

Bytes and Pieces

Vista Print Size

By F. Varano

Say you want to increase the size of your font in Vista. You're fed up with squinting. Besides you're 100 years old and your eyes are not as good as they were when you were 90. How? First, find your mouse. Your eyes have to be at least that good to start with.

Right click on your desktop and choose Personalize. In the left pane, click on the "Adjust font size (DPI)" link. You'll have to grant permission to continue. (The computer wants to make sure it really is okay with you). (Isn't that nice?) (You get a feeling of authority from a stupid machine.) Click on the option that says "Larger scale (120 DPI) - make text more readable." Click OK.

You should see an instant change, but you can check it out even further by opening up your Web browser and going to your least favorite web site. Or, try opening any document. The font size will be much larger and you'll no longer have to squint. Increasing the font size will reduce the number of headaches and you'll be happier all the way around. It doesn't get any better than that.

Vista Program Compatibility (*Don't get spoiled. These are all the Vista tips I'll put in this issue of the newsletter.*)

By F. Varano

I'm going to take a guess and bet that most of you who have upgraded to Windows Vista are having a little trouble getting your older programs to work. Am I right? You know, programs that worked fine for you with Windows XP (or even older versions of Windows) just don't work so well anymore. So, is there anything you can do to get the programs you love back up and running with your new Vista PC?

Well, as a matter of fact, there is. Microsoft is good at making sure all of that is covered. They have integrated what is called a Program Compatibility Wizard into Vista. So, if you have an older program that is not working with the new operating system, you can run it through this wizard to simulate earlier versions of Windows to try and get it to work again. To get to the wizard, just go to Start, Control Panel and click on Programs. Next, click on the option that says "Use an older program with this version of Windows" and the wizard will open.

You can then just go through the steps and see if the program will actually work with Vista. Now, most of the programs that worked with XP also work with Vista, but you may have some trouble with a lot of the older programs. Also, you shouldn't use the wizard with any older antivirus programs, disk utilities or other system programs. Doing that could cause some security holes or even data loss. So, if you feel like you're in a rut with getting your programs to work with your new Vista computer, give this wizard a try. You never know what it could do for you.

When Installing New Programs

By F. Varano

If the new software you're installing asks you to turn your antivirus program off, do it! But first! Let's assume that the program you are installing is from a CD or from the downloaded installation file in "My Downloads." (You do remember that Jim told you to download to the computer before installing, don't you? I'll give you a good reason why shortly.)

Many of you are now using broadband, in which case, you are using a router. The cable or FIOS or the telephone line (DDL) is connected to the router and the computer to the router (or router/modem). I said "But first!" back there in the first paragraph. Yes, but first turn off the router so that you are not vulnerable to the Internet. Then disable your antivirus while you are installing the new program. (As soon as you know the install is complete, you must turn all of your protective software programs back on.)

Very few programs require an Internet connection *while installing*. Sometimes Microsoft downloads a sort of a leader program which guides the installation of a massive program from Microsoft. Of course, in that case you have to keep the router alive. I still disable the anti virus but these type of programs require a restart in which case the anti virus becomes activated in the restart process.

The anti virus and the anti malware programs require access to the Internet *after installing* to get updates. Some Programs do not give you an opportunity to download to the computer first. I do not disable the anti virus then.



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Test your PC

By FV

Your computer has ports. You can't peek through them to see the ocean. But when the computer peeks through them it sees the world of the Internet. It is clever to think of them as port holes, however. Let me use that feeble analogy. If you are a stick-in-the-mud and insist, they are software ports with arbitrarily assigned numbers to represent them. So there!

While the ports are necessary to do anything online, hackers can use them to try to gain access to your PC through those ports. Hackers use special software to 'scan' these ports to see an open one.

This is where I want to use my analogy. Imagine you are in a ship with a bunch of port holes. You are a computer. You run from port to port inside of the ship to see what is out there. Someone else is outside the ship (in a speed boat?) sailing from one port to another and peeking inside to see something. Let's quit that horrible analogy right now before I get fired.

All I am trying to do is to let you know that you really should put curtains on those ports (ugh!) so that nobody can peek in. However, if a port is obscured in some way it is called hidden, or 'stealthed.'

The advent of broadband use associated routers. The router is basically a built-in firewall that conceals the computer ports to the outside world. It shows its own ports to the world outside. That's a nice level of protection.

You can test your own PC for open ports, as well as other security tests, using Gibson Research's free Shields-Up service. Here is a website to use.

<https://www.grc.com/x/ne.dll?bh0bkyd2>

The router is a complicated thing. In the future I would like to talk some more about it so that you can get a better sense of what it does.

Select text with mouse (MS Word)

By Frank Varano

In a previous issue of this newsletter (Cut, Copy and Paste) I left out a series of mouse tricks. I hope you'll all forgive me. These are better than dragging the mouse to highlight text. The first two below were included but I include them again here so that you have this easy-to-read set of rules in one neat article. Here they are:

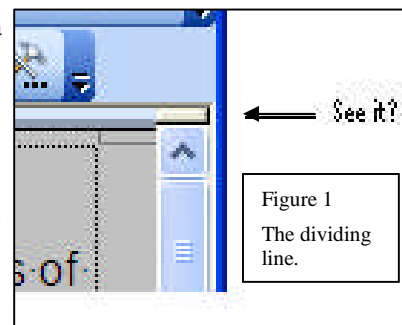
1. To select a word, double-click it.
2. To select a single line of text, click in the left margin next to the line.
3. To select a sentence, hold down [Ctrl] and then click anywhere in the sentence.
4. To select a paragraph, click three times in the paragraph. Alternatively, click twice in the left margin next to the paragraph. (Or, alternatively, drag the mouse down or up outside of the paragraph in the left margin.)
5. To select the entire document, click three times in the left margin, not three and a half clicks. (I like this one. I think I'll get a patent on it.)

Believe me. These tricks come in handy in a long document. And speaking of long documents, suppose you have a long document and you need to move paragraphs or words or sentences around to different parts of the document in your editing process. You can make both parts of the documents show on the screen, or in short, split the screen. Here's how.

At the top of the right scroll bar is a small line, right above the small upward point arrow or carrot, the width of the scroll bar and it is colored differently. (See Figure 1.) Grab it with the mouse arrow and drag it down to about half way down the screen (or as desired). I'll try to get a picture here:

There it is in Figure 2! Go on line to the CCMV website to see it in glorious color.

Figure 1 shows where the divider is located. Figure 2 shows what happens when you drag it down to reveal two parts of the long document. In both figures the line points to the divider. (Go to page 4)





See? What did I tell ya? ?

"SD Association announces SDXC standard

By Justin Mann, TechSpot.com

Published: January 7, 2009, 12:46 PM EST

"Will SD cards be able to rival hard drives for [storage capacity](#) anytime soon? Probably not, but it won't be because of a technical limitation – the next generation of SD cards, dubbed SDXC, have been announced this week. Among other things, the new format for the cards will result in a theoretical size limit of [a massive 2TB](#), 64 times greater than the current 32GB limitation. That's a significant jump, considering that 32GB SDHC cards have been available for only about a year.

"The SD association has been working to retain the existing form factor and interface for SD cards, but is pushing the technology forward at a very rapid rate. The SDXC standard will supposedly provide cards that will start at read/write speeds greater than 100MB/sec, and in the future could go as high as 300MB/sec. SD is a very popular format, particularly for devices like digital camcorders and cameras. With [HD](#) cameras becoming more popular and the amount of space needed to store high quality video increasing rapidly, SDXC is trying to keep up and fill that need."



[Editor: I wanted you to see this first hand. Can we think of throwing away the hard drives? Not yet but it is coming.. This is the picture that came with the article.]

Flash Drives

By FV

If you don't have a flash drive you're nuts. It is the best thing that happened in computers in the last 2000 years. I hate the word but they are 'awesome.' I have three of them One of them (the 4 Gig drive) has most of My Documents including the newsletters I write. I can't suffer the lost of those files. (See note at the end of this article.)

I'm sure you all know what the flash drive is. It is also commonly referred to as a memory stick or USB drive or thumb drive and I don't know what else. I usually carry three of them hanging from my neck when I go out on the road to help others. I have all kinds of maintenance files on them that I use to clean up others computers. Mine are Sandisk, Cruzer and Verbatim makes. If you get one I suggest the Cruzer with the retractable head. Some have a cap that covers the head and it is easily lost.

First of all get a rope or hawser or chain or something so that you can hang it from your neck. It is easy to misplace it. There is a tendency to get very dependent on them. Don't lose yours. Both XP and Vista accommodate these drives sort of out-of-the-box. Let's talk about XP which I am familiar with. Here is how I use them.

When I need to use the drive, I just plug it in the USB port on the front of my computer. I wait for the "**Found New Hardware**" bubble to appear *or I listen for the installation sound file I chose and it sounds like a ricochet.*) It means that the computer has recognized the drive.

When I use the Flash drive I usually open two windows. One has the Flash drive and the other is the folder that has the files I

Flash Drives (Continued from left column)

want to copy to the Flash drive or the folder where I want to copy a file from the Flash drive. This configuration allows me to use the drag-and-drop method. To open the flash drive, I click on My Computer and then double click on the Flash Drive. Right now I have My Computer open and I know that the Verbatim Flash Drive is "Store'n'Go." When I open Store'n'Go I can see all the files on it. Then I find the folder that has the files I want to load onto the Flash drive.

I re-size these windows so that they fit side by side on the screen. This may sound cumbersome to some of you but I want to see a picture of what I am doing and often times the operation involves deleting files from the Flash drive as well as loading files. (I described the two window method in a previous issue of the newsletter.)

I suspect that the problem users have is in removing the flash drive. Although I can simply yank out my oldest flash drive at will I suggest that you follow this procedure. Look for the "Safely Remove Hardware" icon in the tray (which should be there when a flash drive is recognized). Double click on it. Select your drive in the next window and click on Stop. You'll get a message that it is safe to remove the drive.

If you don't use this procedure or the proper procedure for your drive you risk losing data. And you don't want that if you are using the drive for a back up.

[Editor: I really have two drives on my computer both are bootable (not selectively at the keyboard). My back up is an image. In an emergency I can open up the case, unplug the primary, change the jumpers on both and connect the secondary slave to proper cable termination. And then I can continue working. (On these newsletters.)]

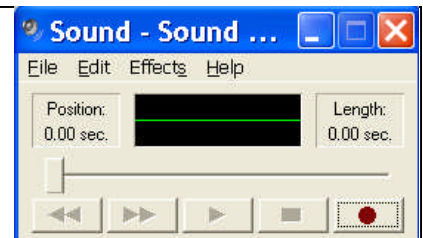
Are You Dyslexic?

By Frank Varano

I am dead serious. I have a friend who is dyslexic and has trouble reading texts. She emails me a voice message when she needs help. It occurred to me that many don't know how to make a voice message and send it by email.

Of course, you need a microphone. (I like to use the head set with a boom mike for talking on Skype or Yahoo Messenger to my lady friend in England.) You can use your speakers instead of headphones. Here's how.

Click on Start, Programs (hey, by the way, I am talking about XP), Accessories, Entertainment then Sound Recorder. Use **Effects** to control the volume to keep the spectrum to minimize the distortion. Try it a few times and play back the messages until it sounds OK. Press the button with the red dot to record a message. What you record is a file which you can save with File and Save. Now when you compose an email, you can make it an attachment to the email. There is an extensive **Help** menu for things you can do including playing the file backwards which has some interesting possibilities if you have a mistress. Send her a backward reading file if you want to bug her.





USB Port Speed

By Frank V.

I knew I should not have started talking about USB in this issue of the newsletter. This topic had me PO'd for a long time. Whenever I plugged in a wireless adapter in one of my computers a message came up warning me that the adapter would work better if it had a faster USB. At first I didn't know what that was all about. A USB is a USB, I thought but not so. They come in two speeds 1.0 or 2.0. I don't know if that is miles per hour or potatoes per bushel or mistresses per old man. I had to find out more. I first deduced that 2 was faster than one, just like two mistresses is more than one.

I found that my USB drives were the one speed. (Whatever that is.) To find out I had to go to the Device Manager. Wait! How do you get there? Go to Start, Settings, Control Panel, System, then hit the Hardware tab. You'll see the Device Manager button there. Click on it. Scroll to the bottom where the USB stuff is located. If you see a yellow exclamation mark at one of the entries you goofed. To fix it right click on it and then click on Properties. From then on you are on your own. Follow the instructions for undoing your blunder. And let it be a lesson to you. You have to pull out the flash drive properly. But what is your speed?

If you see **USB Enhanced Host Controller** then you're in. You are a 2 speed whatever that is. And if my computer had the 2 speed I would not be getting that warning message. Be sure to look through your whole list before you make any assumptions. If you see the magic words then they are all 2 speed. No mix and match

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Chet Hartley, Treasurer	
Income (\$)	
Contributions	34.00
Interest	4.00
Shareware/Freeware	0.00
Textbooks	0.00
Tuition	0.00
Total Income	38.00
Expenses (\$)	
Church Usage	125.00
Newsletter (See note) *****	0.00
Meeting	0.00
Tuition Refund	0.00
Total Expenses	125.00
Income Less Expenses	-87.00

About the Treasurer's report:

Reprographics which prints our newsletter moved to Santa Fe (CA) leaving a minimal presence in Murietta. An invoice was not available. It will be mailed to me. (If you are really interested I expect the entry for the Newsletter to be around \$12.00.)

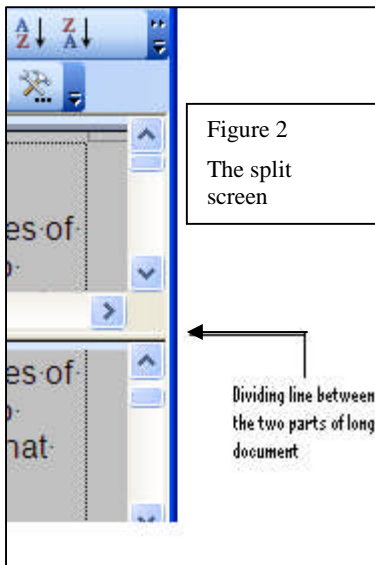
Yuck! Read this.

A microbiologist at the University of Arizona counted bacteria on workplace surfaces for a study sponsored by The Clorox Co., makers of Clorox bleach. Office toilet seats had 49 germs per square inch, he found. But desktops had almost 21,000 germs per square inch. Desks, phones, computer keyboards and mice are key germ transfer points because people touch them so often..." ~ CNN.com

Select Text with Mouse (Continued from Page 2)

Now when you want to work with the upper part of the long document click once in the upper part to get the computer's attention that you are working with the upper part. Note that I talk about the upper part, not the upper half. Each part may be in a different part of the long document. And when you want to work in the lower part of the long document, just click once in it to get the computer's attention that you want to work there.

Using the selecting tricks above, you can select a word or a line or a paragraph or whatever, according to the selecting rules above, and then drag the selected part to the other part of the document. (Or Cut and then Paste.) This is really neat and I think I'll get a patent on this too. But why should I go into such detail in something you probably will not use? Well, I want you to write an article for the newsletter and have available all the tricks possible to make it easy for you. After all, who knows, there might be a budding editor among my wonderful young readers. By the time you read this I will be a ripe old age of 91 wishing I could be a young buck of 20 again.



Special Note

In the next issue I want to cover the very basic problem of File Management and really dig into it. Part of File Management is the Cut, Copy and Paste function which Jim covered at a previous meeting and which I covered and expanded on thoroughly in a newsletter last year.

Part of File Management is naming, moving and copying folders as well as the always confusing problem of *properly* naming files and folders. I'll show you how to find a file that your mistress mislocated for you. I think I have enough material to splatter all four pages just with File Management.

Take Time to Laugh

An elderly looking gentleman (mid nineties!) very well dressed, hair well groomed, great looking suit, flower in his lapel, smelling slightly of a good after shave, presenting a well-looked-after image, walks into an upscale cocktail lounge. Seated at the bar is an attractive elderly lady, (mid eighties).

The gentleman walks over, sits along side of her, orders a drink, takes a sip, turns to her and says, "So tell me, do I come here often?"