

# ***THE GIGABYTE GAZETTE***

The Monthly Newsletter  
of the  
*Sun City Summerlin  
Computer Club*  
[www.scsccl.com](http://www.scsccl.com)

June, 2020

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Tom Burt	Peggy Cushman
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## President's Message

*by Jeff Wilkinson*

### **Navigating Club Activities During Covid-19 Pandemic**

Your club has continued to function during the facilities closing. Our server located in the closet of the classroom, continues to hum along as we update club records and schedules remotely.

Your board of directors have held our normal meetings albeit remotely first using Webex and then with Zoom. We have adopted Zoom as our club standard and purchased a one-year subscription. A few classes were held using Zoom – [“Introduction to Excel”](#) and [“Thinking of Using Zoom”](#) which were well attended given the novelty of this type of activity to many of our users.

A procedure and plan for reopening both the lab and classroom has been submitted as we adapt to the ever changing requirements and suggested cautions. Given the current limit of social distancing requirements, we will be using a reservation system online where you can reserve a spot in live classes and seminars. In addition, we plan to simulcast on Zoom each class as well as make a Zoom recording.

The Repair Lab special interest group is exploring options. Given that close proximity was usual in the past, this situation presents a unique set of problems. Scheduling is difficult because each repair is different and the time required is unknown until the problem is diagnosed and repair options begun.

Check the [web site](#) often for updates and check your email for club notices.

***Jeff Wilkinson, President***

**(702) 527-4056** [pres.scsc@gmail.com](mailto:pres.scsc@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 editor **Tom Burt** at [tomburt89134@cox.net](mailto: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 May 13, 2020**

Chuck Wolff made a motion that the minutes of the April 8 Board Meeting be approved. The motion was seconded by Hagen and unanimously approved by the Board.

Howard Verne made a motion that the meeting adjourn at 9:40 AM. Chuck Hagen seconded the motion and it was unanimously approved by the Board. The meeting was adjourned at 9:40 AM.

## **General Membership Meeting**

**Our June, July and August General Meetings are DARK.**

***For Club information: go to [www.scsccl.com](http://www.scsccl.com), contact Jeff Wilkinson, President at (702) 527-4056 or email him at [pres.scsccl@gmail.com](mailto:pres.scsccl@gmail.com).***

## **Welcome New Members**

No new members have joined the Computer Club since March 25<sup>th</sup>.

As of May 26<sup>th</sup>, the club has 527 paid memberships for 2020.

## **June 2020 Calendars**

To view this month's classroom and lab calendars, click the following hyperlink:  
[http://www.scsccl.com/Calendars/scsccl\\_calendar\\_2020-06Jun.pdf](http://www.scsccl.com/Calendars/scsccl_calendar_2020-06Jun.pdf)

## 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>, <M> or <H> indicate whether a SIG would be of interest to a Windows, Macintosh or Hand-held Device user.

### **Genealogy Q&A <W/M> DARK**

*4<sup>th</sup> Saturday, 9 a.m. to noon in the Lab*

Next session: June 27<sup>th</sup>

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 keywords you'll need to use to create an accurate family tree from start to finish.

### **Internet Investing <W/M/H> via Zoom**

*3<sup>rd</sup> Thursday, 9:00 a.m. in even months*

Next meeting: June 18<sup>th</sup>

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.

### **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)

### **Advanced Reservation Required**

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.***

### **iPad/iPod/iPhone <H> DARK**

*4<sup>th</sup> Wednesday, 9 a.m.*

Next meeting: June 24<sup>th</sup>

Zane Clark (702-562-3684)

This SIG is your forum for learning about and discussing the Apple iPhone, iPad tablet and iPod devices as well as Macintosh PCs. It's for Apple users of all experience levels.

## 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. 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 (iOS or Android) user.**

### **Windows 10 SIG / Q&A <W> DARK**

*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 SIG / Q&A sessions. At each session, attendees will explore several 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 SCSCCNews mailing list. 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](http://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> via Zoom**

*Every Tuesday, 8:30 a.m.*

Sandy Mintz (702-838-2525)

This Kaffee Klatch is an open, free-form discussion group for all users, from beginning to advanced. 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." Since our SCSCC is built on "neighbor helping neighbor," if you have a tip or information, we encourage you to bring it in and share. 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.

## Education Offerings

Unless otherwise noted, Seminars, SIGs, Q&As and Kaffee Klatches are held in the Computer Club classroom at the Pinnacle community center. Unless explicitly stated, advance registration is not required for classroom sessions. Seating is first-come, first-seated.



### **"All Things Apple" Q&A DARK**

**9 AM on First and Third Wednesdays (June 3 & 17)  
Presenter: Zane Clark**

Bring your Apple iPhone, iPad, Watch or MacBook to get one on one help with your questions about how to use any Apple device and popular iOS or MacOS apps.



### **Seminar: Ghostery Internet Browser Ad Blocker**

**Thursday, June 11 9 am (via Zoom)  
Presenter: Jeff Wilkinson**

Ghostery is a browser extension that can help you block ads and is available for Chrome, Firefox, Edge, Safari, Brave, Android and iOS.

We will cover what it does, why you might want one, and some details of who is tracking you and how this extension can block them.



## **~~Let's Talk Genealogy Q&A and Lab Monitors~~ DARK**

**4<sup>th</sup> Saturday (June 27<sup>th</sup>), 9:00 am to 12:00 pm**

**Presenters/Monitors: Karen and Ray Ristic**

**Location: SCSCC Computer Lab**

Genealogists ask a lot of questions. That's what research is all about! Google can provide you many websites with genealogy questions to ask of those you are researching for family information. Many websites are particularly of value especially when you have little or no data about your ancestors.

So, if you have a question or two about genealogy or you've hit a brick wall in your family history research, come for a visit to the Computer Lab and we'll talk about it. The computers in the Computer Lab have Family Tree Maker on all of them.

Karen Ristic and Ray Ristic have been doing family history research for over 40 years, teaching classes, members and officers of genealogy societies, and have published two of their own family history books. Drop by to "**Let's Talk**" to get direction and/or answers to your own genealogy questions.





## Tom's Tech-Notes

### Backup Tools and Procedures

**Tom Burt, SCSCC Vice President**  
*First published May, 2019*

It's been several years since I've written about tools and procedures for backing up your computer. With the growing popularity of smart phones and tablets, the need for backup has expanded to include those devices as well as traditional Windows and Macintosh PCs. I can't stress enough how important it is to make regular backup copies of your data files and of your computer's entire hard drive. This article, based on material from my annual "Backup" seminar, will explore these topics.

#### **What is Backing Up?**

Backing up means making an accurate copy of some or all of the data and software stored on your computer's storage drive. The copy is commonly stored on some type of external storage device that is not normally connected to your computer. The external device may be a USB hard drive or flash drive, a removable rack-mount hard drive, a folder or partition on another computer on your in-house network or a server elsewhere on the Internet such as Dropbox, MS OneDrive or Google Drive. A personal backup solution may include some or all of the above.

#### **Why Back Up?**

The reason to make backups is that (putting it politely) **BAD STUFF HAPPENS!** Computer equipment is highly reliable and may run for years without failing, but sooner or later, storage devices fail. More likely is that accidents (drops and spills, turning off the power, power failures and power surges and so forth) happen, causing a storage device to fail. A vast array of malicious software waits for any opportunity to attack and damage or lock up saved data. There's also basic human error – accidentally deleting a file or a folder. Without a safe backup copy, data saved on your computer may be irretrievably lost. Consider digital photos, videos, music, financial and tax records. Also, if you had to start over with a new, blank hard drive, it would be relatively easy to reinstall Windows or MacOS, but what about all the other programs, settings and all your data?

#### **Full Disk Backup – Cloning and Imaging**

A **clone** of a hard drive is a complete copy to another hard drive. All information needed to boot and run the computer, as well as all the programs, settings and data are written to the backup hard drive. A clone completely consumes the backup hard drive; only ONE clone can be written to the backup drive. To **restore** after the computer's internal hard drive has failed or been

corrupted, one can either clone from the backup drive to the computer's (possibly new) internal drive or one can remove the failed drive and install the backup drive in its place. On a laptop or all-in-one computer, cloning back should be the first choice, provided the internal drive hasn't failed. Removing and replacing a laptop's internal drive is a challenging task.

An **Image** of a hard drive is a complete copy written to a single compressed file on another storage device. The compressed image file doesn't typically use up as much space as the original data, and only actual space used is backed up. It's usually possible to keep several image files on a single external storage device. As with a clone, the image file contains all the information needed to boot and run the PC along with all the programs and data. However, the image file is not itself bootable.

For **restoring** either a clone or an image file, a **bootable recovery disk** (CD or DVD) or flash drive is required. All the major backup tools include a tool to create bootable recovery media.

## Popular Full Disk Backup Tools for Desktop Computers

There are several well-known software tools for backing up the hard drives of desktop PCs and Macs.

### Acronis True Image Home

- <https://www.acronis.com/en-us/> or <http://ugr7.com/>
- Single PC about \$25, family pack of 3 about \$50 (UGR7.com)
- Excellent for backing up entire hard drives or partitions.
- Makes both "clones" or "images".
- Can "mount" a backup image as a logical drive.
- Can make bootable "Rescue Media" for both backup and restore.
- Can also can back up individual files and folders.

### CASPER by Future Systems Software

- <https://www.fssdev.com/products/casper/>
- Makes both "clones" or "images".
- Features SmartClone technology (differential clones).
- .Single system price about \$50; family pack of 3 for \$70

### Macrium Reflect 7 – *FREE Edition*

- <https://www.macrium.com/reflectfree>
- Can back up entire hard drive or partitions.
- Makes both "clones" or "images".
- Can "mount" a backup image as a logical drive.
- Can make bootable "Rescue Media" for both backup and restore.
- Paid editions have extra features; you may not need them.

Of these, Macrium Reflect Free Edition has become my personal favorite. It's fast, easy to use and does everything I need for whole disk backup. And the price is right!

## File Backup Tools

Full disk backups are great, but users don't typically run them every day because they take time to run and the backup drive has to be retrieved and connected to the computer. This creates a risk that data files that change often may not be accurately reflected in the backup. Think about your saved email and contacts, financial and accounting files, other documents and spreadsheets you may be working on.

### Windows File History or MacOS Time Machine

One approach is to use an automated file backup tool that scans a designated set of folders at some specified time interval (say every hour) and makes a copy of any new or changed files to a backup storage device such as a flash drive, external hard drive or a shared folder on another computer. I use File History, checking once an hour, to supplement full disk backups for certain key file folders.

### Windows File Explorer or MacOS File Manager / Finder

For simple one-shot backups, you can still use the built-in file manager programs to select a set of files and copy them to an external flash drive or hard drive or to a network shared folder.

## Cloud Backup Tools

There are many free and paid cloud backup services. Most of these include an automatic sync tool that copies files from your computer to your private space on the cloud server. Here are some of the free ones:

### Google Cloud (Google Drive) - FREE

- <https://drive.google.com/drive/u/0/my-drive>
- Requires a Google / Gmail account
- 15-17 GB of free cloud storage
- **Install Google Backup and Sync** app (Windows)
- Use Settings to specify a set of folders to be monitored and backed up to the Google Cloud whenever a change is detected (very similar to Windows File History)

### Microsoft OneDrive - FREE

- <https://onedrive.live.com/about/en-us/>
- Requires a Microsoft Account
- 5 GB free (more if subscribed to Office 365)
- Syncs from a OneDrive folder on your PC or device to your OneDrive cloud storage.

### Apple iCloud – FREE

- [www.apple.com/icloud](http://www.apple.com/icloud)
- Requires an Apple ID (Account)
- 5 GB free, can add more space for a fee
- Built into all Apple devices, can install an App for Windows
- Syncs across all your devices

## What About My Smart Phone or Tablet?

Many computer users now rely on a mobile device as their main computer for communication and for consuming news and entertainment as well as for taking photos, video clips and recording sound. What are the options for backing up mobile devices?

### Android Phones and Tablets

If you have a Google account and have configured your device to link to it, you get quite a lot of automatic backup of files to your Google Drive cloud space. You will want to be connected to a WiFi router when this is going on or your Android device may use up a lot of your monthly data allotment.

You can also connect your Android device via a USB cable to your desktop computer and use the File Manager or Finder to copy files from the mobile device to a folder on the desktop computer. You can also copy files from the desktop computer to the Android mobile device.

To fully back up all your Android device's data, you can purchase and install third-party backup Apps. Try a web search for **Android Full Backup** to see what's available.

### Apple Phones and Tablets

If you have an Apple ID, all your devices: iPhone, iPad, Mac, Apple Watch already have built-in iCloud support and will back up data files to your iCloud private storage space on Apple's servers. If you have several Apple devices, a concern is using up your free 5GB allocation; you may have to buy some extra space to cover backups from all your Apple devices.

You can connect your iPhone or iPad to your PC or Mac via a USB cable and then use Apple's iTunes program to synchronize various file types between your mobile device and your desktop computer. This isn't quite as general as what Android offers, but it takes care of many file types. iTunes also offers an easy way to make a full backup of all the data on your Apple mobile device into a file on your desktop computer.

It's a good idea to have the iCloud backup enabled on your mobile device. This takes care of frequently changing files. Use the iTunes full backup occasionally to make sure ALL your devices' files are backed up.

With these backups in place, if your phone or tablet is damaged, goes up in flames or gets lost, you can replace the phone or tablet and with relative ease, restore all your saved data files and be back in business.

## Getting Help

The Computer Club's Tuesday afternoon **Hardware / Software Repair Lab** is a great resource (free to club members) for getting help with backup and restore issues and with reviving failed or corrupted computers. However, they can't bring back lost data if you haven't made a backup. Help them help you. Make a backup today!



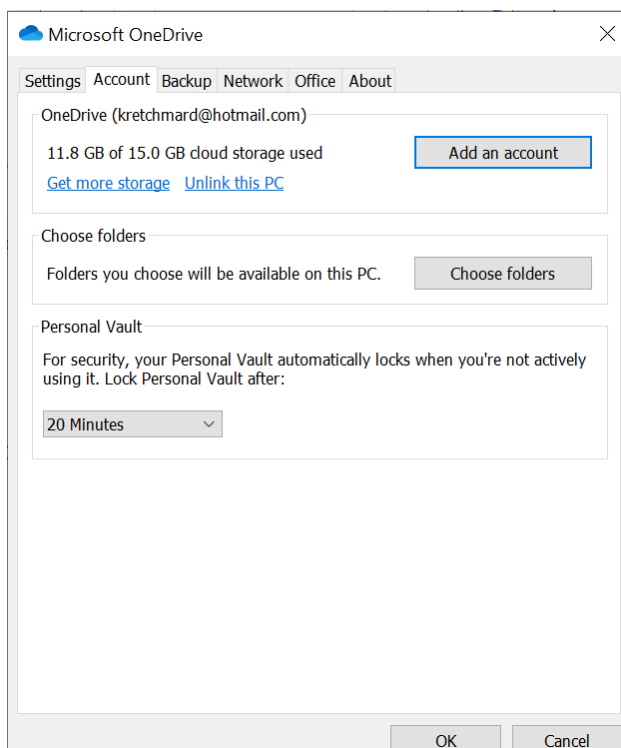
## Kretchmar's Korner

By David Kretchmar, Computer Technician  
**Windows 10 OneDrive - Use it or lose it?**

OneDrive is the 5GB of “free” cloud storage built into the Windows 10 operating system. Either using or losing (deleting) OneDrive are the least used options for this tool.

The majority of users simply ignore it. It is unfortunate that more users are not using OneDrive; they're missing an opportunity to utilize some valuable features of OneDrive, especially secure storage of important documents and pictures.

Microsoft has built OneDrive into a solid, reliable, useful service that gives you a minimum of 5GB of cloud storage for free. Over time my free OneDrive cloud has grown to 15GB as the result of “loyalty bonuses”. If you have an Office 365 account, you get a terabyte of online storage with your annual subscription. You can “rent” 100GB of OneDrive cloud storage for \$2/month.



In this article, I explain OneDrive's most important features. Even if you're experienced with OneDrive, you might be surprised, at some of OneDrive's newer features.

***Several of the features ~~+~~described here require making changes to your OneDrive Settings. To get to OneDrive Settings, ~~open File Explorer,~~ right-click the OneDrive icon in the ~~navigation pane~~ notification area on your Taskbar, or in Windows Explorer, and then click Settings.***

## Set up your local sync folder

When you first sign in to OneDrive, you get a chance to choose the folder where any files you choose to sync from the cloud will be stored. The default location is a folder called OneDrive in your user profile. That location is usually fine, but you can choose a different location if you have a secondary drive (formatted using NTFS) that has more storage than your system drive.

Next, choose which folders you want to make available locally. Open OneDrive Settings, click the Account tab, and then click Choose Folders. Note the option at the top.

That box at the top doesn't sync the files themselves; it just makes them available in File Explorer.

The default is to make all of your files available, even if you have hundreds of gigabytes of files in the cloud and limited local storage. This is still the right option, because of a feature called Files On Demand, which we will discuss next.

## Setup files on demand

Files on Demand is a newer feature of OneDrive in Windows 10. It gives you the ability to browse through your entire collection of OneDrive files using File Explorer even if those files are not synced to your PC.

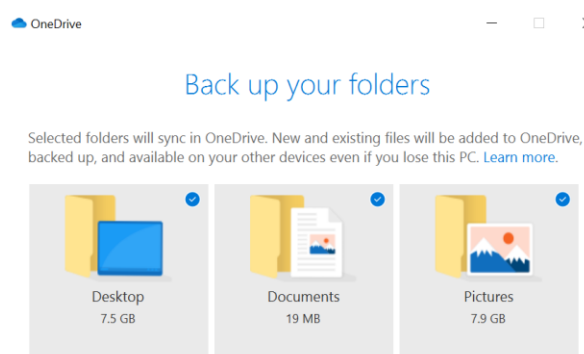
If you open a file, OneDrive downloads it immediately (that's the "on demand" part); you can also mark files to be available even if you're not connected to the internet. To use this feature, right-click any file or folder and then click Always keep on this device. A solid green icon in the Status column shows which files are available offline.

The solid green checkmark indicates files that are available locally even when you're offline.

If you no longer need to keep those offline copies, right-click the file or folder and then click Free up space to remove the local copies. (They remain available in the cloud and on demand.)

## Sync your folders

This feature appeared in 2018 with little fanfare and is very useful. You have the option to



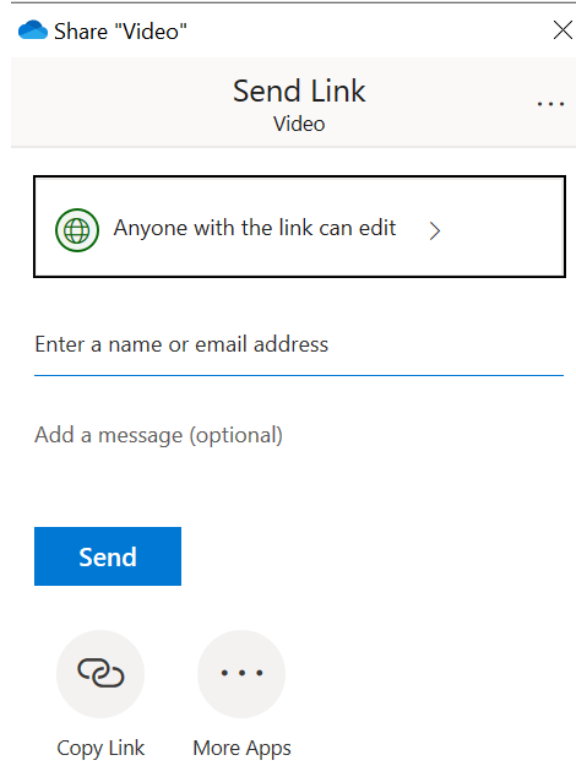
redirect any or all of three system folders that are part of your user profile to the cloud instead. The effect is the same as if you had changed the default location of the Desktop, Documents, or Pictures folder to a folder with matching names in your OneDrive folder.

To make this change, open OneDrive Settings, click the Backup tab, and choose the option you prefer for each of the three folders.

Keeping these system folders synced to the cloud is an effective way of backing them up.

After you make the change, OneDrive moves files from the current folder in your local profile to that same-named folder in OneDrive and merges any existing files from the cloud-based folder. Any changes you make to the files in the OneDrive folder on any device will be synced to all your devices.

## Share a file

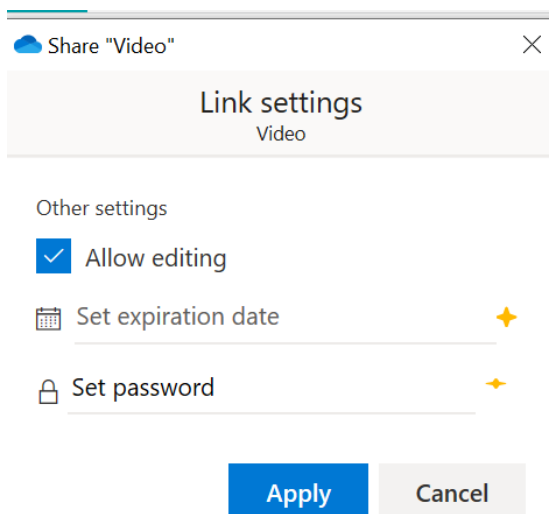


If you have a file stored in OneDrive and you want to share it with someone else, there's an easy way to accomplish that. Right-click the file in File Explorer and then click Share a OneDrive link. OneDrive generates a short link and copies it to the Clipboard, ready for you to paste it into an email message or a chat window.

Anyone who has that link can open and edit the file, so use this option only when you're sending a file to a trusted friend or colleague.

## Share files with extra security

Quick links are convenient, but you might want a little more control when sharing a file or folder from OneDrive. For example, you might not want the addressee to be able to make changes to the file, or you might want the link to expire so it can't be reused if someone finds it in an old email. Or maybe you want to protect the shared link with a password.



You can do any or all of those things by right-clicking a file or folder in File Explorer and then choosing More OneDrive sharing options. That opens OneDrive in your web browser with the Share dialog box open for the object you selected, as shown here.

Set an expiration date of just one or two days to prevent links from being reused later.

This is just a sampling of things you can do with Microsoft OneDrive. As a minimum, you should use

cloud storage for files you cannot afford to lose.

## APCUG Guest Article

### Is “Refurbished” Worth the Price?

By Paul Baecker, Newsletter Publisher & Editor  
Sterling Heights Computer Club, October 2019 issue

[www.sterlingheightscomputerclub.org](http://www.sterlingheightscomputerclub.org)

newsletter (at) sterlingheightscomputerclub.org

I recently went shopping for a cable modem to eliminate the rental cost of the one supplied by my ISP. After doing some online research, I decided on a capable Arris model and found it at a local retailer. The store had some new ones but also had some refurbished ones for about half the price of the new ones.

I thought to myself, well, they’ve simply been returned by shoppers who had changed their minds because they didn’t like the color or style, and the units were probably basically unused. I inquired and learned that they had previously been used in a business somewhere (how would the salesman know?). So next I thought, well, do I want to save a few bucks by buying this so-called refurbished unit? Surely the items would have been repaired (if necessary) and tested by an OEM (Original Equipment Manufacturer) facility so that they operated as though they were new, even if they did have some wear marks on them. A no brainer to save the money, right?

But for whatever reason, I got a bit more inquisitive and asked about to what extent these items were refurbished. To the original manufacturer’s specifications? In this case, nope. Well, then, surely the store could vouch for the level of refurbishment done by the third party. Nope again. I learned that there are businesses that exist to refurbish electronic products to their own specifications, and they are not necessarily noted as to their relationship to the product’s original specs. My excitement in getting a great deal was gradually waning. Finally, the store rep tells me that they offer a 14-day return on a purchase of this item, but no warranty beyond that return option. I eventually passed on this offer. I figured that with my luck, the item would last past those 14 days, but die too soon thereafter.

I also checked the details on the web site of a popular online retailer of computers and accessories. I found similar statements about refurbished products being refurbished to the specs of the refurbishing organization. Some refurbished items came with warranties, some could be warranted at extra cost, and some items were ‘as is’ (such as demos) with no right to complain after the purchase.

So, what this adventure taught me is to carefully vet the retailer of any refurbished item you’re considering (whether electronics, furniture, appliances, etc.) and carefully study the purchase agreement and any (often hidden) disclaimers that apply to the purchase.

A definition I found online for the term “refurbish” is “to brighten or freshen up,”

Yikes!!!

This is an online article about doing your homework when shopping for refurbished products. You can snag discounts as high as 50% off on smartphones, tablets, computers and associated devices when looking for a refurbished unit, but you've got to do your homework. <https://lifehacker.com/when-should-i-buy-refurbished-electronics-5885492>



## Lab Monitor Schedule

### June Open Lab Sessions are open.

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

JUNE MONITORS	Monitor Schedule
MITCH SWETSKY	WEDNESDAY 6/3/2020
JEFF SOUTHWAY LINDA MCMULLIN	SATURDAY 6/6/2020
LINDA MCMULLIN	WEDNESDAY 6/10/2020
GAIL WEISS FRED COHEN	SATURDAY 6/13/2020
BLANCHE YORK MARILYN GRAMMS	WEDNESDAY 6/17/2020
MARY HEDIN JOHN ZUZICH	SATURDAY 6/20/2020
MITCH SWETSKY	WEDNESDAY 6/24/2020
KAREN RISTIC RAY RISTIC	SATURDAY 6/27/2020