

WINNERS

June 2008



WINDOWS USERS

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At our June 21 meeting we covered Internet Browsers.

There are many different browsers
hqt"uwtLpi"vjg"Kpvgtpgv0"Yg"eqxgtgf"
several different Internet Browsers
kpenwfkpi"Hktghqz."Qrgtc."Uchctk"
*htq o"Crng+."cpf"Oczvjqp0"

Ken Kamber covered
Hktghqz0"Jg"eq o ggpv-
ed that he was holding
off in upgrading to
Hktghqz"5020"kp"vjg"rcuv"
some of the plug-ins
he likes to use do not
yqt m"y jgp"Hktghqz"
upgrades (major ver-
sions.)

Terry Currier showed Opera. Some of the great features that it has are:

and put them here for fast access.

Block pop-ups

When Opera blocks a pop-up,
c"pqvkLëcvkqp"y knn"dg" fku rnc {gf0"
Enkemkpi"qp"vjg"pqvkLëcvkqp."qt"



the trash icon on the page toolbar, allows you to open the popup that was blocked.

Speed Dial

Choose your favorite nine websites

Undo Close Page

If you close a page by mistake, or if you want to bring back a page you visited earlier that session, you can use the usual "undo" keyboard shortcut; press **Ctrl+Z** to get the page back.

Fountain Valley Branch Library
17635 Los Alamos,
Fountain Valley
meetings on 3rd Saturday
10:00 am to 12:30 pm

Future Meeting Dates

July 19

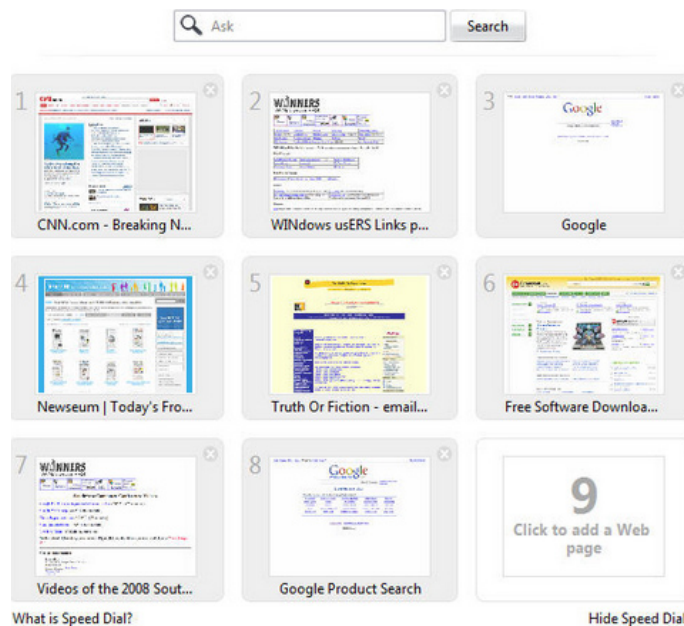
August 16

September 20

October 18

Membership

Annual membership is \$20 for individuals: \$5 for each additional family members.



Widgets

Widgets are small Web applications that live outside the main Opera

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YKPPGTU"ceqo r wvgt"cuuqekcvkqp." is a volunteer organization providing a forum for sharing information-vkqp"cpf"gzr gtkgpegu"tgncvfg"vq" Windows-based software, and hardware, encouraging ethical use of computers and software, offering service to our communities.

window.

The start-up dialog

When starting Opera, you can decide whether to:

É" Continue from last time

É" Continue from a saved session

É" Start with your home page

É" Start with a blank page

You can also disable the start-up dialog if you always start Opera in the same way. You can set all this by going to Tools > Preferences > General.

View Options

“Fit to width” option. This readjusts the page to remove the horizontal scrollbar, while still making it readable at almost any



window width. The “Show images” option allows you to choose if the page should be able to load all images, cached images, or no images.

Top Ten

This is the last ten websites you

visited

Wand

The Wand is Opera’s password manager.

JavaScript Options

you to enable or disable certain JavaScript functions.

History

The History panel lists the Web pages you have visited lately. Hqtiqv"vjg"WTN"vq"vjcv"rcig"{qw" saw yesterday? Just go here and look or search for it; the “Quick

From	http://get.opera.com/pub/opera/win/951/en/Opera_951_en_Setup.exe
To	C:\Users\Terry\Downloads\Opera_951_en_Setup.exe
Size	6.7 MB (7,003,840 bytes)
Transferred	6.7 MB (7,003,840 bytes)

Łpfö"hgcvwtg"o cmgu"ugctejgu"jki jn{" ghŁekgpv0"

Transfers

When you download a Łng."kv"yknn" appear in the Transfers panel. You can select the Łng"{qw"ctg" downloading there, and choose to stop, resume or retransfer the download. At the bottom part of the panel, you can see information about the fqy pncf"urggf."uk|g"qh"vjg"Łng." and where you are downloading from.



Tgxkgy

By Lee Rhodes, Winners

NovaPDF from Softland Software Development Company is a PDF (Adobe Portable Document Format) generator with substantial abilities: PDF is the standard document that can be read on any platform: RE."Cr rmg."Nkpwz."gve0"

Oquv"qh"wu"wug"Cetqdcv"*Cfqdg+"Tgcf"gt"vq"tgc"RFH"Łngu="j qy gxgt."qpn{"c"hg y"qh"wu"i gpgtcvg"RFH"Łngu//v jku"ku"ejcpi kpi0"Hqt" years Adobe Acrobat has been, and still is, v jg"rtg o kgt"uqh v y ctg"htq"rtqfwepi"RFH"Łngu0" Vqfc{"v jgtg"ctg"kpgrgpukxg."v jktf/rctv{" programs available that do professional quality work. NovaPDF is one such program. Adobe Cetqdcv"ku"c"jki j"gpf."uq o gy jcv"gzrgpukxg" (\$299.00), program that is used primarily by business and institutions. With NovaPDF {qw"ecp"gcukn{"etgcvg"jki j"swcnkv{"RFH"Łngu" in an affordable and reliable way from most Windows applications. NovaPDF installs a xktvwn"rtkpvgt"ftkxgt"kp{"qwt"rtkpvgt"Łngu0"Kvu" easy-to-use interface helps you generate PDF Łngu"d{"uk o rn{"ugngevki"v jg"õPqxcRFH"rtkpvö" command from any application (you can eqpxgtv{"qwt"Yqtf"fqew o gpvu."Gzegn"ujggvu." RqygtRqkp"rtgugpvcvkqpu." I tcr jke"Łngu." Genealogy records and more.).

I have been using the **Print to PDF** hwpevkqp"kp"Eqtgn"Ftcy"vq"i gpgtcvg"RFH"Łngu" for several years; some of you may use a plug-kp"ykvj"Oketquqhv"QhŁeg"qt"YqtfRgthgev"QhŁeg" to accomplish the same thing. The newsletters and tutorials that I produce in Corel Draw

eqpvckp"dqvj"vgzv"cpf"i tcr jkeu"cpf"ctg"gcukn{" tgc"cpf"rtkpvgt"kp"Cfqdg"tgc"fgt0" J qy gxgt" there are limitations when using Corel's embedded PDF Printer: size of document; eq o rngzkv{"qh"fqew o gpv"cpf"hqpvu"ctg"v j tgg"qh" the limitations.

I downloaded the Nova PDF (Professional Version) and within a few o kpvwgu"K"jcf"rtqfwegf"RFH"Łngu"htq o "" Oketquqhv"QhŁeg"fqew o gpvu."Eqtgn"Ftcy" and WordPerfect and AutoCad (with minor ejcpi gu"kp"hqpvu0+"Łngu0"

NovaPDF is available in 3 versions: Professional, Standard and Lite; any version can be downloaded and used free of charge; however, a short, unobtrusive, message suggesting that you register (purchase) the software, will be printed on the bottom of each Łng0

NovaPDF has lots of advanced features: PDF bookmarks, PDF links, shared network capabilities, PDF printing, public and private rtqŁngu."RFH"ycvgt o ctm."RFH"eq o rtguukqp." PDF security and lots more: visit their website (www.novaPDF.com) for a complete list of capabilities. The installation process takes only a few minutes. All you need to do is to follow the instructions of the "novaPDF Setup Wizard".

If you do not have a PDF generating program, I suggest you give Nova PDF a try. Tg o g o dgt."kv"ku"c"htgg"cpf"gcu{"vq"wug<"Iwuv" follow the instructions at download time, If you like the program, and want to stop printing the non-registered marker note (below) from v jg"dqvq o "qh"v jg"Łngu." {qw" o ki jv"eqpukfgt" registering the program: \$39.95 for the Professional version; \$29.95 for the standard and 19.95 for the Lite versions.

Vjg"Etcdd{"QhLeg"Ncf{

Send automatic, outgoing e-mail, Crabby-style



[Igv"vjg"Etcdd{"QhLeg"Ncf{øu"dqkqk](#)
[Tgcf"cmn"vjg"Etcdd{"QhLeg"Ncf{"eqnw o ps](#)
[Igv"Etcdd{øu"eqnw o pu"xkc" TUS](#)
[View Crabby's videos](#)

Most of us aren't fortunate enough to have our very own personal assistant. But Outlook offers a couple of ways that make you feel as though you are important enough to have one.

Y jgp{"qwøtg"qww"qh"vjg"qhLeg" ø "y jgvjgt{"qwøtg"qp" leave, on vacation, out to lunch, or simply playing c"nkvvng"jqm{"qt"iqnh" ø "kvøu"c"iqqf"kfge"vq"ngv"vjg" people who send you e-mail know this. That way, they aren't stuck sitting on their thumbs waiting for you to tgurqpf"vq"y jcv"eqwnf"dg"c"etkvecn" ø "fki kv"qt"fkikvcn/tgncvfg" ø "kuuwg0"*Qwej0"Uqtt{0"Eqwnfpøv"tgukuv"vjcv" little play on words.)

Vjku"ku"y jgtg"vjg"Qww"qh"QhLeg"Cuukucpv"*QQC+" comes in handy. I recently did a video about this little helper, so take a look at it now and then get right back here; we have more to discuss.

NOTE If you're having trouble watching the videos, you can [try our troubleshooting tips](#). You can also view all my videos from the [Etcdd{"QhLeg"Ncf{" video archive](#). And one more thing: Judging from my apparel in that video, I apparently had just come off vjg"unqrgu"cpf"fkfpø"ejcpi g"qww"qh" o {"umk"tcegt"qwwLv" dgthqtz"vcrkpi0"Rngcug"gzewug" o {"hcu jkqp"hcwz"rcu0 But I digress. What I didn't tell you in that video was y jcv"vjg"cevwn"Qww"qh"QhLeg"Cuukucpv"fqgu0"Uq"ngvøu" gznckp"vjcv"Łtuv0

Y jcv"cpf" y jgtg"ku"vjg"Qww"qh"QhLeg"CuukucpvA The OOA is a tool that, in essence, helps you reply to o guuc i gu"ugpv"vq" {qwt"kp dqz" y jgp" {qwøtg"pqv"vjgtg"vq" do it yourself. You program it to automatically respond to incoming messages with a special message. Here is y jgtg" {qw"ecp"Łpf"vjg"hgcvwtg<

On the **Tools** menu, click **Qww"qh"QhLeg"Cuukucpv**.

NOTE What can you do with it? I'll get to that in a minute.

"Grrrr," you say. "I don't see it listed under **Tools**."

Well, there may be a couple of reasons for this: Kh" {qw"ctgpøv"wukpi"cp"Gzejcpi g"Ugtxgt"/o ckn" ceeqwpv."vjg"Qww"Qh"QhLeg"Cuukucpv" yknn"pqv"dg" available to you. It will be as if it were out of the qhLeg000rgt o cpgpv{n{0"Vq"Łpf"qww" y jgvjgt" {qwøtg"wukpi" Gzejcpi g"Ugtxgt." [Ycvej"vjg"fgoq<"Iqv"Gzejcpi g?](#) *Vjgp"eq o g"tki jv"dcem" jgtg"ci ckp0"Kø o "pqv"Łpkujgf" with you yet.)

NOTE If you now know that you aren't using Gzejcpi g"Ugtxgt."Kø o "uvknn" i qkpi"vq" jgnr" {qw"qww"kp"vjg" pgzv"ugevkqp"d {"vgnnkpi" {qw"cdqww" j qy"vq"ugv"wr" c"twng" that will act as an OOA. You can [skip to that section](#) if you want.

Kh" {qw"mpqy" {qw"ctg"wukpi" Gzejcpi g"Ugtxgt."cpf" {qw" uvknn"ecpøv"Łpf"vjcv"cuukucpv." {qw" jcxg"vq" o cmg"uwtg" you're in **Mail** view:

On the **View** menu, point to **Cttcpig"D{**, and then click **Show Views in Navigation Pane**.

Then, in the **Navigation Pane**, click **Mail**.

Ctg" {qw" ykvj" o gA"Kh" {qw"ctg"wukpi" Gzejcpi g."mgrp" reading. If not, you should have [umkr rgf"vq"vjg"pgzv" section](#).

For all of you who stuck around, let me give you some tips on how to really customize your OOA. I mean, if you had a living, breathing assistant, you would want him or her to act a certain way, do certain things, and represent you in a certain manner, would you not?

Ewuvq o k|g" {qwt"Qww"qh"QhLeg"Cuukucpv You can make your assistant do as little or as much as {qw" ycpv0"Vg o rvkpi."kupøv"kvA"Hqt"gzco rng." {qw"ecp"ugv" it up so that everyone who sends you a message gets a reply saying that you're out of town, whom to contact in your absence, when you'll be returning, and so on.

To do this:

On the **Tools** menu, click **Qww"qh"QhLeg"Cuukucpv**.

Ugngv" y jgvjgt" {qwøtg"kp"qt"qww"qh"vjg"qhLeg"tki jv"pqy0" (You can always do this later.)

Kp"vjg"Łtuv"dnepm"dqz."v {rg"vjg" o guuc i g" {qw" ycpv"vq" go out to your senders. You can include something to vjg"ghhgev"vjcv" {qwøtg"pqv"kp"vjg"qhLeg." y jgp" {qwønn"dg" back, and if there is someone else to contact in your absence.

Click **OK**. This is the simplest way to use this feature.

You can go a little deeper and [Create a rule with Qww"qh"QhLeg"Cuukucpt0"Hqt"gzco rng." {qw"ecp" o cmg" sure the message gets sent only to people in your Address Book, you can create a special message for your manager, or you can only send it in response to messages that have attachments or are assigned high](#)

importance. The choices are many.

Uq."cu" {qw"ecp"ugg."vjg"QQC"ku"vtwn { "c" } gzkdnng"nkvvng" feature: You can send a simple message to everyone or you can set up certain conditions for it to respond to. Now, onto those of you whose OOA is apparently out playing golf and never coming back.

K" fqpøv"ugg"vjcv"Qwv"qh"QhLæg"Cuukuvcpv="pqy" y j cvA Kø o "uq"uqtt { "vjcv" {qw"ctgpøv"wukpi" Gzejcpig"Ugtxgt=" I truly am, because it's quite a handy tool. But to be honest, not everyone really needs it and it is one less thing to worry about <dodging spitballs from the Gzejcpig"vgc o @."gurgekcn { "kh" {qw"tgcnn { " fqpøv"pggf"kv0 J qy gxgt."pqv" jcxkpi"vjg"Qwv"qh"QhLæg"Cuukuvcpv" fqgu" not have to be a complete bummer, because you can Łz"kv"wr"uq"vjcv"Qwvqqm" yknn"tgurqpf"vq" kpeq o kpi" e-mail the way it would if you did have the OOA. In a nutshell, you'll be creating the message you want sent out and then combining it with a rule. (Jury-rigging is my favorite form of getting around obstacles.) Here is how you do it:

[Automatically reply to incoming messages with a POP3 or IMAP e-mail account](#)

Nkmg"vjg"QQC."vjku"tgurqpug" o gvjqf"ku"swkvg" } gzkdnng=" you can do what you like; it all depends on what you want and when you want it done. However, neither the OOA nor Outlook rules will pick up your dry cleaning, locate an emergency plumber, or get you a good table at the hottest restaurant in town when your in-laws eq o g"vq"xkukv0"*K." j qy gxgt."ecp"fq"vjcv"swkvg"ghLægpvñ {." if somewhat crabbily.)

Tip of the week

K.H. of California sent me a Word tip that makes applying a style you create quick and easy. Create the style you want.

NOTE If you're not sure how to do this, read [create a new style](#).

On the **Tools** menu, click **Customize**, and then click the **Commands** tab.

Under **Categories**, scroll down and click **Style**.

In the **Commands**"dqz."enkem"vjg"uv {ng" {qwøxg"etgcvgf" and drag it to your toolbar.

Now you have a button for your new style, and when you want to apply it to a document you're working on, just click it!

ōK" y cpvgf" {qw0"Cpf"K" y cu"nqqmkpi" hqt" {qw0"Dwv"K" eqwnfpøv"Łpf" {qw0"K"eqwnfpøv"Łpf" {qw0ö" ö "Ncwtkg" Cpfgtuqp

About the author

[Annik Stahl](#)."ku"vjg" Etcdd { "QhLæg"Ncf { "eqnw o pkuv"

Don't let the Address Book make you crabby



The Outlook Address Book is probably something that you use every day, multiple times a day.

Understanding its possibilities

ô "cu" y gnn"cu"kvu"nk o kvcvkqpu" ô " yknn" o cmg" {qw" c" o qtg" ghLægpv"Qwvqqm" wugt0"

NOTE ""Tgcf"[how to get the latest Crabby columns](#) ykvj" TUU" cpf"kv" yknn"gzrnckp."kp" fgvckn." y j cv" TUU"ku" and why you should go without it no longer.

Let's not keep that address book waiting any longer, shall we?

A rose by any other name...

...is still an address book. See, I know that some of you call your list of names, addresses, phone numbers, and e-mail addresses your "address book." Some of you call it your "contacts list." One coworker calls his "The Usual Suspects." But whatever you call it, let's make sure that you know what you're talking about.

Vjg"etwz"kh"vjku"eqnw o p"ku<

To teach you (or remind you) that the Address Book is a collection (a.k.a. "container") of several address books or address lists.

To offer some handy tips to help you make the most out of the various parts of the Address Book.

QM."Łtuv"rctv0" Tg o g o dgt<"Vjg" C f f tguu" Dqqm"ku"vjg" term we use when we're talking about the collection of the various address lists in Outlook. These lists are: **Vjg" I nqdcn" C f f tguu" Nkuv**, which contains the names and e-mail addresses of everyone in your organization. (This type of list requires you to use Microsoft Gzejcpig"Ugtxgt0+"

The **Qwvqqm" C f f tguu" Dqqm**, which is created automatically and contains the contacts in your **Contacts** folder that have a contact entry in the **E-mail** or **Fax**"dqzgu0"Vjgug"eqpvcevu" fku rnc { "kp"vjg" **C f f tguu" Dqqm" fkcniq i "dqz" y j gp" {qw"enkem" **Contacts** in the **Show names from the** list. Here is what I'm talking about:**

NOTE I believe that this is where some of the confusion arises (at least for me): The Outlook Address Book is really what is in your Contacts list. Why it isn't called the Contacts Book, I have no idea. The **Rgtuqpcn" C f f tguu" Dqqm**, which is a list of names and distribution lists that you create and maintain. We

recommend that you switch from the Personal Address Book to Contacts for three basic reasons:

You'll have one fewer list to keep track of
Contacts are more fully integrated into Outlook than entries in the Personal Address Book

If you use different languages in Outlook, you should be aware that Contacts are Unicode compliant, while entries in a Personal Address Book are not

[Tgc f" o qtg" cdqw" j qy "vq" convert your Personal Address Book to a Contacts folder.](#)

kpvgtpgv" fktgevtq { "ugt xkegu" *NFC Ru+ "ctg" wugf" vq" Lpf" e-mail addresses that are not in a local address book or a corporate-wide directory such as the Global Address List. An Internet connection is required to view an LDAP address book unless the LDAP directory is part of your organization's network.

Third-party address books can be added to Outlook by using the third-party provider's Setup program. Outlook displays third-party address books in the **C f f k v k p p c i" C f f t g u u" D q q m" V { r g u** list.

Now that we know that the items above are parts of the larger Address Book, here are a few tips and tricks that are handy to know.

Tip #1 Picture this: You're in a coffee shop and you have your laptop with you. You have an important e-mail message that you need to pass on to a coworker, so you need to access your company's contact list, and of course, you need to be connected to the network to do this. Now, because of where you live and who you are, you just assume that this coffee joint has an available wireless connection, allowing you to search for your coworker's e-mail address on the network.

Now for the bad news: This coffee shop does not have an Internet. Therefore, you can't get to the company address book. Drat; you're sunk.

But wait; you're not! If you had done just a little pre-coffee shop homework, you'd know that you could search for your coworker's e-mail address on the network. On the **Tools** menu, point to **Send/Receive**, and then click **File > Send/Receive > Send/Receive**.

Tip #2: Display the Contacts list in LastName, FirstName format

This is one that makes everyone crazy. See, by default, Outlook displays names in your **Contacts** list in the FirstName, LastName format, rather than the LastName, FirstName format. If you want to use the LastName, FirstName names of contacts are used to sort your Contacts list alphabetically, driving you (and me) mad. There is a

way to change this, but it takes 3 steps. However, it's well worth the effort.

How to change this, but it takes 3 steps. However, it's well worth the effort. You need the info you need, get right back here so that I can impart more Address Book wisdom upon you.

[Display the Contacts list in LastName, FirstName format](#)

Tip #3: How to remove an address from AutoComplete

You were best friends all through high school. You shared clothes, homework, and your deepest feelings. Now it's time to get what's-her-name's e-mail address out of your AutoComplete list.

See, when you type directly in the **To**, **Cc**, or **Bcc** field of an e-mail message, Outlook offers to complete the address, e-mail alias, or name, based on addresses, aliases, or names that you have used previously.

But what if you want that name banished for good? Simple: Use your arrow key to select what's-her-name's e-mail address. Press the **Del** key. *poof* she's gone for good. If only it were so easy to purge all bad things from our lives....

Tip #4: How to remove an address from AutoComplete. Wait...what's that? You're putting it off because you can't fathom how you're going to gather up the energy and their corresponding info into Outlook?

Well, whatever stage you're in, it's easy-peasy to get rid of it. In Outlook, on the **File** menu, click **Import and Export**.

Import and Export

Under **Choose an action to perform**, click **Import and Export**.

Under **Select the Internet Mail application to import from**, click **Outlook Express 4.x, 5.x, 6.x**. Only the **Import Mail** and **Import Rules** should be selected.

Click **Next**, and then Select one of the following: **Replace duplicates with items imported**. The data will be overwritten with the information in the selected items.

Do not replace duplicates. The data will not be overwritten, and duplicates will be added to the

current Outlook folder.

Do not import duplicate items to the current Outlook folder.

Click **Finish**.

When you want a message in your **Inbox** that logs what was done, click **OK**.

Tip #5: Print out an address book

You're heading out for vacation and you know that you may want to send postcards or e-mails while you're gone (the best intentions...) but you're not bringing your laptop along. Printing an address book or all the info you have for that particular person has all the information you need to call, write, or e-mail.

[Print an address book](#)

That wasn't so bad, was it? A little knowledge about the Address Book can go a long way. If you have some great tips of your own about how to work with this little devil, write me at crabby@microsoft.com.

Tip of the week

J.C. of Colorado read my [Crabby's Font Facts 104: Your questions](#) column with great interest, and offered me of one heckuva great tip on how to quickly change the case of a letter or an entire word.

First, place your cursor on or at the beginning of the word whose case you want to change. Then, hold down the Shift key and press F3.

To capitalize the entire word, press F3 twice.

To make the entire word lower case, press F3 three times.

This is something I'd never heard of and I love it. This is a tip I know we'll all use a lot. Thanks, J.C. Say hello to me.

Crabby's tip: **Shift+F3** to toggle case of selected text.

About the author

[Annik Stahl](#), author of [Crabby's Font Facts](#), is a professional typographer and a member of the American Typographic Society. She has a passion for all things typographic and is always looking for new ways to improve her work.

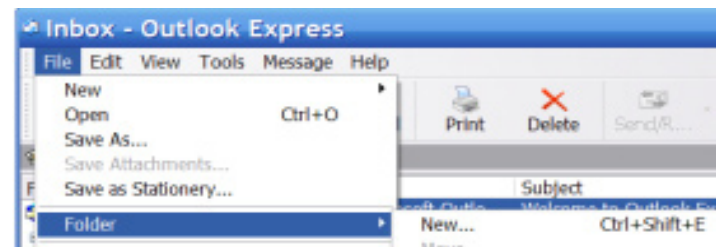
Equipping Outlook Express

By Dick Maybach, Columnist, Brookdale Computer User Group (BCUG) Brookdale, NJ
www.bcug.org
[n2nd\(at\)att.net](mailto:n2nd(at)att.net)

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Outlook Express is a default Windows e-mail client. Outlook, which is a similar program, but it has a similar user interface for e-mail. The two programs are similar enough that you should have no trouble adapting these procedures to your version. You should modify them as you get messages.

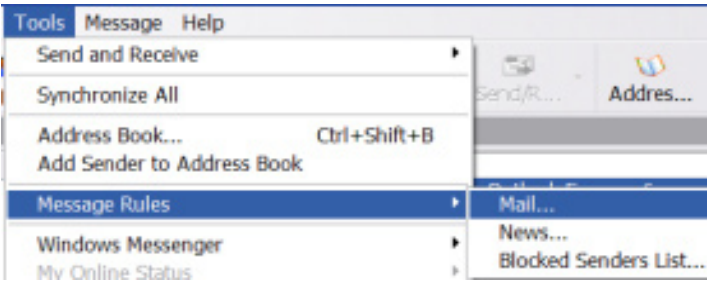
To add these to organize your e-mail messages to folders, click on "File", select "New", and then click on "Folder...".



up a separate folder for each major category of e-mail that you send and receive. With Outlook running, click on "File", select "New", and then click on "Folder...". This will create a new folder under "Personal Folders" in the "Select where to place the new folder" dialog box. While you're at it, delete any you don't belong in any folder; just leave these in the main Outlook Express program.

You will now set up a series of rules that tell Outlook where to place incoming messages, using the following procedure. Click on the Organize icon in the Outlook Express toolbar.

New... button to create a new rule or the Modify... one to change a rule. Assuming you are creating a rule you want, which is usually "Check messages as they arrive." At the bottom of each screen is a window



click on any underlined terms in the rule to change conditions. The second screen lets you specify for which conditions



you want to test. In the third screen you set what to do with the message, and the fourth one lets you add any

First, establish the rules to move incoming messages to the desired folder. Make the following choices for the rules screens. Screen 1 – "Check messages as they arrive". Screen 2 – "from people or distribution list". (Select the names from your address book.) Screen

whom you regularly receive mail.

By default, Outlook indicates junk mail by showing it in gray and adult content in purple. (I love that we use the new-speak term "adult" to describe content that most of us lose interest in by the time we leave adolescence.) To get rid of it, set up the following rule. Screen 1 – "Check messages when they arrive". Screen 2 – "suspected to be junk e-mail or from Junk Senders". (You will see a message asking if this is to be applied to every message you receive; select "Containing adult content or from adult content...").

The following step is quite effective in eliminating spam, but it deletes all messages sent to you on a "copy to" (cc) or "blind copy to" (bcc) list. Note also that if you don't have your incoming mailed every correspondent that uses cc or bcc routing.

If you follow my suggestions, you are sending all suspect e-mail to the Deleted Items folder. On my Outlook, which means that you should look before Internet when you open them. I think that they are just downloading graphics, but I don't want to take a chance that they are doing something sneaky. After I download my e-mail I disconnect so I can abort such actions. (If you have high-speed access you probably can't easily do this.)

Your last step is to order your rules list. The rules moving the desired e-mail to the correct folders should appear at the top of the list. Since they stop checking other rules after they move a message, they yknn"rtgxgp"vjg"urc o "Lnvgt"twngu"htq o "vj tqy kpi"qwv" messages from people with whom you regularly eqttgurqp f0"Vq"fq"vjku."enkem"qp"öTwngu"Yk|ctf í ö"cpf" use the "Move Up" and "Move Down" buttons to sort the rules. You will have to reorder the rules each time you add a new one.

[qw"yknn"rtqdcn{"Lpf"vjcv"uqog"urc o "uvknn"igvu" through. You can add to your junk senders list by right clicking on the message, selecting "Junk e-mail, and clicking on "Add to Junk Senders list". However, many spammers change their e-mail address with each message, making this ineffective. In such cases, see if you can identify the junk in some other way, perhaps d{"nqqmkpi"htq"urgek"yqt fu"qt"kp"qpg"qh"vjg"Łgnfu" (address, header, etc.). Keep in mind however, that your goal is not to completely eliminate spam, but to reduce it to a manageable volume. Don't let yourself become obsessed.

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Gp f'qih'Ctrleng''/Gp f'qih'Ctrleng''/Gp f'qih'Ctrleng''/Gp f'qih'Ctrleng''/Gp f'qih'Ctrleng''/Gp f'qih'Ctrleng''/Gp f'qih'Ctrleng''/Gp f'qih'Ctrleng''

G/Ockn"Tgurqpukdknvkku
By *Bob Schwartz.*"c"ogogdt"qh"JCN/RE."Vgzcu."
www.hal-pc.org
dqdz*cv+jcn/re0qi

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G/o ckn"ku"c"xgt {"xcnwdng"ogvjqf"qh"cn o quv"kpucpv" communication. However, many people operate under an illusion that it is private. It is not. Once sent, it is effectively broadcast to the world. So one should PGXGT"ugpf"cp{vj kpi"vjcv"vjg {"okijv"tgitgv0"Qpeg"kv" is sent, it is now in other people's hands. The recipient may or may not care as much about controlling your e-mails distribution as you do.

Just suppose you send something clever about

someone you know to a friend or acquaintance and they bring it up on the screen. Then, they take a break and go to coffee, leaving it on the screen. Another person passes by, snoops, and sees the e-mail. They also think it is clever, and make a copy of it and send it to someone they know, etc.

Qt."vjg"g o rnq {gt"tgeqt fu"cnm"g/ o ckn"vtchŁe"rcuukpi" within their company, which they have every right to do, since the equipment is theirs.

Worse yet, some people send messages that they believe are benign and strictly business, yet some self-anointed "god" thinks otherwise.

Yet even sneakier are viruses that can unknowingly, by you, forward your e-mails elsewhere; or, police and other snoops tapping your connection. There are kppw o gtdng"yc{u"d {"y jkej" {qwt"ö rtkxcvgö"vtchŁe"ecp" go public.

Uq."vjg"DQVVQO"NKP G"ku<"eq o rqug" {qwt"og uuc igu" with care, check the addressees listed, and review the o guuc ig" dghqtg"rtguukpi"vjg"öUGPFö"mg{0

Oh, by the way: do not think that once sent and öfngvgvfö."vjcv"vjg"Łng"ku"iqpg"htq o {"qwt"eq o rwwgt0" Y jgp" {qw"öfngvgö" c"Łng."v jku" FQGU"PQV"GTCUG" V JG"HKNG0"Cnn"vjku"fqgu"ku"ejcpi g"vjg"Łtuv"ngvgt"qh" v jg"Łng"pc o g"kp"vjg" fktgevt {0"V jg"Łng."kp"cnm"kvu"inqt {" remains untouched on the hard drive, which is why it is so easy to recover it. Technology has provided a variety of means to recover and reconstitute "deleted" Łngu0"

To conclude, e-mail is a tremendously valuable means of almost instant communication. Just make sure that you use it carefully, thoughtfully and wisely.

Dqd"Uej yctv | "ku" c" JCN/RE"ogogdt."tgvtgf"GG." 14 patents, technical writer, active in civic affairs: President, Brays Bayou Association; Vice President, Octkn {p"Guvcvgu"Ekxke"Cuuqekcvkqp="Eqttgurqpf gpeg" Secretary with the Willow Waterhole Greenspace Conservancy.

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Windows Live Hotmail

by Lynn Page. "Gf kvqt. "Et { uvcn "T kxgt "Wugtu" I tqwr. "

Florida

www.crug.com

newsletter(at)crug.com

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I have had a Hotmail account for many years and use it regularly. The latest Windows Live Hotmail is easier to use and includes many impressive features. With 5 I D "kpdqz "uq" { qw" fqpø" j cxg" vq" y qtt { "cdqww" kv" Lnkpi " up while you are away. Safety features, including color codes alert you to suspicious email and spam Lnvgtki "cwvq o cvkecnn { "uqtvu" qww" wpy cpvgf" g o ckn0" [qw" can even drag and drop messages between folders to keep things clean and organized.

I use the full version, which contains some more advanced features but you can choose the classic version. Hotmail opens to the Today page, showing a status meter of mail usage, current news headlines, and a folders view showing how many unread emails ctg"kp"vjg"kpdqz0

Color codes make it easy to tell at a glance whether a message is safe or not. The bar at the top of a message comes in three colors: White means the message is from known contacts. Yellow means the message is htq o "uq o gqpg"pqv"qp" { qwt"eqpvcev"nkuv0" Tgf" o gcpu"vjg" message appears to be fraudulent.

Eqpvtqn"lwpm" g o ckn" y kvj "Lnvgtu"cpf"ugpfgtu"nkuv0"Ugngev" nqy. "uvpcfctf"qt" gzenwukxg" Lnvgtu0"K" wug" uvcpcfctf"cpf"kv" catches most of the spam. I also have junk email found y kvj "vjg" Lnvgt"ugpv"vq" o { "lwpm" g o ckn" hqnfgt. " y jgtg"kv"ku" cwvq o cvkecnn { "fgngvgf" chvgt "Lxg" fc { u0" J qy gxgt. "K"nqqm" cv"vjg" hqnfgt"cpf" g o rv { "kv" fckn { 0" Chvgt" wukpi "vjg" Lnvgt" for some time, you may decide to immediately delete junk email. You can mark a message as safe or unsafe. Clicking the mark as unsafe link, automatically reports vjg"ugpfgt"vq" Jqv o ckn0"lwpm" g o ckn" Lnvgtu"cpf" fgngvgu" the message. Then the sender will no longer be able vq"ugpf" { qw" g o ckn" cpf" y knn" tgegkxg"pqvk" Lcvkqp"vjcv" your address is not valid. If a non-junk email gets ceekfgpvcnn { "Lnvgtgf"vq"vjg"lwpm" hqnfgt. "enkemkpi" qp" the Not junk link to report a message as not junk. If someone is trying to solicit personal data, like rcuu yqt fu"qt" Lpcpekcn" kphqt o cvkqp" { qw" ecp" tgrqtv"vjg"

phishing scam. Click the down arrow by the Junk link cpf"ugngev" Tgrqtv" r jku jkpi "uec o 0

Maintain your safe senders, safe mailing lists and blocked senders to be sure you get the email that you need. Be careful when blocking a sender in choosing whether to block only the sender or domain.

I like to keep things organized and Windows Live Hotmail makes it easy to keep email organized. Just etgcvg"pgy" hqnfgtu"cpf" Lng"gzkuvkpi" o guucigu"kp"vjgo" for later reference. Move messages by checking those to move, then use the Move to drop down menu to Lng"vjgo"0"Vjg"hwmm" xgtukqp" o cmgu"kv" gxgp"gcukgt0" [qw" can drag and drop messages into the proper folder. To delete messages, select the messages, and then click delete.

Kh" c" Lnkpi "u { uvgo " i qgu" cyt { . " { qw" ecp" wug" vjg" ugcte j" dqz" cdqxg" vjg" kpdqz" vq" Lpf" o guucigu"kp" qpg"qh" { qwt" hqnfgtu"qt" kpdqz0" Lwuv"v { rg"kp" c" ugcte j" cpf" ugngev" vjg" Mail button. Clicking web accesses images, news, or information across the Web based on your search.

Hotmail can even help maintain contacts. Contacts can dg" k" o rqtvgf" htq o " Qwvnqqm. " Qwvnqqm" Gzrtguu. " Ykpfqyu" Contacts, Yahoo Mail and Gmail. On the other hand, when you receive an email from a new contact you can easily add that person to your Windows Live Hotmail contact list. Just click the Add contact link below the From: line on their email. And your address book automatically updates anytime a contact changes Windows Live contact information.

[qw" ecp" gzrqtv" Ykpfqyu" Nkxg" Jqv o ckn" eqpvcev" vq" c" EUX" Lng" vq" vtcpuhgt" vq" cpqv jgt" g o ckn" ceeqwpv" qt" ucxg" a backup copy. If you regularly add email addresses to your contacts when you receive mail, duplicate contacts can become a problem. Now when you add a pgy" eqpvcev" htq o " { qwt" kpdqz" d { "enkemkpi" Cff" eqpvcev" in a received message and the contact has the same pc o g" cu" cp" gzkuvkpi" qpg. " { qwøtg" cumgf" kh" { qw" y cpv" to merge them. You still have the option of keeping them separate, giving you complete control over your eqpvcev" nkuv0" Twppkpi" engcp" wr" fwrnkecvg" eqpvcev" searches for and cleans up duplicates. Just choose to delete, edit or merge information into one contact.

Ykpfqyu" Nkxg" Jqv o ckn" eqpvcev" jcxg" Lgnfu" hqt" o quv" kphqt o cvkqp" { qw" pggf" cpf" r tqdcdn { " o qtg0" Cff" c" Ltuw"

I qq i ng" T g n g c u g u" W r f c v g f" X g t u k q p" q h" ð I q q i n g" G c t v j ö

By Ira Wilsker, APCUG Director; Columnist, The
G z c o k p g t. " D g c w o q p v. " V g z c u = " T c f k q " (" V X " U j q y " J q u v
I w i l s k e r (a t) a p c u g . n e t

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Y G D U K V G U <

<http://earth.google.com>

j w r < l l g c t v j 0 i q q i n g l e q o l f q y p n q c f / g c t v j 0 j v o n " / " H T G G "
Version

<http://earth.google.com/tour.html>

http://earth.google.com/enterprise/earth_plus.html -
\$20 Plus Version

http://earth.google.com/enterprise/earth_pro.html -
\$400 Pro Version

K v " j c u " d g g p " p g c t n { " v y q " { g c t u " u k p e g " k " L t u v " * c p f " n c u v + "
f k u e w u u g f " I q q i n g " G c t v j " k p " v j k u " e q n w o p 0 " " K p " v j g " g p u w k p i "
time since the last review, Google has been busy
updating and improving the product, adding new
features, and improving the graphics. For those who
o c { " p q " d g " c y c t g. " I q q i n g " G c t v j " k u " c " r t q i t c o " v j c v "
allows the immense Google database of terrestrial
and satellite images of the earth, along with amazing
images of space, to be utilized and manipulated on the
computer.

What is new and improved in the recently released
I q q i n g " G c t v j " 6 0 5 " k u " f g o q p u v t c v g f " k p " c p " k p v g t c e v k x g "



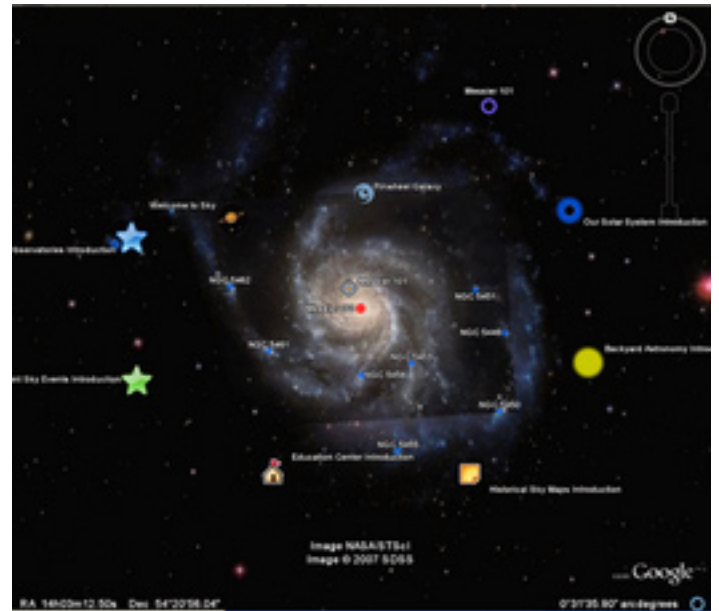
video tour online at earth.google.com/tour.html. One
of the new features in version 4.3 include what Google
calls “Photo-realistic Buildings”, where hundreds
of buildings in many of the world’s major cities are
shown in three dimensions (3D). If a building that
is displayed “turns purple” when cursoring over it,
clicking anywhere on the building will open up a
smaller window giving details of the building, and
the moniker of the person who created or updated
the digital image. The images displayed can be
manipulated to zoom in or around them from any
angle, effectively creating a dynamic 360 degree
panoramic view. These 3D views are not just of cities
and buildings, but there are also spectacular images of
natural beauties such as mountains, rivers, waterfalls,
and canyons. Another new feature on this version is
what Google calls “Swoop Navigation” where the user
can virtually “Fly seamlessly through the landscape
with new navigation controls. Swoop from outer
space to street level and leap from one building top to
another. Use the look joystick to view buildings as if
you were standing right in front of them.”

Another aspect of the new version is the “Light and
Shadow” feature where many of the images can be
shown in selected or sequential times of the day, such
as displaying a mountain top from sunrise to sunset.
On the top of the screen is an optional slider which
can be moved with the mouse to display the simulated
or realistic image at any chosen time. In some of the
more scenic images it appears to show the path of the
sun across the sky with the corresponding light and
shadows. The new and improved “Street View” that
has been previously available online with Google
Maps (maps.google.com) is now integrated into
I q q i n g " g c t v j 0 " " I q q i n g " j c u " c " l g g y " q h " x g j k e n g u " y j k e j "
cruise major cities taking high resolution 360 degree
digital photos as they drive down the streets. With
“Street View” the user can virtually visit a city and
virtually walk or drive the streets using the mouse
instead of a vehicle. Views are literally from the street
level showing cars, people, store fronts, intersections,
and any other features visible from street level. Using
the mouse, the user can cruise the streets just as if
he was navigating the city for real. While not yet
available for every city, a camera icon, when displayed
on a map, will zoom in to a 360 degree panoramic
image from street level. Many street level images
contain additional camera icons which allow the user
to travel seamlessly up a selected street, and the mouse



restaurant.

I qq i ng"Gctv j" f qgu"pqv"lwuv"rtqxkfg" o cru"cpf"ko c i gu" of terrestrial and earthly locations, but also includes celestial maps and images. Clicking on the Saturn-looking icon on the top of the screen will open a ðUgcte j"v j g"Um{ö"ugcte j"dqz0""D{"gpvgtkpi" c"egngvkc n" dqf{"qt"nqecvkqp."uwe j"cu"öOctuö." I qq i ng"Gctv j" y knn" display a sky map with an image of the heavenly body, and also display the current geometric coordinates for those using sophisticated telescopes.



V j g"dcuke"xgtukqp"qh" I qq i ng"Gctv j"605"ku" c"htgg" download from earth.google.com. For those desiring o qtg"hgcvtwtgu." I qq i ng"qhhtgu" I qq i ng"Gctv j"Rnwu" for \$20, which adds support for a variety of GPS f g x k e g u "*" x g t k g f " u w r r q t v " h q t " O c i g n n c p " c p f " I c t o k p " GPS devices, but can not upload to those devices), improved network performance, and improved high resolution printing. For professional and commercial use Google offers the Pro version for \$400.

I qq i ng"Gctv j"ku" c"hcuekpcvkpi"vwnkv{." c p f " y knn" t w p " q p " Y k p f q y u " 4 2 2 2 " q t " Z R "*" X k u v c " k u " p q v " o g p v k q p g f + . " c p f " requires a minimum of 400MB hard drive space, and c" x k f g q " e c t f " e c r c d n g " q h " 3 2 4 6 z 9 8 : " t g u q n w v k q p " y k v j " a 1 6 b i t c o l o r d e p t h . An internet connection of at least 128Kb/sec is required. I suggest that readers of this column at least download the free version of I qq i ng"Gctv j" c p f " u k o r n { " r n c { " y k v j " k v 0 " " E n k e m " q p " v j g " icons at the top of the page, and check and uncheck uq o g " q h " v j g " d q z g u " q p " v j g " n g h v " o c t i k p . " c p f " g z r g t k o g p v "

can be used to turn in any direction.

The popular features that were in earlier versions qh" I qq i ng"Gctv j" j c x g " d g g p " t g v c k p g f 0 " " Q p g " v j c v " K " periodically use is the "Directions" feature, which does not just give traditional driving directions and maps, but also animates the drive by clicking on the play button at the bottom of the driving directions listing. When animated, a detailed sequential zoomed-in satellite image is displayed, with the directions q x g t n c k f " q p " v j g " k o c i g 0 " " H q t " g z c o r n g . " y j g p " k " t g s w g u v g f " f t k x k p i " f k t g e v k q p u " h t q o " v j g " G z c o k p g t " q h L e g u " q p " Willow Street in Beaumont, to the Bush Airport (IAH) in Houston, the seamless animation in Google Gctv j " u j q y g f " v j g " u v t g g v " k o c i g u " k p e n w f k p i " t g c n " r k e v w t g u " of the highway showing which lane to be in, detailed k o c i g u " q h " g c e j " v w t p " q t " g z k v . " c p f " j k i j " t g u q n w v k q p " k o c i g u " of the airport. The images are actual photographs, not computer generated images. By seeing the route in g z s w k u k v g " f g v c k n " r t k q t " v q " c " l q w t p g { " o c { " j g n r " g c u g " v j g " c p z k g v k g u " q h " v j g " f t k x g 0

Q p e g " c v " c " f g u v k p c v k q p . " k v " o c { " d g " j g n r h w n " v q " L p f " p g c t d { " "points of interest", such as restaurants. By simply entering the word "restaurants" in the "What?" d q z . " c p f " v j g " e w t t g p v " c f f t g u u " k p " v j g " ö Y j g t g A ö " d q z . " restaurants will be displayed on the Google map. By clicking on the icon displayed for each restaurant, details will be displayed for the selected restaurant in a window overlay. Typical information displayed included the name, address, phone, a hyperlink (if any) to the restaurant website, any reviews that may be available and driving directions "to" and "from" the

with it; do not worry, you can not hurt anything by your favorite "fun" programs.

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GpF"qh"Ctikeng"/"GpF"qh"Ctikeng"/"GpF"qh"Ctikeng"/"GpF"qh"Ctikeng""GpF"qh"Ctikeng"/"GpF"qh"Ctikeng""

The Switch to Digital TV

By Sandy Berger, CompuKISS

www.compukiss.com

sandy(at)compukiss.com

The switch to digital is on the way. On February 17, 2009, U. S. broadcast stations, who are currently broadcasting in both analog and digital, will turn off their analog signals and will transmit only in digital. What's this mean to you?

Most consumers who get their television from a cable or satellite provider won't notice a difference. Cable and satellite companies are not required to make the transition, so they can continue to broadcast in both company moves to all digital, you will not be able to get the cable straight from the wall, but will need company. Most cable customers already have anyway. Don't worry about that now, your cable company will notify you, if and when that happens. And it may be years down the road.

The people who will be most affected by the transition to digital are those who get their television "over the air" with rabbit ears or an antenna in the attic or on the roof. Older analog televisions will not be

able to pick up the digital signal. You don't, however, have to go out and buy a new TV. You simply will receive their television, is eligible to receive two \$40 coupons. The coupons are available now. As I write this, over 5 million coupons have already been requested.

To get a coupon you can apply online at www.dtv2009.gov or call the 24-hour hot line, 888-DTV-2009 (888-388-2009). You can also mail a coupon The government is trying to get everyone ready as quickly as possible, so be aware that the coupons many television stations are already broadcasting in If you are still asking why we are doing this, the digital TV will free up parts of the valuable broadcast

The screenshot shows the FCC website page for the digital TV transition. The header includes the FCC logo and navigation links. The main content area features a sidebar with links to DTV Home, FAQs, and glossary. The central text block announces the transition on February 17, 2009, and provides information about a test pilot program in Wilmington, NC. A 'CONSUMER CORNER' section lists resources like 'Start Here: DTV Basics' and 'Converter Box Coupon'. At the bottom, there are sections for 'Recent Releases', 'Outreach Toolkit', 'Publications', and 'News & Regulatory Information'. A large digital clock at the bottom indicates the transition deadline is February 17, 2009.

spectrum for public safety communications such as 911. The bigger reason, though, is that some of the spectrum will be auctioned to companies for advanced wireless services. This, of course, will be very lucrative for the US Government.

It may also be a good thing for consumers, as well. Digital television may give you a better picture. You will also be able to see more channels as some broadcasters will choose to multicast programs. Multicasting means that a broadcaster can split up its signal into several channels, each with a different set of programs. This type of programming is only available with digital broadcasting.

One thing to remember is that digital television is not just a high-def TV just because of this transition. Digital broadcast TV just because of this transition. Digital broadcast TV just because of this transition. Digital broadcast TV just because of this transition. Digital broadcast TV just because of this transition.

If you have a newer TV that you purchased in the last few years, it may already support digital. Look at the back of the TV. “DTV”, or “HDTV” indicate that it will display the digital programming. However, if your television does not, you need more information on the move to digital television, check out the Federal Communication Commission’s DTV Web site at www.dtv.gov. They can help you know.

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If you need more information on the move to digital television, check out the Federal Communication Commission’s DTV Web site at www.dtv.gov. They can help you know.

These tips are reprinted with permission from Smart Computing.

Recycle Bin - If you frequently access your drives or DUN (dial-up networking) connections through the My Computer toolbar, you can simplify things and create a My Computer toolbar. Click the My Computer icon and drag it to the Desktop, and you can combine toolbars by dragging one on top of another.

Replace Start Menu Items - In Windows 2000, you can add the Control Panel to the Start menu. You can also add other options that Windows users often need, such as the Administrative Tools utility and the Favorites folder, and you can add cascading menus to the Printers, My Documents, and Control Panel items.

EtgcvgC"Vqqndct"Hqt"O{"Eq o rwwgt - If you frequently access your drives or DUN (dial-up networking) connections through the My Computer toolbar, you can simplify things and create a My Computer toolbar. Click the My Computer icon and drag it to the Desktop, and you can combine toolbars by dragging one on top of another.

Should You Reinstall Windows? Windows isn’t necessarily a cure-all for problems or malware infections. In fact, the repair method could even introduce more problems, and the clean installation or hardware device. However, if thorough

vtqwdngu jqqvki "tgxgcnu"vjcv"rtqdnq ou"ecppqv"dg"Łzgf" without reinstalling Windows, it's usually worth the time, effort, and risk to repair or reinstall Windows.

Finding Memory That's Compatible With Your PC

Many memory manufacturers have an online database where you can look for memory that's compatible with your system. Crucial Technology [*jwv<ll y y 0etwekcn0eq o+"jcu"cp"gzegmngpv"fcvdcug"vjcv"ecp"rtqxkfg" {qw"ykvj"cn"qh"vjg"urgekŁecvkqpu" {qw"pggf"vq"Łpf"eq o rcvkdng" o g o qt {0"Vjg"kpvgtecvkxg" guide asks you for your PC manufacturer and model and supplies a list of compatible Crucial memory modules. Although Crucial no doubt hopes you'll buy kvu" o g o qt {." {qw"ecp"wug"vjg"urgekŁecvkqpu"pgzv"vq"gcej" module to locate compatible modules elsewhere.](#)

Tgeqxgtpki"C"fgngvgf"Hkng

- If you recently deleted vjg"Łng." {qw"ctg"wukpi"Ykpfqyu";7"qt"pgygt."cpf" you haven't performed many other tasks on the PC chvgt"fgngvki"vjg"Łng."vt { "wpfqkpi"vjg"fgngvkqp0"kp" the program window from which you deleted the Łng."enkem"vjg"Gfkv" o gpw0"Kh" {qw"ugg"cp"Wpfq"fgngvg" command available, click it to restore the deleted Łng0"fgrgpfki"qp"y jkej"vcumu" {qw"rgthqt o gf"ukpeg" fgngvki"vjg"Łng." {qw"oki jv"ugg"cpqvjgt"v {rg"qh"Wpfq" eq o o cpf."uwej"cu"Wpfq"tgpc o g."wpfgt"vjg"Gfkv" menu. If so, you might be able to click it and work backward through the various Undo commands to reach the Undo Delete command. If the Undo command is dimmed and unavailable, you'll have to vt {"cpqvjgt"uvgr<"Ejgem"qvw"vjg"tge {eng"Dkp0"

What To Do If Your Monitor Won't Turn On

- If {qwt" o qpkvqt"fqgup0v"vwtp"qp."ejgem"vjg"rqygt"Łtuv0" Assuming the CPU itself is working (can you hear the computer running or see lights on the PC's face?), a totally dead screen usually indicates a power problem related to the monitor. The power issue may lie within the computer or monitor, but before looking for a eq o rnkcevfg"Łz."eqpukfgt"cm"vjg"gzvgtpci"ecdngu"cpf" switches. It's quite possible that you or someone else accidentally bumped a cable loose.

Bootup Problems?:

Most hardware-related boot problems can be avoided with a little preventive care. Make sure you install new hardware correctly and vjcv" {qwt"RE"ku"y gnn/xgpkncvfgf."cu"gzeguukxg"jgcv"ecp" damage PC components. So can electrical surges, so it's a good idea to invest in a surge protector or UPS

so it's a good idea to invest in a surge protector or UPS (uninterruptible power supply), which will help protect your PC. Take care of your computer, and it should take care of you.

What To Do When WinXP Setup Freezes Dur-

ki"Cp"Writcfcg- This sometimes happens when {qw"wr i tcfgh"tq o "Ykp; :lOg"vq"YkpZR0"Vjg"YkpZR" Setup program freezes during the "Preparing Installation" step. According to Microsoft, the root cause of this problem is antivirus software installed with your previous version of Windows that is running in the background and interfering with the setup process. To tguqnxg"vjku"kuuwg."gzkv"Ugvwr"cpf"vjgp"fkucdng"qt"wp- install any antivirus software in your computer. Once the antivirus software is disabled or uninstalled, restart Setup

Drivers May Be Deleted During Upgrade

- In the process of upgrading your operating system, the WDM (Windows Sound System Compatible) driv- gtu"ctg"fgngvgf0"YkpZR"pq"nqpi gt"pggfu"vjgug"Łngu."uq" they are eliminated. The problem is that you may have hardware such as a sound card that is designed to look hqt"vjgug"Łngu0"Ejgem"ykvj" {qwt"uqwpf"ectf"*qt"qvjgt" fgxkeg+" o cpwhcevwtgt"hqt"pgy"ftkxgtu"urgekŁecm { "eq o - rcvkdng"ykvj"YkpZR0"Kh"uwej"ftkxgtu"fqpv"gzkuv." {qw"tg" out of luck, and your sound card will not work.

Dnqem {"Vgzv"Qp"NEF

- LCDs (liquid-crystal dis- rnc {u+"ctg" i tgcv"cnvgtpcvkxgu"vq"ETV"*ecvj qfg/tc {"vwdg+ " o qpkvqtu"kp" o cp { "yc {u."dww"vjg { "fq" o cmg"vgzv"nqqm" 0eq o rwwgtk | gfl0"Vq" o cmg"vjg"qp/uetggp"vgzv"gcukgt"vq" read, enable Microsoft's ClearType, a feature that's dwpfngf"ykvj"YkpZR0"Kh" {qw"ycpv"vq"wug"vjg"dcuke"xgt- ukqp."y jkej"y qtmu"Łpg"kp" o quv"ecugu."tki jv/enkem"vjg" Desktop, click Properties, choose the Appearance tab, cpf"enkem"Ghhgevu0"Ugngv"vjg"ejgemdqz"pgzv"vq"Wug"Vjg" Hqmqy kpi"Ogvj qf"Vq"U o qqvj"Gfi gu"Qh"Uetggp"Hqpvu" and then select ClearType from the drop-down menu. Kh" {qw"ycpv"vqvcn"eqpvtqn."wug"vjg"qpnpkg"eqpŁi wtcvkqp" utility at www.microsoft.com/typography/cleartype.

Use Safe Mode To Remove Spyware

- The most important point about spyware removal is to do it in Windows Safe Mode. This prevents almost all spyware from loading at startup and makes removal more reliable. At bootup, press F8 after the BIOS screen. Choose the second option, Safe Mode, with network-

Backing up a computer - Cloning VS Imaging

By Al Edmister, a member of the Napa Valley PCUG, California

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Obtained from APCUG with the author's permission for publication by APCUG member groups.

Backing up your computer has always been an important and sometimes confusing subject. As most people know by now backing up on the same HD only doesn't happen very often. It is of no help when an HD fails after I bought the machine; the HD was defective. After I bought the machine; the HD was defective. All programs had to be reinstalled. The HD motors are really quiet and who would think to put a second internal HD so I had everything but an OS and programs. I bought a new HD and installed an OS and programs again then copied back over. A better way should failure happen again.

CD-ROMs would be the answer. In fact, I'm using this method with another computer which doesn't get space for a 2nd HD. To clinch it the UBS is a 1 which many transfers, no music or games, to make, a CD-ROM date them occasionally and we keep photos on a remote computer and read only disks anyway.

card on the mother board and two (2) or more HDs all running containing the same every thing; if one drive fails then, without shutting down, you remove from the remaining drives. No downtime is the key.

with 2 HDs & is called "striping" where info is written alternately to the disks. Makes for much faster read & write & is really helpful when doing videos.

I also heard about Zip drives. Never used them but I think they came into use before there was UB 2 and before large HDs. A Zip drive is removable and same computer back up and additional storage but as a

That's when I heard about cloning and imaging. Cloning of an HD vs Imaging it had not been settled, at least not for me, until recently. The following may not be everybody's take but it works for me. Cloning is making a compressed bootable copy where the working duplicate of the original on a blank HD disk. A clone takes up less space on a disk than the original as does an image but more space is need for an image, at least when using True Image ! ver. 10.0 by Acronis (<http://www.acronis.com/>), because each time you do a back up it is what they own space. Programs like True Image can keep you automatically up dated on a scheduled basis or you can do an update when you feel it's necessary and possible but I have no idea how. They are "just there" for use in recreating an HD.

But I wanted a duplicate, bootable HD running as a D drive in case my C drive fails. That is, I want a clone of my HD not an image. I already had and keep But, I did not have the OS or programs on it. Also, I wanted to switch D & C as disk now in D is bigger and better suited to be in the C position where I can so neither drive is partitioned.

www.fssdev.com/), a really good cloning program. Casper works & something in my computer that prevents it from functioning completely. This very likely is an isolated problem; but still, even with Casper's built in history & status utilities I, & their I got prompt answers and personal help. He even the self-generated reports was easy and we were able remained. We gave up. I gave my copy of Casper to

Diane Prior.



K"vjgp"ygpv"vq"Vtwg"Koci"3202."yjkj."cv"Łtuv"K thought only did imaging. I gave it a try imaging o {"E"ftkxg"vq"cp"gzvgtpcn"WUD"eqppgevgf"J"ftkxg0" Vjcv"vqqm"ugxgp"jqwtu"cpf"K"jcxg" {gv"vq"Łiwtg"qww" the restore process works because their restore page doesn't use the terms "source" & destination" but something obscure to me. Anyway I have an image on a removable drive ready if I should need it.

Note: In addition to the three products I used were Ecurgt"ZR"Oczvqt" ("vjg"qpg"d {"Cetqpk."dwv" {qw"ecp" Łpf"ugxgtcn"cf"fkvkqpcn"dcem"wr"rtqfwewu"d {"fqkpi"c" GOOGLE search for backup programs. Among the 10,000.000+ entries on the words backup programs, I was reminded that Windows Backup System (part qh"ZR+"cpf"Pqtvqp" Ijqv"ctg"dqv"dcemwr"rtqitc"o" available.

Hqt"vjg"pgzv"rctv."K"ycpygf"c"enqpgf"dcem"wr"twppkpi" as a second HD as I intend to keep using "save as" as I go along rather than wait for a scheduled time. My work is important to me and even losing a few minutes of effort is not acceptable. I also wanted a bootable 2nd HD fully backed up (OS, all programs, ugvvki"u"cu"ygnm"cu"Łngu+"kp"ecug"o {"E"ftkxg"hckngf0" Tucked away in True Image 10.0 is a button to go to clone, any disk to any disk. True Image 10.0 did the job and in less than an hour I had moved over 30 GB qh"QU."rtqitc"o"u"cpf"Łngu"vq"c"dqqvcdng"ftkxg0

I opened up my computer case; switched C & D and turned on the power. The cloned drive (old D) came wr"cu"kh"kv"ygtg"cnyc"u"vjgtg"cu"c"E"ftkxg0"Gxgt {vjkipi" ycu"gzcevn {"cu"K"jcf"nghv"kv"gxgp"vjg"rctvkcn {"Łngf" Tge {eng"Dkp0" I tgcv."pqy" hqt"ejgemkpi"qww"vjg"ftkxg" in D, which now held my old C drive. No drive could be found. It just wasn't there. I opened the computer ("ejgemgf"vjg"eqppgevkpu" ("rkpkpi="vjg {"ygtg"Łpg0

I then went to www.techguy.com with the problem. Back came a reply to go to disk manager and send a screen shot. While there I saw that the drive had pqv"dggp"cuuki"pgf"c"ngvgt0"Yjkj"K"vjqwi"jv"ZR"fkf" automatically. I entered the letter D and went back to see what had happened. I was in business. All drives function as intended. I was as happy as a mosquito in a blood bank.

Vjg"hwvwtg"oki"jv"dg"kp"Łcu"j"ftkxgu"cntgcf {"cxckncdng"cu" vjwo"dt"Łcu"j"ik|o"qu0"Vjg {"ctg"igwvki"dkii"gt."qxgt" 2GB ones are available, and are great for transferring Łngu0" Jcpi"qpg"ctqwpf" {qwt"pgem"qp"c"ncp {ctf"qt" just stick one in your pocket, these drives are smaller than a disposable cigarette lighter, so they travel well. No moving parts is a huge advantage as there's no mechanism to fail. Internal HDs might eventually be o"cf"g"uk"oknct"vq"Łcu"j"v {"rg"ftkxgu0" But before this can happen, they will have to be over 200GB to take the market.

There is a new wrinkle to cloning an HD that I just fkueqxtgf"cpf"wugf0"O {":pgy0"eq"orwvgt."yjkng"c" fgŁpkvg"wr"itc"fg"kp"urggf."jcu"urceg" hqt"qpn {"qpg"JF" which was an 80GB. That is actually big enough for my purposes but I wanted a second bootable HD for dcem"wr"gxgp"vjqwi"j"K0nn"jcxg"vq"twp"kv"cu"cp"gzvgtpcn" drive in a USB port. Therefore, recently I bought a 382 ID"Oczvqt"ftkxg0

It came with the usual installation disk, but it included a feature I wasn't aware of until opening it. I put vjg"ftkxg"kp"vq"o {"gzvgtpcn"ftkxg"jqnfgt."rnwi"igf" gxgt {vjkipi"kp"cpf"dg"icp"ykv"vjg"eqpŁi"wtcvkqp."vjgp" the disk copy. Forty minutes later, I had a cloned disk which I then put in my computer pinned as master and I am up and running again. This time it is on a 160GB (120GB available) and I have the old 80GB HD as c"dqqvcdng"JF"kp"vjg"gzvgtpcn"ecug"cu"dcem"wr0

Note: Additional programs for backup, security, the Internet and disk organization can be purchased by user group members from (<http://www.ugr.com/>).

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Jqy "vq"Hqt y ctf"G o ckn

By Vinny La Bash, a member of the Sarasota Personal Computer Users Group, Inc., Florida
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Ngvøu"gzc o kpg" c"v { rkecn" g o ckn" uegpctkq0"" Chvgt" qrgpkpi" {qwt" g o ckn." {qw" Lpf" c" o guuc i g" vj cv" {qw" uk o rn" { " o wuv" share with all your friends. You press the "Forward" button and one way or another get all their email c f f t g u u g u " k p " v j g " ð V q < ð " d q z 0 "" H g g n k p i " s w k v g " u c v k u L g f " after pressing the "Send" button, you sit back and take satisfaction in the joy you are sending to others.

You should be ashamed of yourself. You have just g z r q u g f " g x g t { q p g " q p " { q w t " o c k n k p i " n k u v " r n w u " c p { " r g q r n g " who received the email ahead of you to unending streams of spam, spyware, viruses, and other assorted electronic junk and mischief that hackers are prone to these days. What you have done is prove conclusively that you don't have a clue about the proper way to forward email. Your license to compute should be revoked immediately.

As messages get forwarded in this way they move along the internet, and the list of email addresses embedded in the note gets longer and longer. All it takes is for just one of these folks to get a virus or some other kind of malware, and everyone who has their email address in that list can be infected.

Anyone can take those email addresses, sell them or send out their own junk mail. Assuming you are a mature responsible adult, you most likely would not want to harm anyone, even inadvertently. What does a conscientious person do to stop or better yet, prevent damage?

When you click the "Forward" button you enter the edit mode of your email client. Before you do c p { v j k p i " g n u g " F G N G V G " c m n " v j g " q v j g t " g o c k n " c f f t g u u g u " appearing at the top of the message. Let me repeat. F G N G V G " v j g o " d { " j k i j n k i j v k p i " v j g o " c p f " V J G P " pressing the Delete button on your keyboard. It f q g u p ø v " v c m g " n q p i 0 "" Y j g p " { q w ø x g " L p k u j g f . " f g n g v g " c p { " other junk that isn't actually part of the message, such as information about the original sender. Delete

anything that is not part of what you want to send.

If you're sending the message to more than one r g t u q p . " f q " p q v " w u g " v j g " V q < " q t " E e < " L g n f u " h q t " c f f k p i " email addresses. Always, always use the BCC: (blind ectdqp" eqr { + " L g n f " h q t " n k u v k p i " v j g " g o c k n " c f f t g u u g u 0 "" V j g " people receiving the message will see only their own address.

Some email clients don't automatically show the blind carbon copy option. If that's the case, click on where it says To: and your address list will appear. Highlight the email address and choose the BCC: option. It's not much effort, and it eliminates the possibility of someone using the email addresses inappropriately. When you send using the blind carbon copy, everyone receiving the message will see "Undisclosed T g e k r k g p v u ø " k p " v j g " j g c f k p i " k p h q t o c v k q p 0 ""

If your email client requires that something be in the V q < " L g n f . " u g p f " v j g " o g u u c i g " v q " { q w t u g n h " c p f " w u g " v j g " D E E < " L g n f " h q t " g x g t { q p g " g n u g 0 ""

T g o q x g " c p { " H Y " k p " v j g " u w d l g e v " n k p g 0 "" D g v v g t " { g v . " e n g c p " w r " v j g " u w d l g e v " n k p g " e q o r n g v g n { " d { " L z k p i " c p { " u r g n k p i " or grammatical mistakes. Why let someone else's errors appear as your own?

Sometimes you will receive an email that is a petition. It states a position and directs you to add your name, address, and sometimes other information. Then you're supposed to send it to as many people as possible. If enough people do this, an email can contain hundreds if not thousands of names and addresses.

The longer the list gets the more valuable it becomes to a spammer or hacker because the names and email addresses are valid. If you really want to support the idea behind the petition, a personal letter to the eventual recipient carries a lot more weight than a piece of paper with a long list of names. When you think about it, lists like these can be generated from telephone books. Do you really think that a member of congress is going to pay attention to something that could be so easily faked?

Sometimes these petitions come with statements or warnings that the emails are being traced. Don't believe it. While technology is constantly improving,

there is still no way to trace emails through the internet.

One kind of really annoying email is the one that promises that something wonderful is going to happen, but only if I forward the message to at least ten people. Some unspeakable evil will surely befall me. I always fail to do so, and nothing bad has happened yet, but I wonder if this could be the reason I haven't won the lottery.

Before forwarding some version of an Amber Alert, take a little time to check out the story behind the message. Most of these messages have been circulating around the internet for years. Some of them have been around for a decade. Almost all of them are much less than they seem.

Some sites that will help:

- <http://www.urbanlegends.about.com/od/internet/a/currentnetlore.htm>
- <http://www.ciac.llnl.gov/ciac/bulletins/h-05.shtml>
- <http://www.snopes.com/snopes.asp>
- <http://www.vmyths.com/>

You may not be able to stop this stuff on your own, but you can stop contributing to it. This article has been provided to APCUG by the author solely for publication by APCUG member groups. All other uses require the permission of the author (see e-mail address above).

Gp f'qih'Ctrleng'/'Gp f'qih'Ctrleng'/'Gp f'qih'Ctrleng'/'Gp f'qih'Ctrleng'/'Gp f'qih'Ctrleng'/'Gp f'qih'Ctrleng'

Funny Headlines

- É" Include Your Children When Baking Cookies
- É" Uq o gvj kpi " Ygpv" Y tqpi "kp"Lgv"Etcuj."Gz rgtv"Uc {u"
- É" Rqnkeg"Dg ikp"Ec o rck ip"Vq"Tw p"Fq y p"Lc { y cnmgtu"
- É" Uchgv {"Gz rgtv"Uc {"Ue jqqn"Dwu"Rcuugp i gtu"Uj qwnf" Be Belted
- É" Drunk Gets Nine Months In Violin Case
- É" Survivor Of Siamese Twins Joins Parents
- É" Iraqi Head Seeks Arms
- É" Prostitutes Appeal To Pope
- É" Panda Mating Fails; Veterinarian Takes Over
- É" Dtkvku j "Nghv" Y ch ħ gu"Qp"Hcnmncp f"Kuncp fu

Cricket – Laptop Stand

By Terry Currier

If you have a laptop computer you know it can get pretty warm at times. I own a HP Ze4904 laptop computer. Do you remember the Sony battery recall in 2006, because of overheating? Well, true to Murphy's Law my laptop has a Sony battery, but not one of the ones recalled. It can really get warm.

The purpose of a laptop stand is not just to hold it, but to help keep it from getting too hot. I own two of them. The Targus (www.targus.com) one has two small fans built-in to help blow cooler air onto the bottom of the laptop. I brought it on sale for about \$20, it is about the same size of the laptop itself, and it works pretty well. The bad thing about it is, to make the fans work it has to be plugged into an electrical outlet. It's not heavy, but sometimes there is no place to plug it in.

The LapWorks (www.laptopdesk.net) I brought two years ago. It is a foldable plastic tray type unit with slots in to help get some air to the laptop. There is rubber on the tray to help it hold the laptop. It also raises it a slight amount when keeping it off my lap to keep the heat way. Sometimes when I actually have to use it on my lap, the folded out version is not enough. I end up folding it in half to put under the laptop and keep the heat away. I see from their website the newer o q f gnu" j cxg" q r g p" x g p v k n c v k q p" u n q v u" h q t" g z v t c" e q q n k p i 0" You can also elevate the screen, by using a simple r n c u v k e" v c d" k p" v j g" w p k v 0" H q t" c p" g z v t c" Ł x g" f q m n c t u" { q w"



can purchase a side tray for using a mouse. Cost is \$29.95, and weights in at 22 ounces.

Now along comes the Cricket. You have to love the portability of the Cricket. It weighs only 9.7 ounces and folds up vq"Łv"kp vq" c" dc i" v j g { "kpenw f g 0" Gcukn { "Łv k p i" k p v q" o quv" laptop bags. The arm swings out and holds at certain cp i n g u" y k v j" c" u q n k f" enkem 0" V j g" n g i u" g z v g p f" q w v" c p f" j cxg" little feet that fold out to hold the laptop. The angles it holds the laptop and shape of the Cricket makes it

