

# ACPCUG Newsletter

## February 2010

A K R O N - C A N T O N P C U S E R S G R O U P

**Main Program: 6 pm**

**Net Stumbler and other  
black hat tools**

**Dave Bohm**

**February Meeting**

**February 4th , 2010,  
6 pm**

**John Torok  
Community Center  
4224 Massillon Rd  
Green, Ohio 44720**

INSIDE:

**Page 2 Dealsguy**

By Bob Click

**Page 4 Jan 2010 NOOZ** by

Linda Moore

**Page 13 THE EMER-  
GENCY TOOL IN THE  
PALM OF YOUR HAND:  
Your Mobile Phone better  
know as *EMAIL AWARE-  
NESS*** by Lorin Goldstein

**Page 15 Clean Up Your  
Room/Desktop - Part I**

by Ron Hirsch

Map to John Torok center



### About the weather:

In these winter months, if the weather is particularly bad or road conditions are unsafe on the day of one of our monthly meetings, please try to check your email before you leave for the meeting. If a meeting is ever cancelled or postponed due to weather, we will send an emergency email to let you know..

## **From The DealsGuy For March 2010 by Bob (The Cheapskate) Click of Greater Orlando Computer Users Group**

I often check <<http://www.giveawayoftheday.com>> to see what's free that day and if it looks interesting, I sometimes downloaded things just in case I might need them some day, but it often takes me a while to get smart. I saw a good Windows tune-up program offered that I liked the other day and it was something I planned to use immediately. Suddenly I noticed a short paragraph on the download page telling me that I should not only download it within the time limit to get it free, but I should install it during that time and then run the activation file so it would be fully activated. Looks like I'll be deleting several files that I downloaded for future use. At least that oversight didn't cost me anything.

By the way, if you like those limited time offers, here's something else you might like to check occasionally. Like the others, these deals are only good for 24 hours, so each day when you check, the product will be different. Start checking <<http://www.software-dod.com>> daily when you have some spare time and see if they might have anything you like.

### **\*Help From Google For Your Job?**

I've said before that Louis Vitale of Macon Users Group <<http://www.maconusersgroup.org>> is one of my favorite authors; I never miss reading his column. A while back, he wrote about asking his nephew why he uses Google a lot. His nephew astounded him when he said that Google helps him make his living. Want to know how? He told Louis that he works for a roofing contractor writing job estimates and all he has to do to obtain the measurements for a house's roof is "Google" that address for the information and do the calculations to estimate the price of it's roof. I was astounded to read that because I was uninformed about that capability in Google Earth. Louis then went on to mention how much fun he had that evening exploring Google's capabilities, even way into the wee hours.

For that matter, I was surprised when my grandson called me Christmas Eve to get my house address so he could use Google to get a map for driving to my house from where he was in Florida; and in the process, he mentioned being able to see my house and the flag flying. I do have a 25' flagpole in my yard and he would not have known that. This high-tech stuff continues to astound me.

### **\*A Unique Way That Modern Technology Affects Ranchers**

I read an article in Information Week that certainly opened my eyes to the strategy some ranchers must use to avoid criticism for their use of water for irrigation. Many ranchers need irrigation to grow their crops, but the human race also needs water for human consumption, and water is becoming scarcer all the time. So, the ranchers need a compromise which they can do by refining their irrigation technology. It certainly made sense when I read about this technology that has been in use for a while, but now they're refining it to save water even "during" the irrigation. I think you'll find it interesting. <<http://www.informationweek.com/news/mobility/showArticle.jhtml?articleID=221601558&queryText=Chris%20Murphy>>.

### **\*What If The Medication Doesn't Work**

Who knows what might lead to your demise, but how about an impressive way to be presented when the time comes. Another of my favorite writers was Pim Borman and I wish he was still writing "The New, The Best, and the Worst". In the last column that he wrote when his user group disbanded, one item was about a personalized casket for the deceased's eternal life. They will actually decorate the casket according to the way you lived your life. For example, a firefighter's casket might have a fire engine and ladders decorating the sides, a chemist might have the glass items for his trade or a doctor might have a stethoscope or other medical appara-

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tus engraved on the sides.

The Web site <<http://www.artcaskets.com>> states: “Whether bold and vivid or soft and subdued, Art Caskets are as unforgettable as the life they commemorate.” I can’t say if the mourners would be impressed, but it’s your funeral, isn’t it? Thinking further, what if the deceased was a former Madam? Wow! Would that funeral be “adults only” if the casket was inscribed accordingly? Don’t laugh; during recent excavations in the city of Pompeii, archeologists noted that there was a certain male organ depicted over the doorway to one of the shops, so that occupation is certainly nothing new. Anyway, I enjoyed that personalized casket item in the last column Pim wrote. “The DealsGuy” inscribed on the side of my “discounted” casket will do just fine.

### **\*Just In Case You Wondered**

Many people may be somewhat suspicious when they receive e-mails that you are asked to read, or other ones containing items such as a greeting card you click on to view it, and other catchy things. I never click on them because I’ve known people who got a virus when they clicked to see a so-called greeting card. Of course, that’s not always the case, but bad things are possible.

Anyway, if someone sends you an invitation to try Dropbox, it’s actually something you might want to look into. Of course, you should check closely to see where that URL is really taking you, but an invitation to Dropbox could be something that interests you. It’s actually a place to store your files on the Web and they can be shared with others if you desire. In your home, a thief could steal your personal files or worse yet, you might have the backup well hidden, but you can’t “hide” it from a fire. Dropbox is also handy to sync your files between two machines, and I’m told there are other uses such as linking Dropbox to your machine. Dropbox is good for Windows, Linux and Mac.

Several members here use it, like it and suggested I use it in my column. The Dropbox invitation you were sent is also a way for the sender to earn benefits from Dropbox if you decide to use it, they just didn’t mention that, but if it looks interesting, you’ll also be helping the friend that recommended it. There is a free version allowing you to store up to two gigabytes of files, and share them with others if you like. Larger storage will cost you so if you’re curious; check <<http://www.dropbox.com>> to look further into the many features.

On the other hand, in the case of Dropbox, you’re dependent on somebody else’s server to keep your stored files, not to mention staying in business. Mine aren’t that important that they need to be kept secret, but you’re the judge of yours. I also have a backup in a fireproof safe.

### **\*Need a Coloring Book? (Their announcement was edited by me to shorten it)**

Star Coloring has launched Animals Coloring Book, a computer-based educational development program aimed at children 4-13 years old. The website based activity course is a perfect choice for parents who want to familiarize their kids with computers without exposing them to violent computer games and the dangers of the Internet. Animals Coloring Book features 25 three-dimensional pictures that strike an innovative balance for different skill levels. With a clear 3D interface, the artistic puzzles are guaranteed to keep a child occupied for a long time.

Animals Coloring Book offers kids an opportunity to develop their artistic abilities without getting messy with real paint. Once Animals Coloring Book has been opened, there is a simple tip for every tool and button (e.g. how to clear the picture, how to return to the previous color, etc). The program features nine basic colors and a palette for blending them, so it's possible to achieve almost any color. The 3D objects and landscapes look

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much more attractive than those of common coloring programs.

The original music creates a fairytale atmosphere and sound effects make the process of coloring almost real. The auto-save feature ensures that the coloring will be safely stored after each session. Simple mistakes are impossible when working with Animals Coloring Book, which is always in full-screen mode. Animals Coloring Book is compatible with both Windows and Mac OS X and costs US\$19.95 (all updates are free). User group members will receive a 20% discount by using the coupon code 'DealsGuy' when ordering. Further information on the product, as well as a free trial edition, is available at <http://starcoloring.com/coloring-books/animals-coloring-book>.

Visit [www.starcoloring.com](http://www.starcoloring.com)

Windows download link: [http://download.starcoloring.com/win/animals\\_coloring\\_book.exe](http://download.starcoloring.com/win/animals_coloring_book.exe) (14.2 MB)

Mac OS X download link: [http://download.starcoloring.com/mac/animals\\_coloring\\_book.dmg.zip](http://download.starcoloring.com/mac/animals_coloring_book.dmg.zip) (19.2 MB)

That's it for this month. I'll have some more new product announcements on my Web site that didn't offer discounts. Meet me here again next month if your editor permits. This column is written to make user group members aware of special offers or freebies I have found or arranged, and my comments should not be interpreted to encourage, or discourage, the purchase of any products, no matter how enthused I might sound. Bob (The Cheapskate) Click <bobclick at bellsouth dot net>. Visit my Web site at <http://www.dealsguy.com>.

## **EDITORS NOTE:**

**Akron Canton PC Users Group is a member of The Association of PC Users Groups. The following is APCUG's January 2010 newsletter.**

### **January, 2010 NOOZ**

#### **By Linda Moore, APCUG Secretary**

This is the third APCUG monthly newsletter "NOOZ" to update all of our member user groups as to what is going on at APCUG and believe me, there is a lot. There is a major new wrinkle in how NOOZ is functioning now and in the future. From now on, NOOZ will be asking for and expecting a two-way communication between you our member user groups and the APCUG board.

It is very important that we all realize that we are on the same team but we need to communicate more effectively, if APCUG is to grow both bigger and better. That is also why it is important to forward the NOOZ to the members of your UG. The actions that the board of directors and the board of advisors are taking are to automate as much as possible the volunteer tasks that board members are currently doing, so that we can spend more time communicating with each other.

Included in this issue are the results of the officer elections for both the Board of Directors and

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the Board of Advisors, including which region each advisor is assigned to. This will allow you as a user group leader or volunteer to contact your advisor directly. If you do not get a response within a reasonable amount of time, then you might consider sending the email again but this time copy the BOA chair and vice-chair. Also included is contact information for all board members.

□ We are all members of a user group to share what we know and to learn what we don't know, but we need to make sure that that information is distributed all the way to the top and all the way to the bottom. I am sure that there are many of the members in your UG that other members of APCUG would like to know about. That is why I asked for blog information for any technically oriented blog that one of your members might be writing. In addition, is your newsletter editor uploading your newsletters to SharePoint, so that they can be shared with other UGs?

1. Did you know that Microsoft will provide **Free Support** via a 1-866 number on a 24-7 basis, if your computer becomes infected with malware? For more information go to <http://blog.mir.net/>

2. Are you forwarding this email to the members in your UG? Below is a list of the topics to be covered in this NOOZ.

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□ Linda's Pearls ... p 11 We are all members of a user group to share what we know and to learn what we don't know, but we need to make sure that that information is distributed all the way to the top and all the way to the bottom. I am sure that many of the members in your UG, that other members of APCUG would like to know about. That is why I asked for blog information for any technically oriented blog that one of your members might be writing. In addition, is your newsletter uploading your newsletters to SharePoint, so that they can be shared with other UGs?

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2. Are you forwarding this email to the members in your UG?

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## **Has your UG Renewed Its membership in APCUG yet? If not, then do it NOW!**

The deadline for renewing your membership in APCUG is February 28, 2010 and if a UG has not renewed by then, they will have until March 31, 2010 before the UG will lose their APCUG membership benefits. Below is the URL for renewing. [http://www.apcug.net/membership/renewal\\_application.htm](http://www.apcug.net/membership/renewal_application.htm) Currently, the only thing that is provided via PayPal is your name, so if a renewal email is not sent, then Birl Smith, the APCUG treasurer and I spend a lot of time trying to figure out which UG has renewed. Fortunately, this is but one of the problems, which will be solved by the new membership DB aka User Group Locator Service... which is coming soon.

If you are going to send your check via snail mail to APCUG, then please use the correct snail mail address, which is

APCUG

Membership

P O Box 671294

Dallas, Tx 75367-1294

Birl Smith, APCUG treasurer has already received several checks but we were lucky to get one of the checks. Why? Because it was sent to the Las Vegas mail forwarding address, except the mail forwarder has moved to one of LV's suburbs. So, please make sure that all sources for APCUG's address are updated. The correct address is also included on the membership renewal webpage URL shown above.

## **Jerry Award – Deadline Extension If your UG Wants to Submit an Entry**

The deadline for receiving applications is **January 31, 2010**, and the winners will be announced at the 2010 Phoenix Regional Conference, February 20-21, 2010. The Rules are as follows:

You must submit a NEW application that shows a Community Service by your user group. This can be anything that your user group did as a community service project. User Groups that have won Jerry Awards in the past are welcome to apply again but the application must be for a project that has not previously been a Jerry Award winner (First, Second or Third place). The only community service projects eligible for consideration are those projects that have not been previous winners of the Jerry Award. However, if your UG has previously submitted a project but it did not win, then you can re-submit this project. Projects may be a one-time community service project or a long-term on-going project. The project should be in the field of computer science or related technologies.

The application MUST document

- What you did
- What it cost
- How you did it
- How it benefits your community
- This information needs to be provided in sufficient detail that another user group could replicate your project in their community without having to ask a single question.
- No specific form is required to apply, provided that the required information noted above is provided.
- Be sure to include the following:

Name of user group

Contact information – including phone number(s), email address(es), and physical snail mail address.

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- Any pictures taken pertaining to the project submitted. Identify people in the picture and how picture pertains to project; i.e., what does the picture show about the project's processes and procedures or how it was implemented.
- By submitting an application, the applicant consents to have their Jerry Award application and its contents posted to the APCUG website. Personal information will be redacted from the application prior to posting it on the APCUG website.
- You must submit examples of the results of your project. Examples could include such items as press articles, media video, letters of commendation, and letters from the community group that your project served. The purpose of these examples is to document the effectiveness of the project in your community. This documentation must be submitted with your application.
- Applications and documentation can be emailed to Ira Wilsker at [iwilsker@apcug.net](mailto:iwilsker@apcug.net).
- The deadline for receiving applications is midnight on **January 31, 2010**. The winners will be announced at the 2010 Phoenix Regional Conference, which will be held from February 20-21, 2010.
- Judging will be conducted by a panel of individuals with a strong commitment to community service. Submissions will be judged on these additional criteria:
  - What is the organization; i.e., user group, accomplishing in the area of community service?
  - Is the project sustainable?
  - Who is being helped and how are they being helped?
  - What relationships are being built with other organizations?
  - How does the project add to the positive reputation and the public awareness of user groups?
- Jerry Award Prizes:
  - First Place -- \$300
  - Second Place -- \$250
  - Third Place -- \$100
- Winning projects will be posted on the APCUG website. The winning UGs will be allowed to post a Jerry Award graphic on their UG website.
  - APCUG reserves the right to reduce the number of awards presented, if there are an insufficient number of applications submitted. This decision will rest solely with the judges or with the APCUG board.

In addition to the extension of the submittal deadline for all the contests, which includes the Jerry Awards, UG website, UG newsletter and the photography contests, APCUG board member Ira Wilsker, [iwilsker@apcug.net](mailto:iwilsker@apcug.net), will be the person that you need to contact, if you have any questions.

## **Judges Wanted For Contests**

APCUG needs at least 3 judges for each contest, so that means that we need three webmasters for the UG website contest, three newsletter editors for the newsletter contest and three UG members for the Digital Photography Contest.

All submittals will be on the SharePoint site, <http://sharepoint.apcug.net/>, and the judging will need to be completed between February 1 – 15, 2010. During this judging period, you will need to make your decision and then communicate with the other judges in the specific contest that you are judging to reach an agreement on the winners in the contest where you are one of the judges.

If you are willing to serve as a contest judge in any of these three contests, then please send an email to [dgerber@apcug.net](mailto:dgerber@apcug.net).

## **Contests – UG Websites, UG Newsletters and Digital Photography — Deadline 1-31-2010**

### **Attention APCUG User Groups:**

Start sprucing up those UG websites – UG newsletters and having your user group members snap those

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photographs. It's that time again for the 2010 APCUG 3 big User Group Newsletter, Web and Photo Contests. Users and groups will have the opportunity to enter the contests from January to **January 31, 2010**. As we did in 2009 our contests will again utilize APCUG new SharePoint site: <http://sharepoint.apcug.net/default.aspx>.

Within the SharePoint site folders have been setup under the Shared Documents category for each contest. Complete instructions for entering the contest using SharePoint can be found on the SharePoint site. SharePoint is an exciting new technology that allows everyone to share everything. Using the site to enter the APCUG contests will give you and your members a feel of how easy it is to use. And it also will give you and your members an opportunity to browse around and see what is happening with other APCUG User Groups.

Times are tough these days. For the most part a lot of us are operating on limited resources with tight budget. SharePoint will provide you some of the resources needed to present interesting and up-to-date programs on the latest technology.

Requesting and signing up for a SharePoint User Account will open up a lot of opportunities for you and the members in your User Group.

I do hope you take the time to promote the contests within your group. Contests are loads of fun and it is also an opportunity to show your best newsletter, website and your member's photos. With SharePoint, everyone will be able to see your clubs best. So don't miss out, give SharePoint a spin, kick the tires and look under the hood.

Dave Gerber, chair of the APCUG Contest Committee, [dgerber@apcug.net](mailto:dgerber@apcug.net)

## **Phoenix Regional – APCUG Annual Convention, February 20-21, 2010**

### **ATTENTION – The registration rates are now \$55 for the entire online registration period**

All of the latest information on the Phoenix Regional will be posted here <http://phoenix.apcug.org/> on this website, so this is your source for finding out the latest scoop on what is happening.

There will be both an end-user track and an IT Pro track. The end-user track will include lots of information on social networking (Facebook, LinkedIn, etc.), genealogy, digital photography, etc. The IT Pro track will include presentations on Windows 7, Disaster Recovery, Microsoft Server 2008 R2 and Social Networking for businesses. In addition, there will also be a computer build event but the available seats are limited and there is an additional charge. So, if you have always wanted to build your own computer, now is your opportunity but you will need to register early to secure your seat.

- Also look for the Linux InstallFest event below, and the
- Gamer event for all you gamers or wanna-be gamers

If you are flying (or driving) in from out of town, the host hotel is the Clarion, which is just a couple of miles from the site of our meetings. The Clarion will provide transportation to and from the event site. In addition, both breakfast and dinner will be provided as part of your room fee.

The Saturday evening social is planned for Wild Horse Pass Casino, which is a high-rise hotel that just opened last week. So come join the fun and enjoy some warm weather in Phoenix.

The specifications for the computer build are posted on the website, <http://phoenix.apcug.org/>. You must be a paid attendee to qualify to participate and the cost to participate in the computer build is \$300. The first 20 paid attendee registrants for the computer build will **also get a Full copy of Windows 7 Ultimate** included at no additional cost.

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Although the Windows computer build is limited to 20 participants because that is the number of Windows 7 software licenses that APCUG can provide, but the computer build event can be expanded to include anyone who wants to build a computer to use with Linux or another operating system of your choosing. The computer build is scheduled for 2 hours.

Following the computer build, there will also be Linux InstallFest. You can find information about the Linux InstallFest below on page 7. The Install Fest will assist you in setting up a dual boot between Windows 7 and the Linux flavor of your choosing or you may choose to only install Linux on the new computer that you have just built.

This is going to be an outstanding conference, so come join the fun.

## Linux InstallFest at Phoenix Regional

### What:

We will assist in the installation of Linux on your computer, whether it is as the sole operating system or as a dual boot with the Microsoft Windows already installed on your system. If you are not sure what you need, we can provide advice to allow you to decide. While you can bring your own Linux install disks, we will have the latest versions of the most common ones available to use.

### You Bring:

- Entire computer, including tower, keyboard, mouse, monitor, cables, power cord or laptop.
- Optional – Speakers to check sound and your wireless router to set up security.
- Optional – Install disk(s) for the Linux of your choice.

### How To Prepare:

- Do a complete backup for safety
- If you wish to retain Windows, do a disk cleanup and defragment the hard drive(s).
- Be sure you know all of your email and online account IDs and passwords for your own use (we do not need them).
- ARRIVE EARLY !**

### Minimum System Requirements (see note below):

- 384 MB RAM
- Optical (CD or DVD) drive or ability to boot from USB
- 20 GB free space on hard drive

### NOTE:

It is possible to install Linux on very old computers, so we have not specified any particular processors or clock speeds.

However, graphical interfaces of all kinds run very poorly on old, slow computers; so we prefer Pentium 4 and better processors.

We may recommend special light weight versions of Linux for old systems. The same can be said for computers with less than 384 MB RAM.

## Update on the APCUG's new membership database aka User Group Locator Service:

Newly elected board of director's member, **Marie Vesta**, is going to take over getting all of the data entered into the new membership database, which is named the **User Group Locator Service**. So, if your UG has not submitted the requested PDF Update form, which is now in Word format; then don't be sur-

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prised when Marie contacts you to submit that information. Marie's email address is [mvesta@apcug.net](mailto:mvesta@apcug.net). I have attached a copy of the PDF Update form for any UG that has not sent in their information. Please send the PDF Update form to [lmoore@apcug.net](mailto:lmoore@apcug.net).

## **APCUG Early Membership Renewal Contest and Renewal Campaign Winners:**

Well, there were 73 UGs, which renewed their membership in APCUG prior to January 1, 2010. Eight of those early renewals are the lucky winners of free software. However, this software will not be able to be shipped to you until February 10. So I am going to send out an email message to the president and APCUG representative for every winning UG. Then when I know that the software has been shipped, I will send out another email to let you know that the software is on its way.

Here are the winners:

- Ollie PC UG, Fairfax, Virginia
- Exton PC Council, West Chester, PA
- Tellico Village Computer Users Club, Loudon, TN
- Southeastern Michigan Computer Organization, Bloomfield Hills, MI
- PC Club of Western Louisiana, Leesville, LA
- Prescott Computer Society, Prescott, AZ
- IBM PC Users Group of Redding, Redding, CA
- Orange County IBM PC UG, Brea, CA

### **Attention:**

The deadline for renewing your membership in APCUG is February 28, 2010 and if a UG has not renewed by then, they will have until March 31, 2010 before the UG will lose their APCUG membership benefits. Below is the URL for renewing.

[http://www.apcug.net/membership/renewal\\_application.htm](http://www.apcug.net/membership/renewal_application.htm)

## **Update on APCUG 2010 Election:**

Here are the election results:

Board of Directors (BOD) results:

- Marie Vesta was elected to the BOD – [mvesta@apcug.net](mailto:mvesta@apcug.net)
- Dave Gerber was elected to the BOD – [dgerber@apcug.net](mailto:dgerber@apcug.net)
- Linda Moore was re-elected to the BOD – [lmoore@apcug.net](mailto:lmoore@apcug.net)

The BOD will elect their officers at their January BOD meeting. The BOD elected the following officer slate:

- Jay Ferron, President – [jferron@apcug.net](mailto:jferron@apcug.net)
- Kathy Jacobs, Vice-President – [kjacobs@apcug.net](mailto:kjacobs@apcug.net)
- Linda Moore, Secretary – [lmoore@apcug.net](mailto:lmoore@apcug.net)
- Birl Smith, Treasurer – [bsmith@apcug.net](mailto:bsmith@apcug.net)

Board of Advisors (BOA) results:

- Karen Hart – [khart@apcug.net](mailto:khart@apcug.net)
- Jimmy Scharoun – [jscharoun@apcug.net](mailto:jscharoun@apcug.net)

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- Jeri Steele – jsteele@apcug.net
- David Steward – dsteward@apcug.net
- Bob Vance – bvance@apcug.net
- Sam Wexler – swexler@apcug.net
- Ed Roberts (was appointed as the advisor for region 11 – Southern California by BOA chair David Steward) – eroberts@apcug.net
- Doug Spindler (was appointed as the advisor for region 10 – Northern California by BOA chair David Steward) – dspindler@apcug.net

At the January 2010 meeting of the Board of Advisors (BOA), each advisor will be assigned the region that they will be responsible for. The BOA will also elect their officers. At the BOA's January 17, 2010 meeting the following officers were elected:

- Board of Advisors Chair – Mitch Garvis – mgarvis@apcug.net
- Board of Advisors Vice-Chair – Sandra Hart – shart@apcug.net
- Board of Advisors Secretary – Patty Lowry – plowry@apcug.net

Listed below is the name of the region, the states that that region covers, the advisor's name and his-her email address.

- Region 1 – CT, MA, ME, NH, NY, RI, VT – Sam Wexler, swexler@apcug.net
- Region 2 – DC, DE, MD, NJ, VA – James Scharoun, jscharoun@apcug.net
- Region 3 – OH, PA, WV – Bob Vance, bvance@apcug.net
- Region 4 – AL, GA, MS, NC, SC, TN – Jeri Steele, jsteele@apcug.net
- Region 5 – FL – Stu Silverman, ssilverman@apcug.net
- Region 6 – KY, IL, IN, MI – Patty Lowry, plowry@apcug.net
- Region 7 – NE, SD, WI – Roger Tesch, rtesch@apcug.net
- Region 8 – AR, KS, LA, OK, TX – David Steward, dsteward@apcug.net
- Region 9 – AZ, CO, NM, UT – Sandra Hart, shart@apcug.net
- Region 10 – Northern California – Doug Spindler, dspindler@apcug.net
- Region 11 – Southern California – Ed Roberts, eroberts@apcug.net
- Region 12 – AK, HI, ID, MT, NV, OR, WA, WY – Karen Hart, khart@apcug.net
- Region 13 – Canada, Mexico, International – Mitch Garvis, mgarvis@apcug.net

## **Live Meeting Training Schedule:**

If you are interested in how to use Live Meeting, then here are the dates, where Don Singleton will be conducting training sessions. **Please announce this to your members, so that they have the option of attending, if they are interested in learning this new technology.**

□ for the Live Meeting Training for **Monday, February 15**, 7pm EST, 6pm CST, 5pm MST, 4pm PST is <https://www.livemeeting.com/cc/usergroups/join?id=745WG9&role=attend&pw=4%3DS42%3E4%5Em>

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□ The URL for the Live Meeting Training for **Wednesday, February 17**, 9pm EST, 8pm CST, 7pm MST, 6pm PST is <https://www.livemeeting.com/cc/usergroups/join?id=K9BTT6&role=attend&pw=Ft%3FfCxtD2>

## **APCUG's Regional Meetings:**

APCUG is co-sponsoring the following regional meetings with a local user group for each event.

□ February 20-21, 2010 – Phoenix Regional and APCUG Annual Convention The keynote speaker will be Jay Ferron, who is an acknowledged expert on security, mobility and operating systems. His presentation will be on Windows 7. Jay has the following certifications ADSI, CEH, CWSP, CISM, CISSP, MCDBA, MCITP, MCSE, MCT, MVP, NSA – IAM and his blog is located at <http://blog.mir.net/>.

Keep checking the APCUG webpage, <http://www.apcug.net/>, for details of these and other APCUG meetings.

## **APCUG's President Jay Ferron Promotes User Groups**

Jay Ferron, APCUG President, will be a speaker at the following events:

□ January 23, 2010 – Computer Tech 2010 Day at Northwest Florida State College, Niceville, Florida – Jay will be the keynote speaker

There were 395 registered attendees and many that did not register. Go to <http://blog.mir.net/> if you want to read more about this conference.

□ February 17-18, 2010 – Microsoft MVP Event at Microsoft headquarters in Redmond, Washington. Jay will be making a presentation about APCUG in particular and user groups in general.

□ April 2010 – New Jersey -- Jay will be the keynote speaker – more info on this in February's NOOZ.

## **Linda's Pearls**

User groups are here to encourage our members to learn and grow in whatever direction that they are interested in. Let's keep challenging ourselves and our UG members.

Now, look around your user group and discover those hidden pearls aka as your UG members. These members are prime candidates for presenting a program or being on a panel to present a program on their area of specialization. These member presentations or panel discussions from the experts in your UG make excellent programs that you can intersperse with your vendor presentations. Now, go through your membership list and look at occupation and start getting to know all of your members, whether they attend your UG meetings or not. Many user groups have very talented members with a great deal of expertise in a specific area but maybe they don't attend the user or they don't attend your meetings on a regular basis. These are hidden gems out there, but you have to go search them out. They are just waiting for someone to ask them to give a presentation.

□ **Blogs** Who in your user group writes regularly to their technology focused blog? If you or your user group has a technical content blog, then send it to BOA chair, Mitch Garvis at [mgarvis@apcug.net](mailto:mgarvis@apcug.net) and your blog and your user group may be featured in an upcoming NOOZ.

I hope that you found this newsletter both interesting and informative. Now, if you are interested in being involved and learning the latest technology, start by volunteering for your local user group and come join the fun.

APCUG is here for the benefit of end-users, small business owners, developers and IT Professionals.

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If your user group is interested in expanding their membership base, then you might want to consider expanding to include everyone, who is interested in being on the leading edge of technology.

**This edition of APCUG's Newsletter is sent to the President, Vice President, Director, Secretary, Treasurer, APCUG Representative, Newsletter Editor, Webmaster, Membership & Program Chairs of each APCUG member User Group.**

**We urge you to share the information in this NOOZ newsletter**

**By including it in your UG's newsletter,**

**posting it on your Web site, and-or**

**E-mailing this newsletter to the members of your UG**

Cheers and Happy New Year,

Linda Moore

APCUG Secretary

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### **THE EMERGENCY TOOL IN THE PALM OF YOUR HAND: Your Mobile Phone**

Written by Lorin Goldstein, a family member of The PC Users Group of Connecticut

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This article has been obtained from APCUG with the author's permission for publication by APCUG member groups; all other uses require the permission of the author (see e-mail address above).

Your mobile phone can actually be a life saver or an emergency tool for survival.

Check out what you can do with it:

### **UNLOCK YOUR CAR FROM MILES AWAY**

You've locked your keys in your car and you are at least an hour from your house. Does your car have remote keyless entry? Your cell phone will open your car for you.

You will still need someone at home to find your spare keys. The deal is they don't have to drive out to you if you have your cell phone handy. Call someone at home on their cell phone from your cell phone. Hold your cell phone about a foot from your car door and have the person at your home press the unlock button, holding it near the mobile phone on their end. Your car will unlock.

Distance is no object. You could be hundreds of miles away, and if you can reach someone who has the other 'remote' for your car. you can unlock the doors (or the trunk).

### **EMERGENCY 112**

The Emergency Number worldwide (outside the US) for Mobile is 112. It will work even when you find yourself out of your mobile network's coverage area. Dial 112 in an emergency and the mobile will search any existing network in your area to establish the emergency number for you. This number, 112, can be dialed even if the keypad is locked! I'd tell you to try it but give the emergency operator a break and wait until you really need it to try the number.

### **HIDDEN BATTERY POWER**

Your cell phone holds a secret. You will only discover it when your cell battery is very low. Press the

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keys \*3370# to activate your cell's reserve battery power. Your cell phone will restart with the reserve and will show a 50% increase in battery. This reserve will get charged when you charge your cell phone next time.

### **DISABLE A STOLEN MOBILE PHONE**

Once again you left your cell phone behind. This time you don't have to worry that someone else is stealing all your data. That is if you move quick enough before they act.

You will need your cell phone's serial number to do this. To get your cell phone's serial number key in the following digits on your phone: \*#06#. A 15-digit code will appear on the screen. This number is unique to your handset. Write it down and keep it somewhere safe.

If your phone gets stolen, you can phone your service provider and give them this code. They will then be able to block your handset so even if the thief changes the SIM card, your phone will be totally useless. You probably won't get your phone back, but at least you know that whoever stole it can't use/sell it either. If everybody does this, there would be no point in people stealing mobile phones.

### **FREE DIRECTORY SERVICE FOR CELLS**

Have you used your cell phone to call 411 information for a telephone number? Like your local telephone company, cell phone companies charge us \$1.00 to \$1.75 or more for 411 information.

The trick is to not use your cell phone company's 411 service. When you need to use the 411 information option, simply dial one of the free 411 services instead. Try any of these numbers and you won't be charged any fee:

(800) FREE411 or (800) 373-3411 Sponsored by McDonald's  
(800) GOOG411 or (800) 466-4411 Sponsored by Google

You will have to listen to a quick ad and be prompted to dial for some service but the call is FREE. That is as long as you don't dial out to the advertised company after the short sales pitch. If you have free text messaging you can even get the number texted to you free. Otherwise text messaging fees from your provider will apply.

Don't leave all these numbers to memory. Save them to your cell phone and you'll have them handy when you need them.

### **SO MANY TIPS SO LITTLE VALUE**

If you have been trying these tips as you read them you would know that, for the most part, they are not true. That is because they are from an email I have repeatedly received from friends and family. The email is a bunch of junk (mostly) and possibly contained a virus or spyware at some time (my IT person/ geek -- otherwise known as my husband) has my computer with all sorts of virus protection and anti-spyware to protect my computer so the information may have been pulled and forwarded in a clean email but it is still mostly junk.

A good parameter to follow with deciding whether to forward email you receive is if it sounds too good to be true it probably is not true. In which case, the best way of stopping the email is not forwarding it on again.

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If you are not sure about something you received you can always check at [www.snopes.com](http://www.snopes.com). You can also Google the topic and will probably come up with a bunch of sites that will help. This email I found at an urban legends [website](#). I don't normally read these web sites (who has the time) but I do check out the things I receive before I become part of the junk and spam mail problem.

### FOR THOSE WHO HAVE NOT CHECKED YET

1. **Unlocking your car: FALSE** Cell phones and car key remote locks work on different frequencies..
2. **Emergency 112: MOSTLY FALSE** It works pretty much only in Europe. Stay with 911 here.
3. **Hidden Battery Power: FALSE** For some Nokia phones this code this code will enhance voice quality but at the cost of battery power loss.
4. **Disable stolen cell: NOT ALWAYS & WHY BOTHER** On some phones this will cause your account information to be displayed but your provider already has this information. Just call them tell them the phone was stolen.
5. **FREE411 TRUE But** The only part that may not be true is that McDonald's may not be the sponsor when you call. The sponsor varies regularly and so far I do not recall having McDonald's as a sponsor when I have used it.

So the next time you feel the need to send on your words of wisdom, be sure they ring true.

Happy emailing.

**\* If you have not figured it out yet, the real title for this article is: *EMAIL AWARENESS***

### Clean Up Your Room/Desktop - Part I

Written by Ron Hirsch, Contributing Editor, Boca Raton Computer Society, FL

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This article has been obtained from APCUG with the author's permission for publication by APCUG member groups; all other uses require the permission of the author (see e-mail address above).

So, does that line ring any bells? If you're a youngster, you've heard your elders tell you to clean up your room very often. And if you're not a youngster, then you use the line yourself on your kids or grandchildren. Well, I have no young kids around anymore, but I often use that line (with a slight change.) I'm constantly telling people to "Clean up your desktop," with "desktop" being their computer screen after the machine has booted up, and before any programs are run.



There are some desktop differences between the different Windows versions. And, some companies such as Dell and Compaq very often install a "special" arrangement on the desktop, mostly to keep their name in front of you. Also, there are programs which generate their own desktop arrangement. But, they all generally respond to the procedures presented below. Once you become an expert in this area, you'll

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have no problems with the finer points and variations.

Since most of you are using Windows XP, and since I use XP on all my machines, all the activities discussed are based on XP. I have not used Vista, but I would assume it's the same there. One thing I do remember however, is that in Windows 95, desktop icons did not automatically line up in rows and columns. In XP, when you move an icon, it automatically snaps to the nearest position which keeps the rows and columns aligned.

The average computer user, even those who should know better, generally have disaster zones for the desktops. There are icons all over the place, not in any order and not lined up. And, there are many, that when I ask what they are, I'm told "I don't know." And, when I ask to have Windows Explorer or Notepad opened, there's usually a lot of scrambling, to find out where the icon is located.

Many programs, when installed, will place an icon on your desktop. Sometimes they ask you during the install if you want this - and sometimes they don't ask. There is always a tendency for software companies to grab real estate so that they can prominently keep themselves in front of you. Some newer computers running Windows XP/VISTA may even start off with almost nothing on the desktop. If you want to go back to a more conventional appearing desktop, right click on the desktop, and view the various options you have. There is probably a choice to revert to an "old-fashioned" desktop, which I personally prefer. Most people keep their medications in a medicine cabinet, canned goods in the pantry, garden tools in the garage, etc. But when it comes to their computer, they are as disorganized as is humanly possible. They feel intimidated by their computers, and don't wish to antagonize it. So, the thrust of this article is to go back to real basics again, and give you some information on organizing and cleaning up your desktop. If you're already super organized, you can skip this article, accept my apologies, and move on. But 99 out of 100 of you probably don't qualify to get the gold star for desktop organization. Once you do the tasks presented, you'll probably wonder why you didn't do it sooner. It not only is much easier to work with a good functional desktop, it looks prettier also, and will impress those who see it.

#### WHY HAVE ICONS ON THE DESKTOP?

Most users are familiar with the primary way to run a program. Click on **START>PROGRAMS**, and one can navigate to all the programs that are installed on the machine. But, most users generally have several programs that they use often. Having an icon for these programs on the desktop makes it easier to access that program. Just double click on that icon, and the program opens.

#### WHY SHOULD I BOTHER?

Let's take an extreme analogy. How would you like to have a dictionary where the words were randomly listed, not in any order? It would take lots of time to look up a word. By organizing things, and getting important icons at your fingertips, you can make your life much easier. And, your friends will be asking you to help them, when they see your desktop. Consider the desktop as a presentation area for icons that you often use. Count the icons on your desktop that you really use, and those you don't use. Then list the icons that you use which are not readily available on the desktop and you have to do lots of clicking to reach. You will see why it's a good idea to improve things. Now let's get down to business and fix things up.

#### OPERATING ON ICONS

The following activities are easy to perform on icons, wherever they may be. There are a few icons that Microsoft does put in places where they take control away from you - you can't readily rename them, or move them off the desktop, although you can always reposition them on the desktop. You may discover some of these in your travels. When you do, you'll just have to skip those icons. While they can be operated on using special protocols, that's outside of the scope of activities for these lessons.

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## WHAT IS AN ICON

An icon is a representation of a program, or file, or just about anything you want. The icons on your desktop are usually shortcuts to running a program, be it a word processor, spreadsheet, Internet connection, etc. All icons have properties, which define the nature of the icon, and details of what it does when used. Right clicking on an icon will bring up a window with the bottom item in the list being “properties.” Left click on “properties,” and you'll get a window with lots of information about the icon. Try it, and browse around to get a feel for things. The more familiar you become with things on your computer, the more comfortable you'll feel using them.

## MOVE AN ICON

Left click on and drag an icon and you can move it manually anywhere you want on your desktop, or into another open folder. The ability to drag an icon around is tied into the choice that was made on how icons are positioned. Before you can engage in changing locations et al on your desktop, you must first check to see how things are set. Right click on the desktop and in XP you will bring up a small box with a list of items in it. The contents of this box will vary, depending upon which version of Windows you are using. The top item is “arrange icons by,” and it has a little arrowhead to the left. Click on that arrowhead, and you'll see a variety of items related to arranging icons. Some of these may be checked. The best way to learn what does what is to play around with the checking and unchecking. After a few trials, you will get a good feel for what they all do.

## COPY AN ICON

Copying an icon is similar to moving an icon. As with the standard Windows protocol, do exactly as you would to move, but hold down the CTRL key while you are doing the click and drag operation. If you copy it into the same area, you'll probably see a (2) following the text in the copy. You can't have two icons in the same place, with the same name. So, Windows adds the “(2)” for you. If you move it to another folder, the “(2)” will stay, but you can edit the text as you'd like. See “Rename an Icon” below. Dragging an icon to any folder on your desktop will move the icon into that folder.

## DELETE AN ICON

Click once on an icon to highlight it, and then hit the Delete key. Remember, the icons here are generally shortcut icons with the little curly arrow on the lower left corner. Deleting these does not delete anything from your system except the shortcut icon. No programs or data will be deleted, just the icon.

## RENAME AN ICON

Click once an icon and then hit the F2 key. This puts you in “edit” mode, and you can type a new name by using the keyboard. If you type in a very long name, all the text you entered may not display when the icon is not selected. But, when you click once on the icon, the extra lines of text should be visible. In general, try to keep the text to a maximum of two lines under the icon. Remember the F2 key. It is the “edit” key for folder names, filenames, icons, and other elements in Windows.

Next month, we'll continue from this point to get a more streamlined desktop for you to work with. But, you must know the various icon manipulation procedures presented above. I won't be repeating the explanation for each step. I'll just say delete, copy, move, (etc.) the icon. So if you've forgotten how to do it, you'll need a copy of this article handy to remind you.

Remember, you will learn by experimenting and exploring - so don't be afraid to do so.

If you find this material useful, you may want to download this article in PDF format, from our web site [www.brsc.org](http://www.brsc.org). This allows readers to keep the material either as a PDF file, and/or print it out, and place it in a loose leaf notebook for future reference.