The Gigabyte Gazette

The Monthly Newsletter

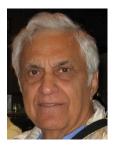
of the

Sun City Summerlin Computer Club

MARCH 2013

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President's Message

by George Lobue

Dear computer club friends,

2013 is off to an excellent start. Our seminars and classes are being well attended with so many of you updating your knowledge and skills. Our members have a growing interest in Laptops, smart phones and tablets . Your club board is working hard to satisfy this interest with new classes and seminars and then along comes the WIN 8 operating system software.

Tom Burt and his lab team have gone above and beyond our expectations in their work of getting our lab equipment upgraded with new student computers and the new Windows 8 software. Bill Wilkinson has done the same with updating our beginners Boot Camp class with all the new stuff.

Some of you have told me that it is difficult to know what to buy in smart phones and tablets. Remember that there are 4 things to think about. They are: the hardware, the operating system they use, the network provider and the available applications (APPS). Our recent outside guest speaker, Chad Indrieri did a fine job of presenting information about these MOBILE devices. If you missed his presentation he has offered to come back for our OCTOBER monthly meeting with an update on what's new with mobile devices. Don't miss his second presentation the second time.

Remember to read your on line Gigabyte Gazette newsletter for information of all computer club activities. Our March general meeting is March 7th at 7 PM at the Desert Vista center. Hope to see all of you for informative presentations, socializing with fellow members and good refreshments.

Where else can you get all of the above for a mere \$10 per year?

Stay happy and healthy!

George Lobue, President 256-0822 <u>globue1@juno.com</u>

Irene Burt	Tom Burt	Zane Clark
Tammy Collins	Stu Gershon	David Kretchmar
Pat Lemay	George Lobue	Howard Verne

Issue Contributors

Submissions Welcome

We are always looking for new information to share with our club members. If you have computer or technical information you would like to share with members of the club via our "Members Helping Members" section of the Gigabyte Gazette, send your articles to Tom Burt at <u>tomburt89134@cox.net</u>. Thank you to everyone for your contributions.

SCSCC Board of Directors Actions

The Computer Club Board of Directors took the following actions on February 13, 2013:

Howard Verne made a motion that the minutes of the January 9, 2013 Board of Director's Meeting be approved as submitted. The motion was seconded by Tom Kimber and unanimously approved by the Board.

Ed Barkin made a motion that the minutes of the February 7, 2013 Business Meeting be approved as submitted. The motion was seconded by Irene Burt and unanimously approved by the Board.

General Membership Meeting

The March meeting will be held on Thursday, March 7th, 7PM at Desert Vista. We will have a presentation by Stu Gershon on compiling a medical survival folder. Come join us for this informational presentation, refreshments and fellowship.

Welcome New Members

The following new members have joined the Computer Club since January 25^{th} .

Jane Ashe Nancy Breed Helen Bubenheim Mary Ann Clark Maurine Coleman Stephen Finkelstein Roberta Guest Carole Heierle Liz Kremel Nils Larson Hy Levine Joseph Macaskill Sharon Minella Joyce O'keefe

Charles Peskin Jacques Ribons Edward Saltzman Morton Schwartz Connie Sieber Lorraine Stalians Norma Staretz Carla Terzich Loren Terzich Alma Thayer Tom Thayer Mary Lu Topper Peter Webster Marla Weiss

March 2013 Calendars

To view the February classroom and lab calendars, click the following hyperlink: http://www.scs-cc.com/Calendars/scscc_calendar_2013-03mar.pdf

Members Helping Members

"Members Helping Members" is a column that includes computing tips that our members find useful and that they would like to share with their fellow SCSCC members. Please email your tips to the GG Editor, Tom Burt, at: <u>tomburt89134@cox.net</u> with the title "GG: Members Helping Members".

What's New in the Lab

The Lab Team recently finished upgrading the instructor and student PCs to Windows 8 Pro. In all, 15 PCs were upgraded. The upgrades went in very easily. We did the "in-place" upgrade over the existing HP Pavilion Windows 7 PCs that were acquired last July. Using that approach allowed us to retain all the previously installed application programs, including Office 2010 and Picasa.

To help users unfamiliar with Windows 8 make the transition, we also installed the free, open source "Classic Start Menu" add-in. This add-in makes the Windows 8 Desktop virtually identical to the Windows 7 Desktop.

To protect the PCs in the lab from unwanted changes, all the PCs have a product called Deep Freeze installed. For Windows 8, we upgraded to the latest Deep Freeze version (7.6). Deep Freeze automatically removes all changes made to a PC since the last time that PC was "frozen". This ensures that the lab's PCs always boot up into a known, "clean" state, regardless of what a previous user might have done to the settings or what programs might have been installed.

We also recently installed a new Epson V330 flatbed scanner that can scan documents, photos and slides. The V330 replaces some old Epson 1650 scanners that were not compatible with Windows 7.

We also added a USB floppy disk drive to one of the sidewall PCs (LAB016), which is near the file cabinet in the back corner. This allows users to copy old files from floppy disks to a USB flash drive or CD.

I'm currently working on upgrading the computer club's wireless network with a new dual-band (2.4 and 5 Ghz) router. This should improve performance under the heavy loads that arise when we have a classroom full of tablet users at the same time as we have a full group of students in the lab.

With these changes, the Lab should be set for the rest of 2013 and probably 2014.

Let me know if there are any other changes that you think would benefit our membership.

Tom Burt Vice President and Facilities Director

Special Interest Groups

Special Interest Groups (SIGs) provide a forum for general discussion on a specific computer related subject. Admission to all SIGs is on a first-come, first-seated basis and is subject to the maximum allowed by fire code regulations. All of the following meetings are held in the Classroom <W> or <M> or <H> indicate whether a SIG would be of interest to a Windows, Macintosh or Hand-held Device (i-thing or Android) user.

Android Devices Q&A Group <H>

3rd Wednesday, 1 p.m.

Jack Spargo and Pat Lemay

This group isn't quite ready to declare itself a SIG, but meets monthly. It serves as your forum for learning about and discussing Android-based phones, tablets and e-Reader devices. This group is for Android hand-held device users of all experience levels.

Creative Graphics <W/M>

Coming soon Mel Neiman (228-6727)

Featuring tips, tricks, demonstrations and giveaways with information on greeting cards, business cards, labels, simple desktop publishing, digital photo tips and using photos in your projects, creating slide show informational frames, using fonts and creating your own clipart from fonts, e-mail stationery and animated signatures, journaling, and scrapbooking using computers, new tools for publishing found in Printmaster. Very basic photo imaging processing, using small utilities related to graphics, fonts and catalog.

Digital Media <W>

3rd Thursday, 9:00 a.m. Tom Burt (341-7095) The Digital Media SIG provides a forum for members interested in all aspects of computer-based digital sound and video to meet, discuss, and learn more about the topic. The SIG's target audience is intermediate to advanced digital media users, but all members are welcome.

Genealogy <W>

2nd Thursday, 10:00 a.m.Karen Ristic (749-6489)Genealogy is one of America's most popular and rewarding hobbies. Come; let us help you find your ancestors on the Internet. We will explore helpful, free, sites and assist you in building your family tree.

GMail and Other Google Programs <W/M>

1st Thursday, 10:00 a.m.Pat Lemay (254-1499)Pat has adapted her popular Gmail seminar to become a regular monthly SIG. All members are welcome.This is your place to learn about all things Google.

Hardware <W >

Every Tuesday, 1:00 p.m. to 4:00 p.m. Chuck Wolff (233-6634), *George Lobue (256-0822)*

This SIG provides **CLUB MEMBERS ONLY** with no cost assistance for those having upgrades and / or problems with their computers. Bring in only your PC tower and your problems. Our TECH team will give you our best effort. Be sure to mark your cables so you can re-connect when you get home.

iPad SIG <iPod, iPhone, iPad>

4th Thursday, 10 a.m. Zane Clark (562-3684)

This SIG will be your forum for learning about and discussing the Apple iPhone, iPod and iPad tablet devices. It's for Apple hand-held device owners of all experience levels.

Macintosh Users' Group <M/H>

2nd and 4th Tuesday, 6:30 p.m. Ed Barkin (243-6597) and Rose Mary D'Aloisio (255-2813) This SIG is for Macintosh users of all experience levels. We will have Q&A, so bring your questions and/or problems.

Photoshop <W>

2nd and 4th Wednesdays, 6:30 p.m. Un-moderated discussion group

This SIG will provide you with an overview of many of the basic elements found in both Adobe Photoshop and Adobe Photoshop Elements, two extraordinary photo retouching, image editing, and color painting software programs. The Adobe Photoshop programs offer the tools to get professional-quality results. If you wish to enhance your photographs, this SIG will be most helpful and of great value. This SIG's target audience is intermediate to advanced digital imaging users, but all members are welcome.

Picasa <W>

3rd Mondays, 1:00 p.m. (*Meets October through April*) Stu Gershon (255-3309)

Stu will be conducting this SIG as a monthly workshop, using Picasa 3 as the tool for organizing and editing digital photos. This SIG's target audience is beginner to intermediate digital photography users, but all members are welcome.

Kaffee Klatches

Kaffee Klatches provide a forum for general discussion on all computer-related subjects. Admission to all Kaffee Klatches is on a first-come, first-seated basis and is subject to the maximum allowed by fire code regulations. All of the following meetings are held in the Classroom.

Beginners Kaffee Klatch <W/M>

Every Saturday, 9:00 a.m. Bill Wilkinson (233-4977)

If you are a novice or near-beginner computer user, or if you just want some refresher information together with a refreshing cup of coffee, then jump-start or recharge your computing knowledge by attending the BKK sessions. At each session, attendees will explore from one to four topics of particular interest to beginners and near-beginners. The topics are always announced a couple of days in advance via e-mail to SCSCC members who have subscribed to the club's message board. Each topic is presented in a step-by-step manner and is supported by "how to" notes that can be easily and conveniently downloaded from the BKK web page. Following each "up front" presentation of one or more topics (approximately 60 minutes in duration), an informal open-ended Question and Answer period takes place for those who wish to participate, listen, reflect, or inquire.

Kaffee Klatch <W/M/H> Every Tuesday, 8:30 a.m.

Sandy Mintz (838-2525)

This KK is for all users from beginning to advanced. The KK discussions are not restricted to any one subject, computer platform or computer-knowledge level but should be computer or technology related. We will try to answer your questions, help you keep your systems updated and provide some useful "tips and tricks." If you have a tip or information you would like to share, we encourage you to bring it in and share since the SCSCC is built on "neighbor helping neighbor." The fellowship is great, the coffee is good, and the education received from the KK attendees is priceless. Stop by on Tuesday morning and have a cup of coffee with us.

March 2013 Classes

Because there are a limited number of computer stations available for handson participation, pre-registration is necessary for all classes. See individual class descriptions for details on how to register.



BOOT CAMP CLASSES

May dates to be announced Each Session Meets from 9:00 am-noon in the computer lab

Lead instructor: Bill Wilkinson

If you know of friends in the Sun City Summerlin community who may be interested in taking this class (see below for course description), would you let them know that this program is available?

Boot Camp Course Description:

Boot Camp is an introductory course designed for residents who are new to computing and/or the Microsoft Windows operating system. It also serves as an excellent review for intermediate users who want to fill some gaps in their computer knowledge.

This hands-on class has a **limited enrollment of 12** with each participant working at an individual computer station in the Computer Lab. A multi-member team of lead instructor and three coaches will provide step-by-step instruction that will include demonstrations, guided practice and individual coaching assistance.

Participants will be introduced to the basic vocabulary and concepts necessary to establish an understanding of Windows. They will be instructed in practical techniques for managing and organizing their own data files, will be introduced to important strategies for working successfully with word processing documents, email, and the Internet, and will learn how to read and write data from and to a portable flash drive. Those participants who own a digital camera will be invited to actively participate in a hands-on experience of copying photos from their camera to their provided thumb drive, utilizing their newly acquired skills of file management.

Boot Camp Registration Details:

To seek additional information or to register for the class, please telephone **Bill Wilkinson at 233-4977.** He will register you for the **February** class and collect the course fee by mail.

Prerequisites: Must be a 2013 Club member (\$10 membership dues) and own a computer with the Microsoft **WINDOWS XP, WINDOWS VISTA**, **WINDOWS 7, OR WINDOWS 8** operating system installed.

COURSE FEE: Fifteen dollars (\$15.00); materials include a 159-page participant's manual specifically written for Sun City Summerlin residents, and a portable flash drive.



Windows 8 Class

Wednesday, March 13th at 1 PM Presenter: Howard Verne Location: Lab

Get a peek into the future of Windows

Howard will demonstrate Windows 8. This hands-on class is for people considering Windows 8 as well as those with a windows 8 computer. The bulk of the class will be devoted to **using** windows 8 - both the Metro as well as the desktop interfaces.



He will also show how you can continue to use the desktop (used in previous versions of Windows). For those of you in love with the windows 7 desktop, Howard will suggest programs which can restore the Start Menu and *Gadgets*.

Handouts can be found at:

<u>http://www.scs-cc.com/smnr/Windows_8_Class.pdf</u> and <u>http://www.scs-cc.com/smnr/Windows_8_Shortcuts.pdf</u> and <u>http://www.scs-cc.com/smnr/Windows_8_Mouse_Navigation.pdf</u>

Registration: to register, send an email with your first and last name, association number, and the word "Windows 8" in the body of your message to <u>hverne@yahoo.com</u>

March 2013 Seminars

For Computer Club seminars, there is no requirement for advanced registration unless explicitly stated. Seating is first-come, first-seated.



Windows 8 Tutorial Meets every Saturday morning at 10:30 am (Dark March 9th) Location: Computer Club Classroom Tutor: Bill Wilkinson

Each session will be devoted to assisting new Windows 8 owners in becoming familiar and comfortable with Microsoft's newest operating system for desktop and laptop computers. Assistance will be given individually or in small groups as

circumstances warrant. Bill's notes are available by clicking HERE.



Las Vegas & Beyond

Monday, March 4th at 1PM Presenter: Stu Gershon Location: Computer Club Classroom

This program covers the history of this great city and the things to see, both in and around Las Vegas. If there's anything you want to know about this town or if you

want to see some good photos of our area, you are welcome to attend.



Camera Workshop: "How to Operate Your Digital Camera"

Monday, March 11th at 1PM Presenter: Stu Gershon Location: Computer Club Classroom

Learn how to operate your digital camera to get the most out of it. Bring your camera along so you can follow Stu's demonstrations.

Handout: http://digitaldoconline.com/Yourcamera.htm



Social Email Netiquette

Thursday, March 21st at 1 PM Instructor: Pat Lemay Location: SCSCC Classroom

Email has become a primary communication medium for many of us. It is meant to be informal when used socially. It is a quick and cheap form of communication in today's world. Keep your emails brief, to the point and socially acceptable. Learn how to properly clean up and forward an email and when you should use To, CC and BCC. Did you know that many emails contain email harvesting programs? Sending email properly not only ensures that recipients will read your email, but also protects your friends and relatives from spammers.



Adobe Photoshop Elements 10

Monday, March 25th at 1 PM Presenter: Stu Gershon Location: SCSCC Classroom

Join Stu in exploring Special Projects using the Adobe Photoshop Elements 10 photo editing program.



Building a Personal Website

Wednesday, March 27th at 9 AM Presenter: Tom Burt Location: Computer Classroom

This 2 hour seminar is aimed at beginners in web development (*not* beginners in Computers) who don't want to invest in a high-end web development tool or to learn all the details of the HTML language. However, all members are welcome to sit in.

We'll walk through the basic structure of a simple web site and how to use MS-Word or MS Visual Web Developer Express as your main "WYSIWYG" web page editing tool. We'll also look at the steps needed to set up a personal web space and the basic procedures to publish and maintain your web site after you have built it on your local hard drive. We'll also look at the free BLOG (web log) services as an alternate way to have a web presence. Finally we'll look at some do's and don'ts in web user interface design so that your web site will be easy to view and navigate.

Tom's presentation notes are available by clicking: http://www.scs-cc.com/smnr/Personal_Web_Sites.pdf



Windows Live Email

Wednesday March, 27 at 1 PM Presenter: Howard Verne Location: Computer Classroom

Windows 8 Mail App does not handle COX / CenturyLink / Embarqmail!!! You have to install Windows Live Mail on your desktop!!

This session will be an introduction to Microsoft's Windows Live Email System for new and experienced users (both Windows 8 and Windows 7). Participants will learn: how to sign up to your Cox/Embarq/Century Link email system; how to send mail with/without attachments; how to view/download attachments; how to add addresses to your contact list and manage the list; and how to recognize spam and phishing.

Handout: Can be found at: <u>http://www.scs-cc.com/smnr/WinLiveMail.pdf</u>.



Digital Photography Column

by Stu Gershon IF YOUR DIGITAL CAMERA IS TWO YEARS OLD ...

(This article first ran in April, 2011)

If your digital camera is two or more years old, you might think about buying a new one.

In the past two years, the hobby of digital photography has exploded with many innovations both in the hardware (the cameras and equipment) and the software (the photo editing programs). This month's column will deal specifically with the new hardware innovations.

More Power – Two years ago, the average digital point-n-shoot camera had a three to five megapixel sensor and three times optical zoom. The current crop of digital cameras come in many different shapes and sizes from sub-compact to dSLR's (digital Single Lens Reflex). Most of today's digital cameras come with sensors that range from 5 or 6 megapixel to a whopping 12 megapixel sensor! This increase in "power" provides us with much greater resolution which supplies us with more detain in every picture! Couple this increase in megapixels with far more powerful zoom lenses (up to 12x optical zoom) and you can capture a mosquito at 1000 yards with the greatest detail you could ever want!

Image Stabilization – Adding to the great increase in resolution power is Image Stabilization – an automatic feature (in many different methods) to steady the longer lenses so that your photo images are crisp and clear! If you think about holding a broom handle with your fingers, the further out you look at the broom handle, the more that point will be moving or vibrating. To get a good aim, you have to steady the broom handle. This translates into: The longer the optical lens, the more it will magnify, but it will also vibrate more. Some cameras steady the sensor, and other methods actually provide small servo-motors within the lens to physically stabilize the lens!

Face Detection – Many of the new cameras have "FD" or Face Detection which automatically senses (in some cases) up to 36 different faces within the frame providing better lighting and focus on this important subject. Therefore, if you have a group of people, FD insures that all the faces will be in sharp focus and properly lighted! This is great for taking photos of many subjects at one time!

Storage – The innovations in photo image storage have been improved in two ways.

Firstly, for the first time in the history of digital photography, the camera manufactures SEEM to be agreeing on a specific format for memory cards - SD - Secure Digital. Most of the new cameras coming on the market are using SD cards for their image storage medium. This has evolved, it is thought, because SD cards have been used in PDA's (Trio's, Blackberry's, Palm Pilot's, etc.) for many years. Many cell-phone manufacturers are also using SD cards for increased memory capabilities, as are the new GPS navigation systems. The camera makers have come on board to also use the SD card because, theoretically, you can take the picture with your digital camera, modify it with your Palm Pilot, and send

it to someone with your cell-phone. I understand there is a redundancy in this line of thought, but that appears to be the reasoning.

Secondly, with increase of resolution and power in the camera, you now need large storage for the large photo files. SD cards now come in 1GB (Gigabyte) and 2 GB sizes, and they are currently making even larger SDHC (High Capacity) cards which can store as much as 8GB of information! (Ten years ago, the size of your entire computer hard drive was 200-300 MB (megabytes).

If you ever have any questions, you can send them to <u>stugershon@gmail.com</u> and I will answer them. However, you can usually find an answer to ANY question by going to Google.com and typing in the question. There are always answers out there on the Internet!

iPad News and Tips



by Zane Clark iPad's Built-in Apps

When you turned your iPad on for the first time, you found several apps already on your device. These are apps that Apple has determined would be good starter apps for you. There is the web browser Safari, and the email app, Mail, as well as several others. Among the others, I have found one of the most useful is Notes, and in fact I am writing this column using Notes.

Using one of its features, I will be able to email this without leaving the app. Another feature is the links that are automatically created whenever you type in a street address or a URL for a web site. When you click on the street address, it will open up the Maps app, pinpointing the address. Clicking on the URL will take you directly to the site.

And while we are on the Map app, I have used it extensively as a GPS with no problem, in spite of the negative reviews it received when it was introduced.

Another of the apps that is very handy at times is the Clock. It can easily be used as a timer, a stop watch, or an alarm, with large clear numerals.

The Photo app is an excellent place to store and arrange your photos. You can create albums and easily organize your photos in the albums. It is also possible to do some minimal photo editing with the app, including cropping, rotating, and fixing red eye.

I use most of the included apps, some much more than others. Unlike apps you download from the App Store, you cannot delete these apps. For the apps I never use, such as Game Center, I move them to another screen to make room for apps I do use. Try all of the apps and send me a note if you have any questions.

Kretchmar's Korner

By David Kretchmar, Computer Hardware Tech

Formatting a Hard Drive

(This article first ran in July, 2011)

When you choose to run a regular (aka full) format on a hard drive partition, pointers to files are removed from the partition you are formatting and the hard disk is scanned for bad sectors. Hard drives are made with extra unassigned sectors that will automatically replace problematic sectors. The scan for bad sectors is responsible for the majority of the time that it takes to format a volume. I run a regular format on every new hard drive I acquire.

By contrast, if you choose the "Quick format" option, format removes pointer to files from the partition, but does not scan the disk for bad sectors. Only use this option if your hard disk has been previously fully formatted and you are sure that your hard disk is not damaged.

If you installed Windows on a partition that was formatted by using the "Quick format" option, you can also check your disk after the installation of Windows is completed.

Open the "Computer" or "My Computer" window from the Start menu. This will display all of your hard drives. Right click on the drive you want to scan and left click on Properties. On the Tools menu, set the "Check now" checkbox. Also check "Automatically fix file system errors". If you want to perform a more thorough scan, check the "Scan for and attempt recovery of bad sectors" checkbox. The second option takes longer, sometimes an hour or more depending on the size of the drive.

If you try to check a disk that is currently in use, Left mouse click on "Schedule disk check" and the scan will be done the next time you turn on your computer.

It should be noted that neither format option completely wipes data off of your hard drive. Much of the data is still there and only the pointers to that data are removed. Data can still be recovered with some basic forensic software.

A program that writes a character to each byte on a hard drive is required to permanently remove all data. One such powerful utility program, **Diskpart**, is included in the Windows operating system. You can Google **Diskpart** for instructions on how to use it, but proceed with caution and use this utility only if you are comfortable with operating from the Command prompt.

March Lab Monitor Schedule

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Saturday
March 2, 2013
Monday
March 4, 2013
Wednesday
March 6, 2013
Saturday
March 9, 2013
Monday
March 11, 2013
Wednesday
March 13, 2013
Saturday
March 16, 2013
Monday
March 18, 2013
Wednesday
March 20, 2013
Saturday
March 23, 2013
Monday
March 25, 2013
Wednesday
March 27, 2013
Saturday
March 30, 2013