

ACPCUG

April 2000

From The Dealsguy, Bob Click, Greater Orlando Computer User Group

I'm having a disagreement with Best Buy and informing you of it to make you aware of things you "aren't" told in a sales pitch. In other words, read what they say they are giving you.

Several months ago I purchased a new laptop computer with an active matrix screen from Best Buy at a sale price. Because of previous bad experiences, I had said I would never buy from them again, but I thought this was a good buy and made the exception only to regret it. I also purchased the insurance after listening to the sales pitch and asking (not enough) questions. The salesman pointed out (among other things) that in the event it could not be repaired it would be replaced with a new one by the insurance.

Several months later it had to be sent in the second time for service and came back as unrepairable. When they offered the replacement, they would only give me a store credit up to the amount I originally paid. In order to get a new laptop with an active matrix screen (like the original had), I would have to pay an additional \$400. I disagreed and was told by the store manager that this provision was written into the insurance agreement (which I hadn't previously read). I was

(Continued on page 2)

Take Rest Breaks, Exercise To Prevent Computer Ailments

By Ken Fermoyle

Between us, my wife and I offer a catalog of physical ills caused by long hours of working on computers: repetitive stress injury (RSI), neck pain, backaches and vision problems. Liz underwent surgery twice for carpal tunnel syndrome and still has frequent wrist and hand pain.

I have suffered from aggravated neck and back injuries. My vision has deteriorated from 20 years of staring at a monitor, although admittedly age-related macular degeneration (AMD) and cataracts have been more damaging.

The sad truth is that if we knew 15 years ago what we know now, these problems need not have occurred. Or if they had, they would have been less severe. Even sadder is that prevention of many computer-related ailments is neither difficult nor especially time-consuming.

Frequent rest breaks are vital, says my chiropractor, Kurt W. Rice, who is also my son-in-law, God bless him. (He has helped me more times in recent years with neck and back problems than I care to remember!)

The breaks needn't be lengthy. Dr. Kurt recommends that we get up from our chairs every half-hour or so, stretch our backs and walk for a minute or two. Other experts offer different opinions about frequency and duration of breaks but all agree that they are vital.

Sitting and working at a computer creates more tension and stress on muscles, nerves, tendons and joints than most of us realize. Our bodies fight gravity every minute that we're seated. Breaks alleviate this tension and stress.

To prevent the dread carpal tunnel syndrome, during your break let your hands go limp at the wrist and wiggle them vigorously in what some call "the clerk & typist exercise."

Some people use voice recognition programs to cut down on their need to use a keyboard and mouse. I find that difficult;

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April 3, 2000

Taylor Memorial Library

Cuyahoga Falls, Ohio

6 PM: More Free Stuff by Sandy Davis;

6:30 Q&A;

7 PM: Introduction to Power Point

by Rich Lubinski

From The Deals Guy, *continued from page 1*

not informed of that qualifying factor in the insurance contract by their salesperson and it would seem that they sold me the insurance, and then took it away with the fine print.

I have been to the Better Business Bureau with no further luck because of the contract wording (pointed out by the response from Best Buy's corporate management) and I am in the process of getting an attorney. I told the BBB that I thought Best Buy used deceptive sales practices, but the BBB sent me a list of other offices for further assistance. Friends tell me I won't win this one, but I never accept defeat automatically so I'll certainly go down swinging if I don't win. Obviously I'll write off Best Buy from now on. Don't believe any sales hype. Read it thoroughly to see if you get what you think you're paying for. Now for the deals.

Caere Still Takes Care Of User Groups

I'm sorry to say that this one got buried on me and I couldn't find it until now. I called Caere and it's still good. All user groups should have gotten this letter, but here it is again through me. You all know the products, so I'll just give the listings.

OmniPage Pro 10.0 retail upgrade, Windows, reg. \$99.95, UG price 69.95

OmniPage Pro 8.0 retail upgrade, Mac, reg. \$99.95, UG price \$49.95

Image AXS Professional, Win/Mac, reg. \$199.95, UG price \$99.95

PageKeeper Pro 3.0, Windows, reg. \$29.95, UG price \$19.95

OmniForm 4.0, Windows, reg. \$29.95, UG price \$79.95

OmniPage Web 1.0, Windows, reg. \$499.95, UG price \$99.95

OmniPage Pro Scanner Suite, Windows, reg. \$99.95, UG price \$74.95

You must use their order form. Someone in your user group should have it, but if not, get it mailed to you by going to:

[\[http://www.caere.com/survey/usergroups.asp\]](http://www.caere.com/survey/usergroups.asp) to apply. The "special offer" code is 225. This offer is still good through April, perhaps longer.

Keep Out Prying Eyes

If you've switched to the high speed of DSL or cable Internet service and love it, you may not know that your hard drive is wide open to prying eyes (with computers). No protection is built-in for keeping others from entering your computer for various reasons. A friend told me just how easy it is for anybody to take a look at every hard drive on your line. What you need is a firewall to prevent that and here is where you can get

it FREE.

Steve Gibson, developer of the famous "Spinrite" software has a Web site offering such, and will even shock you when he tries to enter your computer. Try [\[http://www.grc.com\]](http://www.grc.com) and his other sub site at [\[http://www.grc.com/x/ne.dll?bh0bkyd2\]](http://www.grc.com/x/ne.dll?bh0bkyd2) devoted to testing systems for possible security holes. It provides information as to why these exist and offers suggestions for better security implementation.

I read in a Central Pennsylvania PC Association message to members of that author's computer being probed five times within two hours according to a utility that logs such things, not to mention the other times listed in his log. He also offered the following sites for more information on probes; [\[http://www.robertgraham.com/pubs/firewall-seen.html\]](http://www.robertgraham.com/pubs/firewall-seen.html) or [\[http://www.robertgraham.com/pubs/index.html\]](http://www.robertgraham.com/pubs/index.html). I don't know the author's name but I thank him for the extra sites etc., although I've been planning to include Steve Gibson's sites for your information for a couple of months now.

Something Free From Adobe

Sharing photos is as easy as drag and drop with this free download from [\[http://ActiveShare.com\]](http://ActiveShare.com) from Adobe. Their ActiveShare desktop software integrates with that companion Web site to present a complex solution that makes it easy for everyone from kids to grandparents to join in photo fun by offering a central posting site.

So far, it only applies to Windows 95/98/NT 4.0. Look it over on that Web site and see if it isn't a great plan. It allows you to share your new photos with all your relatives or friends (notice I said "or"), even if they live in other states.

On the same topic, I'll include the following information and comments from Cathy Grammer Margolin who finds and shares things for her user group and includes me in her e-mailings.

Free Photo-sharing Web Sites

At Comdex, everyone had a photo-sharing web page where you could upload unlimited pictures for free to share with friends and family.

1. [\[www.zing.com\]](http://www.zing.com) -- nice site
2. [\[www.clubphoto.com\]](http://www.clubphoto.com) -- can edit pics online
3. [\[www.gatherround.com\]](http://www.gatherround.com) -- by Intel -- recently improved
4. [\[www.photopoint.com\]](http://www.photopoint.com) -- must e-mail pictures

A review of all these sites can be found at:

[\[http://www.shortcourses.com/specialtopics/sharing/sharing.htm\]](http://www.shortcourses.com/specialtopics/sharing/sharing.htm)

Visit [\[http://www.shortcourses.com/\]](http://www.shortcourses.com/) for a free short course that includes explanations of photo file formats, digital cameras and photo printers.

From Our Friends At Atlanta PC User Group

Michael Rogers of the Atlanta PC User Group did all the footwork for their group and included my readers. I surely thank Michael and Richard for the help, and their message follows:

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From The Deals Guy, *continued from page 2*

"Richard Young, President of World Skyline has extended the following offer to User Groups reading the (deals) column. Unlimited online training for a year for just \$99. A savings of about 30% off their regular price of \$129. The training includes computer-related topics such as the MS Office Suite, Oracle, HTML, MCSE and many others. Also offered are personal development courses such as stress management, time management, grammar skills, and other work related coursework. You can check the curriculum and demos, and even enroll at [<http://training.atlsky.com>]. Please use the code USGRP020604 to get the training deal."

Next are a couple things I found in newsletters that I thought you should know about.

High Speed Data Connection Information

Are you wondering if it would be possible to get a DSL or cable connection in your area, and how about the cost of these services? Thanks to the Macon User Group newsletter I have the answer for you. Go to [<http://www.getspeed.com>], enter your address, and GetSpeed will show you what is available, and the pricing.

Do Yourself a Favor and Check That Battery

I read this very important tip from Phyllis Evans in the Southeastern Michigan Computer Organization Data Bus. You can download PRAM Battery Checker (freeware) at [<http://www.polar-orbit.com>]. Installation will place it in your startup folder where it will check your battery each time you start up. If it detects a problem, you'll see a message about replacing the battery. Don't keep track of your battery and you may pay the consequences.

I meant to include more on free ISPs, but I had to take them back out because of a lack of space this month. I also have some interesting feedback from people on all that, and will include some of those URLs if I have room next month. I keep thinking I won't have enough to write about each month, but so far that hasn't happened. I hope everyone gets something out of it. Thanks to all that send me information. One was even from a person picking up one of the Central Florida Computer Society newsletters at a Hamcation where we had a membership table.

This month's column was another rush job, but not without deals. Please tell me how to come up with more hours in a day to get everything done, especially when I'm supposed to be retired. I'm sorry to say that I have not gotten my Bobclick.com Web site up and running yet. I haven't even started my Web Express software in a couple of months. Be patient.

This column is written to make user group members aware of special offers I have found or arranged, and my comments should not be interpreted to encourage, or dis-

courage, the purchase of products, no matter how enthused I sound. Bob (The Cheapskate) Click [dealsguy@mindspring.com]. Visit my Web site at

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Dragon NaturallySpeaking was in the same box. I was never trained to dictate any correspondence of any type. I speak with a Southeastern Ohio River accent, a cross between Hill Billy and Old English (so I've been told.) After many hours of attempting to train the program, I wondered who was being trained and was not getting predicible results. The same sentence when repeated came out a different way. I feel that I had a couple of strikes against me going into the training. Maybe someone who is familiar with dictation and does not have a distinctive accent will get better results.

The embedded fonts feature makes this a worthwhile upgrade, if you do custom word processing. The PDF feature makes this a worthwhile upgrade, if you send documents to other people on different computer platforms. The multilingual feature makes this a worthwhile upgrade if you need to write in multiple languages, some of my past students have had this job requirement. If all you do is write simple letters, the backward compatibility of the clip art makes it a worthwhile upgrade. **Hey Bill**, backward compatible! <http://www.corel.com>, Corel Corporation, 1600 Carling Ave. Ottawa, Ontario, Canada K1Z 8R7

Ken's Korner Tip

Add Professional Look To Your Greeting Cards

Many computer owners use various software programs and inkjet printers to create their own greeting cards. It's fun, and people who receive them seem to appreciate the effort made to produce customized cards made especially for them.

My wife Liz and I have been designing our own greeting cards for years and look constantly for new ways to make them even more attractive and professional-looking. We've tried various paper stocks, generally favoring card stocks in the 55- to 65-lb. range. Recently we found one from Wausau that is a real winner!

It is called Exact Bristol and it is a medium card stock (67-lb) with semi-smooth finish. It costs under \$10 for 250 sheets and comes in several colors, including blue, ivory, yellow, gray and more. Every store might not stock all colors but you're likely to find ivory, which makes very attractive cards. The semi-smooth stock works best with clipart. For cards that feature photos you should use Bristol smooth stock or a glossy photo paper. - Ken Fermoye

Take A Rest... by Ken Fermoyl, *cont. from page 1*

after more than 50 years of banging away at typewriter and computer keys, dictation comes hard to me. Now that voice recognition is improving and more reliable, however, I've resolved to use it more often. A major benefit is that you can use a microphone or headset while standing or even lying down. I plan to try dictating drafts, then to rewrite and edit as necessary from the keyboard.

Vision experts warn that we should take "eye breaks" even more frequently. Every 10 or 12 minutes, look away from the monitor at objects 10 to 12 feet away. When I'm working with a word processor or any other program that allows me to increase type size easily and temporarily, I do it. Working with 14- instead of 10-point type prevents squinting and straining to see my work. It also allows me to sit up straight, not bent over the keyboard, and you can always reduce point size before printing or sending e-mail.

I mentioned my neck and back injuries earlier. The neck problems began about 17 years ago. I was riding my bicycle when a large tree limb broke off and fell on me. (Fortunately I was wearing a good helmet or the freak accident might have killed me.) That caused some damage, which increased with age and was aggravated by working on computers and long-distance cycling. The pain got so bad I could not turn my head to either side more than 12 or 15 degrees. Dr. Kurt came to the rescue, with manipulation, ultra-sound and heat packs. He recommended several simple exercises, which I try to do regularly.

My back injuries were computer-related. The first came when I installed a second drive in one of our machines. I crawled under a desk to get at the computer case. After removing all the cables, I tried to lift the box and slide it out to where I could work on it, not waiting to shift to a position that would give me more leverage.

Bad move. I heard a pop and was in instant agony. It took several weeks of Dr. Kurt's ministrations to recover from that one. I injured it again in October 1999 after conducting my monthly desktop publishing/word processing SIG. I took a computer and 17-inch monitor out of a car trunk with a high lip that made it impossible to lift them properly. I had to bend and lift with my back—and *pop*, there it went again! This time, recovery took more than even longer.

I mention these details to make a point. The first instance was pure accident. No way could I foresee that a brittle, rotted pepper tree branch would break off and fall just as I pedaled under it. The second injury occurred because I didn't take time to position myself properly. The third case was avoidable too; I should never have tried to lift heavy objects out of that particular car truck. Trouble is, I forget my hard-used back is more vulnerable now than it

was even 20 ago, and I think many of us who have reached senior citizen status do the same.

I just caught myself in a no-no a few minutes ago. I wanted a book from a built-in shelf high and to the right of my home office workstation. I started to reach up, twisting my back at an awkward angle. Various muscles prepared to scream in protest, so I did what I should have done in the first place. I moved my chair out of the way, got a step stool I keep folded behind the door, set it firmly in place and climbed up to find the desired book. It took a few extra minutes, but it kept me from aggravating my previously-injured back.

The book, by the way was *Zap! How your computer can hurt you*—and what you can do about it. Written by Don Sellers (edited by Stephen E. Roth), it was published by Peachpit Press in 1994. It's now out of print but Peachpit has a condensed version, *25 Steps to Safe Computing*, also by Sellers, that is still available for \$5.95. (Remember that Peachpit offers discounts to user group members.) Either would be a good addition to your library.

You can also check out my Website at www.zyworld.com/wordsmithken. I'll be adding links to several computing safety sites there.

Meanwhile give yourself, and your body, a break...at least once every half-hour!

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Attention ACPCUG Members

Your board of directors is asking any member who voluntarily wishes, may save your club printing and mailing expenses by receiving only the e-mailed newsletter edition in PDF format. Please e-mail the club treasurer, Rick Lubinski at lubinski@bright.net of your intentions.

We know this is impractical for numerous members – the file size is too big for some services, too slow, etc.

This solely your choice! We will probably *always* need to print some hard copies, so just let Rick know of your desires.

WordPerfect Office 2000 "The Word Processing Component"

By Bill Roush, Journal of the SouthWest International
Personal Computer Club Editor

WordPerfect has always had the most capabilities of any word processor, if not the best sales staff. Many of the favorite features of previous versions are carried forward to WordPerfect 9. When improving on a proven product, you have to be careful not to "tweak it off the air" or "don't fix it, if it ain't broken." Corel Corporation programmers have for the most part followed these clichés.

The list of new items is not a long list but they are welcome improvements. Everyone says improved productivity (programmer did not know the old menus.) WordPerfect 9 has added some very useful items to the menus and tool bars. The first things you notice when opening WordPerfect 9 are three new Icons on the right side of the tool bar (800 x 600 or better.)

The first is a symbol with up and down arrows and a dot in the center of the two arrows. Scroll just as if you had a wheel mouse, works as advertised. Next you will see left and right arrows. These work just like the forward and backward arrows in a web browser. They also work as advertised.

WordPerfect 8 users will feel right at home as these are the only noticeable changes to the opening menus and tool bars.

Previous versions of WordPerfect made the opening of a template something of a "Hide and Seek" game for users who did not frequently use this function. The File Menu now has "New" and "New from Project," no more "Hide and Seek."

As you edit a document you still have the real time spelling and grammar checking along with suggested spellings in a drop down window. Should you move the mouse pointer over the font window two things happen. First a sample of the font is displayed, nothing new here. The new feature is that with the cursor at the beginning of your document the document or any highlighted text will also display the changes. This allows you to select different fonts and font sizes without resorting to "Save As" and then forgetting which version was which. I've used it and I like it. WordPerfect calls this "Corel RealTime Preview."

A new selection has been added to the "Save As" dialog box. When a file is first saved, you are asked if you want the fonts embedded. This is not free. It takes disk space. Several times I've had calls as why a WordPerfect file did not print properly when printed on a megabuck printer at Kinko's or other service provider. The answer always has been "The font in question was not on their computer." Before you take advantage of this feature, you should also load the printer driver associated with the megabuck printer. I've always found the drivers I wanted by visiting the printer's manufacturer's web site. Before you start to compose your document, select the final printer (step 1 in using WordPerfect), select your desired font, compose the document, save (on a floppy) with fonts embedded, and get what you expected from the high-priced printer. This works only if the target computer also has WordPerfect 9 installed.

Corel has not changed the file format. It is the same for WordPerfect 6.1, 7, 8, and 9.

In the days of WordPerfect for DOS 4.2 through 5.1, users were advised to save the clip art from a previous version when upgrading. A complaint that I registered in my review (Aug. 97) of WordPerfect 8 was the inability to use the clip art on the version 7 CD. This has now been corrected and the clip art from the previous (Version 7 & 8) CD's are usable. Keep the catalogs though.

Corel products now include the ability to generate a PDF file without having Adobe Acrobat on your computer. Fonts are embedded in the PDF file and your document will appear on the other computer just as you composed it.

WordPerfect 9 does not overwrite WordPerfect 8 and you can have both, space permitting, on your hard drive at the same time. While installing, I was given the option, of which font families I wanted to install. I was also advised that I had too many fonts already on my computer. I like that. Bill, why do you add fonts without a warning or a record of what you did?

Living on the Texas/Mexico border, I also installed the Spanish dictionary. You can set the language on an item-by-item basis. I alternated between English and Spanish. I deliberately made spelling mistakes in each language. Each error was corrected in the correct language. The Spanish words also had the correct accents on the correct letters. The dictionary information is saved with the file.

I performed a custom installation and used 210 Megabytes. The installation took about 20 minutes on a 400 Mz PII machine.

Corel supplied me with the Academic version for review. (No books) The documentation is on the CD and claims to be the same user guide as shipped with the regular version. Acrobat reader 3.x is also shipped with WordPerfect 9. I have Acrobat 4.0 on my machine. Acrobat 4.0 has the ability to print front and back, 3.x also has this ability if a third party plug in is installed. Someone at Corel decided not to include the blank pages in the PDF version of the user's guide. This leads to some very sloppy printing when using the front and back printing. Front and back printing saves trees. If you have the full Adobe Acrobat 4.0 insert the missing pages, they are at the end of sections. If you have a reader only, print one side only and kill a few trees.

I exported my Corel 8 address book to a floppy and then imported it to WordPerfect 9 without any problems other than a narrow dialog box.

I use only a few simple templates. I copied them into the document directory and they worked fine.

In my opinion the envelope addressing was unsatisfactory, half done and other nasties. It was corrected with Service Pack 1.

Service Pack 1 is available on the Corel Web site (www.corel.com) as WP9SP1.EXE. It is 44MB and unless you have a friend with a high-speed internet connection (I don't) and a high capacity removable disk (Zip disk) (I do), be prepared for a long download time. A CD is available for the normal \$9.95 and may be ordered via an 800 number or through the Corel Web site. I recommend it and in my opinion it brings you up to WordPerfect 9.1. Let's see 5.1 was good, 6.1 was good, it appears to be same routine.

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Akron-Canton PC Users Group
 PO Box 2151
 Akron Oh 44309-2151

**Next Meeting - April 3rd,
 Taylor Memorial Library
 Cuyahoga Falls, OH**

First Class Mail

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Mailing Label Address Goes Here

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**May 1, 2000 Meeting,
 Stark Technical College, North Canton**
Subjects:
Write & Rewrite CD-ROMs by Art McRowe
Scanners by Murray Davis

April ACPCUG SIGs : All at 200 Charlotte St.
 East Entrance (Annex #8) N. Canton, OH

Intuit SIG *Beginning Quicken* April 4 6-7 pm
E-Mail SIG *First Time Users* April 4 7-8 pm
Internet SIG *What People Do on the Internet*
 April 4 8-9 pm
Windows SIG *Networking 2 computers at Home*
 April 6 6-8 pm
3COM SIG *Using Palm Pilot* April 6 8-9 pm
Beginners' SIG (Cuyahoga Falls) April 3 5-6 pm

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Future Events	
Sat., Feb. 19th,	Peter Trapp Computer Show at Cuyahoga Co. Fairgrounds, Berea, OH, west on Bagley Rd. off I-71.
Sun., April 16, 2000	Peter Trapp Computer Show at Tadmor Shrine Temple, Akron, OH off Arlington Rd & I-77.
May 19-21, 2000	Dayton Hamvention Hara Arena, Dayton www.hamvention.org for maps, times, tickets, hotels. Don't delay!