

SEPTEMBER 2007— NEWSLETTER



BOARD OF DIRECTORS

- Roger Turner, President, Programs
- Katy Link, Vice-President, Email
- Nancy Bellitto, Secretary
- Mary Brunner, Treasurer
- Burt Goldstein
- Kathryn Taylor, Historian
- John Trask, Purchasing
- Anne Clark, Webmaster
- Kaye Hammerman, Education/Publicity/SIGS
- Robin Nahas, Membership
- Norm Salzberg, Workshop
- Sept-2007 Editor, Louise Applequist



SHARING YOUR PHOTOS OVER THE INTERNET

September 17, 2007 6:30 p.m.

Come join us for a night of fun. Grab a ticket at the door and be there for the drawing.

If we told you that it is possible to share all of your photographs with friends, business people and virtually everyone (who has a computer) in your family for the very low price of Zilch—would you believe us?

Norm Salzberg will introduce us to various digital programs that make it possible to upload your digital images to various programs on the Internet that will

display them for you. If a viewer likes the pictures, they are able to download a print of the picture.

You can also save all of your prints to a file. Relive and share the good old days. Organize family photos so that they may also be passed along to others.

Not only can you share personal photos, you can also take digital pictures of items in your estate to be assured that each of your family or friends get exactly what you have left for them.



From a 1943 album and can now be shared over the Internet w/friends and relatives.

Visit Norm Salzberg's web site at for articles published in the GLOBE at:

<http://www.lvpcclub.org/joy.html>

PRESIDENT'S REPORT

I want to take this opportunity to encourage each and everyone of you who dedicate your time as a Volunteer with our Computer Club, to attend the Wednesday, November 7th VOLUNTEERS DINNER. Once a year we do some "patting on the back" to members who have given of their time. We honor them and realize that, without them, we could not be as successful as we are today.

Index is on Page 2



In This Issue

- Classes / Schedules — 7
- Do's & Don'ts — 7
- Dr. Watson — 10
- File Association — 3
- Hoaxes — 9
- Just Doesn't Work That Way — 4
- Membership Information — 10
- Membership Application — 10
- MINUTES-August — 5 & 6
- New Members — 7
- October's Line Up — 2
- Outlook/Rearranging E-Mail — 4
- Questions & Answers — 3
- Southwestern Users Mtg — 8 & 9
- S.I.G.s — 9
- Vista Tips/Tricks — 3
- Volunteers Dinner-November — 4
- Windows "Win" Key — 2

The Laguna Woods Village PC Club

3rd Floor of Administration Building
 Justin Webb Learning Center
 24351 El Toro Road
 Laguna Woods CA 92654

Web Site: lvpcclub.org
 Webmistress: Anne Clark,
 E-mail: aclark@comline.com

Newsletter Editor:
 Louise Applequist
 E-Mail: callapple@fea.net

Telephones:
 949 / 268-2262 (PC Workshop)
 (949) 268-2261 (Learning Center)

**Coming on October 15th
 3rd Monday—6:30 p.m.**

General Membership Meeting

Capture the Convenience of Buying On-Line

- Fast Delivery – Easy Return
- Dependable Sources

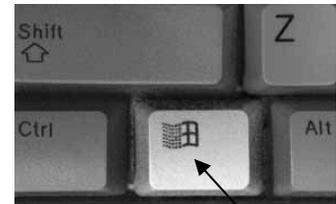


- Order Anytime from anywhere.
- Greater Selection / Better Prices
- No Driving
- Can shop on-line 24 hours a day—even from your bed.
- Comparison shopping takes only a few seconds on-line.
- Sellers are only too happy to provide you with details.

Come and Learn About the How-To's, the cautions, and the pros and cons of using your computer for this convenient service.



WINDOWS "WIN" KEY



"WIN" KEY

This middle key is called the Winkey. It is located between the CTRL and ALT key. I don't know when I discovered it, but don't know how I could have ever lived without it, either.

Just pressing the Winkey and "tapping" (not hard) will open up your STARTUP menu.

Press "Win key+ E": Opens up Windows Explorer

Press "Win key+ R": Opens the Run command.

Press "Win key+ F": Opens up the Search Files window

Press "Win key+ D": Shows the Desktop

Press "Win key+ D" again: Brings up all the windows back

Press "Win key+ M": Minimizes all open windows

Press "Win key+ F1": Brings up the Help Menu

Press "Win key+ Pause/Break": Shows the System Properties box



QUESTIONS & ANSWERS

Q. I have tried over and over to copy the files to a CD. All the files show up, but I can't access any of them. I've tried "send to", "Save As", etc., to no avail.

A. In Windows XP, when you copy files to a recordable CD-R/RW drive, it only puts temporary files there—look at each file and you will probably find a little black, curling arrow. The arrow indicates that it is **ONLY** a "LINK" to the original file. They are not actually burned to a CD until you go to File and choose "Write these files to CD." I got so used to burning CD's with software that I completely skipped over the simplicity of saving these files to the CD with the normal Drag 'N Drop Windows procedure.

Q. I spent over \$100 buying an external storage device as I wanted to make sure that everything was backed up. I plugged it into a USB port and could not get it to open. Where did I go wrong?

A. If you are plugged into a USB HUB, that might be the reason it isn't working. Try plugging it directly into the computer's USB port.

Q. I get so tired of those same old ICONS for the folders. Is there some way to change them?

A. Right-click on a particular folder, for example, in My Pictures. Now click Properties, and then open the Customize tab. In the "Use this folder type as a template:"

section, click on the down arrow and select Pictures or Photo Album. Now in the "Folder pictures" section click on Choose Picture. Click to get access to your pictures, double-click on the picture of your choice, and then click OK to close. Now, when you open My Pictures, that folder will have your selected picture on it to jog your memory about what pictures reside in that folder.

TIPS & TRICKS FOR VISTA

You can make the overall text size in Vista larger or smaller by right clicking on an empty portion of the Desktop, clicking Personalize, and clicking Adjust Font Size (DPI) on the left column. Click the larger scale (120 DPI) radio button to make text larger or click the Custom DPI button and use the slider to fine-tune text. Click OK to accept your changes.

Note: I stole this—Remember, I know little or nothing about Vista, but I know that I'm not alone.



Only a few of us are perfect and you all know who you are. I don't mind your pointing out my errors—just do it with kindness and remember that you get the job next.



A LESSON LEARNED

**AND HOW TO SET IT UP.
EASY AS PIE**

(So it sez here in small print)

1. Click on My Computer
2. Click on Folder Options
3. Make sure the "Hide Extensions for Known File Types" is **CLEARED**
4. Click on **FILE TYPES** (Here is where you can hover the mouse to see what is opening the program at present).
5. Right hand click on the file you want to change.
6. Then click on **ADVANCED** (Normally, you will use **CHANGE**)
7. Now you have the **OPEN WITH window**> Scroll to **OTHER PROGRAMS** and find the program on which you want to change the association.
8. Browse to program that you **NOW** want to open it with. Click on it and you're done.

Volunteer's
Dinner CH 5,
November 7, 2007,
5:30 PM



The dinner is on November 7, 2007 at 12:30 p.m. Join now as a volunteer and be there with us to honor friends and neighbors who give their time to make life pleasant for you.

You can join up at the PC Workshop as either a Supervisor or a Greeter. Greeters must have a smile and Supervisor's absolutely must have patience. Learning how to operate a computer is a difficult learning experience, but if you WANT to learn and want to take the time to attend our various workshops, then we are here for you. However, all of this is not possible unless we have the volunteers to help. You'll never meet a nicer bunch of people—all willing to give you a few hours of their time a week.

P.S. The food is terrific and is catered by Jolanda.

Welcome to the Laguna Woods Village PC Club

(Roger Turner, President)

The Laguna Woods Village PC Club is a non-profit organization dedicated to maintaining Laguna Village's PC facilities and to providing helpful services and learning opportunities to all members. All functions in the PC facilities are managed and executed by volunteer members

The PC Workshop and the Justin Webb Learning Center are located on the third floor of the Laguna Woods Village Community Center, 24351 El Toro Road, Laguna Woods Village, CA 92653.

High-Speed Internet Access
On Wednesday, October 6, 2004, both the PC Workshop and the Justin Webb Learning Center were switched over to High-Speed Internet access via the Laguna Woods Village Broadband cable system. This service is faster than the DSL hookup we had in earlier years.

We invite you to tour our web site to find out about our activities, services, and classes, become a member of our organization, and consider areas where you might join us in helping others.



REARRANGING YOUR OUTLOOK—E-MAIL

When you open Outlook, you usually are looking at three (3) columns, labeled From, Subject and Received (the date you received the message). You can rearrange the order these columns appear in by clicking on a column heading and then dragging it left or right.

You can sort e-mail messages in by right clicking on any column heading and then clicking on Sort Ascending or Sort Descending.

Use the Outlook keyboard shortcuts. To send your e-mail messages you can click on Send, or hold down the Ctrl key and press the letter S. While holding down the Ctrl key you can also press R to receive e-mail, or M to send and check for new mail.

To send a new message you can click on the New Mail icon, or you can hold down the Ctrl key and press N. Press R while holding the Ctrl key down lets you respond to a message, or you can click the Reply Icon.

Finally, you can click on View on the menu bar at the top of your window to access things like current view, message sorting, columns and text size.

MINUTES FROM AUGUST 6, 2007

By Nancy Bellitto, Secretary

LAGUNA

VILLAGE PC CLUB

BOARD of DIRECTORS MEETING MINUTES

AUGUST 06, 2007

PRESENT: Nancy Bellitto, Mary Brunner, Anne Clark, Kay Hammerman, Katy Link, Robin Nahas, Norm Salzberg, John Trask, Roger Turner (Presiding), Louise Applequist (Guest).

ABSENT: Burt Goldstein, Kathryn Taylor

President Roger Turner opened the meeting at 3:30 PM in the Learning Center.

The July 2, 2007 meeting minutes approved as distributed (MSP John, Mary).

Treasurer's Report - Mary Brunner: Mary distributed the income/expense reports for the month of July (July 1 through July 31, 07). Major expenses for July were for meetings, classes, workshop expenses, membership committee expenses, newsletter/flyers and administrative expenses. Income was from class fees, donations and membership dues. July expenses exceeded income by \$31.62. Treasurer's report from July was accepted as presented. (MSP Norm, Kaye)

PRESIDENT'S REPORT: - Roger Turner:

The correct website address is <http://www.lvpcclub.org>.

President Roger reported that the July 5th Anniversary Celebration honoring 5 years in the Community Center location had a very good turnout of guests, for both the PC and the Mac Clubs.

Roger stated that the June workshop incident has been resolved and is a closed issue.

The September PC Club General Meeting will be held in Clubhouse 3 on Monday, September 17 at 6:30pm. Norm Salzberg will be presenting the program, "Internet sites to store and share your photos". Norm will review and demonstrate several web sites where you can store photos in albums and invite friends and family to view them.

The October General Meeting will be, "Buying Online" with Russ Suter. For November, the topic of eBay has been suggested.

Vice President's Report - Katy Link:

The November 7th Volunteer Dinner plans are progressing on schedule. The reservations have been secured and the catering plan is in process. Katy added that the list of guests members wish to invite must be forwarded to her. The dinner fee for non-volunteers will be \$10 per person. Our workshop summer intern, Inn Sohn and his parents will be PC Club guests at the dinner.

Workshop Report - Norm Salzberg:

The Open House went off well - 170 visitors signed the guest log.

41 Supervisors and 21 Greeters are active. One supervisor was recruited at the Open House. One renter volunteered for his summer stay. One supervisor is out for a few months due to an auto accident.

The PC inventory showed 7 units over 5 years old, and 3 over 4 years old. 10 Vista Home Premium PC's were purchased to replace the oldest units. Deep Freeze installation on the new PC's is delayed by a known problem. John Trask is

awaiting the vendors' solution.

The workshop will be closed Saturday, September 1 and Monday, September 3 for the Labor Day holiday.

New signs were posted to reduce excessive and abusive use of the network printer. A resident's concern regarding Yahoo mail account security will be fixed. Norm advises that the wireless laptops are on an insecure network. The procurement order for 10 new Vista computers was discussed at the board meeting. The expense will be recorded on the August Treasurer's report.

Membership - Robin Nahas:

Robin reports the membership roster has 1325 members listed and additional names are being added. New or renewed memberships recorded after September 01, 2007 will be valid until December 31, 2008.

Robin has enhanced the format of the PC Club membership forms, both the New Member and Member Renewal forms. There are forms in the Workshop at the Greeter Desk, or available online at the PC Club website.

Website - Anne Clark:

Anne noted that our website and our website address has been modified, and has a smart new look in blue and white, similar to Microsoft, and will sport a new logo as well. The links for Yahoo and Google will reside on the right side of the page.

Historical Records - Kathryn Taylor:

Kathryn has created and updated an informational document of historical data about the Computer

Continued on Page 6

Club for distribution and copies are available in the Workshop. Any interesting Computer Club trivia should be delivered to Kathryn for incorporation into the history data.

Education Report - Kaye Hammerman: Registration has started for September classes. Membership applications and checks were held back and turned over to Robin Nahas on August 6.

Irv Abel has been added to the teaching staff. He will be teaching the Basic class in September.

No major problems with equipment in the Learning Center.

LAGUNA WOODS VILLAGE PC CLUB NEWS: The next issue will appear in September. The next General Meeting Notice (September) will be on page one of the September issue of the Laguna Village PC Club News. Louise Applequist will serve as Interim Newsletter Editor beginning with the September 2007 issue. News articles will be e-mailed to Louise by individual contributors, at least two weeks prior to the next General Meeting date.

NEW BUSINESS: Katy mentioned that the time for a nominating committee to be appointed is near and election of officers will be held in November.

There being no other business the meeting was adjourned at 4:35 p.m. (MSP John, Katy)



LVPCC'S CLASSES

Classes are held in the Justin Webb Learning Center—LV Community Center, Third Floor

Classes are available to members of the LVPCC

NOTICE OF NONDISCRIMINATORY POLICY AS TO STUENTS: The LWVPCC Justin Webb Learning Center admits students of any race, color, national and ethnic origin to all the rights, privileges, programs and activities generally accorded to students at the Learning Center. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, or other programs.

2007—SEPTEMBER CLASS SCHEDULE

Registration Hours:

Wednesdays 10:00 to 3:00

Fridays 10:00 to 3:00

For further information contact

Kaye Hammerman 859-1301

or email Chamme1009@aol.com

PHOTOSHOP ELEMENTS - Bob Ring/Ira Joss

Monday 9:00am September 10 thru October 8

BASIC COMPUTING SKILL - Michael Taylor

Tuesday 9:15am September 25 thru October 23

BASIC REFRESHER - Mel Dollar

Tuesday 1:15pm September 11 thru October 9

INTERMEDIATE - Mel Dollar

Wednesday 9:15am September 12 thru October 10

WORD PROCESSING - Stan Gendelman

Wednesday 1:15pm September 12 thru October 10

BASIC COMPUTING SKILLS - Irv Abel

Thursday 1:15pm September 20 thru October 18

INTERNET (3 weeks) - Norm Salzberg

Friday 1:15pm September 14 thru September 28

VOLUNTEERS CORNER

DO remember that years of planning went into creating this Computer Center

DON'T forget that we meet on the 3rd Monday of every month, CH3 at 6:30

DO come and bring a friend (preferably a smiling one)

DO remember your manners and treat our speakers with respect

DON'T come to the meeting if you think you will be bored

DO research the topic of our meeting

DON'T be rude and walk out in the middle of their presentation

DO show good manners by not leaving until our guests leave the stage.

DO try to make eye contact and smile with everyone you see

DON'T talk (even to your neighbor) when the speaker has the floor

DO put your hands together and applaud their efforts

DON'T just "ignore" the person sitting next to you, say hello

DO stay after the meeting to share some sunshine with the other guests

DON'T forget to volunteer for one of our high paying jobs

DO remember that it takes cooperation to make a successful club

DON'T hesitate to ask a question - we are here to help

DO expect to get a wrong answer once in a while



LVPC Club Welcomes New Members



Watch the mail for your "Lavender" 2008 membership cards.

- Stephen Alexander
- Sonia Appell
- Jerren Auble
- Rubalee Bookout
- Gunny Crawford
- Keri Cruzat
- Theda Daitch
- Joe Diamond
- Phyllis Diamond
- Deena Fernandez
- Sam Glassman
- Edward Gorski

- Craig Harris
- Arthur Henry
- Jerome Hochheiser
- David Holliman
- Patricia Huff
- David Johnson
- Jean Kalush
- Jung A. Lee
- Kyu Lee
- Max Liston
- Martha Mako
- Pat McAuley

- Peter Meyers
- David Moss
- Joyce Moss
- Richard Palmer
- Jana Phillips
- Violet Richards
- Dory Sakamoto
- Ming L. Shen
- Gerald Spear
- Shirley Welds
- Katherine Wexler
- Chen Yen-Li

SOUTHWESTERN REGIONAL USERS GROUP CONFERENCE

July 13-15, 2007: Beverly Carter and Louise Applequist attended the Southwestern Regional User Group Conference Workshops at the Town & Country Hotel in San Diego.

Among the many meetings we attended were **BRINGING THE FUN BACK INTO USER GROUP MEETINGS**. Some of the groups have potlucks, field trips, cook-offs. Among some of the suggestions were to give away larger door prizes. I am sure that some of you have your own suggestions. We will have a **SUGGESTION BOX** available in the workshop.

Along the same lines was a session in **EQUIPPING YOUR USER GROUP FOR GOOD MEETINGS**. Having good equipment, sound systems, projectors, wireless computers, microphones. Short reports that are not boring to the audience. All of these make for a comfortable meeting for our members.

REGARDING DIGITAL

Ivan Randall covered various ways to cleanup scratchy records, replacing a VHS machine, etc., and converting them all to digital.

Cathy & George Marolin gave some interesting tips on taking better pictures with your camera.

Members seemed to take great interest in how to create books and stories of their life via digital publishing.

VISTA WINDOWS

Lots of talk about the new operating system. Just about as many refused to install the system as in the old days when we were moving to Windows. Nobody likes change. Those who were VISTA users were absolutely crazy about the system. Most people do not like the idea of having to replace the software that won't

run on Vista. Bruce Jacobs, Editor, Phoenix PC User Group discussed what each of us should know about Vista. Questions were many, but explained that Vista is "Progress".

MICROSOFT'S MAIL MERGE WITH MS-WORD

Even if you think you knew it all, this speaker (Lu Kinne, Computer Booters of Sun Lakes, Newsletter Editor & Word SIG Chair) managed to teach you something else. And, the nicest part was that if she didn't know how to do something, she asked for help from the audience. Merging with envelopes, labels, badges, addresses . . . All done with one database that can take care of all your needs. A database with enough columns can handle everything. Some of us use a Excel Database to sort and send bulk e-mail.

POWER POINT PRESENTATION

Members (and participants) had a great time with Kathy Jacobs (President, Phoenix PCUG) when they covered how to make your PP presentation interesting to your readers. Lots of fun and we learned many quick tips on how to use the program.

SKYPE (IT'S FREE)

Know someone who has SKYPE? The two of you can talk back and forth. In the future many presentations will be covered via Skype. Jerry Clarke, President, Long Beach Computer Club, had many suggestions on how to bring it all together. Shrinking budgets make it difficult to bring vendors and presenters to the local clubs.

SPYWARE/VIRUS-SPAM

CONTROL

According to David Perry of Trend Micro, it's not just fun and games

anymore. It is malicious mischief and organized crime.

TRICKS—GETTING THE MOST FOR PHOTOS/VIDEO

Every one of us who have a computer have been approached to do something for a friend. Birthday cards, slide shows, copy a CD or DVD. Anthony Martorina, Pinnacle Systems covered how to be a PRO at it. Pinnacle Software also gave away a CD on Pinnacle—not a demo and not a 30-day trial. Very generous.

FLASH DRIVES

We had lots of fun in this one. Some of these Flash Drives sell for \$10 and up. Some people back up their computers using the Flash Drive and move them from computer to computer. Pictures and photos are transported for family gatherings. Work books are transportable. Some tips on what to do if the drive is lost. Ask any executive that you meet to show you their FD and you can be assured that no one will be without one.

[Other software or flyers available at the meeting:](#)

IPOD PHENOMENON (Michael Miller) with 35% off { www.quepublishing.com/title/0789736748 }

ACOUSTICA CD-DVD Label Maker: www.acoustica.com

MR. MODEM'S WEEKLY NEWSLETTER—www.MrModem.com

VERBATIM Audio, Data, Photo & Video Storage: www.verbatim.com

OTTER BOX CARRYING CASE (Protect car keys, batteries, credit cards): www.otterbox.com

DIGITAL PHOTO GUY, INC. Web Base Training:

(Continued on page 9)

(Continued from page 8)

www.thedigitalphotoguy.com

ANSWERS.COM (Search Engine):

www.answers.com

I've been using ANSWERS.COM for a few years and there hasn't been a time when I didn't get a solution to a problem. One of their recent questions is: Can you convert a car to run on propane and if so how? And they are still waiting for the answer—help them out will you?

SKYPE (See Above):

www.skype.com/shop

OPERATION DVD Collect new & used DVDs to send to our troops:

Visit <http://www.operationdvd.us>

PHOTOSHOP BASIC SKILLS SERIES:

www.dazzlingphotography.com

BLUE SQUIRREL Software Solutions:

<http://www.bluesquirrel.com/usergroup>

PLASQ.COM'S COMIC LIFE

(expand what you can do with your photos)

<http://plasq.com/forum/comiclifewin>

**SPECIAL
INTEREST GROUPS
S.I.G.**

SIGS scheduled for October are:

The usually scheduled SIGS are not presently available for October

Please tune in to our Web Site at

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

For future updates.

October SIGS are posted on the Channel 6 Message Board.

Before FORWARDING a notice to all of your friends, check it out on [SYMANTEC](http://www.symantec.com)

Hoaxes

Symantec Security Response uncovers hoaxes on a regular basis. These hoaxes usually arrive in the form of an email. Please disregard the hoax emails - they contain bogus warnings usually intent only on frightening or misleading users. The best course of action is to merely delete these hoax emails. Please refer to this page whenever you receive what appears to be a bogus message regarding a new virus, or promotion that sounds too good to be true.

http://www.symantec.com/enterprise/security_response/threatexplorer/risks/hoaxes.jsp



DR. WATSON

Dr. Watson for Windows XP is a program error debugger that gathers information about your computer when an error (or user-mode fault) occurs with a program. Dr. Watson is installed in your system folder when you set up Windows XP. You can access Dr. Watson by typing "drwtsn32.exe" in the run dialog box.

HOW TO: Configure and Use Error Reporting in Windows XP If a program error occurs, Dr. Watson for Windows starts automatically. To configure Dr. Watson, follow these steps:

1. Click **Start**, and then click **Run**.
2. Type **drwtsn32**, and then click **OK**.

By default, the log file created by Dr. Watson is named Drwtsn32.log and is saved in the following location:
drive:\Documents and Settings\All Users\WINNT\Application Data\Microsoft\Dr Watson **Note** Drwatson.exe is an older program error debugger that was included with earlier versions of Windows NT. Microsoft recommends that you use Drwtsn32.exe instead of Drwatson.exe in Windows XP.



The PC Workshop

MEMBERSHIP INFO



The LVPC Club is an organization dedicated to maintaining our community's PC facilities and providing helpful services and learning op-

portunities to all members. All functions in the PC facilities are managed and staffed by volunteer members. Major funding for the facilities is provided by the LV PC Club, a non-profit organization.

We invite you to visit our facilities

in the Community Center and check out our Web Site (lvpcclub.org) to get information about our activities, services and classes. Further, we invite you to become a member of our organization and consider areas where you might join us in helping others.

Members can now begin renewing memberships for 2008. Use the form below or go to the club website www.lvpcclub.org and print out the form, or by coming to the workshop and filling out a form. If you renew now, your membership will be good until December 31, 2008.

Laguna Woods Village PC Club

\$15 (expires December 31, 2008)

MEMBERSHIP FORM (Please Print)

Must be a resident of Laguna Woods Village

Date _____ Cash ___ Check No. ---- _____

Check one: New Member ___ Renewal ___

Last Name _____ First Name _____

Phone _____

Address _____

Unit _____

Mailing Address (if different) _____

Email Address (please print) _____

Please make \$15 check payable to **PC Club**

Place check in Membership Mailbox in Workshop (3rd floor Admin. Bldg.)

Or Mail to PC Club, Att: Membership, P.O. Box 3063, Laguna HILLS, CA 92654