of your medical records to. You're entitled to one free copy per year.

Finally, educate yourself more about the risks of medical ID theft.

Visit the MIFA website at www.medidfraud.org. Among other things, you'll find a list of members and links to download a whitepaper published in 2013, highlighting the growing risks of this crime.

Also, read the FTC's guide, [Medical Identity Theft](#). It'll also tell you what to do if you discover your information has been stolen, wrongly recorded, or otherwise compromised.

An important point to remember is that medical insurance does not usually come with the same benefits as credit and debit cards.

With cards, you're usually not responsible for fraudulent use after theft. With medical identity theft, you could end up badly out of pocket.

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Portable Digital Storage



By Richard Durand, President, Wisconsin All Computer Users Club December 2013 issue, WAUC Talk
www.wauc.info rgdurand@yahoo.com

When I first joined WAUC in 1995, I noticed that some members would always come prepared to meetings and events with some 3.5" floppy disks. These disks were very useful for passing along or receiving files of photos, documents, and even programs. The 3.5" disk had a larger capacity than the previous 5.25" disks but wasn't much more reliable. I remember having a lot of problems getting these disks to be recognized in disk drives. Still, when they worked, they worked very well. They were relatively portable and handy to have along anytime one was out and about.

Of course, for portable storage, floppy disks have long been replaced by USB flash drives. When these were first available, they were incredibly expensive and by today's standards their memory capacity was very small.

I am now embarrassed to reveal how much I paid for my first USB flash drive (which I still have somewhere). It was a lot. But as I think back on it, I carried it around and used it for a long time and it's one of the things I can say I really got my money's worth for. All the other much smaller and slower items of computer equipment at that time cost a lot more also.

Today, USB flash drives are much more affordable and come with unbelievable memory capacities. If you don't have one, this is a good time to pick one up. I have found that for something to carry around, the most affordable ones with the smallest memory sizes are the best. For most purposes, one doesn't need that much memory and if one should lose a flash drive, something almost inevitable with something so small, one hasn't lost that much value.

If you get a chance, pick up an extra one to have as a backup in case you lose the one you already have. And as another precaution, transfer the files on your flash drive to your regular computer as often as possible.

There is now an even smaller and handier form of portable storage available, the SD memory card. These were first used as portable memory for digital cameras. To transfer photo files to a computer one had to connect the camera or an external card reader to one's computer. For some time now, computers, laptops, the new tablet and e-reader products sometimes come with a built-in slot for SD memory cards. If yours has an SD

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Shred Day & Food Drive

FREE to Lorain County residents - **bring ID**
Limit 5 Boxes or 5 blue grocery bags per vehicle
DO NOT exit your vehicle

When: Saturday April 19th
Time: 9:00am—Noon
Where: 540 South Abbe Road, Elyria
Collection Center—parking lot

Partnering with Second Harvest Food Bank. Please bring a **non-perishable item**. The District will have its “CAB” onsite to fill with the donated



Most Needed Food Items:

Cereal ~ Peanut Butter

Canned goods:

Tuna ~ Soup

Beef Stew ~ Vegetables

This event is sponsored by the Lorain County Board of Commissioners
& Business Records Management



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. – 7 p.m. + Weekends
General Software Configuration, Hardware Installation,
Basic to Advanced Windows

Lou Koch

lkoch@centurytel.net
Microsoft Office: Excel, Word, PowerPoint, Publisher, Access, & Outlook, Basic to Advanced Windows

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
Basic Word Processing, Windows, & Web Design
Advanced Internet

Pam Casper Rihel

440-277-6076
6:00 p.m. to 10:00 pm Monday thru Thursday
Genealogy help
prihel1947@gmail.com

If any of our members are interested in helping other users with what programs you are adept at, please contact any of our officers with you name, what program or programs you would be willing to give help with, you email address and or phone number and when you would like to have them call you. Thanks

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

This Month's contributors: Micky Knickman, Sandra Ruth, Pam Rihel, Carole Doerr, Don Hall, Dennis Smith, Leo Notenboom, Dick Eastman, Richard Durand, Bill Sheff, Cal Esneault, Phil Sorrentino, WorldStart, Scambusters, APCUG,
Microsoft Office art online,
Newsletter is now
Online at
lccug.com/newsletters or lccug.com

LCCUG ONGOING WORKSHOP

ALL ARE FREE AND OPEN TO THE PUBLIC

Problem Solving Workshop

Date: Tuesday - April 15, 2104

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 anytime before 7:30 pm for assistance from Micky, Neil or other knowledgeable members.

Computer Club News



Don't Forget to Bring in Your Used Ink Cartridges

LCCUG is collecting empty ink cartridges.

Our Club is recycling used ink cartridges and using the rewards we earn to buy more prizes for the club raffle.

If you have empty ink cartridges laying around, please bring them to our meetings and any officer will gladly take them off your hands.

Recycle & Help Our Club, Too!

MEMBERSHIP WITH LCCUG:

Yearly dues are \$25.00 For more information, contact:

Dennis Smith
Director of Membership,
membership@lccug.com.

Directions to Meetings:
A map and directions to our meetings can be found on our Members' web page:

www.lccug.com/members. Just click on the link
"Meeting Locations & Directions"



The Lorain County Chapter of OGS

is having it's next meetings on :

April 14 - Unlocking the Keystone State: Key Resources and Repositories for Pennsylvania Research - Chris Staats will help researchers overcome some of the challenges of finding their Pennsylvania ancestors.

LOCATION

North Ridgeville Library, 35700 Bainbridge Rd. North Ridgeville, Oh/0. Meetings are free and open to the public. Social time is at 6:30 PM and the program begins at 7:00 PM.

Jean Copeland: jcopeland1975@gmail.com. or
Pete Hritsko: hritsko@centurytel.net

(Continued from page 8) Portable Digital Storage

card slot, go ahead and take advantage of it and if not, look for this feature in your future computers and devices. An SD memory card can hold all the different files a USB flash drive can including documents and music files, not just photo files. It is even smaller and easier to carry than a USB flash drive and also easier to lose. One might want to carry it in one of those little plastic cases they sometimes come in. The same advice for USB flash drives applies to SD memory cards also. To be prepared for anything, you can have one of each on you.

USB flash drives and SD memory cards are so small, portable, and useful that you may find yourself with a lot more than you ever expected to have. I'm sure a lot of members have been using these items as portable storage for a long time already. This column is just a way of saying how practical we are.

Computer Systems Unlimited, Inc.

We are a full service computer/peripheral sales and repair Company specializing in custom built Pc's, network design, software integration, and everything in-between. We are located in the small college town of Oberlin, Ohio, and for fourteen years have been providing unrivaled service to home users, small and large businesses all over Ohio as well as State and local government agencies. All of our systems and networks are tailored to meet the individual needs of our customers.

Onsite service and repair for all networks and systems, In house service and repair, Pick up and drop off, Printer repair and cleaning, Laptop repair, Software troubleshooting, Custom designed networks and pc's, MAC repair, Parts replacement & Expert advice and support and Data Recovery.

*** Computer Systems Unlimited is happy to offer a 5% discount on all computer systems ordered by LCCUG members.**
*** Computer Systems Unlimited will also offer a free computer diagnostics check, (a \$25 value), for all LCCUG members.**

Visit our web site at www.csuoberlin.com for more of what we can do.

Store Hour Monday 9-5:30 - Thursday 9-5:30 - Friday 9-5 - Saturday 9-1



Interesting Websites:

<https://www.facebook.com/groups/loraincountyeverything/>

It is great for buying and selling items within the county.

<https://www.donotcall.gov/> for unwanted phone calls

<http://www.redcross.org/> for Red Cross classes of all kinds

<http://ecosalon.com/20-unusual-uses-for-everyday-herbs/>

<http://www.loraincounty.com/> what's going on in Lorain County (which includes LCCUG)

Genealogy Websites Of Interest



Civil War Websites:

American civil War Museum of Ohio
<http://www.acwmo.org/index.html>

Civil War Archives, Regimental Index
<http://www.civilwararchive.com/regim.htm>

Civil War Home Page
<http://www.civil-war.net/>

Ohio in the Civil War
<http://www.ohiocivilwar.com/>

Ohio's Veterans Home's
http://dvs.ohio.gov/veterans_homes.aspx

Soldiers and Sailors Database, National Park Service
<http://www.nps.gov/civilwar/soldiers-and-sailors-database.htm>

U.S.C.T. Buried in Ohio, African American Soldiers in the Civil War
<http://usctohio.org>

Veterans Administration Pension Payment Cards 1907-1933
<http://www.archive.org>

Rutherford B. Hayes Presidential Center
<http://www.rbhayes.org/hayes/civilwar/index.asp>

The Tip Corner



Bill Sheff, Novice SIG Coordinator, Lehigh Valley Computer Group, PA December 2013 issue,
The LVCG Journal
www.lvcg.org nsheff@aol.com

How Often Should I Shut Down My Computer?

This question comes up quite often. Unfortunately there's no easy answer. Are you concerned about your electric bill? How important is it to have immediate access to your computer? What about your own personal preference?

Electricity Costs vary based upon how many watts of power your computer uses as well as what the local utility charges per kwh. Some say it costs roughly \$25 per month, however I do not think it actually runs that high. But if conservation and economics are important to you shut it down each night.

Wear and Tear does play a part, however today's hard drives usually stop spinning when idle and fans don't work as hard in sleep mode.

Many Processes continue to run which has the potential to cause memory losses. The bottom line? When I researched this tip the suggestion was to shut your computer off when not in use. However, I very seldom shut my computer off. I put it into sleep mode before I go to sleep. So I guess this tip was not too helpful for most of you. But just be aware there are many different opinions out there, so no matter what you do, some will agree and others won't.

Laptop Abilities

Here are a few items you might want to consider when searching out your next laptop. By this time we know that Windows 8 is here and alive and well. But if you still prefer the Windows 7 look Classic Shell and Pokki are two apps that will give you that comfortable Win7 look. And speaking of apps you can get an app that turns your laptop camera into a surveillance system that will automatically start recording when someone enters the room, or even set it up so you can turn on your camera from a remote location and view a live feed.

You can also download a face recognition app, which uses the camera to scan your face during startup to ensure that it's really you who is logging on to your machine. But, while this is more fun than punching in a password, it's a little less secure. Holding a photograph of you in front of the computer would work. There are other apps that can turn your laptop into an easy-to-use photo booth. Look for one that lets you accessorize portraits with digital costumes, add thought-bubbles, and even alter the color to make the photos look old-

fashioned. These apps and software are usually not pre-installed, so until you download them, your camera will be less functional.

Many of the laptops, and all the tablets utilize a touch screen. There are finger and hand-swiping commands to be learned. Different brands can have different movements, so look them up to learn how to switch between programs and windows, shrink and zoom in, drag-and-drop, and more. Lenovo's 10-point multi-touch displays offer a wide-range of intuitive gestures that use up to all ten of your fingers. And, if you have Windows 8, you can use Customized Flicks to create your own touch screen commands.

Look for a laptop that has as a minimum an HDMI port, USB drives, headphone output, microphone input, and a DC-in. An SD card reader slot would be useful also, however USB connections could do.

If your plans also include an external USB3 device you want your new laptop to come with a USB 3.0 port. Data transfer is up to ten times faster with a USB3. And you may want to see if there is a firewire port so you can hook up digital cameras. But whatever they have, take a few minutes to familiarize yourself with all its capabilities.

You might have noticed I did not comment whether it should be a Mac or PC. Today both contain almost all the programs you need. The cost of a Mac and associated programs are usually more expensive than the PC. This is because there are a lot more PCs out there which make it cheaper per unit. Most young people prefer the Mac, but that is because of the great marketing job done by providing Macs in the schools. If your laptop is also going to be used in business, it should be compatible with the equipment at the office.

CTRL + ALT +DELETE

Occasionally a program gets stuck. It stops working and will not close no matter what you do. The answer is CTRL + ALT +DELETE. This opens a window with a few options: Lock, Switch User, Log Off, Change Password and Start Task Manager. The Task Manager will show all programs that are in use. Sometimes you can see that a program is not functioning if it says 'not running', however it might show that the program you are having trouble with is still running. This can be true or not. It could be hung up in a memory loop, or really just taking a very long time to respond. In any event you can just highlight the program you are having trouble with and click on End Task, and the program will be shut down. Using the Task Manager means you do not have to shut down the computer in an incorrect manner.

(Continued on page 13)

(Continued from page 12) Tip Corner

CryptoPrevent (4.2.4)

There is a bad program going around called Cryptolocker which locks up your files and you can only unlock them by paying money. CryptoPrevent is a tiny utility to lock down any Windows OS (XP, Vista, 7, 8, and 8.1) to prevent infection by the Cryptolocker malware or 'ransomware', which encrypts personal files and then offers decryption for a paid ransom.

Additionally, due to the way that CryptoPrevent works, it actually protects against a wide variety of malware, not just Cryptolocker!

You can get it here: <http://www.foolishit.com/vb6-projects/cryptoprevent/>

This tip was provided to me by one of my readers. Thanks.

Has Your Browser Been Hacked?

Many of you have noticed that without warning a new toolbar appears in your browser. Or when you click on a site you get misdirected to another site touting some product.

Since there is no such thing as a free lunch and many legitimate companies are allowing this to happen, what can we do to minimize this unwanted intrusion.

Some times this comes from a cookie or temp file that ended up on your computer due to a casual click in a site. More often than not it appears when you are installing an update from a legitimate program. In more simpler times when an update is downloaded all we had to do is install it normally. We never thought of clicking on the custom update button. But that is what we have to do. If we click on the normal update button, bundled with the update are all the Advertising, Loading toolbars, Redirection, and other marketing tools. Sometimes the boxes to add toolbars are shown in the opening screen, but more and more they appear within the custom install and there we are able to decline to add those pesky toolbars. So what you have to do is read everything you upload. The advertising media is big money and doesn't seem to be going away soon.

Fortunately, most of these marketing bullies can be uninstalled or deleted quite simply. So if you see some new icons show up in your browser, try to figure out what they are. Depending on your browser, there should be a section on "add-ons". Visit that and see if some strange toolbars are installed there. And go to the Programs and Features in the Control Panel to uninstall. Just remember: it is all about money.



Why Can't I Connect To Neighbors WiFi?

Wednesday, March 26th, 2014 by [cynthia](#) | Filed Under: [Android](#), [Quick Tips](#)

Barbara from San Angelo, Texas writes:

Recently bought a Kindle HDX – tried connecting to my neighbors WiFi using her password and it wouldn't work. Was there something else I should have done? Her site showed up when I turned it on, but it wouldn't connect.



Barbara, make sure that WiFi is turned on under settings and that Airplane Mode is turned off. If that's as it should be, I'd suggest checking with your neighbor to make sure she hasn't changed the password since she shared it with you and that you are typing it exactly right. It's also possible that the network you are attempting to log onto isn't your neighbor's network, but belongs to another neighbor. So, make sure you're trying the correct network.

Also, just because you can see the network, doesn't mean the signal strength is strong enough to connect. You may just be out of range. Your best bet for a reliable connection is to set up a router in your home.

~ Cynthia

Tags: [android](#), [Kindle Fire HDX](#), [router](#), [tablet](#), [wifi](#)

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Is OpenOffice a Viable Alternative to Microsoft Office Applications?

Depending on how you will need to use your word processing program, you may be able to find a good alternative to Word in free software.

I was thinking about purchasing Microsoft Word, which I had on my last computer. I need it occasionally to make lists, etc. I think it costs around \$100 or perhaps even less. I don't need Office, etc., just Word. I happen to read this article on [freebies](#) and it mentioned something called Open Office. So, I need your suggestion. Is this something I should download or am I better off purchasing Word? I assume that Open Office works the same as Word.

Open Office can be a really effective replacement or alternative to Microsoft Word and even some of the other Microsoft Office applications; but it really depends on exactly how you use those applications, and even more importantly, perhaps, who you might be sharing your documents with.

Open Office Suite

Open Office, and the similar Libre Office, are completely free suites of programs. (Libre is what's called a "fork" of Open Office. It was created some years ago, mostly due to organizational politics as I understand it.) Both are good, though their feature sets have diverged somewhat over time. I'll use the phrase Open Office from here on, but my comments apply to both Open Office and Libre Office.

They each include a word processor comparable to Microsoft Word, a spreadsheet comparable to [Microsoft Excel](#), presentation software comparable to Power Point, a database comparable to Access, as well as drawing and math equation tools similar to what's included in Microsoft Office.



I say comparable, because of course they are not exactly the same. Open Office will look and feel different than Microsoft Office. The fundamental concepts are all the same, but the design of the user interface will have components in different places. That may or may not matter to you.



Open Office will probably not have all of the advanced features that Microsoft Office has. Exactly what those missing features might be will vary over time as both suites [continue](#) to change and grow. If you never use those advanced features, this may not matter to you at all.

Compatible, but not

Open Office can, in fact, read and write documents that were created with Microsoft Office. On the surface, that would imply that you can happily exchange documents with people that use Microsoft Office.

But here-in lies perhaps what I would call the biggest issue with Open Office: the document you create in Open Office may look different when it's opened in Microsoft Office. The programs are compatible with each other in that they can both read and write the same file formats, but in practice, they are not identical. Formatting differences are very common when you exchange documents between the two. If that matters to you, then Open Office may not be the best choice.

One other thing Open Office has going for it, of course, is cross-platform support. It's the only solution on Linux, and often comes as part of a Linux distribution. And of course, it's available for both Mac and PC. And all of the versions are identical.

And as you know, it's completely free.

An alternative? It depends

Is it a suitable alternative? Well, again it depends really on your needs.

If your needs are basic to moderate in complexity, and visual compatibility with Microsoft Office isn't really a concern for you, then it could be a very good and clearly inexpensive alternative. Unfortunately, if you're a Microsoft Office power-user, or you expect to use Microsoft Office add-ons, or you need to exchange high-fidelity documents with other Microsoft Office users, then typically only Microsoft Office will do.

Read more:

[What's a good alternative to Microsoft Office?](#) If all you want to do is create and view some simple office documents, open source software is a great tool to use.

[How do I get Office if I'm on dial-up?](#) Software packages, more and more, are coming as large download files – I wouldn't even attempt to do it on dial-up! There may be a few options for you that will work.

[Is the Office 2013 subscription really worth it?](#) When Microsoft Office included the Office 2013 subscription on Windows 8 as something that home users could purchase, I had the same reaction. Then I did the math.



Working with PDF Files

By Cal Esneault, Former President and leader of many Open Source Workshops & SIGs, Cajun Clickers Computer Club, LA December 2013 issue, Cajun Clickers Computer News
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The Portable Document Format (PDF) file format is used extensively to pass documents between people and organizations that use different computer hardware and operating systems. Introduced as a proprietary format in 1993 by Adobe Systems, it was released as an open standard in 2008. With rare exception, if you have a PC you can read a PDF file (for example, Adobe Acrobat Reader for Windows OS). If you produce a document with almost any word processor, you can export a PDF version so that a recipient doesn't need to have your specific software to access it. As you browse the Internet, you will find many supporting documents are in PDF format for you to print them or for you to read them on an electronic display.

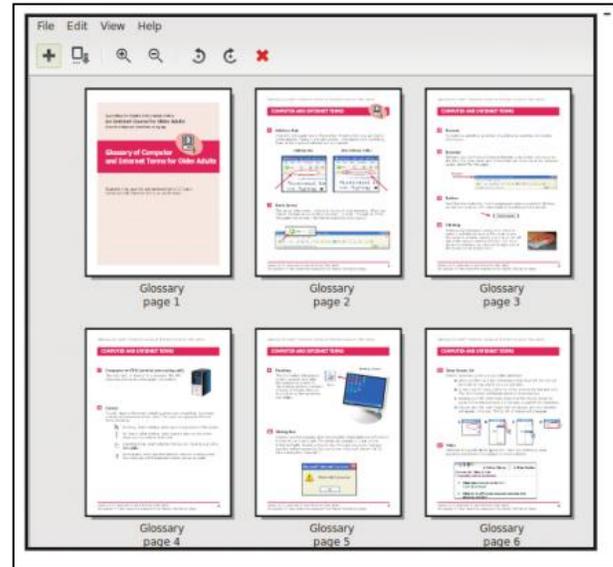
Although PDF files are easy to create and read, editing PDF files is more complex since the default is to produce a read-only file. You can usually copy text or images and paste them as components into other document software. However, many times we want to extract whole PDF pages without having to reformat the results after pasting smaller parts. PDF Shuffler, a small python-gtk open-source program for Linux, is a great method to easily rearrange, split, or merge pages from PDF files.

As an example, I downloaded a 14-page PDF file from federal government resources titled "Glossary of Computer and Internet Terms for Older Adults" and a 1 page PDF File titled "Basic Computer Technology" from the New York State Library. After starting PDF Shuffler, added and joined both files by hitting the "+" icon.

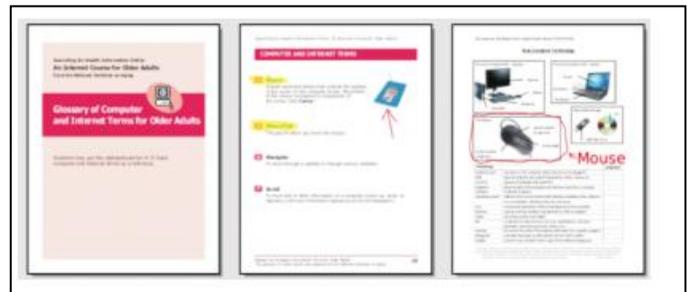
The following image is a screenshot of PDF Shuffler displaying the first 6 pages of the combined file. You can then select any page and delete it. Pages can be rearranged by a "drag-and-drop" mouse action.

I removed all but pages 1 and 10 from the "Glossary" file and left the single page from the "Technology" file. I next saved the 3-page result as a single PDF file with a new unique name. This shorter customized

version can now be sent to a recipient with just the specific information I desired. The simplicity of PDF Shuffler is its greatest attribute.



Although you may not want to change the content on a PDF page, you may want to draw attention to specific points. Xournal is a Linux application for taking notes or sketching with a stylus. It also has an "Annotate PDF" feature. Within Xournal, select a PDF file to annotate. You are then able to add a layer of lines or text above the original page. Below is a view of the saved version of the customized PDF file described previously? Yellow highlighting, arrows, and text were added to accentuate points about a computer mouse.



For filling out PDF forms, flpsed is an even simpler program for Linux systems which only inserts text.

The programs mentioned here are available in the repositories for many Debian-based distributions, such as Ubuntu or Linux Mint. Give them a try next time you are working with a PDF on your Linux box.



Chromecast – Watch On-line Entertainment on Your Big Screen TV



By Phil Sorrentino, Past President, Sarasota PCUG, Florida
December 2013 issue, PC Monitor
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Chromecast is a new device from Google, aimed at getting your on-line entertainment on to your living room TV (or any TV with an HDMI input). For video streaming, Chromecast may be similar to AppleTV and Roku devices, though I haven't used either of these. Chromecast is an exciting device for both consumers and developers alike, because it offers a new, inexpensive (\$35) and simple way to stream entertainment from a Website or a computer to your living room big screen HDTV. (By the way, a less elegant way to accomplish this is to connect your TV directly to your computer, via HDMI, and then go directly to the websites with the computer. This is not usually convenient because of the locations of the computer and TV and the cables and wires needed to set this up.) Chromecast is small and it plugs directly into the back of your TV, keeping it completely out of sight.

Wikipedia adds: "Chromecast is a digital media streaming adapter developed by Google. The device, a 2.83 inch dongle, plays audio/video content on a high-definition television by streaming it via Wi-Fi from the Internet or local network. Users select the media to play on their television from the Google Chrome web browser on a personal computer or from a supported App on their mobile device."

Chromecast's basic features are as follows:

- 1080p output video resolution
- Wi-Fi 802.11b/g/n
- USB powered
- Compatible with Android and iOS devices

The minimum system requirements needed to take advantage of Chromecast are as follows:

- HDTV with HDMI input
- Wi-Fi 802.11b/g/n network

For use with a Tablet or Smartphone:
Android OS 2.3 and higher
Apple OS iOS 6 and higher

For use with a computer:

- Windows 7 and higher
- Mac OS 10.7 and higher

Chromecast works with devices you already own, including Android and Apple tablets and smartphones. It also works with the Chrome Browser for Windows and Mac. A Browser, with the Chromecast extension, allows you to send the contents of a "Browser Tab" to your HDTV allowing you to experience photos, videos, and music on your HDTV. It turns any TV with an HDMI input into a smart TV, albeit only as smart as the Chromecast device

Chromecast allows you to view on-line entertainment on your living room HDTV; however, currently it seems to be limited to Netflix, Hulu plus (not Hulu), YouTube, Google Play TV & Movies, and Google Music. Indications are that many others such as Pandora, HBO Go, Vimeo, and Redbox, are in the

pipeline. You will need an account with any of the pay services, such as Netflix or Hulu plus (YouTube is free, so far).

Chromecast is packaged in a very neat, compact box. Included in the box are the Chromecast device (it looks like a flash memory device with an HDMI connector), an HDMI extension cable (for hard to reach HDMI connections), a micro-USB to USB cable (to supply power to the device), a power supply adapter (if a convenient USB port is not available), and a tiny 14 page product information pamphlet. The "Getting Started" directions are printed on the inside of a swing-out cover and are clear and simple. Chromecast plugs into your TV's HDMI port, while the power is supplied by connecting the device's micro-USB port to a USB port, on the TV (if available), or to the external power supply that plugs into ac power (recommended). Because Chromecast accomplishes its magic using your Local Area Network, aka Wi-Fi, you will need to enter the password to your Wi-Fi network during the setup process. The Setup, in a nutshell, is simply, Plug the device into your TV, Connect it to your Wi-Fi, and let it do its thing. The setup is really easy to do and it took only a few minutes, although the TV screen did go dark for a few tense moments while the Chromecast was rebooting leaving an uneasy feeling until the "ready to cast" screen appeared. Once Chromecast was "ready to cast", streaming from an Android tablet or the Chrome browser was easily accomplished.

(Note: It is a good idea to follow Google's directions to download the Setup App on to your mobile device first. With this done, setup was very easy.)

Google's uses the term "cast" to indicate streaming. The "cast" icon appears in the tablet App or in the Chrome browser in order to enable "casting" to the Chromecast device. The "cast" icon is a rectangle with a symbol in the lower left corner that looks like a Wi-Fi symbol.

Using a tablet, the Chromecast App is used in conjunction with YouTube (or other Chromecast enabled App, such as Netflix). After you start YouTube (or Netflix) on the tablet, touch the "cast" icon towards the top of the screen. A window will open to allow selection of the tablet display or the Chromecast device (that has been discovered). Select the Chromecast device and the YouTube video will be shown on the HDTV hosting the Chromecast device. The tablet acts as a controller to direct the video/audio from the source to the Chromecast device for use on the TV. Could it be any easier? (Return to this window to return YouTube back to the tablet display.)

Google has set up a website at <https://support.google.com/chromecast/> for product information and it includes some very good directions for using Chromecast. This site is a very good Help resource for getting started with, using, or just learning about Comcast's capabilities.

Google has indicated that YouTube, Netflix, and Hulu Plus are just the beginning. Many others have voiced their support, and many independent developers have started to develop Apps for this new device. It's only a matter of time before Chromecast has many new uses.