THE GIGABYTE GAZETTE

The Monthly Newsletter

of the

Sun City Summerlin
Computer Club

November, 2018

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President's Message

by Jeff Wilkinson

Cutting the Cord

Computer Club and Friends:

I recently "cut the cord" with my cable TV company! My bill had continued to escalate with seemingly never-ending innocuous charges, and I decided to make a change. So, after doing a fair amount of research into the alternatives, I cancelled my cable service. After looking at a number of streaming services like SLING TV, Hulu, YouTube Red, Amazon Prime, NetFlix, HBO Now, Playstation Vue, Crackle, Pluto TV and Fubo TV, to name a few, I settled on Hulu and Amazon Prime. So far, so good, with just an expected learning curve. I had been experimenting with a Vizio Smart TV, a Chromecast streaming device, an Amazon Firestick, and a Roku streaming player and had tried SLING TV a while ago. With the Sling trial, I received a Roku streaming device as a promotional item, so I had two Roku devices in the house. Since I had two TV's, I settled on the Roku as my streaming device.

I chose the Hulu service with Live TV and Limited Commercials plan for $39.99 per month. I currently have multiple devices registered on the plan - tablet, laptop, cell phone, desktop, Smart TV, and I can have any two connected at any one time. The plan also includes video on demand, and it appears you can go all the way back to Season One, Episode One, of many old series. In addition, I get 50 hours of Cloud DVR storage for programs I wish to record. I use that to time shift programs and make use of the limited commercial aspect of my subscription for on demand viewing. With this plan, I get 50-plus channels that include ESPN, FX, CNN, Fox News, TNT, and local channels. Just like conventional TV, live streaming TV contains commercials.

While streaming services promise you can replace your traditional cable TV box with a streaming box and live happily ever after, it is not exactly the same. The sign-on procedure takes a couple of minutes each time you turn on your TV - not a major problem, unless you are looking for a quick news flash, for instance, which may be gone by the time you go through the log on steps and switch to the proper channel.

The more I use the streaming services, the more adept I become at finding what I want. You can have multiple users, each with their own favorite channels. The keystrokes on the Roku remote allow selecting on-screen commands, and once you master those, you can move around pretty rapidly. One issue our household had with cable DVR's was that an in-progress program would be paused, and then a series of interruptions would delay the return to the program for sometimes an hour or more. With the DVR hard disk nearly full, the caching space available appeared limited, and the stream would resume. You were unable to go back to see what was missed. The streaming service from Hulu seems to have eliminated that problem, although you can't always go back to where you left off in a program you didn't complete.

As I visited the Cox store to turn in my cable boxes, I was behind two other people there for the same reason. Is there a trend developing? I think so! I believe competition has come to cable TV. When I cancelled my cable subscription, that same evening I got an offer for 40% of for a year, if I came back!

Jeff Wilkinson, President
(702) 527-4056   pres.scscc@gmail.com

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, send your articles to **Tom Burt** at tomburt89134@cox.net. Thank you to everyone for your contributions.

SCSCC Board of Directors Actions

The Computer Club Board of Directors took the following actions on October 10, 2018

George Lobue made a motion that the minutes of the September 12, 2018 Board Meeting be approved as submitted. The motion was seconded by Chuck Wolff and unanimously approved by the Board.

Chuck Wolff made a motion that the meeting adjourn at 10:20 AM. George Lobue seconded the motion and it was unanimously approved by the Board.

November 2018 Calendars

To view this month's classroom and lab calendars, click the following hyperlink:

http://www.scscc.club/Calendars/scscc_calendar_2018-11Nov.pdf

General Membership Meeting

Our next monthly General Meeting will be held at 2 PM on Thursday, November 1, 2018 in Desert Vista Room 5.

Our monthly General Meeting will be held on November 1, 2018. 2019 Officer and Board of Directors nominations will be presented at this Business Meeting with elections at the December 6th Business Meeting. Our guest speaker will be **Theresa Gaisser, RTC Project Engineer**. She will discuss the Regional Transportation Commission of Southern Nevada's (RTC) traffic management center, also known as Freeway and Arterial System of Transportation or FAST, that handles all traffic technology operations in Southern Nevada, identifying detours, adjusting traffic signals and keeping vehicles flowing as smoothly as possible. Learn about FAST's various responsibilities and the technology projects they're spearheading in the valley.

For Club information go to www.scscc.club, contact Jeff Wilkinson, President at (702) 527-4056 or email him at pres.scscc@gmail.com.

Business Meeting Notices.

2019 Officer and Board of Directors nominations will be presented at the November 1ST Business Meeting. Election of 2019 Officers and Board members will be held at the December 6th Business Meeting.

Welcome New Members

The following new members joined the Computer Club between September 29th and October 26th.

Sally Gavin	**David Tanner**
Sharon Goodie	**Susan Woods**

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.

Digital Photography – *Dark in November*
3rd Mondays, 1:00 p.m.
Stu Gershon (702-255-3309)

Picasa 3 is still a viable, reliable photo editor for beginners, but this year we will also take a look at Google Photos and other FREE editing programs. You're invited to bring your equipment (Laptops or Cameras) so that you can have that "hands on" experience! This SIG's target audience is beginner to intermediate digital photography users, but all members are welcome.

Genealogy Q&A <W>
4th Saturday, 9 a.m. to noon in the Lab
Karen Ristic (702-749-6489)

Genealogy is one of America's most popular and rewarding hobbies. With billions of records now available online, researching your family tree has never been easier–if you know where to look and which key words you'll need to use to create an accurate family tree from start to finish.

GMail <W/M>
1st Thursday, 10:00 a.m.
Pat Lemay (702-254-1499)
This SIG covers Gmail as well as other Google applications. All members are welcome. This is your place to learn about all things Google.

Hardware / Software Repair Lab <W/M >
Every Tuesday, 1:00 p.m. to 4:00 p.m.
Chuck Wolff (702-233-6634) and
Chuck Hagen (702-418-2614)

The Repair Lab provides **CLUB MEMBERS ONLY** with no cost assistance for those having upgrades and / or hardware and software problems with their computers. Bring in only your PC tower, your Mac or your laptop 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*.

Internet Investing <W/M/H>
3rd Thursday, 9:00 a.m. in even months
Next meeting: December 20th
Tom Burt (702-341-7095)

The Internet Investing SIG provides a forum for members interested in using Internet resources for researching and managing investments to meet, discuss, and learn more about the topic. The SIG's target audience is members with intermediate computer skills and investment experience, but all members are welcome.

iPad/iPod/iPhone <H>
4th Wednesday, 9 a.m.
Zane Clark (702-562-3684)
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

2nd Wednesday, 2 p.m.
Rose Mary D'Aloisio (702-255-2813)
This SIG is for Macintosh users of all experience levels. We will have Q&A, so bring your questions and/or problems.

~~Smartphone~~ <H> *Dark in November*
1st Monday at 1:00 pm
Stu Gershon
This SIG is a Q&A session to help Android and iPhone users to get the most from their phones and apps.

Windows 10 <W>

First and Third Saturdays at 9:30 am
Bill Wilkinson (702-233-4977)
Each session will be devoted to assisting new Windows 10 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.

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 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.**

Windows 10 SIG / Q&A <W>
First and Third Saturdays, 9:30 a.m.
Bill Wilkinson (702-233-4977)

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 these Win 10 KK sessions. At each session, attendees will explore from one to four topics of 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 SCSCCBKK.org 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 (702-838-2525)

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.

November 2018 Classes

Because there are a limited number of computer stations available for hands-on participation, pre-registration is necessary for most classes.

No hands-on (Lab) classes are scheduled in November.

November 2018 Free Seminars, Q&As and Workshops

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

iPhone / iPad Q&A

Wednesday November 7th & 21st at 9 AM
Presenter: Zane Clark
Location: SCSCC Classroom

Bring your Apple iPhone or iPad to get one on one help with your questions about how to use the phone and popular iOS apps.

GET PERSONAL: Dozens of Ways to Give Your Windows 10 Computer Your Personal Touch

Thursday, November 8th from 9:30 – 11:30 AM
Presenter: Bill Wilkinson
Location: SCSCC Classroom

Just a sample of the topics to be covered:

*Remove multiple shortcuts from the desktop in one motion. *Place your favorite website on the desktop/taskbar for easy access. *Choose the primary folders you want to appear on the Start menu. *Don't let Adobe Reader or Flash spoil your day. *Find the fast way to search and find an available app. *Access 20 special controls with just two keystrokes. *Place the hidden Control Panel icon where you can find it. *Pin a favorite website to the apps menu. *Personalize both the Desktop's background and theme.

*Customize the taskbar. *Show system icons of your choice on the taskbar. *Set which Quick Action icons appear on the Action Center. *Have Notifications advise you of important issues. *Don't let the Search box or Task View add to the clutter. *Create quick access to your data files that matter most. *Easily change or delete your password(s) for your local accounts. *Avoid both a Lock Screen and a login screen when you sign-in. *Stop background apps from running.

Memories and Magic

Monday, November 12th at 1 PM
Presenter: Stu Gershon
Location: SCSCC Classroom

How to use your scanner to fix scratches, etc. in old photos, preserve old photos, make medical documents, be prepared for death including SPECIAL RULES IN CLARK COUNTY!

Alexa Basic Set Up and Configuration

Thursday, November 15th at 10 AM
Presenter: Jeff Wilkinson
Location: SCSCC Classroom

Jeff will discuss and demonstrate how to set up and use the Amazon Echo device with the Alexa personal assistant.

Google Calendar

Thursday, November 15th at 1 PM
Presenter: Pat LeMay
Location: SCSCC Classroom

Organizing your schedule should not be a burden. With Google Calendar, it's easy to keep track of life's important events all in one place. Google Calendar is free for anyone with a Google account. If you are already using Gmail, you already have a Google account. As with most of Google's products, Google Calendar is web based which makes it available from any device that has 3G/4G or an Internet connection. You can create events and set up automatic reminders, so you will never forget an event.

Google Sheets Basics (Monthly Series)

Saturday, November 24th, 2018 from 9:30AM – 11:30AM
Presenter: Gail Weiss
Location: SCSCC Classroom

In my last class where we explored some of the applications that GOOGLE offers for free, there was interest to learn more about SHEETS, Google's equivalent to EXCEL. To really learn all that a spreadsheet application can do, I will be offering a 3-month *series* of classes starting with the Basics in November. The monthly series will continue with the Intermediate class in December and then the Advanced class in January.

As long as you can access the Internet with your Apple or Android device, the files you create with SHEETS will then be automatically saved to GOOGLE DRIVE. You will also be able to save the files your own device or share them with others.

This class will be held in the classroom, so please bring your own laptops or mobile devices if you want to follow along. For more information about this class or if you have any questions or ideas for future classes, please email me at gmweiss5@gmail.com.

Android Q&A

Thursday, November 29th at 1 PM

Presenter: Susan Heifetz
Location: SCSCC Classroom

Bring your Android phone and Susan will answer your questions about how to use the phone and popular Android apps.

Introduction to LibreOffice 6

Thursday, November 29th from 9:30 – 11:30 AM
Presenter: Tom Burt
Location: SCSCC Classroom

LibreOffice 6 is the latest version of a comprehensive suite of office programs, including a word processor, spreadsheet, presentation graphics, drawing tool, math tool, charting tool and database manager. LibreOffice (a descendent of Star Office and Open Office) is a FREE, open source software package from The Document Foundation. It can load and save documents in Microsoft Office format with very high fidelity. There are full versions for Windows, Linux, MacOS and a viewer for Android.

This two-hour seminar will provide an overview of the entire LibreOffice 6 suite and then will look in more depth at the Writer word processor and the Calc spreadsheet. Included will be a walk-through of the steps to download and install the suite. We'll also edit some Word documents and Excel spreadsheets to illustrate compatibility.

The latest presentation notes will be available about November 20th at:
http://www.scscc.club/smnr.

Tom's Tech-Notes

Keeping a Personal Health Record
on Your Home Computer

Tom Burt, SCSCC Vice President

As residents of a senior community, most of us see a cadre of doctors and other health practitioners regularly. Before retiring, I worked as VP of Software Development at a Silicon Valley startup that was developing an Electronic Health Record system. I worked with a large group of doctors and nurses and got familiar with the typical stages of a medical "encounter" between a patient and a practitioner. This experience led me to develop some ongoing processes for keeping my own personal health-care records and for producing some simple documentation to take along whenever I go to see one of my healthcare providers. This article will discuss some of those key processes in hopes that you can adapt them to your own situation.

Organizing Your Information

I have a master folder named "Tom Health". Within that I have subfolders for each year. The yearly subfolders hold my **personal health summary sheet**, my **health tracking data files**, **lab results** downloaded from the Quest Labs' website and specific **"encounter" documents** for each doctor visit. These take some initial effort to compile, but after that, it's easy to create an updated version by copying the previous one and then editing the copy.

Personal Health Summary Sheet

I keep a one-page personal health summary sheet as a Word document. It has all the usual information that you would have to write on a "new patient" form when seeing a new doctor. Often, I can just give them that sheet. At the top it lists the date, my name, address, home and cell phone, email address, gender and date of birth. It also lists my primary care doctor's name and contact information, my cardiologist's name and contact information, my pharmacy's contact information (name, address, phone and FAX), my emergency contacts information, and my insurance information (insurer, my ID, insurer's phone and mailing address).

Next, my personal health summary lists all my prescription medications (for me, quite a few). For example:

> **Current Medications and Supplies:**
>
> Regular Prescription Medications:
>
> > **Lotensin** (benazepril) 40 mg, (for hypertension) **1 tab daily (Eve)**
> >
> > This shows the medication's brand name (and generic name) the strength, the purpose of the medication and the dosing instructions.

Next my health summary lists all my over-the-counter medications. For example:

Regular OTC Medications / Supplements:
Vitamin B complex 100 mg - **1 tab daily (AM)**

Next, my health summary lists my **Immunization History**:

Recent Immunizations:

Flu: 2005-2015; Flu-HD: 2016-2018; H1N1 (2010), Shingles: 2009, Pneumonia (13 strain): 9-2016 (23-strain):10-2018

Next, my health data sheet lists **Clinical Problems / Diagnoses**. For example:

Clinically Significant Problems / Conditions:

Diabetes (**Type II**) Diagnosed Fall, 1991. Controlled with meds (see above)

Lastly, my health summary lists known **Allergies and Adverse reactions**:

Medication Allergies / Adverse Reactions:

Flagyl – Allergy: hives / rash; **Prednisone** – Adverse reaction: Extreme elevation of blood glucose levels

I take a printout of this personal health summary sheet along to every health care encounter. It saves lots of time and avoids confusion, plus I don't have to remember off the top of my head all my medication names and related dosing. Mrs. Burt and I also keep up-to-date copies in our "Vial of Life" pouch on the refrigerator so that when the day or night comes to call 911 for the rescue truck, all that detailed health data is ready to hand for the paramedics.

Health Data Readings Tracking

In my own case, I have an assortment of ongoing health problems, including type 2 diabetes. I do a daily fasting blood glucose test and record the readings in an Excel workbook with each month a separate spreadsheet within the workbook. In the same workbook, I track body weight readings and keep short notes on any other "interesting" issues. This data tracking helps spot deviations from whatever is a "normal" baseline for me and helps me when getting set for a doctor visit. I track blood pressure readings in a similar document.

When I'm setting up for a doctor appointment, I always print copies of the most recent tracking data for the doctor's files and to discuss as needed.

Lab Results

Quest Labs now allows any patient to set up a "My Quest" account that you can log in to for various services. You can view and download lab results (as PDFs) and make appointments for future lab sessions. Lab results reports are usually available 4 to 5 days after specimens are collected. The reports provide lots of information about normal ranges and whether your readings are low, normal or high. What's nice is, as you build up a history or lab results, you can compare current and past readings to see if out-of-range values are improving or [hopefully not] getting worse. I don't have experience with other testing labs, but I would expect most offer the same service.

Encounter Documents

A typical outpatient encounter – say a visit to your primary care doc – starts with the nurse weighing you and taking your vital signs (blood pressure, pulse, blood oxygen, temperature). Make sure you note these down for entry into your own tracking data file. Then the nurse wants to know why you're there (the Reason for Your Visit). The nurse will review your current medications, problems and allergies to make sure their office medical chart on you is up to date. The nurse may ask questions about Signs and Symptoms or often leaves those for the doctor or doctor's assistant. The doctor may examine you physically (e.g. look at your ears or throat or press into your abdomen). Based on all the above, the doctor may make or reconfirm a diagnosis and then propose a treatment plan, such as a course of medications or a change in one or more existing medications (maybe a higher dose). The doctor may also order additional tests.

In modern primary care, it's become the norm for doctors to see about 28 patients a day (4 per hour, 7 hours a day). That means, at most, you can get about 15 minutes of the doctor's time, during which he or she has to review your past medical chart, determine what issues you have, figure out what treatments, if any, to add or change, write the prescriptions (or call them in), write any required lab orders and document the encounter for billing purposes.

So, the key to getting the most out of your time with the doctor is to **have the information they will need ready in writing ahead of time**. I take a printed copy of my latest personal health summary, my latest lab results, prints of the past month or two of health tracking data, and a one-page sheet on which I list the Reasons for the Visit, any relevant signs and symptoms and relevant comments about ongoing medications and problems (e.g. "Diabetes control has continued good on current medications").

> **"Reasons for Visit" Example:**
>
> 1. Routine BP and weight check.
> 2. Review latest lab results from Quest (I already have my own copy).
> 3. Review blood pressure meds, diabetic meds (see my personal health summary).
> 4. **Assess sharp ache in right neck (onset about 4 weeks ago, relieved by 2 325mg aspirin AM)**
> 5. Refill prescriptions (see my personal health summary).
> 6. Get lab order sheet for next checkup.
>
> I bolded the exceptional item about neck pain to make sure that it gets noticed.

This helps both the nurse and the doctor focus on meeting all your needs for the visit and ensures you don't forget anything critical (like getting your prescriptions refilled). It also frees up a few more minutes for ad-hoc questions and comments.

Conclusion

With a modest investment of time, you can set up an easy-to-manage system on your computer for tracking your health. With this system in place, your visits to doctors' offices can be more efficient and productive. Having this personal documentation with you makes it much easier for medical practitioners to understand what is going on with your health and to treat you more effectively.

Kretchmar's Korner

By David Kretchmar, Computer Hardware Technician

A New Computer

Computers are manufactured to have an effective useful life of approximately 5 to 6 years. I'm not saying that a good functioning computer requires replacement at 6 years, but at that point you should start to consider a replacement. The transition to a new computer is usually much easier if you don't wait for your old system to die. Some users run their systems without upgrades or repairs for 8 to 10 years. However, a computer system, like humans, tends to slow down with age.

I recently spoke to a gentleman who opined that anyone who paid $500 for a new computer was crazy – he said his 10-year old laptop (that he bought used for $150) was plenty fast. He acknowledged that it did take a long time to become functional (warm up) in the morning, but his work-around was to start the computer before breakfast, and it would be ready to use when he had finished eating.

I just smiled and said that was great, resisting the urge to add, "Bless your heart". Who has that much time to wait for a computer? We can get used to certain inconveniences, but why should a slow computer be one of them?

Most residents of Sun City are paying $400 to $500 a year for Internet access, yet some balk at paying $500 - $700 for a new computer that will take advantage of the much faster speeds that CenturyLink and Cox now provide.

Your old PC finally is being retired, and you've replaced it with a brand computer. What steps need to be taken to optimize your new system? I'm not going to mention every step you should take, especially the vital task of getting comfortable with Windows 10.

Naturally, before you dispose of your old system you will want to transfer your data, i.e. pictures, videos, music and documents to your new system. Many club members might lack the inclination or technical ability to complete the data transfer

via the following suggested steps, but don't worry, you have excellent resources available from the hardware and software techs at your Sun City Summerlin Computer Club.

Clean it up!

Unless your system has been custom built, it is sure to contain items that are worthless. Manufacturers such as Dell are paid to include trial software they hope you will buy after the trial period. These applications can slow your computer, just take up space, or bug you with pop-ups suggesting you buy licenses for the products.

Often some Symantec product, such as Norton, is just begging to be installed. Don't do it – even if it is free for the first year. There are free security suites available that do as well or better at protecting your computer. McAfee Security Suite is available at no charge if you are a Cox broadband subscriber. I prefer Windows Security, created and updated by Microsoft, which is available free for all Windows operating systems.

Usually a trial version of Microsoft Office 360 is included; free for 30 days then it costs about $69 per year if you want to keep it. Microsoft Office is the preferred productivity suite for most businesses and individuals.

A program named Apache Open Office, originally created in UNIX, is available online (openoffice.org) at no charge. Open Office is not nearly as nice as the Microsoft Office suite, but should provide essentially the same functionality for light users.

The cleanup process should also include removing unnecessary shortcuts (such as to Amazon or eBay) that just add clutter to your desktop or Taskbar. These shortcuts are also clues as to what other unnecessary programs should be deleted.

Back It Up!
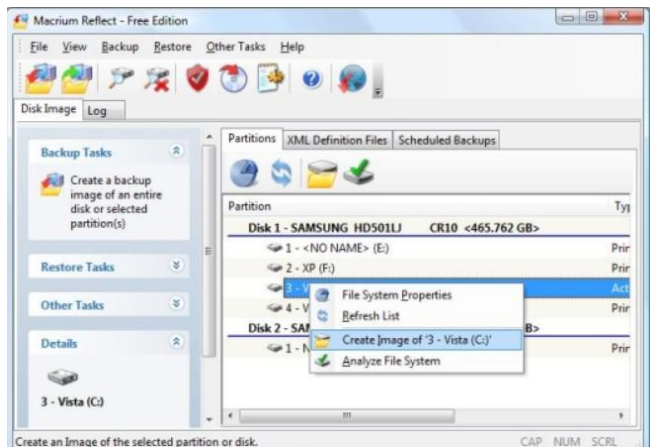
It's been years since computer manufacturers provided system restore software on optical media to computer buyers. I'm sure this saves them a buck or two, and users can live without it. Windows 10 has a built-in system backup & restore function. I prefer other free backup (imaging) or clone software available such as Macrium Reflect or Lazesoft Recovery Suite.

I suggest removing the bloatware as described above, installing the security suite and other programs and applications you want, then burning an image of your system to an external hard drive or DVDs. You will need at least 4 – 5 DVDs to complete this backup process, so it might be more practical for most users to use an external drive.

This is also a good time to configure create your imaging software to do a weekly system image to an extra internal or an external hard drive.

November Lab Monitor Schedule

Open Lab sessions are held twice per week: 9 am to noon on Wednesdays and Saturdays.

November	Monitor Schedule
Linda McMullin	Saturday
Gail Weiss	November 3, 2018
Jeff Southwell	Wednesday
Bonnie Lum	November 7, 2018
Jim Enlow	Saturday
Fred Cohen	November 10, 2018
Jan Edwards	Wednesday
Jim Edwards	November 14, 2018
Mary Hedin	Saturday
John Zuzich	November 17, 2018
Blanche York	Wednesday
Carol Przybycien	November 21, 2018
Ray Ristic	Saturday
Karen Ristic	November 24, 2018
Kathy Kirby	Wednesday
	November 28, 2018