

THE NEWS MAGAZINE OF THE ALAMO PC ORGANIZATION

PC Alamode

WEB ISSUE

www.alamopc.org
February 2007
\$4.50

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page 34

Practice good netiquette
page 42

Stop! Think! Click!
page 50

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Smart Computing Magazine**
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Alamo PC Organization

Alamo PC Organization is a non-profit organization whose mission is to increase its members knowledge and effective use of personal computers through presentations, instructional programs, other membership services and access to the expertise of other members.



To register for a Class, Study Group or Sr. Comp classes call:

Registration number **210.736.0080**

If you **didn't receive your issue** of *PC Alamode* or have questions about your **membership** e-mail:

membership@alamopc.org

If you have questions about Alamo PC call:

Learning Center number **210.736.0700**

If you have comments about classes call

Linda Bianchi **210.226.2460**

If you have questions about advertising call

Joseph de Leon
send e-mail to editor@alamopc.org

Please send change of address and other correspondence to:

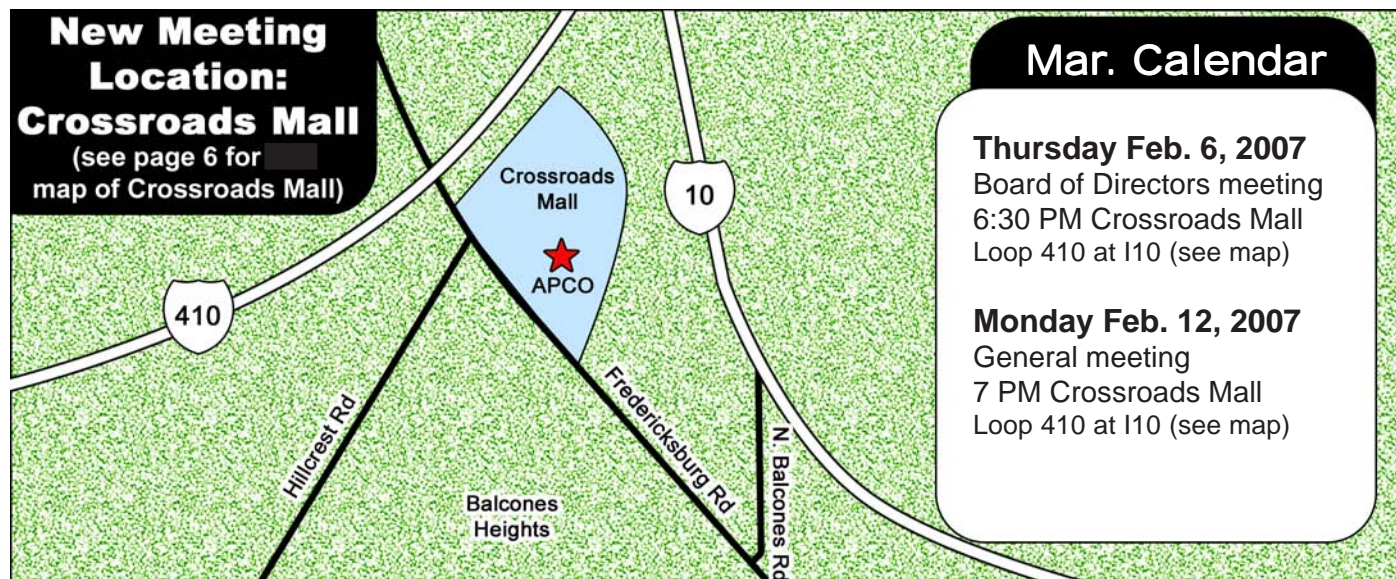
Alamo PC Organization
PO Box 65180
San Antonio, TX 78265-5180

Meetings

Monthly program meetings are normally held the second Monday of the month. Meetings are held at the Crossroads Convention Center (across from the Learning Center) located in the lower level of Crossroads Mall, Loop 410 at the intersection with I-10 starting at 7:00PM. Open to all members and the public.

The Board of Directors meets normally on the Tuesday prior to the monthly General Meeting. The BoD meets at the Alamo PC Learning Center located in the lower level of Crossroads Mall, Loop 410 at the intersection with I-10 starting at 6:30PM. Any changes will be announced via the Voice Mail/Hot Line (736-0700) and on the Calendar of Events. Open to all members.

New Meeting Location:
Crossroads Mall
(see page 6 for map of Crossroads Mall)



Mar. Calendar

Thursday Feb. 6, 2007
Board of Directors meeting
6:30 PM Crossroads Mall
Loop 410 at I10 (see map)

Monday Feb. 12, 2007
General meeting
7 PM Crossroads Mall
Loop 410 at I10 (see map)

Web-a-rama

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PC Alamode

(501 (C) (3))

Featured this month

E-mail

E-mail - be less annoying

E-mail enabled ques

Practice good netiquette

Protecting Outlook Express e-mail

How-to Guide

Downloading a file

Security

Fooled you! I really hope not...

Stop! Think! Click!

My spyware

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PUBLICATION SUBMISSIONS: Please check with the editor regarding submitting ads. **Deadline for submissions is the first of the month preceding publication.** e-mail to:

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Joseph de Leon, Editor, PC Alamode

editor@alamopc.org

Ad rates effective January 2005

Rate frequency.	1 x	3 x*	6x*	12 x*
	Per insertion			
Full pg. (7 ¹ / ₄ " w x 9 ¹ / ₂ " h)	\$274	\$260	\$246	\$238
Half pg. (7 ¹ / ₄ " w x 4 ¹ / ₂ " h)	144	138	130	121
Half pg. (3 ¹ / ₂ " w x 9 ¹ / ₂ " h)	144	138	130	121
Quarter pg.(3 ¹ / ₂ " w x 4 ¹ / ₂ " h)	74	72	64	62
Bus. card (3 ¹ / ₂ " w x 2" h) **	43	41	39	37

*Consecutive months

**To be paid in advance

product reviews

Computer Crimes

Skype

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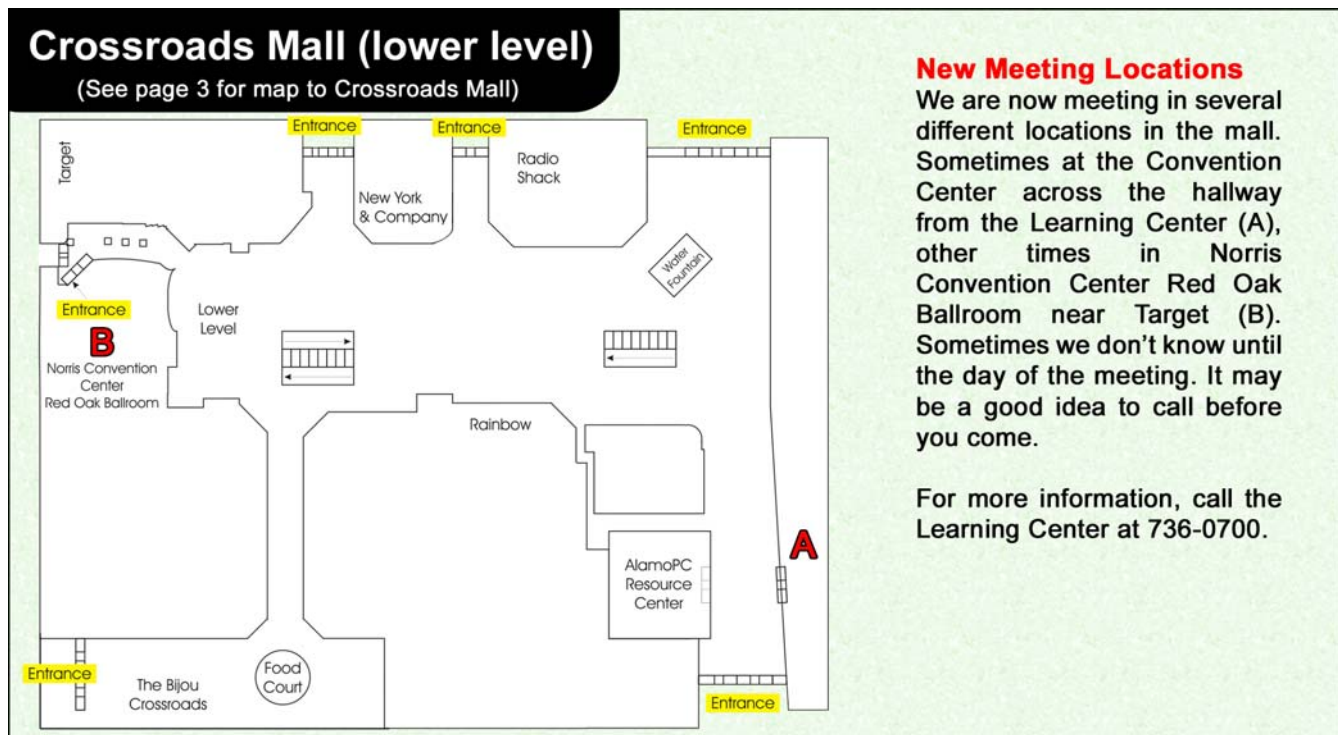
Learning Center, Crossroads Mall

736-0700

FAX 736-0032

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For Study Groups and Classes, phone: 736-0080 or 736-0700



PC Alamode Links List



Black History

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

February is Black History month, so take a look at this site that features articles, artwork for sale as well as electronic greeting cards.



Plan a romantic day

<<http://holidays.lovingyou.com/valentine/>>

Get all kinds of tips romantic ideas for how to celebrate Valentine's day, from cheap to chic, get the best advice.



Joseph de Leon, Editor

<editor@alamopc.org>



Joseph de Leon, Alamo PC

Joseph has worked in the graphics industry for 9 years and teaches graphics and web classes at San Antonio College.

In this month's issue you can learn more about e-mail issues as well as security threats. While many of you are advanced users, from time to time, I get requests to include articles for newbies.

A new how-to section shows you how to work with transferring files. I hope to continue this section as often as possible. Have any how-to tips you want to share? Send them in!

Learning Center Section

The Help Numbers portion of the Learning Center Section has been updated. Take a look at the topics our members will support. All you have to do is e-mail or call your questions for member-to-member support. If you are interested in helping out, please contact Linda Bianchi.

It has been several issues since the PC Alamode has featured any new classified ads. Please remember, members may place an unlimited number of classified ads to help sell, buy or trade any computer-related items. There is no charge for this service, so please take advantage!

President's Message

Bill Klutz

"February" - Hearts, Presidents, Ash, Smart

The month of February usually stirs at least one thought. But, I will address three more. For computer users, one of these should be moved to the top of the interest list.

Almost everyone should think of Valentines day February 14th. Some might call it "Hearts Day," since many exchange cards and other things with "heart shapes" and sentimental thoughts. President's day follows close behind February 19th. One less living this year, as President Ford passed away last month. Ash Wednesday is next February 21th. It holds religious significance for many, and signifies the beginning of "Lent." The one that will hopefully be at the top of the interest list happens earliest in the month February 12th. That is the date of the next Alamo PC general meeting, and a presentation.

The Smart Computing folks will be here to talk about the things they offer with a subscription to Smart Computing, which includes access to smartcomputing.com, 3 other magazines, an extensive database, FREE tech support, and more. Their magazine (Smart Computing) has a cover price of \$5.99, but the regular hard copy issue is \$29 for 12 issues (\$2.42 ea) or the Web-Only version at \$17 for 12 issues (\$1.42 ea). [Information in the online version is usually different than the hard copy.] As the hard copy says on the front, "In Plain English." That is what you will find as you read the information provided, because it is presented as though a fairly new to intermediate user is reading the material pretty much step-by-step. If there is a question, and you are a subscriber, remember the FREE tech support service. In my opinion, Smart Computing is one of the best kept secrets around, if you want to learn more about computers and how things work. (They will probably offer some sort of discount to user group members, as I seem to recall that being the case last time.)

Note: Keep in mind the other General meetings, and the presenters tentatively scheduled, or who are being contacted to determine their availability March: Trend Micro Develops, markets and supports anti virus software and management solutions for corporate computer systems and personal computers; April: Gene Barlow General Computer Information specialist (expert in Hard drives, backups, and computer vulnerabilities that may come from the Internet), friend to User Groups, and software vender; May: Dave Whittle - Technology and security expert (also a software vender), will probably address "Whittle's Picks." These are hidden gems from companies large and small, old and new, on computer related technologies, helps and security.

I was pleased to see that about 70 people were present on January 8th, to see Alamo PC member Beverly Bihn talk about Photoshop and its capabilities. She provided a first rate presentation, and has pretty much filled her next class with those who wanted to sign up. If you are interested in being in her next class, there MAY still be an opening or two, but you need to hurry.

Current members, need to reconsider what this organization has done for each of you, and what it can do for others. You are our best source of free advertising. (And it will complement the marketing effort that is to begin soon.) Perhaps by thinking about it, you will be motivated to renew and you may also increase your desire to provide some much needed support, at various levels in the organization.

I will continue to ask each member to consider being just a little more actively involved with the Alamo PC Organization marketing, advertising & sponsors, software for evaluation, general meeting set up & tear down, trade shows, learning center volunteer, etc. Please remember "this organization is OUR's (yours and mine), and if WE want it to continue, WE must continue to be a supportive member, through renewals and participation at some level." If not, we will be allowing circumstances to decide for us.

Consider some of the following items available to members (and please talk to others about them): free class benefit - enroll in one or more of the classes; the "Wish List" - if a class you would like to have isn't on the list, make it known to the people at the Learning Center so they can put it on the list of classes that people have requested; one membership for the family - entitles one family member to vote, but it entitles each family member, in the household, to enroll in free classes during the time the membership is current, "The Dr. Is In" - Friday AM hands-on help with computer problems, at the Learning Center; monthly presentations about current issues in the computer hardware and software; etc.

Don't forget about our popular Digital Camera & Photography class, even though the holidays over. Picture opportunities are available throughout the year, and after taking

Visit the Alamo PC Learning Center

Media Center

Learn all about computers with hundreds of books and dozens of video tapes. Enjoy our large selection of techno-fiction.

A comfortable seating area is available.

Call (210) 736-0700

Continued on page 9

the class you can practice so the end of year holiday photos will all be great.

We are still trying to improve member retention, as new members have not been sufficient to offset non-renewing members. Each month continues to show a net loss, although the number is getting smaller. If you do not choose to renew, send a comment or two as to "Why?" to membership@alamopc.org, or to me (president@alamopc.org or privately wkltzjr@juno.com). I appreciate all communications, especially those on how we can improve the Alamo PC Organization and increase member interest!

The future of OUR organization rests in the hands of its members. "Whether WE continue (or not) depends on the interest and involvement of each member. But, it primarily depends on membership renewals and/or financial support. Without those, we will not be able to meet our financial obligations and 'business decisions' will have to be made that will affect everyone." "PLEASE, GIVE US SOME HELP!"

I am Looking forward to seeing as many members as possible at the February General Meeting. (As of mid Jan the location has not been finalized, so please call just before the meeting for the location.)

February Program

David Steward

Smart Computing Magazine, for details visit <http://www.alamopc.org>

News Brief



Apple Cell Phone

Apple says its long-awaited iPhone will be available in June and will work exclusively on the AT&T (formerly Cingular) wireless network. The iPhone, priced at \$499 or \$599, features a 3.5-inch touch screen and includes integrated Wi-Fi and Bluetooth. The iPhone will synchronize via iTunes and sync calendars, e-mail accounts, and photos.

Volunteer of the Month

Thad Kochan



Volunteers Wanted

Call the Learning Center to volunteer to assist ongoing classes. For more info, call 736-0700.

STUDY GROUPS

Call the Learning Center for schedule information 736-0700 or see page 59-63.

Alamo PC Organization now offers members private or semi-private tutorials

- ☞ Keyboarding/Typing
- ☞ Basic Computer Skills
- ☞ Microsoft Word

Rates for one student

\$35 per hour
\$300 for 10 hours

Rates for two or three students

\$20 per student per hour
\$150 per student for 10 hours

Enjoy private instruction on days and at hours that fit **your** schedule at our modern facility in Crossroads Mall.

Call or visit the Learning Center to register
(210) 736-0080

THE DOCTOR ... IS IN

EACH FRIDAY FROM 9:30 TO 12 NOON
DIAGNOSE YOUR SOFTWARE & HARDWARE
PROBLEMS

TROUBLESHOOT MAJOR APPLICATIONS
TROUBLESHOOT HARDWARE, RUN TESTS



SOLVE O/S MYSTERIES

PROVIDE ASPIRIN AS
NEEDED

MAJOR SURGERY
ACCOMPLISHED BY
OTHER FACILITIES

ALAMO PC
RESOURCE
CENTER

ComputerFest is a collection of local and statewide dealers under one roof offering rock-bottom prices on all your computer needs. All of our dealers are independent wholesalers, so each conducts business separately. Most of the dealers will accept credit cards, but with cash you can usually get the best deals. And new products are almost always backed up with a warrantee, so you and your wallet can always feel comfortable with your purchases.

What you can find at the show:

New Complete Systems
New Hardware
Newest Software Titles
Printers, Monitors, Scanners
Ink-Jet Recharge Kits
Imaging Devices
Internet Services
Used Hardware
Multimedia Upgrades
Shareware
Diagnostic Equipment
Cables & Connectors
Bare Bone Systems
Computer Related Books
Refurbished Systems, Monitors

Location:

Live Oak Convention Center
8101 Pat Booker Road
San Antonio, TX.

Show Dates:

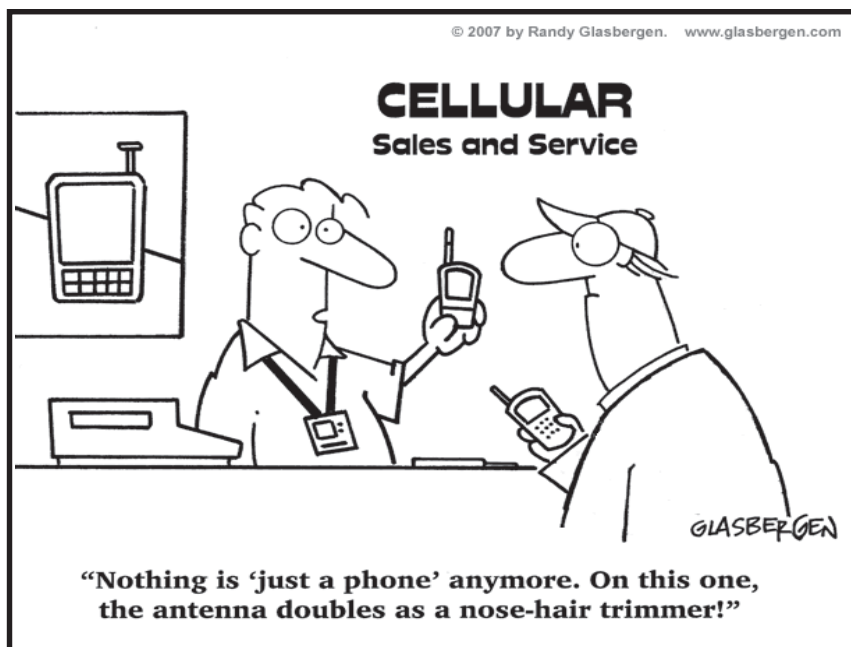
March 10, 2007
May 12, 2007
June 30, 2007
Sept. 29, 2007
Dec. 8, 2007

more info at <http://www.pcshows.com/>



Funny Bytes

Ken Nash & Randy Glasbergen





From the Deals Guy

Bob (The Cheapskate) Click, Greater Orlando Computer Users Group

This column is written to make user group members aware of special offers or freebies I have found or arranged, and my comments should not be interpreted to encourage, or discourage, the purchase of any products, no matter how enthused I might sound. Bob (The Cheapskate) Click <Bobclick@mindspring.com>. Visit my Web site at <<http://www.dealsguy.com>> for past columns and some interesting articles.

It was with sadness that I read the final issue of Blue Chip News, newsletter of the Saginaw Valley Computer Organization <<http://www.svca.org>>. Describing the end must have been tough for their long time editor Lynn Kauer to write since he has long been one of the faithful for the benefit of the members. I thought I even detected a tearstain on that page. The final bell rang when four long time volunteers moved away and nobody would step forward to replace any of them, and the same problem for some other long time volunteers who wanted to relax for a while. With too few members willing to help with the work, it became necessary to determine the group's future, and only 13 members bothered to show up for the final meeting. I feel that the no-shows were actually the real losers. Two SIGs will continue to run independently. I hope the members who couldn't find the time realize the error of their ways and revive the group. I had occasion to visit that group several years ago and it was a fun night. My meeting badge still hangs in my office; my name written on a 5 1/4" floppy.

This is not the first user group to shut down recently for the same reason, and the abundance of free-riders assures that it won't be the last. Some groups are still doing well even though they also have some long time workers who cannot get replaced. I have long heard the refrain about the Internet replacing user groups because it has every thing a computer user needs to know, but I don't buy that statement. Nobody from the Internet is going to stand in front of you trying to explain something so you can better understand it, and answer your questions in the process. Nor will anybody from the Internet stop by and help fix your problem computer for free. Yes, there are some people who could read the answers on a Web page and know exactly what to do, but I am not one of them and many other people are not that capable either without friends to help. Most important though, the friendship and camaraderie of a user group is irreplaceable.

I know my opinion will be mostly ignored because freeloader members are what they are, but that type of member should think about all the answers and information they get at a meeting or presentation, and consider giving back instead of just taking. Try it, you might enjoy it, and there are lots of ways to give back.

*Be Aware!

I now use mostly new product announcements and have not tried any of them. These are their own words, but I have severely edited them to fit, and reworded a few places, so do check for better information on their Web sites. Hopefully you already knew that. Check for policy statements.

*A New Dictionary For Your Pocket PC

LingvoSoft has released the new LingvoSoft Dictionary 2007 for Pocket PC. The latest dictionaries are available to provide instant bi-directional translations between English and French, German, Italian, Polish, Spanish, Turkish and Russian, and are faster than before. The 2007 dictionaries are fully compatible with the most popular MS Office application letting users translate any word found in an Internet Explorer webpage. Speaking versions speak their translations aloud using the most sophisticated TTS (text-to-speech) technology available. A synonym search and full usage information for every translation that includes part of the speech, gender, comment, transcription and sentence examples rounds out the improvements.

User group members get a 25% discount on any LingvoSoft software title at <<http://www.lingvosoft.com>>.. Simply enter certificate code "MY8UZPF7M4" in the 'Add Gift' field of the shopping cart and click the "Add Gift" button. (Deal good until March 2007)

Find out more about the new and improved LingvoSoft Dictionary 2007 for Pocket PC here:

<<http://www.lingvosoft.com/info/software/Pocket-2007/?refid=16179>>

LingvoSoft Dictionary 2007 is core component of a complete language solution called LingvoSoft Suite <<http://www.lingvosoft.com/info/software/Suites/?refid=16179>>.

<<http://www.lingvosoft.com/?refid=16179>>

*A New CD/DVD Label Maker

Acoustica Inc. has released Acoustica CD/DVD Label Maker Version 3.x, which now supports LightScribe Direct Disk Technology™. LightScribe Direct Disc Labeling is a new technology that offers users a simple, no-hassle way to burn professional, silkscreen-quality labels on their CDs and DVDs. Using the same laser that burns data in their disc drives, users burn their data as always, flip the disc over, reinsert it into the drive and burn a precise, iridescent label with their desired text and graphics using the same laser that burns the data. No printer, permanent marker or adhesive labeling is required.

Continued on page 14

Acoustica CD Label Maker can automatically import track information directly from iTunes play lists, or from dozens of play list file types, can import track information from CD-Text, FreeDB, and MusicBrainz, and can directly read track/file information from MP3 or data CDs and DVDs. Its auto-track formatting allows you to format your tracks layout in a variety of styles, including circular and spiral text, with a single click. You can also hide and show specific tracks fields (title, artist, genre, etc.) or hide/show tracks listings altogether with a single button click or menu selection. It prints on over 500 stock sticker labels and CD jewel case templates. Acoustica CD/DVD Label Maker also supports direct-to-CD printing on more than 70 printers.

A free 7-day trial of Acoustica CD/DVD Label Maker is available for download at <<http://www.acoustica.com/cd-label-maker/download.htm>> System Requirements: PentiumII-400, Win 98/NT/2K/ME/XP, 128 MB Ram, Printer. Requires less than 250 MB of hard disk space

LightScribe Requirements: LightScribe-enabled drives and LightScribe media

Pricing: US Price \$21.95, but computer club member receive a 20% discount when they enter COMPUTERCLUB in the coupon box. All versions include lifetime support.

***Remote Administration And Monitoring Software**

V.A.P. Software has released version 6.0 of Net Control 2, remote administration and monitoring software for classroom, office, and home networks. Starting at only \$45 for the Home Edition, Net Control 2 enables you to control networking machines remotely using the keyboard and mouse, manage files, send messages (text, graphics, sound), and share any desktop with users. Version 6.0 introduces Desktop Recorder. It lets users record a sequence of actions taking place on the desktop and adds voice instructions to the record.

Users can transfer large files (above 1MB) much faster because version 6.0 has a special mode of transferring files. The 'Remote Desktop' feature is extended in the 'View One Control All' mode so you can view screenshots of all remote machines. Click on a screenshot and it will activate a Remote Desktop session for the selected machine. When 'Autoconnect at startup' mode is selected, Net Control 2 Client opens the connection automatically at startup. Check our site at <<http://www.netcontrol2.com/nc2.html>> to learn about other new and enhanced features.

Net Control 2 v.6.0 runs under all versions of Windows (95-2003) and costs \$99 (US) for a Standard Edition license that allows the installation of administrator components on 1 machine and user components on up to 10 user machines. User group members get a 20% discount on Net Control 2 by using the coupon code:

VADI-63DT. For other types of licenses, please refer to <<http://www.netcontrol2.com/fulllist.html>>. Licensed customers are entitled to premium technical support by email. Further information is available from <www.netcontrol2.com>.

Direct download link: <<http://www.netcontrol2.com/getfile.php?id=232600.exe>>

E-mail: <support@netcontrol2.com>

***Protect Your Images With Your Own Watermark**

Watermark Factory announces version 2.53 of image protection tool, packed with new effects and image processing technologies. This update allows you to use a Vista-compatible product version as soon as you migrate to the new operating system. New features allow working with EXIF and IPTC information. Watermark Factory v2.53 helps you create a visible protection without destroying the overall aesthetic impression of an image. You can create a smart-looking text or a logo watermark and integrate it into your image. Once your watermark is created and saved, easily retrieve it and use it again with just a couple of mouse clicks.

Watermark Factory allows adjusting opacity and offers shadow, embossing and engraving effects. As for a logo, you can emboss the image and make it opaque to different degrees. The anti-aliasing technology implemented in the program will render your watermark crystal-clear quality. Three modes of positioning allow the user to tune the watermark placement to the image size and margins, and set a desired tilt angle.

Availability and Pricing

Watermark Factory v2.53 runs under Windows 95/98/XP/NT/2003/VISTA platforms and costs \$69 USD for a single user license and \$149 USD for a business license. User group members receive a 30% discount on the new version of Watermark Factory v2.53 by using the discount coupon SBE-KX6U. Free technical support and minor upgrades are extended to all registered users. A free trial version is available for download at <http://www.watermarkfactory.com/download/WatermarkFactory_setup.EXE>.

Product page link: <<http://www.watermarkfactory.com>>

Voice Mail: +1 (206) 984-1843

Fax: +1 (206) 984-2378

Postal address: Pacific Business Centre: Sibental, P.O. Box 34069 #381 Seattle, WA 98124-1069, USA

Spam and Eggs – Hold the Spam!

John Brewer, Computer Club of Oklahoma City

John Brewer practices law in Oklahoma City, is a member of the Governor's and Legislative Task Force for E-Commerce, and enjoys issues relating to eBusiness and cyberspace. E-mail him at <johnb@jnbrewer.com>

In recent months, the quantity of unsolicited commercial email (UCE) that am receiving is increasing dramatically. If one has time to review these emails, it is amazing how their content varies. I receive everything from credit repair kits, to offers to buy almost anything known to man, including strange sexual aides and porn sites, to whatever one can imagine. The ones from Africa that purport to make me a millionaire if I assist the sender in transferring funds from an inactive bank account are especially entertaining. The following information is from spam.abuse.net.

Spam is the process of flooding the Internet with many copies of the same message, in an attempt to force the message on people who would not otherwise choose to receive it. Most spam is commercial advertising, often for dubious products, get-rich-quick schemes, or quasi-legal services. Spam costs the sender very little to send -- most of the costs are paid for by the recipient or the carriers rather than by the sender.

There are two main types of spam, and they have different effects on Internet users. Cancelable Usenet spam is a single message sent to 20 or more Usenet newsgroups. (Through long experience, Usenet users have found that any message posted to so many newsgroups is often not relevant to most or all of them). Usenet spam is aimed at "lurkers", people who read newsgroups but rarely or never post and give their address away. Usenet spam robs users of the utility of the newsgroups by overwhelming them with a barrage of advertising or other irrelevant posts. Furthermore, Usenet spam subverts the ability of system administrators and owners to manage the topics they accept on their systems.

Email spam targets individual users with direct mail messages. Email spam lists are often created by scanning Usenet postings, stealing Internet mailing lists, or searching the Web for addresses. It costs money for ISPs and online services to transmit spam. These costs must be absorbed by the ISP or passed on to the subscribers through fees.

One particularly nasty variant of email spam is sending spam to mailing lists (public or private email discussion forums). Because many mailing lists limit activity to their subscribers, spammers will use automated tools to subscribe to as many mailing lists as possible, so that they can grab the lists of addresses, or use the mailing list as a direct target for their attacks.

There are good tips at www.spamrecycle.com as to how one can limit the amount of UCE. These tips follow:

1. Never respond to Spam. Oh sure, they say they'll take your name off the list, but they're lying. What they really want to do is confirm that they've got a live address. Also, if you respond, they'll sell your address to every other spammer on the planet meaning you'll soon be flooded with even more spam.
2. Don't post your address on your website. It seems like a good idea at the time, but posting your email address on your personal home page is just an invitation to spammers. Spammers and the people who sell spamming as a business have software that "harvests" email addresses from the Net. This software crawls through the Internet seeking text strings that are -something-@-something-.-something-. When it finds one, it catalogs it on a database of other email addresses to be used to send spam.
3. Use a second email address in newsgroups. Newsgroups are the great email address gathering ground for spammers. If you post to a group, you're going to get spam -- it is just a matter of time. So how are you supposed to participate? Use a different email address than the one you use for talking to friends and relatives. In other words, have a public address and a private address. You'll just have to deal with the spam in your public account.
4. Don't give your email address without knowing how it will be used. If a website is asking for your email address, they want to use it for something. Be sure you know what.

Continued on page 16

Alamo PC Organization now offers members private or semi-private tutorials

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Read the terms of use and privacy statements of any site before telling them your address. Ask yourself some simple questions. Are they going to share or sell my address? Do I want emails from this website? Do I trust them? Is it worth the risk? If you can't answer these questions satisfactorily, if you can't find their privacy statement, don't tell them your address.

5. Use a spam filter. While there is no such thing as a perfect filter, anti-spam software can help keep spam at manageable level. Some of it is cumbersome, some works better than others, some even requires that you let your email messages go through another system for storage and cleaning. But right now, that's the way it works.

6. Never buy anything advertised in spam. The reason that people spam is because they can make money. They make money, like all advertisers, by convincing people to buy a product. If no one buys the things advertised in spam, companies will quit paying spammers to advertise their products.

A recent article in the New York Times about privacy said that "pressed for profits, Internet companies are increasingly selling access to their users' postal mail addresses and telephone numbers, in addition to flooding their e-mail boxes with junk mail. Yahoo, the vast Internet portal, just changed its privacy policy to make it clear that it has the right to send mail and make sales calls to tens of millions of its registered users. And it has given itself permission to send users e-mail marketing messages on behalf of its own growing family of services, even if those users had previously asked not to receive any marketing from Yahoo. Users have 60 days to go to a page on Yahoo's Web site where they can record a choice not to receive telephone, postal or e-mail messages in various categories."

It is an issue that warrants thought.

News Brief

A Better Handheld

The Palm Tungsten E2 PDA from palmOne has a high-resolution color screen, 32 MB of memory, built-in Bluetooth wireless technology, and a flash memory to save users' information if they don't have the time to

recharge batteries. Users also can edit and create Microsoft Word, Excel, and PowerPoint compatible files and view Adobe PDF files.

Also, users can synchronize Outlook information from their desktop computers and view documents anywhere. The PDA also has a long-life battery and is MultiMediaCard, SD, and SDIO expansion card compatible. The Palm Tungsten E2 PDA costs \$199.

Contact Palm at (800) 881-7256 or www.store.palm.com.





Erasing a dead hard drive

Rob Rice, Computer Club of Oklahoma City

Rob Rice is a computer specialist working in Anchorage, Alaska. Rob can be contacted at <articles@isp.com>

You will have a hard drive fail. If you have been around computers for any length of time, you probably know this already. Nothing in this world lasts forever and hard drives are no exception. But let's say you have a hard drive keel over unexpectedly with all of your data still on it. Lots of folks dutifully take the computer back to Best Buy, CompUSA, or wherever for repairs, trusting that they will keep your personal information secure. Yes, the hard drive is dead, but the data isn't! Hank Gerbus found this out in a most alarming way.

According to an article at MSNBC, one year ago, Hank Gerbus had his hard drive replaced at a Best Buy store in Cincinnati. Six months ago, he received one of the most disturbing phone calls of his life.

"Mr. Gerbus," Gerbus recalls a stranger named Ed telling him. "I just bought your hard drive in Chicago."

In June 2005, when Gerbus took his computer to Best Buy for repairs after a hard drive crash, he knew the drive was a potential hot potato. So when a clerk there told him it had to be replaced, he asked for the damaged hardware back.

No dice. The replacement was done for free, under warranty, and Gerbus was told the old drive had to be sent to a repair center in Chicago to fulfill warranty terms.

"I asked in the store on two or three occasions. ... I was very concerned," he said. "But they said 'we can't give you the old one because it's under warranty.'"

Gerbus said he was assured that, after verifying the warranty, workers in Chicago would drill holes through the drive and make it unusable. . .

The Best Buy service center did not destroy the drive but instead sold it. A fellow named Ed bought it at a flea market for \$25. Social Security numbers, account numbers, and retirement/ investment information was on the drive. Ed tracked down Mr. Gerbus at his winter home in Florida (from information obtained on the hard drive) and fortunately returned the drive. Best Buy is said to be investigating and has offered Mr. Gerbus a \$250 Best Buy Gift Certificate for his troubles.

I have seen for myself the information left on hard drives. I have gone to computer shows and bought used hard drives, never paying more than \$7 a piece. I recovered data on 5 out of seven drives during one such show; however, none of the drives that I bought had sensitive or personally identifiable information on them. All of the drives were erased and were used for data storage.

In 2002-2003 Simson Garfinkel, an MIT researcher picked up a number of used hard drives from various sources. He examined 129 drives; only 12 had been completely cleared of data. One drive had 3,722 credit card numbers on it! http://www.computer.org/portal/cms_docs_security/security/v1n1/garfinkel.pdf

So how do you deal with a dead hard drive? We will assume that the drive has very sensitive data that you do not want others to have access to.

If taking it back to the retailer or in to a shop for repair, call them first. Explain the situation. Hopefully, they will have a more realistic policy than Best Buy. Some manufacturers will allow you to keep the drive in your possession, but require you to sign a form stating that you have physically destroyed the drive. They will then replace or send you another hard disk. But don't look for this policy on their website, for obvious reasons they do not advertise it.

You could also ask the repair shop or retailer to destroy it on the spot and in your presence. Drilling holes through it would work, so will smashing it with a heavy hammer.

The best way to destroy the drive is to melt the discs that contain the data located inside the drive, but this is not always possible, again for obvious reasons. I prefer to take the drive apart and physically remove the platters and file the surface or run a powerful magnet over both sides of each platter or disc. Hard drives typically have strong magnets located inside of them. These may be able to do the job.

Of course the problem with taking the drive apart is that you void the warranty. But it may be worth it if it means protecting your data.

If the company insists having the drive intact and the warranty seal unbroken then you can avoid Mr. Gerbus' situation with a powerful magnet, like the ones found in some hard drives. Rubbing it over both sides of the drive, top and bottom, at least ten times

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should hopefully do it. But beware, MOST magnets people have available to them are not strong enough to penetrate the shielding of the hard drive case. Simple iron magnets, including the big ones, just cannot do it. Electro magnets used for erasing floppy disks and video tapes are also too weak. As a loose rule of thumb: if you can, without much difficulty, move the magnet over the drive in a circular motion, it is too weak. The proper magnet should be VERY difficult to move in a circular motion over the drive because it is forcibly sticking to it.

The only magnet I have seen that worked (after trying many!) is a Neodymium magnet. These are the strongest magnets made. They come in various grades such as N28, N35, N38 and N40. An N40 of sufficient size, say 1" W x 3/4" thick x 2" long, would probably work. A 1-1/2" Diameter x 3/4" ring might also, which may be easier to handle. These will cost around \$25 from an industrial supply, hobby store, or specialty store. Using one of these magnets should render the hard drive data very difficult if not practically impossible to recover. You can then pop the drive back in the computer and ship it off for warranty repair with reasonable confidence.

I have verified that they work. After taking a Neodymium magnet that was roughly 2" x 2" x 1/4" to a working hard drive I was unable to recover any data afterwards. Unfortunately, it also wrecked the drive, rendering it useless.

My company is actually using neodymium iron-boron magnets in its development work on a magnet powerful enough to erase U.S. intelligence-gathering aircraft's hard drives in emergency situations - like that which took place near China several years ago, <http://gtresearchnews.gatech.edu/newsrelease/erase.htm>.

A note of caution: these magnets are not for kids to play with. They are very strong, even the small ones, and should be kept away from all electronic devices including pacemakers, security badges, monitors etc. Size matters! Two magnets in the same proximity can slam together and splinter or shatter. Larger examples, such as 2" x 1" disk, can crush fingers if in the presence of another. And do not stick the magnet anywhere near your computer! Remove the hard drive first.

Of course, this method has its disadvantages. You have to remove the hard drive, you have to find or buy a magnet that is sufficiently powerful, there is no easy way to verify that the data is erased and because of the magnets strength, it can be an irritation to work with. Still, you can sweat it out like Mr. Gerbus did, only to find out that your sensitive information was sold at a flea market, or you can have some measure of confidence that your data is safe. It's up to you.

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Games, Part II

Bill Beverley, Alamo PC

Bill is retired military and an intermediate computer enthusiast who has been an APCO member for seven years. He has contributed for the past six years.

Win9x/Me/XP Computer tips & tricks

For computer (PC) users who play games, then you probably know to test the boundaries of a PC, run one of them on your machine. Unfortunately today's games are incredibly resource intensive. Because of this negative feature, if you want to play a game and have it run to the best of its capabilities, make sure that all other applications are closed. You may even want to temporarily disable your anti-virus software. Also, try not to switch between a game and the desktop. Some games like to "own" the PC, and your computer may not share well with other machines. If not careful, you could potentially crash your entire system.

Animals

At this site <<http://ferryhalim.com/orisinal/>> you can choose from over 40 games of varying difficulty. All of the games are simple in nature. You can get cats to follow a leader, milk cows, and maneuver a koala bear on a eucalyptus tree.

Arcaplay

Arcaplayc <www.arcaplay.com> has a commanding list of approximately 125 games. If you have the necessary Flash plug-in, they run without a problem. Games are searchable by categories. There is also a list of tags. Tags are like subcategories, which can span categories. With a free registration, you can rate games and tag them. Also, registered users can receive free code to place any game on their own sites.

Atari

You'll find Atari classics like Pac Man and Frogger at <www.jimbogames.com/>. If you prefer space games, there's Space Invaders and Asteroids at this site along with the same Simon. If those games aren't your style, there are fighting games and sports games. You can play tennis, golf, or even surf. You'll need the free Flash Player to access the games. If it isn't installed on your computer, you'll be directed to the download site.

Attack of the Mutant Artificial Trees

The game at <http://downloads.kewlbox.com/games_online/realtrees.htm> is from the National Christmas Tree Association. The object is to chuck snowballs at fake trees as they pop out of cartons. Pelt your way through rounds to earn bragging rights on the worldwide scoreboard. Watch the Spirit Meter hit an elf and your level of Christmas spirit will take a hit, too. This game is simple enough for kids, yet still a fun for adults.

Battleship

How about a game of Battleship <www.flashplayer.com/games/battleship.html>? With this game you position your ships on the board using your mouse and play against the computer. It's a lot of fun, but can be addicting!

Blifaloo

There are cartoons, riddles, illusions, and jokes to keep you amused at this site.

Blueprint

Blueprint <www.teagames.com/games/blueprint/play.php> combines a puzzle with a little action. The game's premise is simple. You have to hit a target with a ball. You can only use gravity and a few mechanical elements to accomplish the goal. Drag the ramps, treadmills, shooters or other elements and see if they will help you lead the ball to its target.

Cheats 1-up

The Cheats 1-up site <<http://cheats.1up.com>> takes no prisoners in revealing tips and tricks to whip your opponent. Visit this Web sit to get hot tips on new games, join message boards and find other gamers to play.

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Chess

FlashChess <www.media-division.com/flashgames/flashchess/chess.htm> is a great site to learn to play chess. The game history window shows you the moves that have been made. If you don't have time to finish, just click Save. You can come back and finish later. FlashChess may not be the most visually appealing game. The purpose of chess is to challenge you mentally, not to wow you with graphics. You'll need the free Flash player. If you don't have it, you'll be prompted to download it.

Coffee Break Arcade

Coffee Break Arcade <www.coffeebreakarcade.com> is loaded with games. There are classic arcade games like Pac Man and Asteroids, word jumbles, and jigsaw puzzles. Shooters, racing and sports games, baseball, waffle ball, and variations of games are also represented at this site.

Controller

Some video games today require special controllers such as a flight stick, a joystick, or a steering wheel. Fortunately, setting up a new controller is relatively easy with WinMe. Go to the Control Panel and click the Gaming Options icon. Under the Controllers tab, click the Add button and find your controller. At this point, if you do not see your controller, ask these questions: -Is the controller plugged into the manufacturer specified port (USB, Game, Serial)? -Does the controller come with software to install it? If so, did you run the software? -Did you reboot after installing the hardware and software? Many times settings need to be made at boot time. Now, continuing before asking the aforementioned questions, find the controller listed, and select OK. Many of the controllers require some kind of calibration. You can choose the Calibrate option and follow the instructions.

Dodge block

Sometimes the simpler things in life are the best. Dodge block <members.iinet.net.au/~pontipak/redsquare.html> can prove it. All you do is move a red block. The catch is that the blue blocks are out to get you. Stay away from the boundaries and blocks to say alive. Things start to get difficult before too long. The site says that surviving 18 seconds is difficult for most people.

Electro Air Hockey

Along with other games, you can play Electro Air Hockey at the Electrotank Web site <<http://www.electrotank.com/playGame.electro?gld=109>>. The best part is that you pick the players and background effects. For sports and puzzles, test your skill playing 9 Ball, Mini Golf or Tank Blaster. If mental games are your specialty, try online Chess, Crossword or 3D puzzles. The games are versatile. You can play solo, oppose a virtual character or join other players online.

Family Games

Find activities and craft ideas for children of all ages can be found at <<http://familyfun.go.com/>>. There are also games, party ideas, cool recipes, etc. There are articles that address things such as how to conquer morning chaos, the proper way to brush children's teeth and even a section entitled parent problem solver.

Flat-panel Monitors

If you like to play games on your computer, here are some thoughts if considering buying a flat-panel monitor. A major problem with flat-panels has been latency. Movement on the screen cannot be shown until the screen is redrawn by the computer. This is done many times per second and is called the refresh rate. The standard for cathode-ray tube (CRT) monitors is 85 times per second. If a CRT monitor's refresh rate is too slow, it will flicker. Some CRT monitors can be refreshed more than 100 times per second. At these high rates, movement is smooth and the display is excellent. Flat-panel do not redraw their screens at such a fast pace. Because of the technology, they don't flicker. You won't notice latency with office applications, such as a word processor, nor will there be a problem surfing the Internet. But, if you like to play fast computer games in your spare time, you may see the latency. The same thing is true when watching or editing video. Before you buy a flat-panel, check it with a game in the store. If you're dissatisfied with what you see, you may be happier with a CRT monitor. If you decide a flat-panel is for you, here are some specs to take to the store: Digital Video Interactive (DVI) input--Connecting your computer to a flat-panel LCD through a digital "DVI" connection generally offers the best display quality. It also requires a video card with DVI output. Most inexpensive flat-panels don't offer DVI. They connect with a standard analog cable. Contrast--At least 300:1. Resolution--Flat-panels run best at their native resolution. These are expressed with such numbers as 1024 by 768. The higher the resolution, the smaller the items on the screen. Angled-view--A flat-panel's picture will deteriorate quickly when viewed from an angle so look at the monitor in the store from your preferred angle.

FreeCell

FreeCell looks a lot like Solitaire in Win98/Me, but Freecell works with double-clicks. Instead of making you drag the cards around, FreeCell simply jumps them into place. The object is pretty simple. You sort the cards in order by suit and number from ace to king on the four right-hand squares. While moving the cards up there, you can move other cards temporarily to the four free cells, temporary card-storage areas, on the left side. If you moved the wrong card press F10. That's the Undo button, but only if you press it before clicking another card.

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Falling Sand

The Falling Sand <<http://chir.ag/stuff/sand>> game seems to have no purpose. You play with elements like plants, water, fire and others, and see how they interact. A little creature called a namekuji bounces around, reacting to elements. See what you can find to make him act differently. If you enjoy Zen Gardens, you will appreciate this site. Check the links and the pictures at the top for ideas. Before you know it, you will have spent a surprising amount of time here, too!

Hand-to-hand Combat

Remember in grade school, where you'd face off against your friends in a friendly game of hand slapping? This site <www.operationslaps.com/> recreates that game. Choose from a variety of players with different skills. You can square off against the computer or a friend.

Helicopter

At <www.hurtwood.demon.co.uk/Fun/copter.swf> is a simple but instantly addictive helicopter flying game for the aviators.

InfoPlease

Infoplease <www.infoplease.com> is an almanac, encyclopedia, dictionary and atlas, all rolled into one. It also has fun puzzles that tax your brain. You can test your analogy skills, learn the word of the day, complete a crossword puzzle and do other things, too.

Java

If you download a game program and it doesn't work on your computer, the problem may be because your machine does not have the software program Java <<http://www.java.com>> installed on it. Java is a language developed by Sun Microsystems. It can be run on different operating systems (OS), including Windows, Mac's OS X and Linux. To do that, it uses a program called a virtual machine. The virtual machine translates the Java code to whatever your computer requires. If a downloaded program refuses to run on your computer, you probably need to upgrade your virtual machine.

Guess-the-Google

In Guess-the-Google, <grant.robinson.name/projects/guess-the-google>, you're presented with a grid of pictures. They were gathered from Google's Image Search. The trick is, they're all results from the same search term. The goal of the game is to guess the search term. Some results are easy to guess, but there are others which may stump you. This site requires the free Flash Player 7. If you don't have it, you'll be prompted to download it.

Internet

Check out some of the games available on the Internet. You can play everything from Bingo to Chess

online. For example, Yahoo offers game pages at <<http://games.yahoo.com/>>. You can play against the computer or be paired up with someone else online.

Jeopardy


The game show Jeopardy is at <www.jeopardy.com>. It's the game show that has contestants asking the questions. If you like the show, you'll love to play an online version. Find out how to become a contestant. True fans can download screensavers, wallpapers and the theme music from this site.

Volunteers Wanted

Call the Learning Center to volunteer to assist ongoing classes. For more info, call 736-0700.

STUDY GROUPS

Call the Learning Center for schedule information 736-0700 or see page 59-63.



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Watch the back door

Pim Borman
SW Indiana PC Users Group, Inc.

Many an afternoon I see a school bus stopping in the neighborhood to unload students toting enormous bags of expensive text books on their backs. It always irks me because it seems so unnecessary. The heavy backpacks put an unhealthy strain on the students' spines, and the expensive books put a severe strain on family budgets, especially if there are several children of school age. (Public school students must pay for their text books in Indiana, in case you're not from around here.)

It would be so much easier if the students used inexpensive, functional notebook computers with the textbooks stored on CDs. Ideally, classrooms should be equipped with permanent, networked units for common use so that the students can leave their own computers at home to minimize damage and loss during transport. After all, most colleges already require that students have a computer, so why not start in high school, or even earlier?

Cost shouldn't be a problem. A fully functional computer running free Linux and Open Source software can cost less than a year's worth of textbooks. Acceptance will be harder to come by, with expected resistance from book publishers about to lose a highly profitable and captive market. Microsoft may not be happy either. Teachers may have to be retrained, and administrators, having been weaned on MS Windows, may oppose the use of what many still regard as a second-best operating environment.

Often necessity is the father of invention. Third World countries, only now entering the world of computing, are the most likely to introduce revolutionary progress in low-cost personal computer productivity. My own computer, equipped with all the latest bells and whistles, sits idle for more than 99% of the time. In a Third World classroom, or maybe a small office, it could easily support a dozen or more terminals and monitors if provided with the right, free software. History would repeat itself, since time sharing of computers was first introduced in the 1960's when mainframe computers were also unaffordable for individuals. Students will only need inexpensive dumb terminals and bare-bones monitors. In England an organization calling itself Ndiyo (Swahili for "yes") is working on this approach. It makes full-fledged computing available to many at low cost.

An alternate approach called "One Laptop Per Child", initiated by academics at MIT, aims to provide specially designed laptop computers at a cost of less than \$100 per unit to millions of children in poor countries. The computing experience is less advanced than with the time sharing approach, but having your own computer, no matter how primitive, has a strong psychological advantage. I can testify to that. My first introduction to computers was via a Telex terminal connected to a time-sharing mainframe that I used for scientific modeling work. It was useful and interesting, but not nearly as captivating as running my own simple programs in Sinclair Basic on my own first (\$100) Timex-Sinclair computer.

An essential part of introducing computers to Third Worlders (and not only school children) is the availability of free software in the form of Linux and the OpenSource programs to do just about anything productive that computers are capable of. This in turn will grow and mature the Linux/OpenSource technology to the point where it may well return to the West through the back door as an attractive, low-cost alternative to expensive and bloated Microsoft Windows and Office programs. (Based in part on an article in *The Economist*, 9/23/2006, thanks to Louis Ritz)

A South-African dotcom millionaire, Mark Shuttleworth, is financing the development of a totally free distribution of desktop Linux and all the necessary software. Called Ubuntu ("Humanity to Others"), it is already preferred by many Linux users. It is totally free. Even the CDs on which it is distributed are mailed to you free for the asking (www.ubuntu.com). Although possibly intended for use in Third World countries, Ubuntu is also rapidly gaining followers in the US. What did I just write about the back door?

What Is Web2.0?

Usually when major computer-related improvements are forthcoming, they are hyped long before they actually become available. Have you heard about Vista? I thought so.

Surprisingly, a major improvement in the Internet Web protocol, Web2.0, seems to have sneaked in through the back door. And yet, Web2.0 is to the old Web what the telephone was to the telegraph. With the traditional Web, you send a message, such as a request for a street map, to a Web address ("www.mapquest.com") that gets translated into a numerical Internet Protocol address by a Domain Name Server. The addressed site responds to your message and the connection is broken. To send a follow-up message ("zoom in") the whole process must be repeated. Slow-slow-slow.

With Web2.0 the connection, once established, remains open until you close your browser window. This allows an immediate back-and-forth communication as if the distant Web site were located on your own computer. It allows you to go to Google Earth and seamlessly scroll and zoom the maps to your heart's content (provided your Internet connection is fast enough). It also makes

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it possible to provide application programs, such as an Office Suite similar to Microsoft Office, on a Web server to be made available via a Web2.0 connection. Several providers are moving in that direction, including Google and Microsoft. News sites can provide live hyperlinks whereby when your pointer hovers over a headline a summary of the news pops up on the screen. The possibilities are endless.

Happily, the user doesn't need to do anything to benefit from this new technology. The Internet servers provide all the programming that any major Web browser can understand. Enjoy!

How Broad Is Your Broadband Connection?

Not nearly as fast as you would like it to be, right? If you have a cable connection and the kid next door is online playing Doom, or Bully, or whatever, you're sharing online access and your connection probably crawls. Not much you can do about that. But you can minimize some other delays.

One of these is the time it takes your browser to connect to the site you want to address. If you type an Internet address such as swipcug.apcug.org/index.htm, a Domain Name Server (DNS) provided by your Internet Service Provider (ISP) translates it to the corresponding numerical Internet Protocol (IP) address. Unless the entry has been cached after having been used before, the lookup procedure may take some time.

OpenDNS is a new, independent, and free Domain Name Server that claims to be faster than many ISP servers, mostly by using a very large cache. In addition it keeps track of known phishing sites and blocks them with a warning message. It will also try to correct misspellings and still provide the intended Web site, or suggest possible sites you might be looking for. When I intentionally typed swipcug.apcug.NET (instead of the correct .ORG domain) I got a choice of four possible sites with the correct one first on the list. Simple instructions for replacing the default DNS addresses of your ISP with the OpenDNS addresses can be found at welcome.opendns.com (read Steve Bass in PCWorld, November 2006)

If you want to check the download and upload speeds of your broadband connection you can use SpeakEasy at www.speakeasy.net/speedtest As I am writing this, on Friday at 10:45 pm, my connection speed with Sigecom to Chicago is: Download Speed: 3866 kbps (483.3 KB/sec transfer rate), Upload Speed: 347 kbps (43.4 KB/sec transfer rate), about as good as it gets in my experience. Speeds to Seattle are similar.

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PC Stuff

Shane Hicks, (certified certifiable)

Shane uses a PC. E-mail him at <shane@vpwn.com.>

AMD surprised many with its acquisition of the graphics vendor ATI. Many believe that this could position AMD to directly compete with Intel in mass-market PCs, as AMD has yet to have an integrated graphics chipset of their own. But it doesn't stop there. AMD has also expressed an interest in using this acquisition to explore new technologies such as expanding into HDTV and mobile phones.

One area of concern is that both AMD and ATI presently with their competitors. For instance, ATI makes compatible graphics cards that work well with Intel-based processors and chipsets. AMD makes processors and chipsets that work well with nVidia-based graphics cards. How will the merger affect these relationships? Some proof may already be available, as nVidia was allowed to speak at the launch event for the Intel Core 2 processors—not ATI.

Another concern is that AMD may find it easier to simply absorb ATI's chipset technology and go for making lower-end parts, instead of continuing to pursue the high-end (and more costly research and development) video market which has led to such advances in the graphics market over the last several years. Without ATI, nVidia has no competition remaining. This doesn't make for a healthy market in the graphics card industry.

What is MRAM?

A brand-new standard of memory is being developed that could replace what all of us currently know today. It's called MRAM (magnetoresistive random-access memory) and will be really fast while being non-volatile.

You see, we currently have two types of memory. The memory inside your PC, like DDR 400, is volatile. While it's fast, it loses its contents when the power goes off. The other type of memory, like a USB key, is non-volatile. It doesn't need power to retain information, but it's not as fast.

MRAM specifications aim to bridge the gap between the two. Stay tuned.

Is "google" a search engine or a verb?

It's officially both. Google is indeed the search engine that many of us know and love (and most often depend upon). However, the word "google" is also listed in the latest edition of the Merriam-Webster dictionary as a verb, meaning: "To use the Google search engine to obtain information in the World Wide Web."

Phishing over the Phone?

By now, we all know not to click on the links in e-mail that tell us that our PayPal, CitiBank, or eBay accounts have been compromised. But now, enterprising scammers are using fake VoIP (voice over IP) accounts to make calls, pretending to be from your financial institutions and asking for your personal information. Again, use common sense. Your financial institutions already have all this information. At the very least, tell this person that you are going to hang up and call the institution back to verify that they require the information. That way, you'll be certain that you're connected to the right number.

More than you think in Windows Defender?

There might be more to Windows Defender than just an anti-spyware application. Most people use Msconfig to clean up the start-up items on their XP boxes to speed up boot times. However, sometimes, weeding through all those services can be a bit confusing. Windows Defender comes with a new feature called Software Explorer that also provides a lot of information on what processes and services are running. Check it out!

Blu-ray or HD DVD

Well, if you've got the bucks and you want to be an early adopter, you may not have to decide at all. Ricoh has just announced that they will produce a single drive capable of reading Blu-ray, HD DVD, DVDs, and CDs.

Get this junk off my new DELL!

I was amazed at what I saw while flipping through an issue of PC World the other day. Anyone who's purchased a new PC lately knows about all the trial software and other assorted junk that comes preloaded on the system that you neither want nor will ever use. It's just taking up hard drive space and it can even slow your new computer to a screeching halt.

Jason York, a Detroit-area electrical engineer, wrote the De-crapifier and made it available for free via his blog (<http://www.yorkspace.com/pc-de-crapifier/>) after helping a friend set up a new DELL computer. The script gets rid of a lot of the "crap."

The Switcher



...the ongoing tale of a Man and his Mac Patches and Online search tips

Shane uses OS X. E-mail him at <mac@vpwn.com>.

Mac OS X v10.4.8 improvements

Mac OS X v10.4.8 contains several improvements and fixes for both PowerPC and Intel-based Macs. Apple lists them as:

- connecting to wireless networks using the EAP-FAST protocol
- Apple USB modem reliability
- using OpenType fonts in Microsoft Word
- compatibility with 3rd party USB hubs
- scanner performance
- RAW camera support
- printing documents with Asian language names
- performance of the Translation widget
- broadband network performance
- security updates

Apple also revealed that Mac OS X v10.4.8 sports a fix for performance issues that could occur for Macs connecting to cable service provider Comcast's broadband network. It also improves reliability for connections established using the Apple USB Modem, improves ExpressCard support for MacBook Pro systems, improves Apple File Sharing client performance, and more.

It also adds RAW image decoding support for various Digital Single Lens Reflex (DSLR) cameras including models from Sony, Nikon, Fuji and Konica Minolta. Rosetta, the emulation technology used to enable Intel-based Macs to run code optimized specifically only for PowerPC hardware, has also gotten some improvements, with better numerics and improved ColorSync matching.

Finder problems associated with Finder alert messages after mounting a partitioned FireWire drive have been corrected, along with a bug fix for Preview and reliability improvements for iTunes iPod syncing.

Mac OS X Server has also been updated. Changes in that release include the following:

- avoiding AFP server deadlocks and thread starvation
- membership and permissions issues when Windows users are in more than 16 groups
- synchronizing Open Directory password information between Master and Replicas
- changing and saving Open Directory password policy security settings
- directory service usage affecting Mail server performance
- streaming movies to localized versions of the QuickTime Player
- handling TCP Selective Acknowledgments in congested networks
- compatibility with third party applications and devices
- previous standalone security updates

More details are available from Apple's website: (<http://www.apple.com>).

Also, a Security Update has been posted for Mac OS X v10.3.9 and Mac OS X Server v10.3.9. The update improves the security of the following components:

- CFNetwork
- Cyrus SASL
- Flash Player Plug-in
- QuickDraw
- WebKit

Continued on page 26

Student Practice Lab

Polish those new skills - A specific time period for students taking Alamo PC Courses to use Computer Lab (Classroom One) to practice their class assignments. Students may also make up missed class days, if the instructor has provided the course material to the individual. Seating is limited and on a first come, first serve basis.

Call (210) 736-0080, or (210) 736-0700

15 Ways to Quickly Find What You Want Online

MacWorld featured a great article on how to quickly find what you want online.

1. Did you know that you don't have to type `www` or `com` when typing in the name of a URL? All Mac browsers automatically insert the first and last parts.
2. You can drag and drop URLs onto your browser from most any application. Just open the browser, highlight the URL in your application, and drag and drop the text into your browser.
3. If the font in your browser isn't to your liking, you can increase the size by pressing the Apple Key and the equal sign. You can decrease the font by pressing the Apple Key and the hyphen.
4. Tabbed browsing is available in most browsers (to include Safari, though it isn't enabled by default). This allows you to open multiple websites in a single browser window and navigate back and forth between them using tabs.
5. You can move between tabs without using your mouse with keyboard shortcuts. In Safari, you press the Apple Key, the Option Key, and the right arrow (or left arrow depending on which way you want to go).
6. You can close all your tabs by pressing the Apple Key, the Option Key, and W.
7. Have you ever forgotten a critical password that you need? Apple's Safari browser has an AutoFill feature that will often help you by storing commonly used passwords. If AutoFill doesn't have the password, you may have to figure it out yourself. Another feature is Keychain Access. This utility can also be used to store passwords. It can be searched by website or server name. By clicking on that entry, and entering your primary administrator password, the utility will provide you with the information that you need.
8. If you use the Google search engine and are tired of having to go to different pages when the first 10 results don't provide what you're looking for, there's a fix for this. Just go to <http://www.google.com> and click on the Preferences link. You can then choose the number of results that you want listed per page.
9. If you are looking for the definition of a word online, try OneLook (<http://www.onelook.com>). Typing a word into its search box results in a search of more than 900 different dictionaries and reference sources.
10. If you are using OS X 10.4, you can save the receipt pages from different online shopping sites to PDF format. Just press Apple-P key to call the Print dialog box. Click on PDF and select Save PDF To Web Receipts Folder.

News Brief



Protect Your Computer

Kaspersky Anti-Virus 6.0 software combines reactive antivirus detection with proactive technology to provide users with better protection against harmful programs. The easy-to-install software can be tailored to suit users' individual requirements. Program capabilities include random scanning of e-mails and Internet traffic, rootkit protection, instant database updates, and optimized antivirus scanning. The program features protection from viruses, Trojans, worms, and spyware; antivirus scanning for removable data storage media; scanning and disinfection of archived files; protection from dangerous macros; and rollback of changes made by harmful programs. Kaspersky Anti-Virus 6.0 costs \$39.95 for one year or \$63.92 for two years.

Contact Kaspersky at (800) 406-4966 or www.kaspersky.com.



CSS, Part 1

Susan Ives, Alamo PC

Susan Ives is a former president of Alamo PC. She archives these columns on her Web site, <www.susanives.com/>. If you visit, you can cut-and-paste the code instead of retyping it from the magazine – the ultimate in lazy Webmastering!

This is the first of a multi-part series on Cascading Style Sheets, or CSS, one of the preferred ways to format Web pages. I've played around the edges of CSS but have never fully implemented them in my work, so I will be learning right along with you.

The key word is format. Hypertext Markup Language, or HTML, is intended to specify the structure of a Web page. All the ways we tweak HTML to make a page pretty are technically outside its mission. CSS appropriately separates the style from the substance and, in the long run, makes life easier for the Webmaster.

CSS is not used instead of HTML; it is used alongside it. There are three basic ways that you can use CSS.

The most elegant solution is to have an external style sheet. This is similar to a style sheet in a desktop publishing document that specifies all of the normal parameters for your tags. The style sheet might specify that all paragraph text is 11 pt Arial black and that there is 5 pts of padding around every graphic. Each individual Web page then refers to the master style sheet so that you don't have to repeat these instructions.

The link to the external style sheet goes in the <HEAD> tag so that it loads first. A link to a style sheet might look something like:

```
<LINK REL=stylesheet HREF=http://www.susanives.com/
lazy/style1.css type="text/css" TITLE="lazystyle">
```

Using a linked external style sheet has several obvious advantages:

- (1) You can save a lot of time by not having to individually code each instance of a tag's parameters. Think of all those attributes you won't have to type!
- (2) If you make a global change to your Website – say you want to make the text 12 pt Times New Roman instead of 11 pt Arial – all you have to change is one style sheet, not 50 or 100 individual pages.
- (3) Your pages will be meaner and leaner: the bulk of your formatting is consolidated in the style sheet rather than taking up bits and bytes on each individual page.
- (4) As we'll discuss later in this series, there are many more formatting options in CSS than there are in HTML, and they are more precise. You can control the letter spacing, indent paragraphs or include margins. Here, for example, is the rule you would use to space-and-a-half the text in a paragraph: `P {line-height: 150%}`

A variation of the external linked style sheet is an @import style sheet. This works in a similar way, and we will discuss its advantages in a future column.

The next way to use CSS is as embedded style. In this method, you would put the CSS rules in the header of the HTML document in which you want it to appear. The CSS only applies to that page. This is a way to take advantage of CSS features when you haven't constructed an external style sheet, or to override an external style.

Here is an example of an embedded style that will make all of the text within every table data <TD> tag 10 point Verdana:

```
<HEAD>
```

```
<STYLE TYPE="text/css">
```

```
<!--
```

```
TD {font-size: 10pt;
```

```
font-family: Verdana, sans-serif;
```

```
}
```

```
--!>
```

```
</STYLE><TITLE>...
```

We've used embedded styles quite frequently in the Lazy Webmaster, for example, to change the color of the scroll bar, or to do away with text decoration, such as underlines on hyperlinks.

The third way to use CSS is as inline style. This is used inside the HTML to apply a rule to a specific element. There are two ways you would typically use an inline style. One instance is when you have a class that is not associated with a named element.

If you view-source for the main Lazy Webmaster page, <www.susanives.com/lazy>, for example, you will see an embedded CSS rule:

```
<style type="text/css"><!--.HL {background: #E9E37A;
color: black;}>
```

```
--></style>
```

I made the class .HL stand for highlight; it makes the text black and highlighted in yellow, as if it were swiped by a marker pen. It's not associated with any particular element such as <H1> or <P>. So what text gets highlighted? All the text on the page? That would sure be hard to read!

To activate this style you have to imbed the rule within the HTML tag:

```
<font class="HL">nifty Web tricks</FONT>
```

Another way to use inline CSS is to add just one CSS rule, or to override a rule that is in the external style sheet or the imbedded style sheet. If you have just one paragraph that you want double-spaced, for example, you could make it happen this way:

```
<P STYLE="line-height: 200%">your text here </P>
```

From these examples you can see that there can be many different CSS rules coming from different sources. Inline styles override an embedded style sheet which overrides an external style sheet.

Another important concept is inheritance. Most "child," or sub-elements, inherit properties from their "parents". In this example, I applied some font properties to the BODY element. This will affect the text for all of BODY's children, whether it is in a paragraph <P>, table data <TD> or list item :

```
<style type="text/css"><!--BODY {font-size: 10pt; color: blue; font-family: Verdana}
```

```
--></style>
```

If you have been following the examples, you can see that CSS is similar to HTML. It uses plain language rather than arcane symbols. It's a skill worth learning.

Next month we will learn how to create an external style sheet and start learning the syntax.

In the meantime, if you want to play around with the rules, visit <www.w3schools.com/css/css_examples.asp>. This Web site has examples that you can play around with to start getting comfortable with the format.

Definition

CSS - (Cascading Style Sheet)

A standard for specifying the appearance of text and other elements. CSS was developed for use with HTML in Web pages but is also used in other situations, notably in applications built using XPFE. CSS is typically used to provide a single "library" of styles that are used over and over throughout a large number of related documents, as in a web site. A CSS file might specify that all numbered lists are to appear in italics. By changing that single specification the look of a large number of documents can be easily changed.

Source: <www.unitedyellowpages.com/internet/terminology.html>

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TROUBLESHOOT HARDWARE, RUN TESTS

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Continued on page 29

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Dreamweaver MX 2004

The Graphics Guy

Paul Vaughn, Alamo PC

Paul Vaughn is a freelance graphic artist, writer and web designer who has yet to object to anything smart. If you would like to see the Graphics Guy address a specific topic, email Paul Vaughn at <paulv@mac.com>.

If you are building web sites and are not a code junkie than you probably want to use a program that will allow you to build the pages in a graphical manner. By this I mean working as you would in a page layout program like Adobe InDesign or QuarkXpress. Macromedia Dreamweaver is by far the choice of professionals in this field. This month I'm taking a look at Macromedia's Studio MX 2004, which includes not only the aforementioned Dreamweaver, but Fireworks, Flash and Freehand as well.

First an overview. Dreamweaver is a program for graphically assembling web pages. Fireworks is an image-editing program similar to Adobe Photoshop and ImageReady. Flash is a vector animation program that can be used for web and video animations as well as complete web pages, dynamic applications and games. Freehand is a vector illustration program that can do double duty as a page layout application. Studio MX 2004 features a tighter integration between the component applications than in the previous version.

Studio MX 2004 is a complete web-authoring package. Everything you need is right here. You can layout a site map in Freehand and export the drawings to web pages for client approval. You can then design the site in either Freehand or Fireworks. Freehand exports easily to Flash so you do not have to recreate assets for animations or web pages. Fireworks allows you to slice up your design and transfer all or select parts of it to Dreamweaver.

Dreamweaver is the star of this suite (Fig 1). The app features Macromedia's Roundtrip HTML technology. This means that you can bounce back and forth between code and design view while maintaining high-quality code. Dreamweaver gives you everything you need to work on a site by yourself or collaboratively. Users can check in or out of a site to avoid the mistake of overwriting files that have already been updated. Dreamweaver is compatible with major application server technologies for building dynamic sites. Macromedia includes their own ColdFusion MX 6.1 Developer Edition, but it will also work with ASP, ASP.NET, JSP and PHP.

Dreamweaver MX 2004 adds enhanced support for Cascading Style Sheets (CSS). CSS properties are easier to edit (Fig. 2) and you can see visual representations of styles in the Style pop-up in the Properties panel. You can now copy and paste from Microsoft Word and Excel while preserving fonts, colors and CSS styles. Dreamweaver also now automatically checks for cross-browser compatibility issues. You can specify which browsers you want to support and Dreamweaver will check the tags and CSS for you.

Several image-editing features that you would previously need to use in Fireworks or Photoshop for are now integrated into Dreamweaver's Image Editing toolbar (Fig. 3). Cropping, resizing, sharpening and brightness/contrast adjustments are easier than ever. If that is not enough, you can edit an image directly in Fireworks and then simply click the Done button to save and return to Dreamweaver. Editing a Flash object works the same way, and like in the previous version, you can create Flash text and buttons directly in Dreamweaver without even having to know a thing about Flash!



Figure 1

Fireworks MX 2004 adds several new features, the best of which is a generous speed increase. Fireworks MX was wickedly slow, especially with larger images, but this new version feels much peppier with Macromedia claiming it is as much as 85% faster. The Check-In/Check-Out features of Dreamweaver have been migrated to Fireworks further leveraging the workgroup potential of the package. Text anti-aliasing has also been improved.

With any new version of a graphics program you want to try out the cool new effects and Fireworks delivers on this front. Take a look at the new Contour Gradients, Replace Color and Red Eye Removal tools. New Live Effects include Linear, Radial and Zoom Blurs. These are not just filters like in Photoshop; a Live Effect can be turned off or on and is non-destructive to the image. The new Smart Shapes (Fig. 4) are a great time-saver; the bent arrow's curve can be modified, the circle can be easily divided into pie sections.

Flash now comes in two flavors: Flash MX 2004 and Flash MX Professional 2004. Flash is a very powerful application. On the surface it is simply an animation program, and a very good one at that, being able to control video and audio clips. But Flash also features database connectivity and the powerful ActionScript programming language. The Flash browser plug-in has been widely adopted with over 515 million installed clients and is now installed automatically with most browsers.

Flash's core vector animation is very well suited to the web. Complex animations can be created while maintaining a very small file size. Vector animations are also scaleable so they can look good on any size screen. This new version even allows you to share a CSS style sheet with Dreamweaver for a consistent look throughout your site.

The Professional version gives developers more control over interactive applications. Forms are easier to build and implement, connecting to data sources for dynamic content can be accomplished with minimal scripting and advanced prebuilt components can be data bound making it easier to display that data in your final project.

While it is the oldest of the Macromedia's applications, Freehand is the red-headed stepchild of the package. Freehand MX (not MX 2004) is a great illustration program, but it has limited interoperability with the other apps. There is no great inherent benefit to using Freehand (over, say, Adobe Illustrator or Corel Draw!) to build or design objects for your site. That said however, it is a robust tool. I have been using Freehand since version 3.1 (Freehand MX is version 11) and I recommend it highly.

Macromedia Studio MX 2004 lists for \$899 with upgrades starting at \$399. Studio MX 2004 with Flash Professional will run you an extra c-note. You will need to have Windows 98 SE, 2000 or XP or Mac OS X 10.2.6 or higher, at minimum a 600 Mhz Pentium III or 500 Mhz PowerPC G3 processor, 256 MB RAM (512 MB is recommended) and 800 MB of free drive space. Macromedia Studio MX 2004 is a fantastic integrated web development suite and is highly recommended for anyone wanting to make a professional presence on the Web.

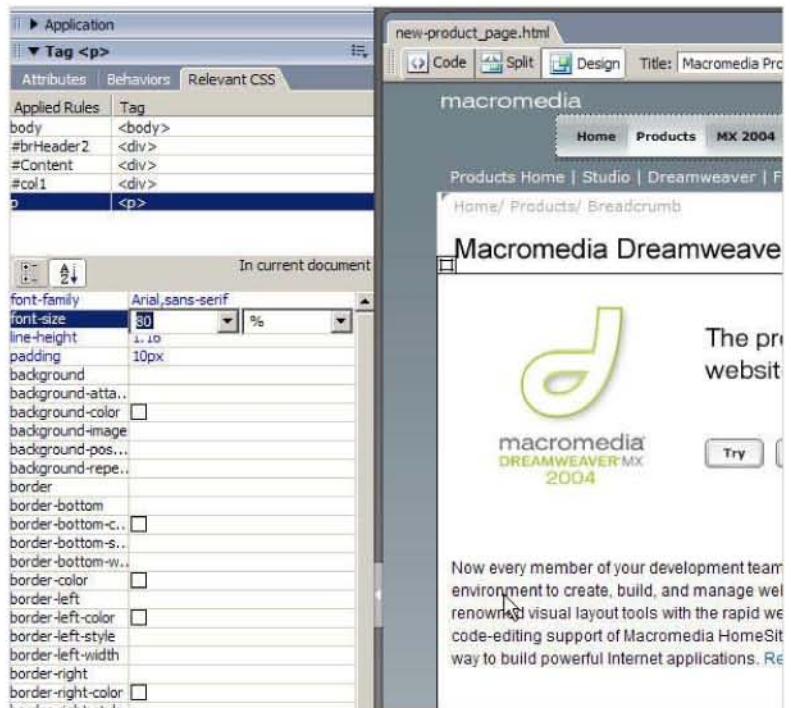


Figure 2



Figure 3

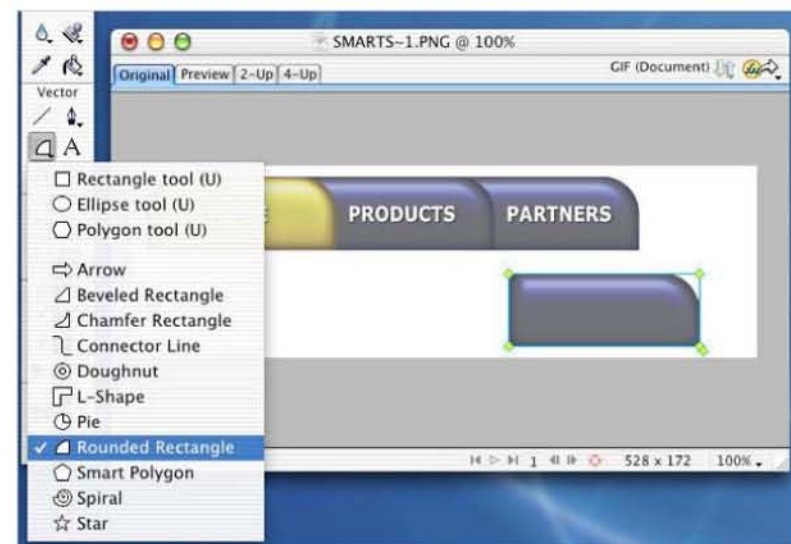


Figure 4



Microsoft Works an Overview

Ron Ingraham, Space Coast PC User Group

Ron is a member of Space Coast PC Users Group. Instructions in this column were created on a Windows 98 system. E-mail Ron at <ringram728@earthlink.net>

In keeping with the basic premise of this series, I've decided to move on to a program which many new computer users have installed on their computers by the manufacturer, Microsoft Works. My experience with the Resource Center and the SIGs tells me that our readers are more likely to have this suite than would have Microsoft Office. I realize that Dell owners will more likely have a Word Perfect suite, but have no recent experience with their software.

I should also state at the outset two things -- first, the version of Works which I have installed is 7.0; second, I use Microsoft Office for my work, so writing this series will be a learning experience for me as well.

PC101 was the outgrowth of suggestions from the Resource Center that I put articles in the Journal to complement the information dispensed there. This has

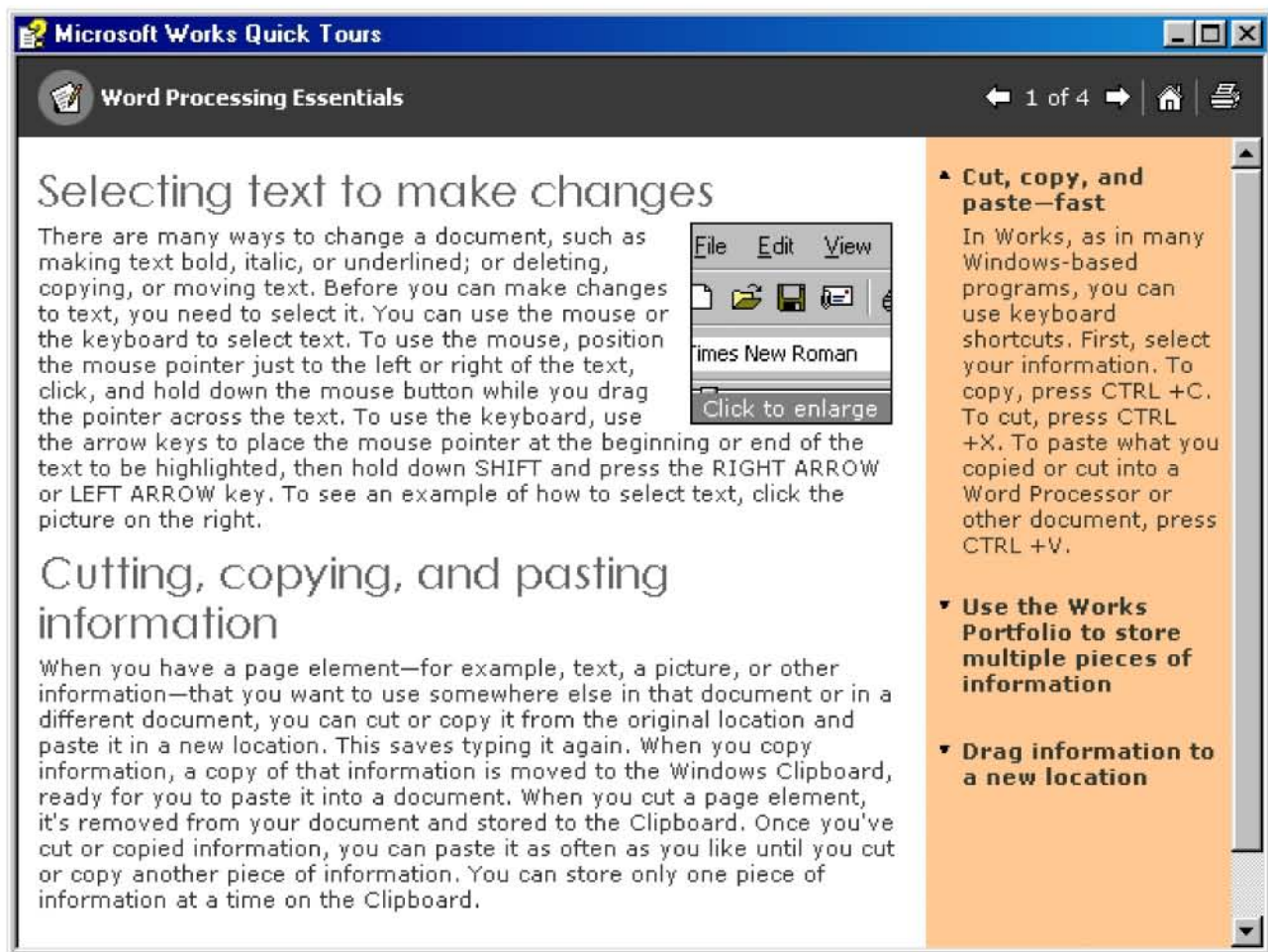
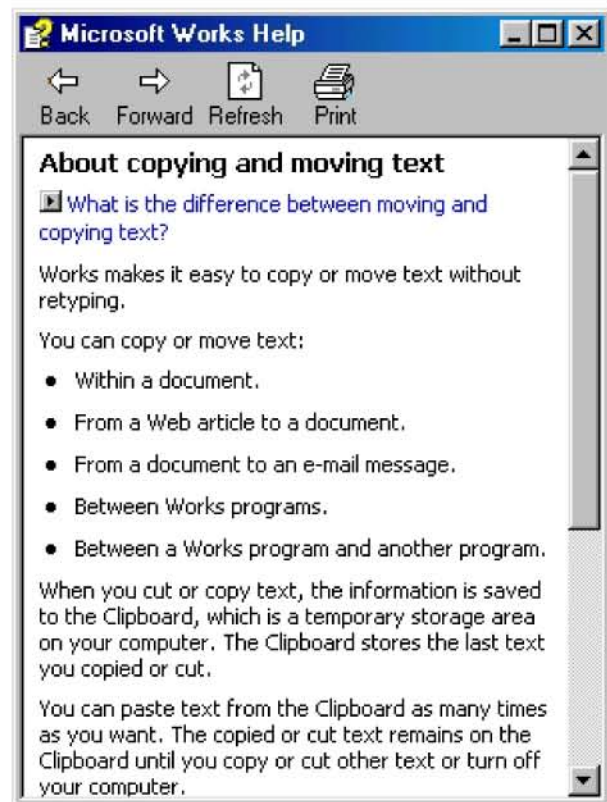
become a lengthy process, but one I believe well-received by the less experienced of our readers. So we'll move on from the Internet to discussing how to manage various tasks on your computer.

I don't know which version you may have, but I imagine all of them have some form of tutorial or tour to introduce you to the program. I intend to move directly to the more common functions, which should be similar in most versions. I'll leave the more complex tasks for later.

Everyone has need to create documents in some form, letters perhaps, compiling genealogical data, or maybe you want to write the great American novel. The Word Processor is the tool for doing this. If you have 7.0, by all means take a look at [Word Processor Essentials](#). Here you will see an explanation of the



very fundamental methods for working in Word. As you can see below there is a comprehensive tutorial dealing with word processing. In 7.0 this tutorial includes some ActiveX applets which show how to do things in motion. There is also an option at the bottom of the window to “Learn about copying and moving text” which opens the window seen at the right. I frequently see confusion among our members in this regard. The difference is explained there and any attempt by me to dwell on it would be redundant. Either function can be used to simplify text editing, wherever you need to do so. Instead of rewriting sentences or whole paragraphs if you wish to rearrange their order in a document, you may simply cut or copy them, which places them on the Clipboard, and then paste them in the new location. This same procedure is also very useful if you wish to include text from a word document in an email, or another document. There is no practical limit to what you may cut and paste in this manner. In Works, the Clipboard is limited to one item at a time. Later versions of MS Office extend the Clipboard to allow a number of items to be stored there until needed. The number varies between versions. . □



Dufferdom - Tales of the Ordinary User

Written by David D. Uffer, a member of the Chicago Computer Society, <http://www.ccs.org>, daviduffer@sbcglobal.net

When you think about it, you may come to the view that there are users and there are abusers of personal computers. Of course, the direction of the abuse may be at issue: the PC could seem to be abusing the user, not responding as it had and probably should. A techie may find a fine point where the user has not followed the rules and the PC was just responding to some erroneous action or mistaken understanding. You may believe that. You may believe that machines are always constant and humans variable. I don't. Electronic circuits are complex enough in their construction and interaction that they can go corrupt on their own. Ask a techie. Ask Murphy how he found his Law.

I think I have one of Murphy's PCs. And it may be that it does have a mind of its own, or at least an inclination to uphold and sustain Murphy. It has no brand name. It has been multiply upgraded, revised, and enhanced so that any original identity is no longer valid. I've tried various names.

I discontinued Mongrel when I felt it was disrespectful, that the PC's ego, if any, would suffer. In view of its heritage, I used Legacy for a while. Then sort of settled on Custom. That's descriptive, respectful, and honorable. But there are times I want to call it Murphy.

Or maybe call up Murphy and ask him to pick up his PC—and thanks for the loan. But maybe he thinks it's mine. And maybe he's right and I'm stuck with it. Maybe it'll get better if I treat it gingerly, or just gently. But it recently developed this cute trick of getting the screen to go blank and black, not to return until some secret rite is performed upon it by a repair guy who says it's nothing special, just reconnecting.

So, I've tried that too and sometimes it does whatever magic is required. The screen comes back and pretends it hasn't been up to anything sneaky. Then I tried being analytical and have successfully reduced the number of cables it took to achieve restoration. I've got it down to just 5 USB connections plus the Ethernet port. Almost gives me some pleasure to anticipate the next blackout and further reduction in cable connections. Almost a game.

The most recent blackout seems to have occurred as a result of accidentally hitting the F12 key. I'll try it intentionally when I get some slack time for fooling around and some courage. Maybe I'll learn something.

I do have yet to learn another key quirk. While typing a long message or document, I accidentally invoked another kind of vanishing act by touching some key in the bottom row. Immediately, I was back at the basic desktop screen, all message or document image having gone forever bye-bye.

That's when I learn and relearn that re-doing a message or document usually makes it better. Authors call it rewriting and it's a royal pain but good for the soul. I've yet to discover what key or combination causes that reaction.

Same reason: chickenhearted.

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Many things you think are safe really aren't

by Bob de Violini, a member of the Channel Islands PC Users Group, California
<http://www.cipcug.org>, rjddev@gmail.com

It's not too often I come across something that's a really good read, but I just have. It's an article on the Dark Reading Web site, a site that deals with computer security and is mostly aimed at those who deal with computer security and computer network security for a living. It's quite lengthy by many standards, but it's worth it. The article deals with "myth busting" or spelling out behaviors that many computer end users at work believe is still "safe" (meaning that they don't think they'll hurt the computer network at work) or that they won't get caught at. Point is, someone is still watching, you just will never know when.

The title of the article is "The Ten Most Dangerous Things Users Do Online", and can be had at the following URL: http://www.darkreading.com/document.asp?doc_id=107771&print=true. The link will take you to a page with no ads or anything else on the page. It just has the text of the whole article, so you don't have to look at any potentially annoying ads or anything else on the page. You can even print it out and it will probably look pretty good. Some of the terms can be somewhat technical, but that's what we're here for is to answer any questions you may have and to help you have a more enjoyable computing experience, be it online or offline while working on a file or document. If you do have any questions, feel free to send me a note at the email address that appears at the beginning of this article. Bear in mind that the article spells out what users are doing mostly at work or at home with a laptop from their employer, and not from home on their own computers. How many habits that you have right now or may have had in the past are on that list?

To quote Monty Python, "And now, for something completely different..." and I do mean different. There's a Trojan horse type of malware circulating out there that takes the strange step of scanning your system for other malware by installing an anti virus engine. Then, once your system's been cleaned, it then infects your machine with its own code! The Trojan uses an illegal copy of an antivirus application from Kasperky Labs to the scrubbing before it infects your system. The illegal scanner checks your system and deletes anything found after you reboot your system. That's when you get infected with this new Trojan, which goes by the name of SpamThru Trojan. Although there have been other pieces of malware that have blocked the execution of certain competing pieces of malware, this new procedure changes the whole picture.

While I'd normally think of a free scan of my system to remove malware or viruses, this is the kind of favor that nobody needs. By now, most of the anti-malware scanners have had their signatures updated to catch this little bug, of go out and update your anti-malware product's definitions, or signatures, if you haven't done so in the last week. This Trojan also uses more sophisticated ways of keeping itself updated and running than others have, but the techniques are beyond the scope of this column.

Now, from the "What's New is Old" department, we have reports of Internet Explorer 7, which was just released on the 19th of October, having a new vulnerability that's actually a holdover from the first early days of IE6. There has been banter back and forth within the computer security community about whether or not it's new and whether or not Microsoft will even fix it. Apparently, Microsoft's been saying that the flaw isn't with the browser, but with it's companion piece of software, Outlook Express. The vulnerability remains unpatched to this day.

There's also another bug with IE7 that was also present in IE6 when it was first released in June 2004. At that time, Microsoft said to disable the "Navigate sub frames across different domains" setting in the browser, which would avoid the vulnerability. However IE7 comes with that setting disabled and it is still vulnerable to the bug. At this writing, IE7 is available on the Windows Update site as a High Priority download, and will also be available via the Automatic Updates feature in Windows XP and Windows 2000. Because of the uproar over this vulnerability, I'd suggest avoiding the new browser for a while until Microsoft patches the vulnerability or they release a workaround that actually works. You can set the Automatic Updates feature to just notify you of the updates that are available but not download them, or you can set it to tell you about the downloads and download them for you but not install them. Either of these options will work for avoiding the installation of IE7 for now.

Now for some news from the SANS Institute about some scams and other bugs that have been making the rounds, especially one that infected iPods in Japan. If they were infected in Japan, there's no telling when it will happen on this side of the Pacific. Apple has taken steps to eradicate the bug, but it's still worth noting. Ok, here we go:

QQpass spyware (Trojan variant)

As many as 100,000 Flash MP3 players, given away as prizes by McDonald's in Japan, were found to be infected with a variant of the QQpass spyware Trojan horse program. The players were preloaded with ten songs and the malware. McDonald's Japan has apologized, established a helpline to facilitate the recall of the infected MP3 players, and posted directions for cleaning infected PCs. More information can be had at the following link:

http://www.theregister.co.uk/2006/10/16/mcd_spyware_mp3_recall/print.html

Here is a scam that can potentially snag a lot of folks out of the “fear factor” it implements:

FBI Imprimatur Added to Phishing Scams

Fraudulent phishing e-mails claiming to be from Richard Mueller III, FBI Director, and Donna M. Uzzell, FBI Compact Council Chairman, offer recipients big bucks and threaten big penalties if you don't cooperate.

More information: <http://www.emergencyemail.org/newsemergency/anmviewer.asp?a=155&z=1>

This next bit was just too good to not pass along in the The Outer Edge (CIPCUG award-winning newsletter). It explains a term that's being used more and more these days with regards to computer security and the vulnerabilities that are being discovered:

Security Question of the Month: What is a Zero-Day Exploit?

A zero-day exploit (attack) is one that takes advantage of a security vulnerability before or on the day that the existence of the vulnerability becomes widely known. Three or four years ago, hackers needed 7-14 days to figure out how to use a newly discovered vulnerability in order to launch an exploit. That lead time allowed hardware manufacturers and software developers to notify their customers, recommend ways to cope with it, and distribute software patches and anti-virus updates.

But there are more hackers, and they're getting better at what they do. So, how do you defend your computer when you have 0 days to prepare? You can. But if you keep your computer security software up-to-date, you'll help decrease your overall risk and increase the chances that a patch or update will reach your computer ahead of an exploit.

The above pieces were taken from the November issue of OUCH! a computer end user newsletter put out by the SANS Institute via email. More information and previous editions, as well as this month's can be had at the following link:

<https://www.sans.org/newsletters/#ouch>



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Web-a-rama

E-Mail: Be Less Annoying

Everyone -- including Bill Gates -- can use e-mail more efficiently. And learn how not to do really dumb things.

by Steve Bass, PC World; Author, PC Annoyances

I've come to the conclusion that everyone needs to take a test before being able to use e-mail. No, I'm serious. You have to take an e-mail test. If you pass, you get an e-mail license. Proudly hang it on the wall. Screw up--send lots of messages with blank subject lines, say--and your license is pulled. You go on probation and attend mandatory remedial e-mail training.

Why am I being so hardnosed? I have a laundry list of ways people drive me wild with e-mail. I wrote about a few in "Get Relief From Annoying E-Mail," my July, 2006 "Hassle-Free PC" column: http://www.pcworld.com/howto/article/0,aid,125767,tk,nl_sbxhow,00.asp But I ran out of room in the print column, so here are some more tips, including how to stop being obnoxious with your e-mail.

To Whom Am I Speaking?

Sometimes I have absolutely no idea who's sending me an e-mail, and this is a problem. I mean, I'll say something to another guy that I wouldn't dream of uttering to a lady my mother's age. [Sorry, Mom.]

- **Don't share.** If you and your live-in (spouse, significant other, whatever) use the same e-mail address, stop it. Extra e-mail addresses are free and consolidating e-mails into one mailbox is confusing the dickens out of me because I never know who I'm writing to.

- **Use a signature line.** Make life easier for me: Add a signature line with your name and e-mail address using the hot-linked mailto:steve_bass@pcworld.com format. It's easier to reply just to you if your e-mail was sent to many people; it's also great for when I forward your e-mail--the new recipient doesn't have to cut and paste your address.

Continued on page 37

"I have a laundry list of ways people drive me wild with e-mail."

• **Use your real name.** Don't get me wrong, I love your beerbelly49832@yourisp.com. The problem is, I haven't a clue who you are. Be a champ and add your real name in the signature line. And a favor? Don't use initials.

Do I Need to Read This Right Now?

Look, I'm a very busy man (or so I tell my wife and editor), and I get tons of e-mail every day. I need to do e-mail triage--you know, scanning the inbox for the hottest messages and reading them first. But honestly, I can't do this with most e-mail I get. So here's what I recommend:

• **The subject is...** Tell me, clearly and briefly, what your message is about in the subject line. I delete all messages with vague subjects--Hi, Hello, or worse, an empty subject line (oh, do I hate that!). And make sure you don't trigger my spam filter by using all capital letters, exclamation points, and words you typically see in junk e-mail, like "free," "spam," "mortgage," or "Viagra."

• **Exec summary.** Give me a one- or two-sentence overview at the start of your e-mail. "I have a complicated issue," you might start out, "involving a Dell, memory cards, and SP2. If you have time to help, I've provided details below."

• **Save time.** Use [NM] or [EOM] (they stand for "no message" or "end of message") in the subject line as a shorthand way of responding with a simple "thank you" or an acknowledgement. This helps reduce the number of e-mails I need to open; many of the people at PC World use the trick and it's increased everyone's productivity.

And Your Point Is?

Once I actually open an e-mail, I need to get the point quickly so I can reply to the sender if necessary, then move on to the next one. But lots of the missives I get are, how to say it?, a mess.

• **Use paragraphs.** Obvious, right? Nope. I get e-mails with one long paragraph the length of the Gettysburg Address. Break it up into three or four smaller ones. By the way, my limit is three or four paragraphs; after that I start dozing. [Editor's note: I noticed.] And send a test message to a buddy to make sure your e-mail program isn't removing paragraph returns.

• **By the numbers.** If you have more than one question or point, number them. It makes replying a whole lot easier if I can refer to the numbers.

• **Subject shorthand.** When you reply or forward an e-mail, it's helpful if you stick one or two descriptive words in front of the original subject so the recipient has an idea of what's in store. For instance, I use tags such as "Update," "Confirmation," or "Really Dumb."

Miscellaneous Gripes

Think I'm done kvetching? Nope, no such luck.

• **Attachment don'ts.** Don't attach anything executable--period. If on the off chance I've asked you to send a program, stick it into a zipped file.

• **Keep it private.** Don't reply to a mailing list with "great idea" or "I agree." Reply privately instead. Select a small part of the original message for context's sake.

• **Stay plain, Jane.** Avoid fancy formatting, gaudy colors, and flowery backgrounds. Two reasons: first, what's cool on your monitor looks like hell on mine; and second, that extra coding increases the download time for folks with slower connections.

• **Dear [InsertName].** Private note to PR flacks: If you can't use mail merge properly, don't.

Common complaints

"Stop sending chain e-mails to me--no matter what the cause (little Timmy needs your old Christmas cards to live, canola oil is poison, tell someone you love them, whatever...). While I find them annoying in general, they are even worse when they are the only time you contact me. I'd rather be dropped from your little list. Think for a minute: Do I ever send you such drivel, or respond to it?" --Chuck

"Always use the subject line. I automatically delete any e-mail without a subject line." --Linda

"Check spellings. Don't mix subjects in one e-mail." --Arvind

Continued on page 38

"Phone home. For conversations that require significant two-way dialog and do not require documenting, use a phone or IM. Do not send an e-mail asking me to lunch in 30 minutes." --Jack

"Stop using those fancy script fonts! They are near impossible to read. And please, no more purple, orange, green font colors. It's an e-mail, not a work of art!" --Mark

Now, on to some mail list etiquette. If you're new to mail lists, or even if you're not, you can learn how to make your messages easier to read, more useful, and definitely less annoying to others.

When Replying to Messages

1. Don't hit Reply All for every message. Avoid responses the entire list won't find useful. For instance, don't reply to the entire list with "thanks," "good idea," or "I'll try it!" Instead, reply directly to the person who just helped you.

Unfortunately, on many lists it's easy to inadvertently reply to everyone instead of an individual. Take a sec and check the return address before hitting Send. The sender's e-mail address is usually near the top of the message.

Another tip: Insert OFFLIST at the start of your subject line when replying to an individual. That way the recipient will know you're not replying to the entire list.

2. Remove the extra stuff. When replying, it takes seconds to snip extraneous junk and leave only essential portions of the previous message. There's rarely a need to repeat the entire thread, and doing so often discourages people from reading your message.

No matter what you do, get rid of the stuff that's automatically inserted at the bottom of every message--the "how to unsubscribe" junk--that clutters up every message.

3. Keep the subject line short. If you're viewing messages in digest form, the subject is something lengthy, like, "[Computing] Digest 07-13-06, 16 messages." When you reply to a message, it's essential (mandatory, really) that you change the subject to the message topic. Then remove everything from the digest message except the topic and your response.

4. Restrain yourself. It's not necessary to weigh in on every topic, especially on very busy lists. Consider limiting yourself to one or two messages a day.

When Starting a New Thread


1. Brevity is the soul of wit. Just as with e-mail, consider tackling just one topic or issue per message, and keep your messages short. Long messages (more than, say, three or four paragraphs) are difficult to read; long paragraphs are equally difficult to plow through.

2. Use an informative signature line. Keep your signature line short, say, two or three lines. Usually your name is adequate, though some lists (such as one I'm on about camper vans) want a city and state. The point is to avoid sticking in anything nonessential.

3. Stay on topic. If it's a computing list, send messages about computing; ditto for a cooking list, or any other special-interest group. Most importantly, avoid political messages and jokes.

This column originally appeared in Bass's PC World newsletter, Tips and Tweaks. Copyright 2006 Steve Bass and PC World. Read Bass's blog at <http://snurl.com/BassBlog> and his previous newsletters and print columns at: <http://snipurl.com/tweaks>. Subscribe to his weekly newsletter at <http://snurl.com/homeoffice>.

Steve Bass is a Contributing Editor with PC World, a 23 year veteran of PIBMUG, and a founding member of APCUG. He's also the author of PC Annoyances: How to Fix the Most Annoying Things about Your Personal Computer, O'Reilly Press. It's available on Amazon at dirt cheap prices. <http://snurl.com/annoyances>



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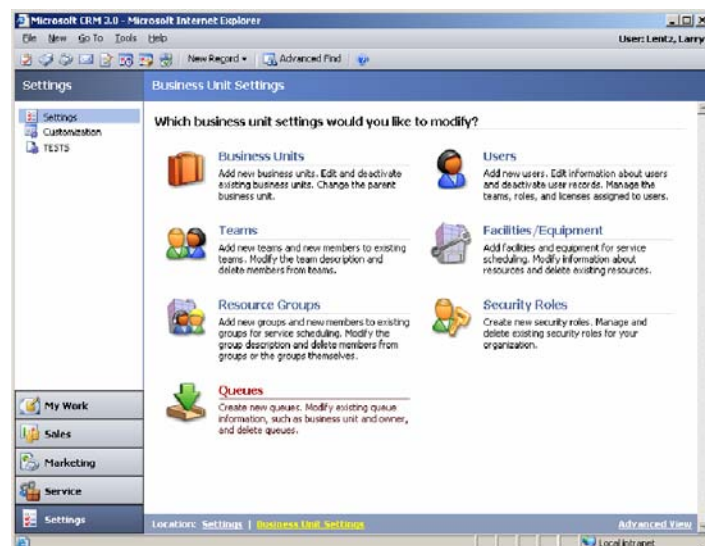
By Larry Lentz

Larry Lentz is a Microsoft Dynamics CRM MVP, an MCSE + Internet, an MCSE on Windows 2000, a Microsoft Certified Database Administrator, an MCSA: Messaging on Windows Server 2003 and Exchange 2003, and Past President of Alamo PC. He is the owner of Lentz Computer Services, www.LentzComputer.net, which he founded in 1989. LCS is the first Microsoft partner in San Antonio to earn the Microsoft Small Business Specialist designation and is a Microsoft Certified Partner. Larry has over 24 years as a computer professional and specializes in Microsoft Small Business Server and CRM. He chairs the Alamo PC CRM Study Group (MCSE Advanced SIG) affectionately called 'The Geeks' and the Alamo PC Small Business Server Special Interest Group (SBS SIG). Larry is available for presentations on technology for small business and can be reached via e-mail at Larry@LentzComputer.net

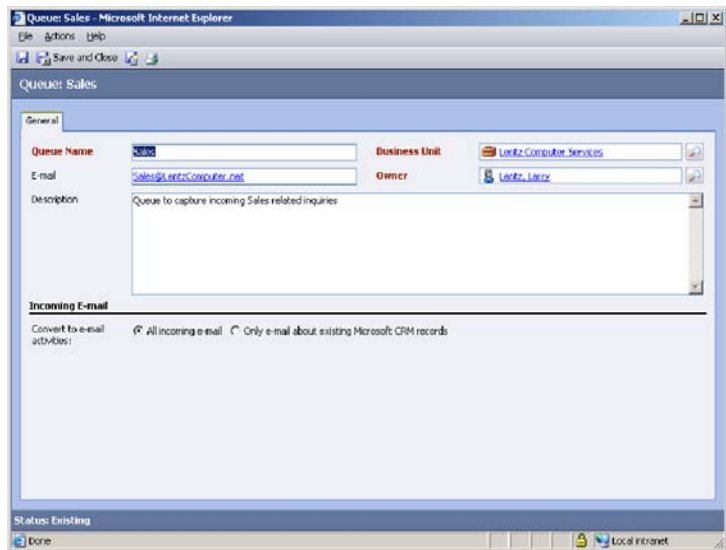
Recently our Microsoft CRM study group took a deeper dive into Queues. Queues are sort of like public folders where Cases and Activities can be stored and then picked up by users for further action. These are great in a Customer Service scenario where cases can be placed in a queue and picked up by the next available Customer Service Representative.

Queues can also be assigned an e-mail address. Messages addressed to the queue appear in the associated queue and can be picked up by any user. A good example of how this can work would be a Sales queue. Inquiries or orders addressed to Sales@yourcompany.com would go into the queue. From there, any Sales Representative could pick them up and follow through with the sale.

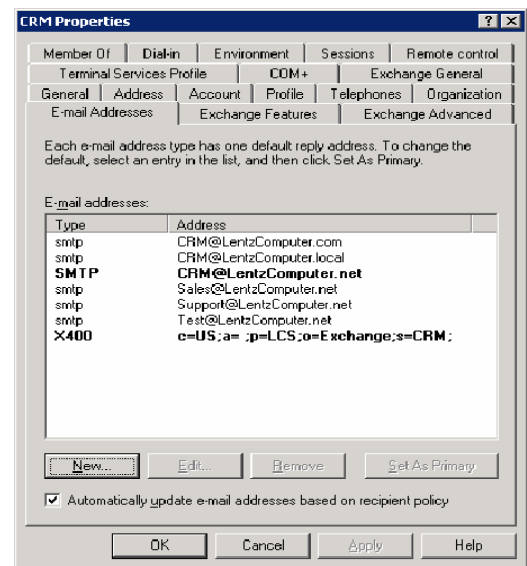
Creating a Queue is fairly simple. With the CRM web client, select Settings from the Navigation pane, then Settings again, and then Business Units. Here you will find Queues. Select New to create a new queue. Very little is required, just the name of the queue, a User to be the Owner, and the associated Business Unit. That's all you need for a simple service queue. If you want to e-mail enable the queue, it becomes a bit trickier.



The first step is to assign an e-mail address to the queue. This is an optional field on the Queue form. You could assign the e-mail address of a user such as joe@mycompany.com. Then e-mail addressed to Joe would also show up in the queue. However, if you want to set up a Sales queue you have a bit more to do.



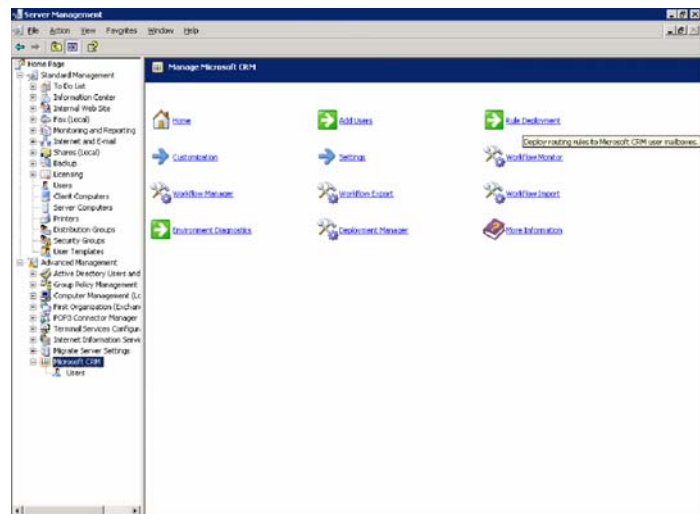
When you initially install the CRM E-mail Router on your CRM server, it asks for the mailbox the router is to use to process messages. I had created a user and e-mail mailbox called, likely enough, CRM. To create the e-mail address for our Sales queue, we added an additional e-mail address to the CRM account. This is done from the user's properties form, E-mail Addresses tab. Messages addressed to Sales@LentzComputer.net will actually go to the CRM mailbox.



The next step is to run the Rule Deployment Wizard. This can be accessed from Server Management, Advanced Management if you are running Small Business Server and the CRM Small Business Edition. Otherwise you'll have to access it from Start -> All Programs.

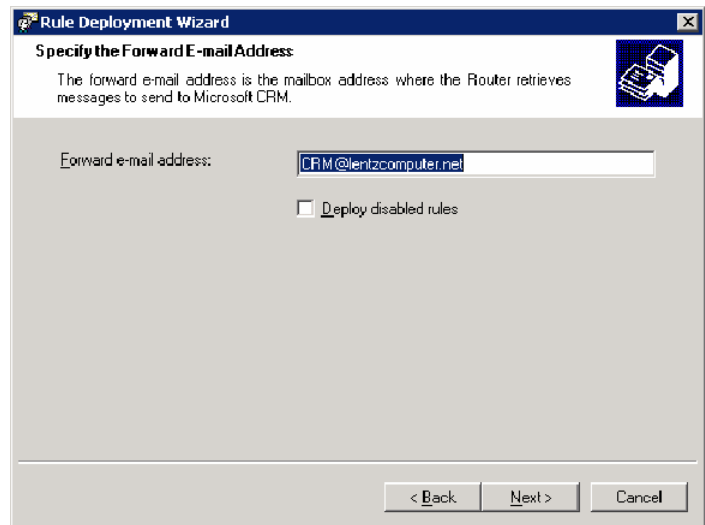
The wizard starts off with the Welcome to the Rule Deployment Wizard screen. Simply click Next to proceed.

Then you are asked to select the CRM server.



E-mail

Then you must specify the e-mail address that will be used to by the router to retrieve messages to route to CRM. In my case, it's CRM@LentzComputer.net. Then click Next.



Rule Deployment Wizard

Specify the Forward E-mail Address

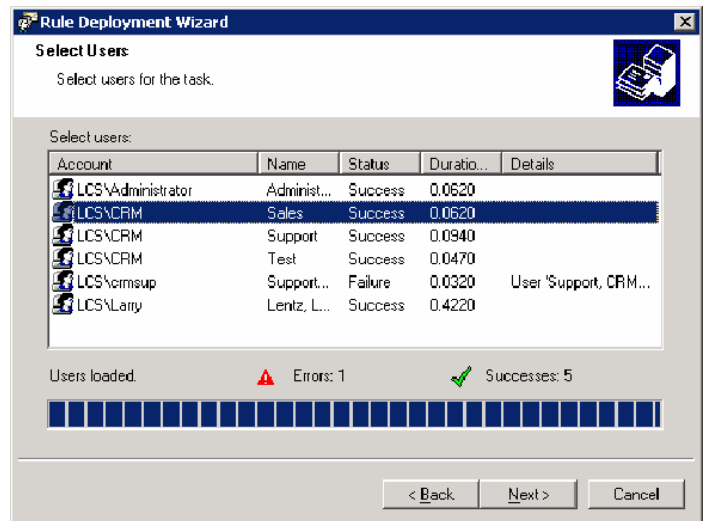
The forward e-mail address is the mailbox address where the Router retrieves messages to send to Microsoft CRM.

Forward e-mail address:

☐ Deploy disabled rules

< Back Next > Cancel

The Select Users dialog box then lets you select the appropriate users and Queue to configure. In our case, the account CRM has several entries including Sales. We select Sales and hit next.




Rule Deployment Wizard

Select Users

Select users for the task.

Select users:

Account	Name	Status	Duration...	Details
LCS\Administrator	Administ...	Success	0.0620	
LCS\CRM	Sales	Success	0.0620	
LCS\CRM	Support	Success	0.0940	
LCS\CRM	Test	Success	0.0470	
LCS\crmsup	Support...	Failure	0.0320	User 'Support, CRM...
LCS\Larry	Lentiz, L...	Success	0.4220	

Users loaded:  Errors: 1 Successes: 5

< Back Next > Cancel

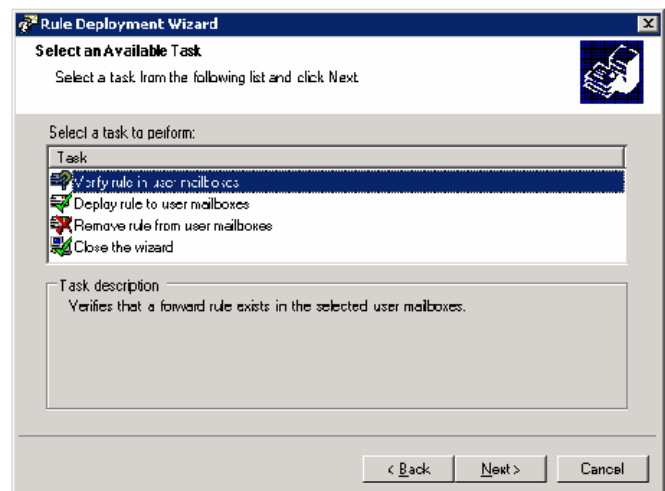
Next we select what the Rule Deployment Wizard is to do from the Select an Available Task form. We select 'Deploy rule to user mailboxes'. Hitting Next completes the process with a couple of more windows to wrap it up.

Something to be aware of when configuring e-mail enabled queues is the Owner of the queue specified on the Queue form must be a CRM user with full access. When experimenting with this in our study group, we assigned the Administrator account as the owner. However, the Administrator was selected for Restricted Access Mode. Restricted Access Mode users do not consume a CRM client access license. However, they also may not own e-mail enabled queues. They can own them but e-mail won't be routed to the queue. We unselected Restricted Access Mode and our queue was able to receive e-mail.

Now when a message is sent to Sales@LentzComputer.net, it goes to the CRM mailbox. If you configure your Outlook to view the CRM mailbox, you can see messages enter and then disappear a bit later as the router dispatches it to the appropriate Queue.

The Queues are viewed by users from My Work, Queues on either their Outlook or Web CRM clients. Users can select items from the Queues and 'Accept' them. Once accepted, they will go into their In Progress personal queue to be worked on.

E-mail enabled Queues can be a great tool for organizations that may have departments where several users might need access to a pool of messages such as Sales, Info, Support, etc. Setting them up is actually pretty easy, once you know the steps.



Rule Deployment Wizard

Select an Available Task

Select a task from the following list and click Next

Select a task to perform:

Task

- Verify rule in user mailboxes
- Deploy rule to user mailboxes
- Remove rule from user mailboxes
- Close the wizard

Task description

Verifies that a forward rule exists in the selected user mailboxes.

< Back Next > Cancel

Practice Good “Netiquette” – Be a Good “Netizen”

By **Ira Wilsker**, APCUG Director; columnist, The Examiner, Beaumont TX;
radio & talk show host, Iwilsker@apcug.net

WEBSITES:

<http://www.snopes.com>

<http://www.papercut.biz/emailStripper.htm>

<http://www.irfanview.com>

There are many unwritten etiquette rules that apply to internet usage. These etiquette rules are commonly referred to as “netiquette”. Likewise, there are rules of being a good online citizen, often given the moniker “netizen”. If more people practiced good netiquette, and were better netizens, we would likely have more online satisfaction, and improve our throughput while on the net.

Emails are a common source of irritation. While there is little that we as individuals can do to stop the torrent of spam emails which typically come from unknown sources, we can ask our known email correspondents to practice good netiquette when sending us emails.

Despite repeated protestations from me, I still receive several hoaxes and urban legends daily, all sent by some well intentioned friends who desire to warn me about some potential pseudo-threat, or to solicit my assistance in forwarding emails for some sham charitable purpose or imaginary sick kid.

According to the urban legend busting website, Snopes (www.snopes.com), no one is really putting leaflets on rear windows of cars at the mall parking lot, carjacking the car when the driver stops to remove the paper. The Make-A-Wish Foundation is not paying seven cents for each email forwarded about some terminally ill child. For the thousandth time, Marshall Fields is not charging \$250 for its chocolate chip cookie recipe.

A father did not really foil the attempted abduction of his son at a local movie rental store, despite the allegations in the widely circulated email. Hillary Clinton was not named after famed mountain climber Sir Edmund Hillary. The artificial sweetener aspartame was not originally developed as an ant poison. Entering your PIN number in reverse order at the ATM machine will not really summon the police. These and countless other emails, all typically containing wording that it is imperative to forward to everyone in your address book, are commonly circulated hoaxes and urban legends.

Good netiquette demands that the potential forwarder of these reports should check them out first by doing a search on any of the major urban legend websites, such as Snopes. Avoid the embarrassment of being connected with hoaxes by checking these things out before sending. By not forwarding hoaxes and urban legends you may also be contributing to public safety, as there are a handful of cases where the urban legend actually incited the act to occur.

What might not be such good netiquette, is a practice I have been known to participate in, which is clicking the “reply to all” icon, and sending the sender and his victims the truth about the hoaxes, in a hope to put an end to one tentacle of this spreading mass of lies. Someone has to step in to halt this waste of bandwidth; conserving bandwidth by minimizing the hoaxes and urban legends being forwarded en-mass is good netizenship.

E-mail

Since the topic of the moment includes forwarding emails, whether hoaxes and urban legends, or the often more common jokes or prayer requests, good netiquette demands proper behavior in email forwarding. It is a waste of bandwidth and space to receive an email that contains multiple headers. This occurs when multiple senders forward the same email without editing out the headers. This results in an email that may be a spammer's delight if received by a miscreant, in that it may contain hundreds of valid email addresses.

It is also an irritant to have to scroll down pages of useless headers just to get to the message. If forwarding an email, strip off the useless headers by painting them (hold down left mouse button and drag over the useless headers, then "delete" or "cut"). Now if forwarded, just the body of the message will be sent. This is good netiquette.

Another common faux pas is the fact that many email programs add the ">" (greater-than) symbol to the first character of each line in a forwarded email. If this email is forwarded, and forwarded again several times, each line will begin with something like ">>>>>" which makes reading the now poorly formatted email difficult. Fortunately, there is a free utility available, emailStripper, which can be downloaded from www.papercut.biz/emailStripper.htm.

This small utility is very easy to use. Simply copy the body of the email by painting it (hold down left mouse button and drag over the text), then "copy" it (right click on the painted area and click "copy", or press CTRL-C); then open emailStripper, and paste (CTRL-V) the message body in the window. Click on the "Strip it!" button, and all of the ">" symbols will be instantly deleted, and the message may then be restored to its original formatting. Finally, click on the "Copy" button, and paste back into the email program for sending, with the "greater-than" symbols all removed. This is good netiquette.

Now that digital cameras are nearly universal, we are taking billions of digital photos. Just because a digital camera has a maximum resolution of several megapixels does not mean that all photos should be taken in that high resolution, unless they are to be printed in a larger than snapshot format.

I sometimes appreciate receiving photos of cute kids, cats, dogs, and family photos, but please do not send me photos taken in multi-megapixel resolution that have not been resized, or otherwise cropped and edited to make them smaller. Consider that a one megapixel digital photo will totally fill the screen on a 1024x768 resolution monitor, and be about a megabyte in file size. A four megapixel image will typically be 2048x1536 pixels in display size, meaning that only a corner of the image, consisting of one-fourth of the image, will appear on my monitor.

This means that I have to do a lot of scrolling to view the image, as it is four times the maximum image size that my monitor can display, and be about four megabytes in file size. Please save me and your other correspondents the download time and inconvenience of trying to view an oversized image by either taking the image in a more reasonable resolution (such as one megapixel), or using imaging editing software to reduce the size of the image, and crop if necessary. Almost all image editing software included with most digital cameras can easily perform the task of resizing the image. Alternatively, use the free image utility IrfanView, my

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by **Ron Farren**, a member of the Keowee Computer Club of Oconee County, SC
 Ronfarren@mindspring.com, <http://keyword.tripod.com/>

There are, as usual, several ways to protect yourself from a drive failure and loss of your email. This tip is for users of OE only. Your email is all stored in a single folder and, if you can find that folder, you will find that it contains a large number of files. Most of these files will have the extension of ".dbx" if you are configured to show the extension.

Microsoft uses a proprietary format, which makes these files quite difficult to view except with OE. In addition, the individual files are not useful without the index, which is stored in a separate file within this folder. If you want to backup your email, it is possible to save the entire folder someplace. It is

relatively easy to copy the entire folder to an external drive or to a second drive. Should you experience a problem that causes the loss of your email, you can merely copy the folder back to its original location. Sounds simple enough.

First, you have to find the folder. That is done via Tools/Options/Maintenance. There you can click on "Store Folder" and it will have the address of the folder you are looking for. You may notice that it is really buried deep into the system. Now that you know where it is, you can copy that address for future reference and periodically save the folder as backup.

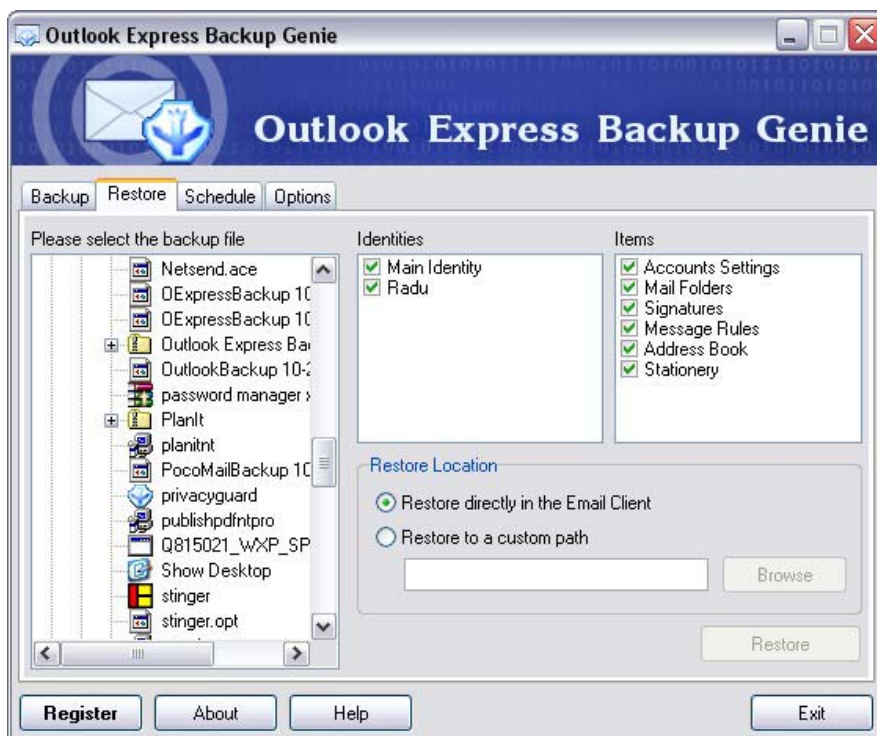
If you are not satisfied with trying to remember the default location of the messages, it is simple enough to move the folder somewhere else. For example, you could place the folder directly on the C: drive which would make it easier to find next time. That can be done by clicking "Change" and following the instructions. An even better solution is to place the email folder on a separate partition, which prevents it from being destroyed if you're C: drive should be corrupted by some foreign invader.

Changing the location of the email folder will automatically move all your email to the new location.

So now you know how to save and restore your email. However, there is another step you may wish to take. Suppose you decide to backup you email once a week or every seven days.

Should you have to restore the backup, you will only lose seven days worth of emails. Would you like to know how to recapture them, also? The answer lies within the options available in OE. The following will work with most ISPs although there may be some that do not allow this feature.

Open Tools/Accounts, select the account you are concerned with and select Properties/Advanced. Place a checkmark by "Leave a copy of messages on server". Now place a checkmark by "Remove the messages after" and set it to 8 or 9 days. Now place a checkmark by "Remove from



E-mail

server when deleted from Deleted Items". Now your email server will retain messages for 8 or 9 days. You don't have to worry about OE retrieving the messages each time you connect to the Internet since OE maintains an index of downloaded messages and will not download the same message a second time. However, if you have to restore from a backup, that index will not be up-to-date and the messages will be downloaded again. By telling the server to delete messages when you have deleted them, that should reduce the number of messages saved on the server - only the ones you intended to keep anyway.

One additional thought. If you decide to move the email folder, why not move it into My Documents? If you have already made sure you keep all of your critical information in My Documents, wouldn't it make sense to put your email there also? Now you can merely copy My Documents to that external drive once a week and you should be pretty well protected from major disasters.

It really pays to learn how to maintain and protect yourself. Once you have set up a procedure like this, it becomes something you can easily do once a week and feel more secure.

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How to guide

Downloading a File

By **Dave Gerber**, APCUG Advisor; VP Sarasota PCUG, Florida; radio talk show host, www.spcug.org, dgerber@apcug.net

Step 1: Create a Download Folder

The first step in downloading from the Internet, is to create a folder where you will always save your downloaded files. This will help you to locate the file once it is downloaded into your computer. To create a new folder (directory) called C:\Download using Windows Explorer, highlight your C: drive, and then click on these menu items, one after the other: File | New > Folder. When a folder entitled New Folder is created, rename it "Download".

Note: A word about distinguishing between the Windows Explorer and Microsoft Internet Explorer. The Windows Explorer is the system tool that helps you examine and access your entire computer; files; directories; drives; desktop, etc. In contrast, Microsoft Internet Explorer is the browser you can use to surf the Web.

Step 2: Download a File Using Your Browser

Microsoft Internet Explorer (MSIE), Netscape Communicator, Opera, and other browsers work in similar ways. After you click the Download Now button, a small window will open and ask you, "What would you like to do with this file?" or something similar. Simply click on the "Save it to disk" or "Save" choice, and then click OK. When the familiar "Save As" window appears, use it to navigate to your newly created C:\download folder and click "Save." Watch and wait until the file has finished downloading. Problems? Some older versions of MSIE may require that you right-click on "Download Now," and select "Save Target As" to be able to begin the process described above.

Step 3: Prepare Your File for Installation

Although some files end in .exe and automatically install or explode into many files, many of the files you will download end in .zip. Since programs almost always include more than one file, think of the trouble it would be to download many files just to get one program to install. A zip file, also referred to as an archive, is an individual file that has files stored within it. When multiple files are combined into one zip file, they are also compressed in size, which has the further benefit of saving hard drive space and shortening download time. To open a .zip file, you will need a program that will unzip the file for you. The most common program for this is WinZip. If you do not already have WinZip, follow these instructions to install the proper version.

Step 4: Download and Install WinZip

Go to www.winzip.com and download the shareware version of WinZip. (Note from Dave: This version of WinZip is shareware; registration costs \$29.) Put it in your computer's C:\download folder. The WinZip file is in the form of an .exe that can be run and installed without any additional steps.

Continued on page 47

Congratulations!

You've successfully downloaded a file, and a whole new world is available to you now! The Internet is a great source for finding software gems. By tapping into the Web's motherlode of software, you can try programs to see if you like them before laying out that hard-earned cash, and keep your favorite programs up to date by learning to download and install their latest versions.

Step 5: Install your file

Double-click on winzip81.exe to install WinZip, then follow the easy step-by-step installation instructions. We suggest you take all of the suggested default settings and scan all your drives for favorite folders. WinZip can then easily access your C:\download directory for the next step. STOP when you reach the "WinZip Wizard - Welcome" window, and proceed with the next instruction. WinZip has probably been set up to launch using wizards, which are interfaces designed to make it easier to use new programs. They present each step in a series of separate windows, with options and decisions for you to make before you click Next to proceed.

Step 6: How To Handle .exe Files

As we mentioned at the beginning of Step 3, you will find files ending in both .zip and .exe. You will find that .exe files are even easier to handle than .zip files! If you downloaded and installed WinZip earlier in this exercise, you know exactly what we mean.

The .exe files that you download are ready to be run -- the only thing is, they can act in one of several different ways. Here are a few examples of what may happen when you double-click on an .exe file that you have downloaded.

An installation routine may begin immediately. In this case, all you need do is follow the instructions that are presented to you.

A small window may appear that explains that the file will extract to a particular folder. You may wish to change the folder, or at least make a note of where the files are being placed. At the conclusion of the file extraction process, an installation process may begin. If it does not, use Windows Explorer to navigate to the folder where the files have been placed. Once there, you can look for a Readme.txt, File_id.diz, Vendinfo.diz, Productname.txt, or other file that may help you install the program. Typically, a Setup.exe or Productname.exe will be there for you to click upon.

All of the files within the .exe will be expanded into the current folder.

Fortunately, this older method of packaging is not used very often.

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Fooled You ! —

I Really Hope Not

By **Chuck Davis**, Newsletter editor & webmaster, Sun City Anthem Computer Club, Henderson, NV
 Chas@anthemwebs.com, www.myscacc.org

I am presenting the following illustrations to show that what you see isn't what you get! The first two purport to be a secure links (<https://>) to paypal.com. However, when you hover your pointer over the links, you will see the true link. If you have made recent changes to your account, you can safely open your browser and type in the PayPal URL which is <http://www.paypal.com>. The others eliminate the pretense by presenting a text link which is not the true link either.

Another bumper contains 12 links—all to the same different URL. What you see is free.music.mp3, what you get is as you see in the illustration. What you see is not what you get!

These spammers know of the popularity of PayPal and its parent eBay! They are here playing on the possibility of a dispute over payment regarding a transaction.

These links may cause you to loose all of the money in your bank account quickly.

There is another spam scam going around promoting "undervalued" stocks touting the message that the stock should be bought now! They are trying to make you think that they are providing you with "insider" information so that you can make a killing! NOT! These are usually sent by third parties who are trying to manipulate the subject company's stock, and the company may not even know what is going on. You loose the money in your bank account a little slower!

Of the hundreds that I have received over the past months, none have warned of the stock going down! The news that you don't know as a potential investor is when the spammer started the promotion, and when the spammer is going to sell. Only the spammer knows. Short selling is much riskier!



At left is an image of the address bar when the PayPal URL is typed directly into it. Notice that the PayPal site has converted it to a secure page!



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Continued on page 49

Security

If you are concerned about some of the spam you have received regarding stocks, this is an interesting site: <http://www.spamnation.info/stocks/index.php> If you would like to know about other spam, try their home page: <http://www.spamnation.info/>

Here's a good one. Subject: David has a secret about your Vegas Vacation. The spammer's name and address is stated as: "Vegas Online Inc. - 4598 River Glen Dr, Las Vegas, NV 89103 USA" There is a River Glen Dr. in Las Vegas, but not that number. The web site title is Toronto Pharmacy! The domain name rxsvintus.com in the link was registered through a Chinese company by the registrant giving a Fiji Island address. These liars want your business?

The "human engineering" involved in these messages reveals the nature of many of us. We tend to believe what we see and read without question. We are also a bit greedy. Enough of us fall for these come-ons to make it extremely profitable for the spammers.

None of the spammers want to help you! They have no interest in you! Their only interest is your money! Delete the messages and keep your money. You will be ahead of the game...

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Stop!

Think!

Click!

By **Lou Torraca**, President. the MOAA Hawaii
Chapter Computer User Group, Hawaii
<http://www.the-tug.org>, president@the-tug.org

The world has changed. Today we can work, check bank balances, book travel, research medical questions, talk to friends and family members, order books and music, bid on auction items, and even buy a car without leaving home. Thanks to the Internet, we have access to entertainment, shopping, email and other information, 24 hours a day. This access to information is greater than most folks in my generation could have ever imagined. However, the Internet is not without hazards. The Internet and the anonymity it affords can give online scammers, hackers, and identify thieves access to your computer, personal information, finances and more.

I have written about it before, and so have many others, but with Christmas almost here and many of you already shopping on the Internet, I wanted to provide an update on that Internet bugaboo: SECURITY!!! First of all, for those of you who are concerned about using your credit cards for Internet purchases, a couple of things to consider: first, most CC companies have either a \$50 maximum amount which you are liable for if someone uses your # without your permission.

In fact, many have a \$0 liability policy, sometimes tied to a requirement that you report the use within a certain time-frame. So, step one should be to check with your CC customer service and find out what the policy is. Also, it is possible, with many CCs to get a one-time use # which might be a new account number, or just the 3 digit # on the reverse side of your card. Check with the CC company or the issuing bank. Obviously, you will want to check your CC account regularly to see if any bogus charges have been added and this is pretty easy if you setup an online account.

Even easier if your issuing bank or CC company has an alert setup that will notify you if an unusual charge appears. Remember that all the other security measures that affect your computer, e.g. anti virus, anti spy/malware, firewall, updating your operating system, etc. further insure your safety. A good reference is: www.microsoft.com/athome/security/viruses.

The Washington State AARP folks gave an excellent presentation on this topic at the national AARP convention and graciously gave me their permission to use any parts I wanted to for this column. Here are a few of the pretty extensive notes I took.

Protect your privacy and personal information online; if you are asked for personal information such as your name, email, address, telephone number, account numbers, or Social Security number, find out how the information is going to be used before you share it. Find out how the requester protects your personal information. Remember, it is your information.

Whether you are shopping, banking, or conducting other business online, do not provide your personal or financial information through a company's website until you have checked for indicators that the site is secure. Look for "https" in the Web address (the "s" stands for secure). Look for a padlock or an unbroken key in the lower right corner of the status bar. Double-click the padlock or key to ensure that the "issued by" name on the security certificate matches the name in the address bar.

Continued on page 51

Security



If you get an email or pop-up message asking for personal information, do not reply or click on the link in the message. If you think there may be a need to provide information to the requester (you have an account with the company or have placed an order) contact the company directly by telephone. Do not send your personal information via email; it is not a secure transmission method.

Here is an excellent place to review the topic of phishing:

www.microsoft.com/athome/security

Anyone can set up shop online. It is a good practice to know whom you are dealing with and what you are getting into. Proceed with caution in your online activities. If you shop online, check out the seller before you buy. A legitimate business or individual seller should give you a physical address and a working telephone number you can call in case you have problems. Call the telephone number before you buy. Never send cash, personal checks or money orders for online purchases. Check out the terms of the deal, like refund policies and delivery dates. The law requires sellers to ship items as promised or within 30 days after the order date if no specific date is promised.

Delete junk email without opening the message. If you open the email, it can alert the spammer that the address is good. Never reply to spam. This includes responding to an option to "Remove me from your list." Do not buy anything or give to any charity marketing through spam. Spammers may swap or sell email addresses of their customers. If you make a purchase as the result of a spam email, it may result in more spam. Do not forward chain email messages. You lose control over who sees your email address. You might also be forwarding a hoax aiding in the delivery of a virus.

Passwords are the key to unlocking your computer and online accounts. A strong password provides better security against hackers and thieves. Strong passwords should be over eight characters in length, combine letters, numbers, and symbols, and should avoid using common words. Do not use your name, your spouse's name, your birthday or location.

Change your passwords regularly or at least every 90 days.

Do not use the same password for each online account you use. Keep your passwords secret. Do not give passwords out to family or friends or send your passwords over email. Do not enable the "Save Password Option" if

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Student Practice Lab

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you receive a dialog box asking you if you would like the computer to remember your password. Do not store written passwords on or near your computer.

Record passwords and store in a safe, secure place. One way to create a strong and memorable password is to think of a "pass phrase." Think of a phrase that is easy to remember like "I save my pennies for a rainy day." Use the first letter of each word as your password, converting some letters into numbers that resemble letters; for example "Ismø4ard." Notice the combination of upper and lower case letters, numbers and symbols.

Pay attention to what kids do and whom they meet online. Consider a rule that no child reveals personal information, including photos, without permission. Warn kids never to meet Internet "friends" in person. Parental controls are provided by most Internet Service Providers, or sold as separate software. No software can substitute for parental supervision. Talk to your kids and/or grandkids about safe computing as well as things they are seeing and doing online.

Stop and think before you click; before you provide information, open files or attachments, or download files from unknown senders, take a minute to stop and think before you click.

Free downloads can contain spyware. To avoid it, resist the urge to install any software unless you know exactly what it is. You can install anti-spyware software and then use it regularly to scan for and delete spyware programs that may sneak onto your computer.

Email attachments and links sent over email will not damage your computer without your participation. You have to open an email or attachment that includes a virus or follow a link to a site that is programmed to infect your computer. Hackers use a variety of enticing file names such as "Per your request!" or "Fwd: FUNNY" to get you to open the email attachment or click on the link. Do not open an email attachment unless you expect it and know what it contains. You can help others trust your attachments by including a message in your text that explains what you are attaching.

"Instant messaging" is a form of online communication like email. You can type messages to someone and they can see the messages almost immediately. Files attached to instant messages can also contain viruses. In most cases, viruses spread when you open an infected file attached to an instant message appearing to come from someone you know.

Finally, two things, share your knowledge with others so that they will be more vigilant on the "net and report abuses, including spam, via the Federal Trade Commission <http://www.ftc.gov>, your Internet Service Provider and your bank or credit union. Most have addresses to use that may begin with phishing, abuse or spoof. Check their web pages for the correct one.



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My Spyware

By **Sandy Berger**, Compu-KISS, www.compukiss.com, sandy@compukiss.com

Everyone has computer woes...even me. Last week my office computer slowed to a crawl when accessing anything on the office network or on the Internet. It was so slow that I was anxious to begin troubleshooting.

Since we had recently moved to a new office, the first suspect was the network cabling. I replaced cables on both ends and used my laptop to confirm that the network was fine. It was obvious that something in my computer was the problem. So the first order of business was to scan for viruses. Since I always use an up-to-date antivirus program, keep my operating system patched, and don't open uninvited attachments, I felt my computer was probably virus-free. The virus scan confirmed that my problem was caused by something other than a virus.

My next thought was that I probably had some spyware in my computer. These unwanted programs infiltrate computers without the user's knowledge. They can wreck havoc with a computer. So I ran a spyware detection program named Ad-Aware (www.adaware.com). This is a free program that I have used for years with good results. This time, it didn't find anything. So I turned to another favorite...Spybot Search and Destroy (www.spybot.com). Another free program, Spybot has turned up much spyware in the past. Yet, even though I updated both of these programs before I scanned my computer, neither found any spyware.

Now I had a dilemma. Since I could not find the problem, my next step might have to be reformatting my hard drive and reinstalling all the programs. In trying to avoid that time-consuming hassle, I decided to try one more spyware program. On my desktop I had two additional free spyware tools that I downloaded for review but had never used before: AOL's Automatic Spyware Protection (<http://daol.aol.com/safetycenter/spyware>) and Microsoft's Window's Defender (www.windowsdefender.com).

I decided to start with the AOL program. The scan was faster than either Ad-Aware or Spybot, and it unearthed several pieces of spyware that were not detected by the previous programs. I clicked the button that said "Eliminate Spyware" and my work was done. My computer was immediately back to normal.

It's unbelievable that I would have to use three programs to find the nasty spyware that was causing my problem, but this is the situation in today's spyware-infested computer world. The bad guys are always trying to stay one step ahead of the good guys and in some cases, they are obviously succeeding.

If you want to add the AOL software to your arsenal of anti-spyware tools, it is a simple download at the AOL Safety and Security Center at <http://daol.aol.com/safetycenter/spyware>. You will need to get a free AOL screen name before you download the software by entering your name, address, telephone, email, and date of birth. Be careful to download only what you need. AOL will offer you virus protection, a firewall, and an email program in addition to the spyware software. These may or may not be valuable to you. I checked out the free AOL Active Virus Shield software which you can download at www.activevirusshield.com. This program is powered by Kaspersky Lab, one of the largest anti-virus providers, and has garnered good reviews. It is an excellent choice if you are looking for a free anti-virus program. AOL's free email program, however, is probably not as good as the email program you are already using.

Since my spyware detection encounter, I have also tried the Microsoft Window's Defender anti-spyware program and I liked it as well. A year ago I would have scoffed at anyone using more than one or two anti-spyware programs, but perhaps in today's computer environment, it's not overkill to have four anti-spyware programs!

Sandy Berger, The Compu-KISS® Lady...nationally respected computer authority, journalist, media guest, speaker, and author is a seasoned 30-year computer expert. Sandy is a consumer advocate promoting simplicity, ease-of-use, and stability in consumer technology products. She works with hardware and software developers to help them make their products more user-friendly.

Computer Crimes

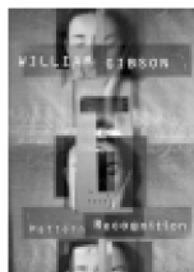
Susan Ives, Alamo PC

Pattern Recognition, by William Gibson

Paperback, Berkley, 2003, 356 pages, \$14.00

Cayce Pollard, a market researcher with uncanny intuition and a physical allergy to name brands, is hired by a tycoon to uncover the source of "the footage," video snippets that appear on the Internet a disjointed clip at a time, attracting a cult following. Her search takes her to London, Tokyo and Moscow, following a trail of marketing, globalization and terror.

William Gibson is an iconic writer: he invented the word "cyberspace." This is his first novel set in the present day,



although there is something futuristic in his depiction of everyday objects, events and relationships. Lots of technology – mostly Internet centered – but also a thoughtful, deep analysis of the human condition. Beautifully written, with an engaging plot and delightful characters. Highly recommended.

The Footprints of God by Greg Iles

Paperback, Pocket Star Books, 2003, 528 pages, \$7.00

Medical ethicist David Tennant works for Project Trinity, a secret government organization attempting to build a quantum-level supercomputer. Using advanced magnetic resonance imaging techniques, six top scientists have supplied Trinity, the experimental computer, with molecular

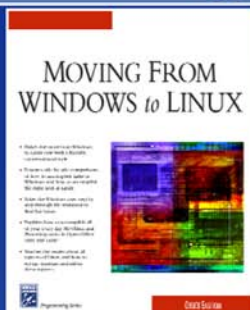


copies of themselves as models for a neurological operating system. When the scientists start suffering neurological malfunctions from the high-level MRI they underwent to map their brains, he is forced to flee.

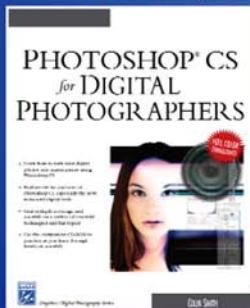
There is a bizarre subplot of Tennant having mystical visions in which he inhabits the body of Jesus, which Iles just manages to bring off. There is lots of technology, bordering on sci-fi, most interesting in its exploration of the ethical and religious implications of technology. This is a good techno-thriller, trying to be more profound than it really is.

Susan Ives, past president of Alamo PC, claims that computers are a mystery to her. Remember the Alibi Bookstore at 8055 West Ave. #101, San Antonio, TX (at the corner of West and Lockhill-Selma), (210) 344-7776, tries its darnest to keep the recommended books in stock.

COMPUTER BOOKS THAT DELIVER



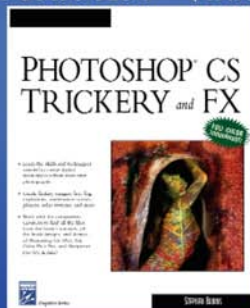
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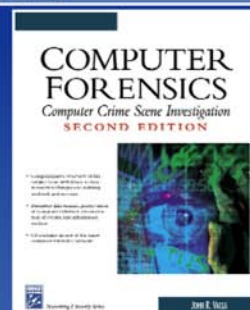
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Skype – The Most Popular Internet Calling Service

Free

Made by Skype Limited

Review by Sandy Berger, Compu-KISS, www.compukiss.com, sandy@compukiss.com

If you have an Internet-connected computer and you are still paying the telephone company for long distance calls, it may be time for you to try free calling over the Internet.

Other than the Internet connection you already have, there is very little initial cost and no ongoing costs. Right now you can call anyone for free. This is an offer you really should investigate.

Although there are several online services that you can use for Internet calling, the most popular one and the one I'll talk about today is called Skype. In order to use Skype you need an Internet-connected computer running Windows XP or Windows 2000 or an Apple computer running Mac OS X v10.3.9 Panther or newer. Your computer must also have a built-in or external speakers and a microphone. That is where your small initial cost may come in. While most computers, even laptops, have speakers, many do not have microphones. So you may have to purchase a microphone. Just pick up one from a local electronic store. You can get them as cheap as \$10 or \$15.

Then all you have to do is download the free software at the Skype website at www.skype.com, and you are ready to make your calls. If you want to call someone who also owns an Internet-connected computer you can have them add a microphone and download the software. Then you will be able to call computer-to-computer. It is just like talking on the telephone except that you click on their name in the Skype software to call them, they hear their computer "ring", and they click on the "answer" button that pops up on their screen when you call.

Until the end of the year you can also call regular telephone and cell phone numbers in the United States and Canada for free. You simply enter the phone number you want to call, click on the green telephone icon and your computer will call your friend's telephone number. They answer the phone as usual and you can talk for as long as you like with no long distance charges.

Previous to their special promotion, Skype charged a small fee for calls to landlines and cell phones. Their promotion for free calls is scheduled to last until the end of the year, but many of us are hopeful that they will continue it into the next year.

In any case, calls from computer-to-computer are always free. While sometimes there are small glitches and skips in the calls from computer-to-telephone, my experience has been really great with computer-to-computer calls. Some International calls have a slight echo, but I can live with that for the price.

I save a ton on long distance calls to my daughter in Sweden, and my mom in Missouri. I also save on intra-state charges to my son in Eastern Carolina. You will need a broadband Internet connection to get really good Skype calls. If you are still on dial-up, free Skype calling may be just the financial incentive you need to make the move to broadband.

The Skype software is an easy download, and it is easy to use. Skype is constantly improving their service. Last year they added video calling. If both you and the person you are calling add a web cam to your computer you can both see and hear them. (An added benefit is that most web cams also have built-in microphones.) Skype also has conference calling so the whole family can get in on the same conversation. For those of you who like talking into a handset, now you can even purchase telephones to connect to your computer for Skype calling.

With Skype's current offer for free computer-to-telephone calling, there's never been a better time to try Internet calling. After all, the price is right!



The miniPC: The smallest Windows / Linux PC ever
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BASE MODEL FEATURES:

- * Window XP computer
- * dimensions: 6.5 in X 6.5 in X 2.5 in !!!!
- * 1.4 GHZ Pentium M (Celeron)
- * 512 GB RAM
- * 40 GB hard drive
- * DVD / CD-RW combo drive
- * 10/100/1000 (GIGABIT) LAN
- * 2 x USB, 1 X firewire (IEEE 1394) ports
- * DVI video output - VGA adapter included
- * TV output, S-video & component **HDTV out!**
- * Sound: stereo out, mic input, internal speaker
- * Software included: Nero CD burning, Drivers, Windows XP, full Office suite (Open Office)
- * **Unlimited expansion** via USB and firewire

UPGRADES

CPU	up to 1.7 Ghz
Hard drive	up to 160 GB
RAM	up to 1 GB
b / g wireless LAN	
Optical Drive DVD Recordable	
Install your own OS	subtract \$50



ALL this for just \$599
(Only \$549 if you install your own operating system)
Call Jason, 210-669-2156

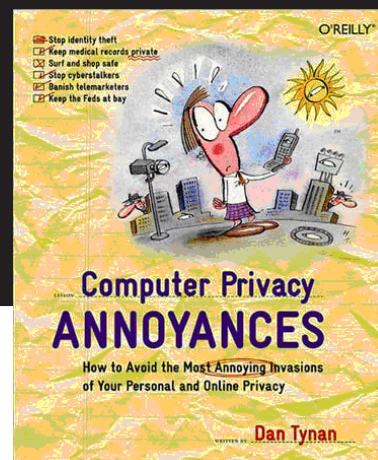
Computer Privacy Annoyances

by Dan Tynan

\$19.95

Published by O'Reilly

Review by Bayle Emlein, Secretary and APCUG Representative, PC Community, CA, www.pcc.org, pcc@ix.netcom.com



Dan Tynan starts off with a couple of personal revelations, such as how he got to be writing this book and how much of himself he'll share. He also notes his discovery that "...privacy is, well, personal. Everyone has an individual definition of what's an acceptable level of privacy and when that limit has been exceeded." For example, his wife loves receiving the catalog offers that he loathes. As a result, he reports a variety of ways to address most privacy annoyances and potential problems.

Though just this side of full-blown paranoia most of the time, Tynan does distinguish levels of vulnerability and sensible precaution. Is it clear that your online banking needs better password protection and encryption than your records of your kids' Little League schedules? He didn't say it out loud, but his cautions frequently reminded me that way back when a computer took up a good-sized storeroom and needed a dedicated air conditioning system, we had a saying: "Just because you're paranoid doesn't mean they aren't after you." But now the ageist cry has turned around to "Never trust anyone under 30."

Annoyances has explanations replete with screen shots. Unfortunately, a lot of the screen shots are too small to be completely readable. This might be OK for a graphic whose purpose is to give a general idea of the configuration of the desktop at a given point. However it's a major annoyance when an essential detail is obscured in the screen shot. Exactly which one is the radio button I'm supposed to pick in order to make my life safe and secure without limiting my freedom or spending all my waking hours covering my tracks?

And what are you hiding in that black-on-gray fine print? Something else I'd like to see in the next edition are page references when another section is discussed. In this edition, Tynan rarely tells me where to look when he refers to a Table, Chart, Figure, Tip, or Sidebar. Is it coming right up? Is it two pages back, or in the last chapter?

Given the publishing cycle, a book on any technology topic has to be out of date by the time Amazon gets it. However, this nearly-three-year-old edition of Annoyances agrees surprisingly well with the October 2006 issue of Consumer Reports (pp. 41-45).

Of course, Tynan goes into much greater detail. He includes phone numbers and internet addresses for following up, checking for various potential problems and security leaks and for plugging them where possible. He subdivides privacy concerns into the areas of life where they occur: at home, at work, on the Net, in public, with governments mostly Federal, though he has some discussion of interesting state variability in managing citizen privacy and security.

Moving the data in all these areas to computer databases has enabled access by almost anyone; the ease with which databases can be combined means that information that formerly sat in isolated dusty drawers and files can now be linked and massaged to easily relieve the typical citizen of her rights, reputation, and/or cash. The "Privacy in the Future" section discusses implications of current trends, precautions that could be taken to prevent further erosion of privacy and to limit unauthorized access and potentially harmful use of one's data.

This could be an intense, dense technical tome. Instead, varying from straight exposition to sidebar to tip and including many tables and charts helps make it comprehensible. Tynan's conversational style adds to the readability, though a couple of times, his vernacular sent me scrambling for the dictionary.

There have been some changes in focus since Tynan wrote: renewal of the Homeland Security Act was just gearing up as he wrote and college campuses were trying to figure out how to cope with the original Napster. On the other hand, RFIDs (Radio Frequency ID chips) were just moving into the public consciousness beyond a way of identifying a lost pet and potential abuses of medical and genetic records were becoming apparent.

His information is still surprisingly current, given the annoying speed of change in areas computer-related. I had intended to read Computer Privacy Annoyances and then pass it on. Given the amount of useful information and the number of useful web addresses and telephone numbers, I'm going to hang on to it for a while.


While details change, and specific companies and scams come and go, computer safety has to be added to crossing the street in the instructions for growing up in the 21st Century. Computer Privacy Annoyances provides a sound set of guidelines for

protecting your identity (or rescuing it if stolen); fighting back against aggressive marketers; stopping (or at least slowing) spam, viruses, adware, spyware and other invasions; avoiding cyber-stalking; shopping safely; protecting your home network; coping with work-place monitoring of surfing and information and the number of useful web addresses and telephone numbers, I'm going to hang on to it for a while.

In summary, computers being a powerful tool, they can be used for good or ill. Just as truck drivers need more training than the drivers of passenger cars, we as users need training in how to manage computer email or our own benefit. While details change, and specific companies and scams come and go, computer safety has to be added to crossing the street in the instructions for growing up in the 21st Century.

Computer Privacy Annoyances provides a sound set of guidelines for protecting your identity (or rescuing it if stolen); fighting back against aggressive marketers; stopping (or at least slowing) spam, viruses, adware, spyware and other invasions; avoiding cyber-stalking; shopping safely; protecting your home network; coping with work-place monitoring of surfing and email; and telling those folks who are profiting from use of your personal data to cease and desists. Just gathering all the resources to address these issues is (was for Dan Tynan) a major project. Make use of his work: go forth and protect yourself without hiding from all public contact and unplugging totally.





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February 2007

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Student Practice Lab 9:00 A.M. - Noon Class Photoshop Practice 1 - 3 P.M. (a/r) HGISI 6:30 - 8:30 P.M. .Net Web Development 7 - 9 P.M.	2 *PRR* Small Business Server 2003 8 - 10 A.M. Dr. is In 9:00 A.M. - Noon Class 5 of 8 *PRR* Photoshop CS2 1 - 5 P.M. *PRR* PC Alanode Magazine Adobe PDF 7 - 9 P.M.	3 *PRR* MCSE (Adv) 8:30 A.M. - Noon Class 1 of 6 *PRR* Windows XP 1 - 3 P.M. C++ 2:30 - 4:30 P.M.
4	5 Genealogy 7 - 9 P.M.	6 Class 1 of 4 *PRR* Intro To Digital Photo Editing 9 - 11 A.M. Class 5 of 6 *PRR* Windows XP 1:30 - 3:30 P.M. BOD 6:30 P.M. Class 1 of 4 *PRR* Advanced Microsoft Word 6:30 - 8:30 P.M.	7 Class 5 of 6 *PRR* Introduction to Windows 10:00 AM - Noon Class 2 of 6 *PRR* Internet & E-mail 1 - 3 P.M.	8 Student Practice Lab 9:00 A.M. - Noon Class Photoshop Practice 1 - 3 P.M.	9 Dr. is In 9:00 A.M. - Noon Class 6 of 8 *PRR* Photoshop CS2 1 - 5 P.M.	10 *PRR* MCSE (Adv) 8:30 A.M. - Noon Class 2 of 6 *PRR* Windows XP 1 - 3 P.M. Commodore 1 - 4 P.M.
11	12 General Meeting @ Crossroads 7 - 9 P.M. Norris Convention Center R.O.B. Presenter: Smart Computing a magazine plus online database knowledge of computers	13 Class 2 of 4 *PRR* Intro To Digital Photo Editing 9 - 11 A.M. Class 6 of 6 *PRR* Windows XP 1:30 - 3:30 P.M. Class 2 of 4 *PRR* Advanced Microsoft Word 6:30 - 8:30 P.M.	14 Power Internet 10 A.M. - Noon Class 6 of 6 *PRR* Introduction to Windows 10:00 AM - Noon Class 3 of 6 *PRR* Internet & E-mail 1 - 3 P.M. Home Page Jumpstart 7 - 9 P.M.	15 Student Practice Lab 9:00 A.M. - Noon Class Photoshop Practice 1 - 3 P.M.	16 Dr. is In 9:00 A.M. - Noon Class 7 of 8 *PRR* Photoshop CS2 1 - 5 P.M.	17 *PRR* MCSE (Adv) 8:30 A.M. - Noon Class 3 of 6 *PRR* Windows XP 1 - 3 P.M. C++ 2:30 - 4:30 P.M.
18	19 	20 Class 3 of 4 *PRR* Intro To Digital Photo Editing 9 - 11 A.M. Icy Class Rescheduled 2 of 6 *PRR* Windows XP 1:30 - 3:30 P.M. Class 3 of 4 *PRR* Advanced Microsoft Word 6:30 - 8:30 P.M.	21 Icy rescheduled Class 2 of 6 *PRR* Intro to Windows 10 A.M. - Noon Class 4 of 6 *PRR* Internet & E-mail 1 - 3 P.M.	22 Student Practice Lab 9:00 A.M. - Noon Class Photoshop Practice 1 - 3 P.M. (Dot).NetNuke Portal 7 - 9 P.M.	23 Dr. is In 9:00 A.M. - Noon Class 8 of 8 *PRR* Photoshop CS2 1 - 5 P.M.	24 *PRR* MCSE (Adv) 8:30 A.M. - Noon Class 4 of 6 *PRR* Windows XP 1 - 3 P.M. Learning Center Desk Staff Meeting 1 - 3 P.M.
25	26 CorelDRAW X3 6 - 8 P.M.	27 Class 4 of 4 *PRR* Intro To Digital Photo Editing 9 - 11 A.M. Class 4 of 4 *PRR* Advanced Microsoft Word 6:30 - 8:30 P.M.	28 Class 5 of 6 *PRR* Internet & E-mail 1 - 3 P.M. (a/r) WordPerfect 7 - 9 P.M.			

AlamoPC Organization



The Learning Center

Alamo PC Organization classes and study groups

COMPUTER CLINIC

The Doctor Is In

Each Friday morning, volunteer "Computer Doctors" share their time at the Computer Learning Center to handle technical hardware and software questions and solve problems. They attempt to troubleshoot hardware and sort out software problems on site. If the problem is beyond their means, the member is referred to one of the repair shops that advertise with Alamo PC. The repair shop does charge for the problem. We do the work at the Computer Learning Center as a member-to-member benefit, with donations requested.

What to bring with you:

- Your Alamo PC membership card
- Your computer and all connecting cables, cords, software drivers or programs related to the problem area
- You do not need to bring your monitor, mouse, or keyboard unless you are having a specific problem with those items. Make sure you have the keycode for all of your software.
- If you are having problems with your scanner, printer, or something that hooks up to your computer; bring that item in addition to your computer etc. plus all connecting cables and software (don't forget the keycode for your software)

When: Every Friday 9 am to noon

Where: Alamo PC Organization
Computer Learning Center

Prerequisites: Bring your hardware and all connecting cables, cords, software drivers or programs related to the problem area

Tuition fee: Donations for this service are requested, the funds are used to purchase testing and other equipment to use at the Dr Is In sessions.

Technical Rating: ★

STUDY GROUPS

Student Practice Lab

A specific time period for students taking Alamo PC Courses to use Computer Lab One (Classroom One) to practice their class assignments. Students may also make up missed class days, if the instructor has provided the course material to the individual. The Practice Lab is monitored and the instructors will help when possible. The Practice Lab is for Class Work Only. Those abusing the system will be asked to leave. Seating is limited and on a first come, first serve basis. If necessary a time limit will be imposed.

Lab Instructors: Joe Gentry, Sarah Thomas
When: Thursday mornings, except Holidays, 9 am to Noon.

Where: Computer Learning Center

Pre-registration: No

Technical Rating: ★

C/C ++ Study Group

Please note we are currently a study group and no longer a Class. C/C++ Study Group Our group consists of 3 to 6 regular members who meet twice a month to discuss their plans and progress on development of software for experimental use. We do not plan to offer C or C++ courses in this study group. To join the study group, get acquainted with some of its members and consider preparing a brief presentation of your planned or current efforts.

Contact:
Bruce McAlexander
<mcalexb@satx.rr.com> 210-680-0231
Murry Adams
<mnadams@texas.net> 210-696-0047
Carl Deneke
<cdeneke@Texas.net> 210-496-6397

When: First and Third Saturday, 2:30 pm

Where: Learning Center.

Pre-registration: No

Technical Rating: ★★ - ★★★

Commodore Users of SA

Contact: Diana Jones
830-303-1220

When: Second Saturday, 1-4 pm

Where: Learning Center.

Pre-registration: No

Technical Rating: ★ - ★★★★★

Genealogy Study Group

For everyone interested in using their computer for genealogy. We will discuss currently available genealogy software, their pros and cons and meeting participants views as to best software to use for both beginners and advanced genealogists.

Contact: Jim Collier
<jcinquiry@earthlink.net>
210-710-5660

When: First Monday, 7-9 pm

Where: Learning Center.

Pre-registration: No

Technical Rating: ★ - ★★

HGSI Study Group

The premise of the HGS Investor SIG is, "Knowledge becomes stronger when passed on to others." We have created an environment for continuing education and open discussion between well informed members and guest speakers in matters of using Fundamental and Technical Analysis for the buying and selling of equities. Meetings are held on the First Thursday of each month in the UBS Conference Room, in Suite 300 at 200 Concord Plaza Drive, at 6:30PM to 8:30PM. If you wish to be added to our mailing list or for more information, contact below.

Contact: Maynard Burstein
<maynardb@juno.com> 735-3288

When: 1st Thursday, 6:30-8:30pm

Where: UBS/Paine Webber, 200 Concord Plaza Dr. Suite 300

Pre-registration: Call Maynard

Technical Rating: ★ - ★★

Technical Content Ratings

- ★ For the beginner, no experience necessary and no prerequisite.
- ★★ Assumes some basic familiarity with the subject but is not a technical course.
- ★★★ Assumes that the student is somewhat familiar with the subject and will discuss.
- ★★★★ Assumes that the student is competent in the material and will be technical.

STUDY GROUPS (cont.)

DotNET Study Group

This is a study group for those interested in developing Windows and Web applications using Microsoft's .NET technology. We will use development modules and applications for the DNN Portal using VB.NET and C# as a basis for demonstrating .Net development. Guest speakers occasionally present new technology and development tools available for .Net Developers. Door prizes (books, software, shirts, etc.) are distributed at most meetings.

Contact: Joe Brazell 345-2207

When: 1st Thursday, 7-9pm

Where: Learning Center

Pre-registration: No

Technical Rating ★★★

DotNetNuke Portal Study Group

Learn DotNetNuke portal software for hosting your website. Focus on hands-on configuration and use of the DNN 3.x portal. The class will discuss the portal framework and configuration of a DNN site. Setup web pages, insert modules on the pages, modify and edit the look of the pages and data in the pages. Modules include Calendar, Announcements, Forums, Blogs, Contacts, Links, Surveys and HTML.

Contact: Joe Brazell 345-2207

When: 7PM – 9PM Sept. 29, Oct. 27 (no November or December meeting)

Where: Learning Center

Pre-registration: No

Technical Rating: ★

MCSE Advanced Study Group

The MCSE Advanced SIG, affectionately known as 'The Geeks', is currently studying Microsoft Dynamics CRM (Customer Relationship Manager) version 3.0 (www.Microsoft.com/CRM). The group will prepare for the three CRM certification exams. The study group is lead by Microsoft MVPs (Most Valuable Professional) in CRM, Larry Lentz. There are only 15 MVPs for CRM in the world. More information on the Microsoft MVP program can be found at www.Microsoft.com/MVP. The group has recently completed its study for the CRM 3.0 Applications exam and are now starting study for the CRM 3.0 Customization exam. The group meets every Saturday morning from 8:30 until noon. Space is limited and the subject matter is very advanced. Therefore membership is restricted. Please contact Larry Lentz before attempting to attend.

Contact: Larry Lentz, MCSE on NT & W2K, MCDBA, MCSA: Messaging <Larry@LentzComputer.Net>

When: Every Saturday, 8:30-noon

Where: Contact Larry

Pre-registration: Yes - contact Larry

Technical Rating ★★★★★

Small Business Server Study Group

The Alamo PC Small Business Server Special Interest Group, APCO SBS SIG, held its November meeting, Friday November 3rd, at the Alamo PC Learning Center in San Antonio, Texas. Naturally we started off with our traditional Taco Talk with tacos supplied by Albert Obar. Our main attraction was Peter Gallagher, Microsoft Small Business Server Support from the Las Colinas (DFW) regional office. Peter explained many things including how to configure e-mail enabled Public Folders to save attachments to SharePoint document libraries. Apparently one has to do it a bit differently in SBS than in a non-SBS SharePoint server. He also explained how to set up a Site-to-Site VPN using ISA on SBS. Apparently that also needs a little extra TLC in SBS due to the ISA being on the Domain Controller. All in all, Peter spent about 2 hours imparting his vast knowledge on the group. Afterwards the group adjourned to Mamacitas Mexican restaurant for lunch where we continued to pelt poor Peter with questions. Peter has promised to come down again, hopefully in February. For more information, please contact group chair, Larry Lentz at Larry@LentzComputer.net, or visit the group web site at <http://www.LentzComputer.net/SBS.>

Power Internet Study Group

Current Internet users can learn more. Each month a different Internet application will be discussed, such as 64 bit computers, SATA HDD technology, e-mail, browser use, MS Outlook, and virus protection in communications. This is a good place to share interests and insights about your experiences on the World Wide Web.

Contact: John Woody

<jwoody@texas.net>
210-494-5684

When: 2nd Wednesday, 10am-noon

Where: Learning Center

Preregistration: No

Technical Rating ★★

WordPerfect Evening Study Group

We demonstrate projects and features of the latest version of WordPerfect. We also like to work on real life situations with our members who have questions.

Contact: Cynthia Thompson

210-655-1058

When: 4th Wednesday, 7-9pm

Where: Call Cynthia for directions

Pre-registration: Yes - Call Cynthia

Technical Rating ★ - ★★

Alamo PC offers Free and Fee-Based classes. Classes showing a \$ next to the title indicate that either a Registration Fee or a Tuition Fee will be required.

Student Practice Lab

A specific time period for students taking Alamo PC Courses to use Computer Lab One (Classroom One) to practice their class assignments. Students may also make up missed class days, if the instructor has provided the course material to the individual. The Practice Lab is monitored and the instructors will help when possible. The Practice Lab is for Class Work Only. Those abusing the system will be asked to leave. Seating is limited and on a first come, first serve basis. If necessary a time limit will be imposed.

Lab Instructors: Joe Gentry, Sarah Thomas

When: Thursday mornings, except Holidays, 9 am to Noon.

Where: Computer Learning Center

Pre-registration: No

Technical Rating: ★

CLASSES

The next three free or low-cost classes provide instruction on the basics of using a computer, the Windows Operating System, and how to use Adobe Acrobat to obtain your PC Alamode online magazine. The successful completion of the Windows XP class (or classes) would then enable those students to take the other classes offered by Alamo PC.

Introduction To Windows - \$

The Introduction To Windows class is designed for people who do not have a computer yet or have just obtained one and don't know how to "turn it on". Students will learn about the parts of the computer, acquire keyboard and mouse skills used in many software programs, and some word processing. Instruction proceeds at a slower pace than most computer courses and time is allotted for "hands on" practice. Taking the next course, Windows XP, will still be necessary for students who want to be productive with their computers, but the students will be better able to understand what the Windows XP Instructor is teaching. Internet and Email will NOT be covered in this course.

Instructors: Andy Roca, Donna Dudley

When: Six sessions, Wednesdays; 10 am to noon

Jan 10, 17, 24, 31, Feb 7, 14

Fees: Registration fee is \$10.00

This class will use the Easy Windows XP book, purchase of the book will be helpful and is strongly recommended but is not required. The book may be purchased from Alamo PC for \$20

Pre-registration: YES Call Learning Center at 210-736-0080

Where: Learning Center

Technical Rating: ★

Windows XP - \$

Our Windows XP course reviews the fundamentals of using a computer, and provides instruction on using the Microsoft Windows XP operating system. In this class you will learn how to: Open, Close, Save, Delete, Copy, and Move files; work with Files and Folders; customize your Desktop Layout; and to Resize and Move program windows. You will also be introduced to several "free" programs already on your computer, including: Wordpad - for basic word processing; Paint - for basic graphics work; Computer Solitaire and other games; and a Calculator.

Prerequisites: Students should have completed the Introduction To Windows course or have the equivalent knowledge.

Choice of two class sessions:

Instructor: Audrey Henkin

When: 6 sessions, Tuesdays 1:30-3:30 pm; Jan 9, 16, 23, 30, Feb 6, 13 or choose

Instructor: Don Robinson

When: 6 sessions, Saturdays 1-3 pm
Dates to be determined

Fees: Registration fee is \$10.00

This class will use the Easy Windows XP book, purchase of the book will be helpful and is strongly recommended but is not required. The book may be purchased from Alamo PC for \$20

Pre-registration: YES Call Learning Center at 210-736-0080

Where: Computer Learning Center

Technical Rating: ★

Adobe Acrobat - PDF Class

How to download, install, and use Adobe Acrobat Reader. How to view the PC Alamo magazine online or download it to your computer or a CD. Students who want to download the magazine to a CD in class should bring a blank CD-RW (a read / writeable or recordable CD)

Instructor: Steve Tech
stephentechnr@yahoo.com

When: first Fri. of the month, 7 pm to 9 pm

Pre-registration: YES Call Learning Center at 210-736-0080

Where: Computer Learning Center

Technical Rating: ★

APCO Retro (Antique Computer Users Group)

We're initially only going to meet on-line, through the mailing list I've established using Yahoo! Groups. Membership is limited to Alamo PC members, but anyone can join the list by sending a message to <apcoretro-subscribe@yahoo.com>." Or, if you're reading the electronic version of the PC Alamo where this text appears, you can join APCO Retro simply by going to <<http://groups.yahoo.com/group/apcoretro/join>>

Contact: Shane Hicks

<shane@absolutepowercomputing.com>

When: Anytime

Where: Cyberspace

Pre-registration: Must sign-up on <APCORETRO@yahoo.com>

Technical Rating: ★ - ★★ ★★

CorelDRAW I Class

This basic class discusses basic tools and effects, concentrating on fills, blends, envelopes and other special effects for the next few months.

Contact: Steve Tech

<stephentechnr@yahoo.com>
210-675-2880

When: 4th Monday, 6-8pm

Where: Learning Center

Pre-registration: No

Technical Rating: ★★

Digital Camera & Photography Class

Digital Cameras have become an integral part of our computerized lifestyle. They come in all shapes and sizes; some are simple, some not. Yet many of us look at this wonderful tool and think, "Now what is that doohicky for?" Sometimes learning to use our digital cameras can be a confusing and frustrating experience and the manual may even make it worse. Then when you do figure out how to use the camera, the photo never seems to come out quite right. Learn how to use your digital camera, plus all the tips and tricks to get better pictures when you take them. This class will include field trips to interesting local spots to learn photography techniques. Topics of discussion may include understanding your camera manual, camera optics, composition, tips, choosing the right camera, lighting, how to take night shots, silhouettes, portraits, action shots, and close ups.

Instructor: Joe Davis

When: Class meets once a week for 3 weeks - choose one set:

Set 1) Tuesdays, January 16, 23, 30 9 am to 11 am (some sessions may be longer)

Set 2) Tuesdays, July 10, 17, 24 9 am to 11 am (some sessions may be longer)

Pre-registration: YES Call Learning Center at 210-736-0080

Where: Computer Learning Center

Technical Rating: ★ - ★★

Digital Photo Editing Classes \$

A series of Photo Editing Classes ranging from basic to advanced skills. The Microsoft Digital Imaging 2006 software is not required for these classes but it would be helpful to have on your home computer. Students will need recordable CD's or Flash / Thumb drives to be able to save their class work.

Intro to Digital Photo Editing \$

Remedial computer work as it relates to the use of Image 2006. Any computer skills that will be essential for success in Image 2006. We will learn how to place files into the work area. How to control the work area. We will learn the use of the essential photo editing tools such as; color balance, sharpening focus, removing red eye, crop, straighten photo, etc.

Prerequisites: Students should have completed the Windows XP course or have the equivalent knowledge.

Instructor: Joe Davis

When: Class meets once a week for 4 weeks - choose one set:

Set 1) Tuesdays February 6, 13, 20, 27 9 am to 11 am

Set 2) Tuesdays August 7, 14, 21, 28 9 am to 11 am

Fees: registration fee \$10

Where: Learning Center

Pre-registration: YES Call Learning Center at 210-736-0080

Technical Rating: ★ - ★★

Digital Photo Editing \$

Students will learn the basics of digital photo editing using Microsoft Digital Imaging 2006 and if time permits, extra tips and tricks about matting and framing plus interesting uses for your photos. The photo editing basics used in this class can be applied to almost any photo editing program.

Prerequisites: Students should have completed the Windows XP course or have the equivalent knowledge.

Instructor: Joe Davis

When: Class meets once a week for 4 weeks - choose one set:

Set 1) Tuesdays March 6, 13, 20, 27 9 am to 11 am

Set 2) Tuesdays September 4, 11, 18, 25 9 am to 11 am

Fees: registration fee \$10

Where: Learning Center

Pre-registration: YES Call Learning Center at 210-736-0080

Technical Rating: ★ - ★★

Advanced Digital Photo Editing \$

This class is for the student who is very serious about digital editing. It involves the manipulation of photos whether they are new or old. We learn to use the tools to do everything from making greeting cards to photo refinishing.

Prerequisites: Students must have completed either the Introduction to Digital Photo Editing Class or the Digital Photo Editing Class or completed one of Joe Davis' prior Digital Photo Editing classes

Instructor: Joe Davis

When: Class meets once a week for 8 weeks - choose one set:

Set 1) Tuesdays April 3, 10, 17, 24 May 1, 8, 15, 22 9 am to 11 am

Set 2) Tuesdays October 2, 9, 16, 23, 30 November 6, 13, 20 9 am to 11 am

Fees: registration fee \$10

Where: Learning Center

Pre-registration: YES Call Learning Center at 210-736-0080

Technical Rating: ★ - ★★

Photoshop Classes for use with Photoshop 7, CS, CS2 - \$

These courses will teach you how to modify and combine images to create realistic composite images. You will learn to use several tools for selecting parts of images, and will move, duplicate, and resize images. You will also learn to use layers, and to apply layer effects and filters to create special effects. Additionally, you will use painting tools and blending modes to create blending effects, and will perform adjustments to enhance images. A CD with the images for the entire class is provided. Photoshop Classes are offered as three separate classes, teaching the basic tools, palettes and procedures. Instruction class "A" using Photoshop 7. includes adaptations for Photoshop CS and CS2. Instruction class "B" with different lessons and text, using Photoshop 7 includes adaptations for Photoshop CS and CS2 Photoshop Basic Instruction for Photoshop CS and CS2 (focuses on CS and CS2 but those using Photoshop 7 can take this class).

Prerequisites: 1) Students need to have completed the Windows XP course or have the equivalent knowledge to be able to function properly and progress in these graphics programs This is Not a course for beginning computer students. 2) Students need the Software for Photoshop 7 or Photoshop CS or Photoshop CS2 on their home computers to join these graphics instruction classes.

Instructor: Beverly Bihn <bihndolls@att.net> will be assisted by Jane Montgomery <janealys@satx.rr.com>.

When: Workshop class "A" using Photoshop CS2 get extra help or reviews and further practice; will meet 8 weeks on Thursdays, 1:00 to 3:30 pm Jan. 11, 18, 25, Feb 1, 8, 15, 22 Year 2007.

When: Photoshop Basic Instruction for CS and CS2 will meet 8 weeks on Fridays, 12:30 to 4:30 pm Jan. 5, 12, 19, 26, Feb 2, 9, 16, 23 Year 2007.

Fees: \$90 for New Students, \$50 for Previous Students who have attended a Photoshop 7, Instruction Class A or B class, or CS2 class.

Pre-registration: YES Call Learning Center at 210-736-0080

Where: Learning Center

Technical Rating: ★★-★★★

Photoshop Workshop for use with Photoshop 7, CS, CS2 - \$

Written creative lessons are given to participants and demonstrations of the lessons are given during class for students to follow. Extra exercises at the end of the lessons encourage students to do similar tasks on their own without demonstrations. They can bring a blank recordable CD or a jump drive, to copy the images for the lessons to take home for more practice.

Prerequisites: 1) Students need to have completed the Photoshop Instruction Class A or Photoshop Instruction Class B, or have the equivalent knowledge with the permission of the Instructor. 2) Students need the Software for Photoshop 7 or Photoshop CS or

Photoshop CS2 on their home computers to join these graphics instruction classes.

Instructor: Beverly Bihn assisted by Jane Montgomery

When: September on Fridays (Sept. 1, 8, 15, 22, 29) from 1 to 5 pm Working on "fancy" procedures beyond the basics.

When: October on Fridays (Oct. 6, 13, 20, 27) from 1 to 5 pm Working on more "fancy" procedures beyond the basics.

Fees: Tuition fee: \$25 per month

Pre-registration: YES Call Learning Center at 210-736-0080

Where: Learning Center

Technical Rating: ★★-★★★

eBay - Bid with Confidence: An Introduction to Internet Auctions

This 4-session class shows you how to buy and sell at Internet auctions using the eBay system (excludes real estate and automobiles).

Contact: Learning Center 736-0080 <learncenter@alamopc.org>

When: Date and time. To be announced. Call the Alamo PC Computer Learning Center at (210) 736-0080, or (210) 736-0700 to place your name on a Waiting List for the class. You will be notified when the next class is available.

Where: Learning Center, Room 1

Pre-registration: Yes

Technical Rating: ★

Excel Class - Basic

This class is intended for people who want to do significant projects or develop skills for the workplace. As such it moves at fairly brisk pace and includes homework assignments. Students will become familiar with Excel 2000's basic functionality, menus, toolbars, icons and shortcut keys. Learn how to create, format, save and print an Excel spreadsheet. Also, understand and use formulas, work with worksheets and workbooks, and learn the basic productivity elements of Excel.

Prerequisites: Students must have completed the Windows XP course or have the equivalent knowledge.

When: to be determined

Where: Learning Center

Instructor: Instructor needed

Pre-registration: Yes, Call Learning Center at 210-736-0080

Technical Rating: ★ - ★★★

Student Practice Lab

A specific time period for students taking Alamo PC Courses to use Computer Lab One (Classroom One) to practice their class assignments. Students may also make up missed class days, if the instructor has provided the course material to the individual. The Practice Lab is monitored and the instructors will help when possible. The Practice Lab is for Class Work Only. Those abusing the system will be asked to leave. Seating is limited and on a first come, first serve basis. If necessary a time limit will be imposed.

Lab Instructors: Joe Gentry, Sarah Thomas

When: Thursday mornings, except Holidays, 9 am to Noon.

Where: Computer Learning Center

Pre-registration: No

Home Page Jumpstart

A general introduction to developing your own Internet web page. It is *not* a course on HTML. Includes a 20+ page manual and a training disk. Not hands-on.

Contact: Susan Ives

<suives@texas.net> 210-694-4582

When: 2nd Wednesday, 5:30-7pm

Where: Learning Center

Pre-registration: No

Technical Rating: ★ - ★★

HTML and Beyond Class

Learn how to design, build and manage your own web site using HTML. Students should attend the Home Page Jumpstart Class and have familiarity with the Windows Operating System. The Six (to Eight if needed) Session class will begin a new cycle each March and September.

Contact: Mike Bianchi <webmaster@alamopc.org>

When: Saturdays, 4-8 pm

Where: Learning Center

Prerequisite: Home Page Jumpstart Class, familiarity with Windows

Pre-registration: yes

Technical Content Ratings

- ★ For the beginner, no experience necessary and no prerequisite.
- ★★ Assumes some basic familiarity with the subject but is not a technical course.
- ★★★ Assumes that the student is somewhat familiar with the subject and will discuss.
- ★★★★ Assumes that the student is competent in the material and will be technical.

To register e-mail Mike at
<webmaster@alamopc.org>

Technical Rating: ★★

Internet And E-Mail - \$

The Internet and E-mail course will cover basic techniques needed to effectively and enjoyably "surf the net." Students will learn how to find information on the net, download files, applications and graphics, and how to purchase items from "e-commerce" sites. Depending on student interest, the class will learn about important Internet issues like privacy, credit card security, and information reliability. Depending on time constraints, students may also cover more advanced topics like using the Internet for long distance communication, "Web Cams," and enjoying "streaming" audio and video.

Prerequisites: Students must have completed the Windows XP course or have the equivalent knowledge.

When: 6 weeks, Wednesdays, 1 to 3 pm
Dates to be determined

Instructor: Don Robinson

Fees: Registration fee is \$10.00

Where: Learning Center

Pre-registration: YES Call Learning Center at 210-736-0080

Technical Rating: ★

Power Point class

Microsoft's PowerPoint presentation program is the defacto standard for making presentations to a large audience. This class will show students how to create a PowerPoint presentation, how to add graphics and photos, business graphs, and sound clips. We will also learn how to use special transitions and animations in presenting your slide show to an audience.

Prerequisite: Students must have completed the Windows XP course or have the equivalent knowledge.

Contact: Learning Center 736-0700

When: Two sessions, 2nd and 3rd Wednesday 7-9 pm of Odd numbered months

Instructor: Wade Forrester

Where: Learning Center

Pre-registration: Yes - Call Learning Center at 210-736-0080

Technical Rating: ★ - ★★

Movie Maker

A fun class learning to use the Movie Maker program included with Windows XP, to create slide shows with voice, music, text, and special effects. It is a very simple program, yet will do fades, wipes, special effects, sound, and moving text, etc.

Contact: Joe Davis

When: Class meets once a week for 4 weeks - choose one set:

Set 1) Tuesdays June 5, 12, 19, 26 9 am to 11 a.m.

Set 2) Tuesdays November 27, Dec 4, 11, 18 9 am to 11 a.m.

Where: Learning Center

Prerequisite: Students must have completed the Windows XP course or have the equivalent knowledge.

Pre-registration: YES Call Learning Center at 210-736-0080

Technical Rating: ★ - ★★

Word Class

Students will become familiar with and understand Word's basic functionality, menus, toolbars, icons and shortcut keys. Students will learn how to create, view, format, save and print a Word document. Also work with templates, multiple documents, insert files, objects and pictures and email documents.

Contact: Linda Bianchi at
education@alamopc.org

When: 4 sessions - Choose one set:

Set 1) Tue. Dec. 5, 12, 19 and Wed. Dec. 20th 6:30 to 8:30 p.m.

Set 2) Tue. Jan. 9, 16, 23, 30 6:30 to 8:30 p.m.

Instructor: Tod Bruning
liveoakhomenetworks@gmail.com

Where: Learning Center

Pre-registration: Yes, call Learning Center at 736-0080

Technical Rating: ★ - ★★★

Student Practice Lab

A specific time period for students taking Alamo PC Courses to use Computer Lab One (Classroom One) to practice their class assignments. Students may also make up missed class days, if the instructor has provided the course material to the individual. The Practice Lab is monitored and the instructors will help when possible. The Practice Lab is for Class Work Only. Those abusing the system will be asked to leave. Seating is limited and on a first come, first serve basis. If necessary a time limit will be imposed.

Lab Instructors: Joe Gentry, Sarah Thomas

When: Thursday mornings, except Holidays, 9 am to Noon.

Where: Computer Learning Center

Pre-registration: No

Technical Content Ratings

- | | |
|------|--|
| ★ | For the beginner, no experience necessary and no prerequisite. |
| ★★ | Assumes some basic familiarity with the subject but is not a technical course. |
| ★★★ | Assumes that the student is somewhat familiar with the subject and will discuss. |
| ★★★★ | Assumes that the student is competent in the material and will be technical. |

Private or Semi-Private Tutorials - \$

Develop your skills at your own pace and at a time that fits your schedule. Introductory private tutorials for one, two, or three students. Choose from:

- Microsoft Word
- Microsoft Excel
- Basic Computer Skills, or
- Keyboarding/Typing

Contact: Learning Center (210) 736-0080 or 736-0700

When: Days and hours are arranged between the student(s) and teacher.

Where: Learning Center

Fees: 1 student: \$35 per hour, 10 hours for \$300. 2 or 3 students: per student—\$20 per hour, 10 hours for \$150

Pre-registration: Yes—call or visit the Learning Center

Technical Rating: ★

Help Numbers

Can you help a new member with a new computer? Are you proficient in software not listed? Can you help with a title currently showing only one volunteer? Call Linda Bianchi at 226-2460 or email her at <education@alamopc.org>.

1 Look down the list for the software program you need help with; note the number in front of the title.

2 Then look down the list to the right for the corresponding number for the person who may be able to help you.

Please observe the times given by the volunteers name to call for phone help.

Step One

1 Computers for Beginners

2 Windows 98

3 Windows XP

Microsoft Office

4 Word

5 Excel

6 PowerPoint

7 Publisher

8 WinFax Pro

Corel Office

9 WordPerfect

10 CorelDraw

11 Quattro Pro

12 Paint Shop Pro

Photoshop

13 Adobe Photoshop

Internet and E-mail

14 Internet Basics / ISP Connection

15 Web Page Development

16 Internet Explorer

17 MS Outlook Express

18 Opera

19 Mozilla

20 Dreamweaver

21 .Net

22 Flash

23 RoadRunner

Open Office

24 OpenOffice

Financial

25 Quick Books

26 Quicken

Auction Online

27 eBay

Genealogy

28 Family Origins for Windows

29 Genealogy

Communications / Management

30 Time&Chaos

31 Act

32 Goldmine

Data Base

33 Access

34 AlphaFour

35 dBase

36 Paradox

37 MySQL

Networking

38 Networking

Other

39 Hardware / Setting Up A New PC

40 Maintenance and Security

41 Home Help

Step Two

Expertise	Name	Phone	Availability	E-mail
(1, 5, 6, 3, 12, 23, 26, 38, 41)	John Bolton	658-3060	6pm-9pm M-F	
(1, 3, 14)	Joe Barth	696-5783	7pm-9pm Tu, Th, Sat	jbarth@swbell.net
(2, 3, 4, 16, 17, 23, 29, 38, 39, 40, 41)	Bruce Cramer	865-2933	9am-3pm M-F, Sat	service@pcpro4u.com
(3, 5)	Bill Eastridge	223-8743	10am-6pm M-F, Sat, Sun	
(4, 15, 17, 33)	Bill Hudson	490-6513	7pm-10 pm M-F, Sat, Sun	bhudson3@satx.rr.com
(4, 9, 14, 27)	William Hudson	824-6910	3pm-8pm M-F, Sat	rwsh@earthlink.net
(19, 24, 30, 37)	Chris Montgomery	490-2415	7pm-9pm M-F / noon-6pm Sat, Sun	
(3, 16, 17)	Ted Ressler			catechist@gmail.com
(1, 3, 14, 16, 17, 40)	Don Robinson	497-3737	9am-5pm M-F, Sat, Sun	dl7266@swbell.net
(10)	Stephen Tech, Jr	675-2880	5:30pm-9pm M - F	stephentechjr@yahoo.com
(9)	Cynthia Thompson	655-1058	7pm-9pm M-F / 10am-4pm Sat, Sun	cynthom@satx.rr.com
(4)	Christel Villarreal			christel.villarreal@gmail.com

If you are unable to find help in the list above, consider contacting the desk staff volunteers at the Alamo PC Computer Learning Center. 736-0700 or 736-0080. 10am - 4pm M-F, Sat Remember these volunteers are all levels of expertise and some may not be able to answer your questions, but may be able to find someone who can.

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Classified Ads

E-mail your ad to the Editor, PC Alamode at: editor@alamopc.org. Copy deadline is 10th of month preceeding publication. Classified ads are free to members of Alamo PC.

For Sale 3 Camera Bags - Universal Style 5" wide X 9" long X 6" deep, Sony DSC F828 case with shoulder strap Lowepro Micro 100 Trekker. All in good condition. Contact Bob Ramert rramert@satx.rr.com.

Wanted Classified ads from members of Alamo PC. It costs nothing and it's a good way to sell or buy any computer-related thing.



100% gray cotton golf shirts with pocket and embroidered full-color **Alamo PC logo**
Available at the Learning Center in a wide variety of sizes.

\$20.00

Call the Learning Center at **736-0700**

Alamo PC Organization has your Number!

Your membership number entitles you to a full year of membership privileges. Established in 1983, this non-profit, all-volunteer organization is dedicated to helping members keep up with trends and technologies.

Monthly Meetings

Every month you can attend a presentation meeting, which is open to our 2,500 members. Local and national companies provide the first glimpses of new products and discounts on existing products. There are also drawings for FREE hardware and software.

Award-Winning Magazine

When you join Alamo PC, you'll receive its award-winning magazine, *PC Alamode*, each month. You'll learn of group activities and you'll enjoy the reviews of new products from your fellow members. Regular columnists will give you insight to this fast-paced, dynamic industry. As a member, you can sell your outgrown stuff in our FREE Classified ads section.

Special Interest Groups and Classes

Alamo PC offers more than 30 Study Groups and classes on specific software programs for beginners to expert. These small groups typically meet once a month in one of our two hands-on computer labs or classrooms and provide an opportunity to get answers in an informal setting. There are groups for word processing, Web design, graphics and programming and even study groups to help you get Microsoft Certified. You can attend as many SIGs as you'd like and, as you become experienced, even lead one!



Internet (www.alamopc.org)

Alamo PC is on the Internet, and more importantly, Alamo PC can help you get on the Internet too. If you're already on the Internet, attending one of Alamo PC's Internet SIGs will help you to become a savvy Internet surfer.

Alamo PC SeniorComp

Are you age 45 or older and not into computers or the Internet yet? Let us help. Contact Alamo PC today and sign up for the very next class. Classes are hands-on at a pace to match your learning style.

Expert Help

Deadlocked with a computer problem or question? Get access to personal help from expert Alamo PC members. Just call! If you need someone to diagnose hardware and software problems, try "THE DOCTOR IS IN," a free clinic where members bring in their computers and allow our experts to help diagnose and often fix many PC ailments.

APPLY FOR YOUR NUMBER -- JOIN NOW!

To join, return the application below or sign up online at www.alamopc.org. Your \$45 dues covers your entire family!e. You may use your credit card or send your personal check. If you need more information, call (210) 736-0700. Shortly after joining, you'll receive a membership card entitling you to all rights and privileges and discounts. **JOIN TODAY!**

GIFT MEMBERSHIPS NOW AVAILABLE: Call 210-736-0700 for details.



Membership Application -- Apply for your number today!

PLEASE ANSWER ALL QUESTIONS. This information will be kept in confidence - it will be used for planning purposes only

FIRST: _____ MI _____ LAST: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE H: _____ W: _____ FAX: _____

DATE OF BIRTH: ____/____/____ OCCUPATION: _____

EMPLOYER: _____ TITLE: _____

E-MAIL: _____

Please accept my membership for: ☐ 1 year - \$45 ☐ 2 Years - \$85 ☐ 3 Years - \$125 ☐ New Member ☐ Renewal

Method of payment: ☐ Check ☐ VISA ☐ MasterCard ☐ American Express

Credit Card # _____ EXP DATE: ____/____ SIGNATURE: _____

Make checks payable to Alamo PC Organization and mail to: **Alamo PC, PO Box 65180, San Antonio, TX 78265-5180**

IMPORTANT ☐ I do not authorize Alamo PC Organization to release my name address and phone to selected vendors

PCA JAN05

Alamo PC Organization, Inc.

Renew Now!

Isn't it about time for you to consider all the benefits of membership with Alamo PC? Renew your membership before the year is over!

For more information call the Learning Center at
210.736.0700



Consider A Matching Donation, or a Donation To Alamo PC Organization

Increasing members knowledge and effective use of personal computers, and providing other membership services and access to the expertise of other members, does not happen without an associated monthly expense. In recent months, although member dues and ads have offset the majority of the required monthly expense, and cost-saving measures are constantly being reviewed, the total amount of monthly funds generated has been less than the monthly expense. The shortfall has had to come from reserve funds, which have been severely depleted. We would like to offer everyone the opportunity to help rebuild the reserve fund.

If you employer has a "Matching Donation" program, please consider that you can double a donation amount by participating. All donations are tax deductible and can be dropped off at the Alamo PC Learning Center in Crossroads Mall (near the underground parking entrance, accessed from Fredericksburg Road) or mailed to **Alamo PC Organization, PO Box 65180, San Antonio, TX, 78265-5180**. Checks, Money Orders, etc., should be made payable to **Alamo PC Organization** and identified as "Donation."

On-line donations can be made at <<https://training.alamopc.org/donations>>. If you do not have on-line access, credit card donations can be made by mail if you legibly provide the following information on a piece of paper: Full Name, Address, City, State, Zip, Phone Number (to verify you want your card charged), Name of Card, Card Number, Card Expiration Date, Donation Amount, and your usual Signature. Please help us keep our membership dues low, meet our monthly expenses and rebuild the reserve fund.

