The Outer Edge

Visit our Web page at: www.cipcug.org
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Dulcie Apgar, after a sketch
by James Whistler

The Friendly Computer Club Helping Make Computers Friendly

★★★★★★★★★★★★★★★★★★★★★★★★★★★
Attendance at the
March general meeting
93 members and 8 guests
★★★★★★★★★★★★★★★★★★★★★★★★★★★

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Highlights

Dump the paper: e-file
Vice President Craig Ladd, right, above, gives
speaker Ted Meyer a plaque after his talk on the
IRS electronic filing program.

Want to review something?
Several companies have software available for re-
view. Some of the announcements are listed in this
issue, along with a deal on Stuffit.

COMMAND.COM
By Andy Toth, President

The search for a meeting site is making progress. A number of
members have talked with various clubs and churches to which they
belong and gathered information on other meeting sites. All leads are
considered and will be checked out. Jim Burke and Dick Chailcin are
the committee. All information given to me will be forwarded. That
being said, Jim and Dick are going to open a discussion with The Boys
& Girls Club of Camarillo to see if an arrangement can be finalized.
This site has many advantages and a rate of $40 per hour.

The CIPCUG CD set was well received. We printed 144 sets and
have 12 remaining. It will be the topic of a SIG at the end of April. The
club will probably do an updated one near the end of the year again.
After it was released, a number of members asked if there was a Screen
Capture Tool or a free Antivirus Software. If anyone comes across
these, please send me a link. If you have suggestions for additional
items, please send them to me. It is easy to keep them updated. Again, I
want to thank all who participated in this project.

June is the club election month. A committee is needed to nominate
the candidates for president. Please volunteer to help as soon as possi-
ble. Contact me or any board member. Being president is not about be-
ing a computer hardware and software expert. The board members are
very efficient at their duties. It is not a difficult or overly time-
consuming position. It does require the desire to do it.

For those of you attending the SIGs, I am sure you've noticed that,
generally, the same people have been doing them for the last year.
They do these because they enjoy it. Yes, sometimes it seems like a
chore, but even the most exciting jobs get boring periodically. Assem-
bling the software for the CD was an eye-opener. I guess I knew that
software existed but never bothered to investigate or use it. Larry Hud-
son did his first SIG on Syntrillium's Cool Edit 2000, an audio editing
software. He was very proficient at navigation within the program, and
his ability to explain and demonstrate audio cleanup techniques. That's
what the SIG is about: members demonstrating something they are fa-
miliar with and answering basic questions. If the software is functional
enough for you to take the time to learn how to use it, the software is
interesting enough to pass the information on.

Root Directory

PowerQuest products on April agenda

Programs

The April 5 program will feature Gene Barlow presenting PowerQuest products.

As usual, the meeting will be at the Freedom Center at the Camarillo Airport (see schedule and map on the back page).

Award-winning PartitionMagic can resize, split, merge, delete, undelete, and convert partitions — all without destroying data — in only a few minutes. For a limited time, when you buy PartitionMagic, you will also receive the award-winning PowerQuest DataKeeper.

The included File Browser lets you browse, copy or move files and folders from one supported partition to another, including the ability to manage files in hidden partitions.

PQBoot for Windows lets users select which operating system to run the next time the computer is rebooted.

Other features allow hot enlarging of NTFS partitions and offer step-by-step wizards to create a backup partition and install another operating system.

More details the company's products can be found on the Web at <www.powerquest.com/>.

Other coming programs:

Saturday, May 3: Vivitar. Vivitar Corp. hosts a complete line of photographic products, including digital cameras, 35 mm zoom cameras, point and shoot cameras, auto focus cameras, 35 mm SLR cameras, APS cameras, manual and automatic lenses, flashes, tripods, binoculars, underwater cameras, night vision products, slide projectors, digital projectors, camera accessories and several specialty cameras.

Vivitar has an extensive line of affordable digital cameras, ranging from entry-level VGA cameras to 4 megapixel digital cameras with zoom optics. The Vivicam series of digital cameras is one of the broadest product lines of digital cameras on the market, spanning the spectrum of interest from novice through serious-amateur digital photographer. The Vivitar digital camera line is constructed on the premise of value and quality.

Vivitar has a world-class line of flashes and lenses for 35 mm SLR cameras.

Saturday, June 7: To be announced

Saturday, July 5: Annual Garage Sale

If you have a program request or suggestion, give it to Craig Ladd by e-mail (vicepresident@cipcug.org) or at any meeting.

SIGs

Special Interest Groups (SIGs) meet at Ventura County Computers in Ventura. From the 101 Freeway, exit at Telephone, take Telephone south to McGrath, turn left and go one block. Turn right on Goodyear and then right again into the second driveway. Unit 117 is the back, right corner of the industrial building.

SIGs are sponsored by CIPCUG and led by volunteers. There is no charge for members to attend.

If no moderator is listed, the SIG is not officially scheduled. Check the Web page before you attend.

Unless otherwise noted, SIGs run from 6:30 to 8:30 p.m.

Here's the SIG schedule for April:

Monday, April 7: Michael Shalkey will describe scanning and using OCR (Optical Character Reader) programs to scan data directly into your word processor, saving lots of typing.

Thursday, April 17: Rick Smith continues his Windows XP discussion, covering managing mobile networking and remote accessing. Making your computer talk to your office computer using the Internet.

Thursday, April 24: Kurt Peterson will lead a discussion on PERL (Program Extraction and Report Language), which is a glue language because it easily links various objects. See how to extract information from a file or data base using PERL.

Thursday, May 1: Andy Toth on Housecleaning: Using the tools from the club CD to perform house cleaning chores on your computer to make it function more efficiently. What are POW!, XSETUP, RegCleaner, and Shredder and how can they benefit me?

April door prizes

The club door prizes for April are:
Microsoft Front Page 2002
Microsoft Money 2003
Microsoft Flight Simulator 2002
Microsoft Photo Draw 2000
2CoolPC Plus
Eagle Touch Multimedia Keyboard
SML Cable/DSL Broadband Router

Estimated retail value $400.

Additional prizes might be added before the meeting.

We have two types of raffle tickets: one for any prizes offered by the presenter and one for club-provided prizes.

The tickets for the presenter's prizes are free and limited to one per member.

The tickets for the club-provided prizes are $1 each, $5 for six tickets, $10 for 13 tickets and $20 for 26 tickets and are available to anyone.

SIG reminders available by e-mail

To keep members up to date on coming SIGs, Andy Toth has agreed to offer an e-mail reminder service to club members.

Sign up and he will automatically send you a reminder about two days before each SIG, indicating the topic, location, and date.

To sign up, send an e-mail to <siglist@cipcug.org> with the subject line "subscribe."

Can my Notepad really have a virus?

Business meeting

Art Lewis gave the treasurer's report. He noted that expenditures were $1,100 greater than receipts last month. This was due to two unusual payments, $904 for insurance for the year, and $566 for a compilation of CIPCUG's books. The compilation is a formal review of the year-end figures to see if they were correct, which they were. The compilation was performed by Kathy McCleary of Vance, Thrift, & Biller of Ventura. Members who are interested in seeing the report can contact Art for a copy.

Helen Long has had some complaints about the new password-protected areas of the Web site, but it seems to be working just fine. Please note that the password cannot be cut and pasted from the Web page because the first letter is capitalized on the Web page and the password must be all lower case.

The Web site is dedicated to the memory of Frank Segesman, who did the original Q&A sessions, managed the club's BBS for many years, and created the first Web site.

For coming programs, Craig Ladd has scheduled Powerquest and Partition Magic for April; and Vivitar on digital cameras for May. Other possible presenters are Adobe and Connectix.com's Virtual PC, which can be used to run several operating systems on one machine without partitions. Craig also noted the passing of Alice Radocay, who volunteered many hours to the club.

The July meeting will be a garage sale. This is your chance to get rid of all the computer stuff you aren't using any more.

The search for a new location is going well. Jim Burke has volunteered to work on this, but he needs help, particularly with making phone calls during the day. He is also asking for information on any churches that may be suitable. If you can help, call Andy at 604-7538.

Q&A session

Unless otherwise noted, questions are answered by Toby Scott.

Virus in Notepad

Q: I tried to launch Notepad the other night, and Norton 2002 said that I had a virus in that file. I let Norton quarantine it, and then I copied Notepad.exe from my other computer. Norton says it has the same virus. How likely is this?

A: I would run a thorough disk scan with Norton Antivirus – it typically takes an hour or an hour and a half — and configure it to delete everything that it finds with a virus, not quarantine it or fix it. Then go through the list of the files that it deletes and try restoring clean copies of them.

Q: I already ran a full scan and didn't find anything. But I'm not entirely certain Norton Antivirus isn't screwed up itself. A clean copy should load OK, shouldn't it?

A: Yes, but if you had a problem with Norton Antivirus it seems strange to me that it would fixate on one particular file. Try deleting Notepad first, then do a virus scan, and then copy Notepad over again. I don't really know.

If it had been Note Tab Pro, it won't open without a text file. If you

Executive Committee Meeting Notes

March 2003   By Martha Churchyard, secretary

The CIPCUG Steering Committee meeting was held on March 4, 2003, at the home of Andy Toth

Present: George Lakes, Helen Long, Ralph Duchacek, Andy Toth, Toby Scott, Art Lewis, Ken Church, Roland Fleig, Dick Chaiclen, Martha Churchyard and Jim Burke.

The club needs a new librarian, as Art Jensen is moving out of town. Any interested members should contact Andy.

Art Lewis gave the treasurer's report. He also distributed the account compilation done by Vance, Thrift & Biller. It shows that Art's figures are

accurate. There should be some independent review of the accounts in the future, but it would not need to be done every year.

Jim Burke reported on the progress of his search for a new meeting site.

The Camarillo Boys & Girls Club looks like the best possibility at this point, although there are others still to be checked out.

A minor drawback is that the meeting date will need to change to another Saturday, as the hall is already in use on the first Saturday.

There will be a Garage Sale at the July meeting, and Jim Thornton has

agreed to organize it again this year.

There have been criticisms of the membership renewal process. A member objected to publicizing names in the TOE and felt that all notices should be sent by postal mail. After some discussion it was felt that the present procedure seems to be working adequately, although some of the details could be improved.

Andy can't continue as president, and possible candidates were discussed.

An Elections Committee will be formed to bring forward some nominations.

More Q&A: Installing a larger hard drive

have a text file selected that is infected with a virus, that pointer is stored in the .INI file. Restoring the .EXE file will not change anything. Go ahead and open it, and find out where the text file is, and delete it.

Installing a larger hard drive

Q: If you want to install a larger hard drive on an older computer, is your limitation the operating system, the BIOS, or both, and what can you do about it? Would a new IDE controller card have a BIOS that would work?

A: If the BIOS won't recognize the drive as larger than, for example, 8 Gigabytes, you either get a new BIOS or a new computer. You can sometimes get a BIOS upgrade. Sometimes you can flash them, or sometimes you can actually buy a replacement chip and put it in, depending on the model. Usually you can flash upgrade them. But I really want to caution you to be very careful. If you get just slightly off on your BIOS' version number, particularly with some of the older ones that don't do very good checking first, you will overwrite things that shouldn't be overwritten, and the computer will no longer function. This is not something that you do lightly. Follow the instructions exactly.

(From audience): I'm wondering if a Promise card would help him?

A: I don't think the problem is with the IDE card, I think it's with the BIOS. The Promise card will recognize larger hard drives, but the BIOS won't. But I could be wrong on that, because I've never tried a Promise controller in that situation.

DLL on desktop

Q: I did an upgrade of a couple of utilities on my Sony computer, and it put some icons on my desktop, one of which is a DLL that's not a shortcut, so I don't like to delete it.

A: I'd delete it, leave it in the Recycle Bin, and run the programs and see if anything bad happens. If nothing happens, it is safe to delete it permanently. If something does go wrong,

my first instinct would be to uninstall and reinstall the program. But if you don't want to do that, you can always find what is missing in the Recycle Bin, and click on "Restore" to put it back on the desktop.

In general, use the Recycle Bin when you are not sure if you should delete something or not — just be sure not to empty the Recycle Bin. You know what it is associated with, so you can just run the program and see. If everything runs OK, just leave it deleted. If you get an error message, you can recover it from the Recycle Bin. It's pretty easy; just go to the Recycle Bin in Windows Explorer. Right mouse click on the file you want, and one of the options is "Restore." If you click on Restore, it puts it back where it came from, and you'll be back up and running.

Finding documents after improper shutdown and use of Restore

Q: I've got a funny problem. Accidentally I turned off my computer without doing a proper shutdown. I waited 30 seconds and turned it back on, expecting it to complain. Instead, it just put me back where I came from, so I continued on with what I was doing. Then I went into Microsoft Word and typed a rather long manuscript, and then closed the computer down all the way. The next time I started the computer, it complained it had not been shut down properly. I have a Me system and Office 97. My work was there but I couldn't print it. So I have a Restore feature, and I looked at it for a long time, and it said that I if I did a Restore I could undo it. And I believed that. (Laughter)

A: When the system complained it had not been shut down properly, did it come up in safe mode?

Q: Yes.

A: That's why you can't print. If you had simply shut it down at that point and started back up again, you would have been up and running just fine. When Windows 9x — Windows

95, 98 and Me — are not shut down properly, it usually does a Scandisk. If you know that it was shut down properly or you didn't do anything that involved saving of data, you can hit the letter X as Scandisk starts, and it will cancel it and continue with the boot. If you have been working with a document, particularly if it is important to you, let the Scandisk run. Scandisk will try to find all the documents that were open when you shut down improperly and stitch all those pieces back together for you. That's the purpose of it.

When you come back up from an "event" — an improper shutdown in Microsoft lingo — if Windows thinks it was serious enough, it brings you up in what is called Safe Mode. It puts a little box in the middle that says, "You are in Safe Mode," and it says "Safe" in all four corners. In Safe Mode you have no networking; so you can't get on the Internet. Your printer in all probability will not work. USB devices, like a USB mouse, probably won't work either. It uses VGA mode graphics, 640 by 480 by 16 color graphics. This is because Safe Mode is where you go when hardware or something is interfering with the operation of Windows and it won't boot properly. You can uninstall or replace device drivers and so forth that may be causing the problem. It's a diagnostic, fix-it mode. But don't try to run applications in it. Windows deliberately turns these functions off in case they are causing a problem. Windows doesn't know; it's stupid.

So when you finish fixing whatever it was that needed fixing, restart — or many times you just bring it up in Safe Mode and restart immediately. When it comes back up normally everything will start working again.

Now you did a Restore — when you finished the Restore, what happened? Was it pushed way back to such an early time that all of your programs disappeared?

More Q&A: When my printer prints garbage

Q: No, it was pushed back to another Restore I had done prior, in December. But then I wanted to un-restore, and got an error message. So I lost my manuscript, and that's what I'd like to get back.

A: But Restore didn't touch the document file. Let's talk about Restore. Windows keeps track of everything you have on your computer — all of the programs, all of the pointers to data, all the junk Windows uses to keep track of itself — in a central database that is generally not visible called the Registry. When you do a system restore, if you have a saved Registry, all you do is roll this database back to a previous date. It only changes the Registry. It does not change any other file on the computer.

Q: But before I went into Safe Mode, when it came up exactly where I left off after I turned it off accidentally, I did several pages, and saved them. When I shut down normally, the pages were missing when I came back up again.

A: What you are saying is that the several pages you did after you went into sleep mode — that's what it sounds like happened — are gone. Look for the files that Scandisk creates — I'm not sure what they are called with Windows Me — probably CHK-something.000, 001, 002, and so on. They will be in a folder on your computer, off the root. Look for some that have some size to them, and you will probably find your data in one of those CHK files. Scandisk takes everything that wasn't closed properly and puts it in those CHK files. Don't try to fix a program; you'll never stitch it back together again. It will have to be reinstalled. But if it is data, you can usually find it. It won't display quite correctly, but you can usually get all the actual text back.

(From audience): Could her default directory where the documents were saved change?

Q: Yes, that's a good idea. The saved version could be in the Windows directory rather than in My Documents. Do a search on that file name to see if there are two copies. Go to Start, Find, Files and Folders, type in the name of your document, and search the entire C: drive.

Printer prints garbage after paper pulled out

Q: I had sort of an improper shutdown. I have a Laserjet 1100, and I have a bad habit, when something starts printing that I didn't want to print, I pull the paper out, and that stops the printer. I did that the other day, and when I got it going again, it printed with a gigantic type size. I couldn't figure it out, so I just uninstalled the printer and reinstalled it. So my question is, is there a better way?

A: Go to the Printers folder — that is, My Computer, Printers, or in the Control Panel — and right mouse click on the printer. First, choose "pause printing," and that will suspend the job. Then you click "cancel all documents," and after a few minutes all the print jobs will disappear. The queue will empty.

Here's what happens when you do what you did. When you print, the first thing the computer does is send to the printer control codes for setting up the fonts and all of the formatting for the print pages. Then it starts to send the text. When you turn the printer off and turn it back on again, all those control codes for fonts and so forth are lost. Then here comes this stream of text, and the printer just starts printing with whatever its default font is, which on many printers is very large fonts, about three or four letters per page. That's not the elegant solution.

If you have started printing a job and can't get to the Printers folder quickly, you can pull out the paper tray, like you did, as a temporary solution. But then what you do is take the pages that you didn't really want and put them back on top of the stack, go to the Printers folder and cancel the print job, then push the paper tray back in, because it takes a little bit of time for Windows to cancel all the print jobs. You'll get some printing on the first page or so that you'll have to recycle. But Windows won't cancel printing until the printer is running again. What happened to you is that you had this gigantic print job stuck in the print queue, and Windows wouldn't do anything until it gets rid of that by printing it, or you cancel.

Loading Web pages from e-mail links

Q: I get a newsletter every day by e-mail from a newspaper, and it mostly has headlines. If you want to read the story you click on the link. Fairly regularly now when I click on some of these links it starts loading, maybe 15 percent, and then it stops. I can cancel that and go back, but from then on I cannot open any other links, nor can I open any other e-mail. Can you suggest what's going on? My mail client

More Q&A: I think I ruined a CD

is Netscape Messenger.

A: My suggestion, which may or may not help, is when it freezes, rather than closing the window with that job still unfinished, click on "refresh" and try to load it again. See if it dies at the same place or not. Sometimes, particularly with news sites that change daily, they can get a lot of people trying to access the data simultaneously, and you can get real slowdowns, and it won't load properly. If you just click on it again it will load. However, the fact that you can't click on any e-mail after that, with Internet Explorer would mean a more serious problem. With Netscape, I don't know, because I don't use it.

When CDs get stuck together

Q: I was attempting to read a CD in my CD burner, and when I put it in I heard this terrible grinding noise like a cement mixer. I opened the tray and discovered that there were two CDs stuck together. It seems like it works, but have I ruined it?

A: Probably not. You may have ruined the top CD. Looking at a CD, you think the bottom of the CD that has all the grooves is where your data is, but that's not correct. The data is actually in the coating on the top of the CD. The laser comes through the plastic and burns through the plastic onto the coating on top. The grinding noise you heard was your data on the top CD grinding against the upper surface above the tray. You may have scored it, and that CD may or may not be readable any more. I wouldn't trust it, just get rid of it and make another one.

Q: I haven't tried that CD yet, but I'm more concerned with the burner.

A: The top side of the burner drawer is just the enclosure for the drawer, just to keep it approximately level while it spins. No guarantees, but probably it's OK.

Blue screens after installing new hardware

Q: I have installed two new things, a Delphi with a Linksys router and also a Logitech cordless keyboard and mouse. Now when I shut down I get a blue screen almost every time.

A: The Linksys router will have nothing to do with your blue screen. We can rule that out because when you start the shutdown process that turns off TCP/IP and networking.

Q: When I get the blue screen the lights on the router stay on. If I happen to be able to shut down without the blue screen the lights go off.

A: If you have power to your Ethernet card, then the light will be on, and if you don't have power it will go off. You're just locking up with the power on. Your problem is either a hardware problem with the keyboard or mouse, or more likely it's a problem with your USB setup. I would check for the latest BIOS updates for your motherboard, for your operating system. Also, you can uninstall and reinstall USB. I certainly would start with USB. If you know someone who has similar hardware, borrow it. It doesn't even have to be wireless, if you just have a USB keyboard or mouse to work with, I would try them. USB is still error prone and problems are often difficult to get rid of.

Printing directly to the printer

Q: Windows 3.1 has a Print Manager that you can turn on and off using a check box. Is there such a thing in Windows 98 and Me, and how do you find it? I want to print directly to the printer.

A: You can't. Windows 3.1 was essentially DOS with a graphic interface. Most printers had to have their own drivers installed in DOS. With Windows 95 they tried to insulate you from the DOS aspect of it. They don't want you to print direct. There is an option in the spooler to print direct. Go to the printer listing in your Printers folder, right mouse click, and go to spool or spooler on the menu — it depends on the version. There will be several options. One is to not start printing until all the pages have been spooled, or to bypass the spooler and start printing immediately. But you are still using Windows print functions. Windows does it that way because it does not want to have a situation where two programs are trying to print to the printer at the same time. In a multitasking environment you always run that risk. So Windows refuses to allow anything to go directly to the printer, it wants to arbitrate.

Installing broadband and a network

Q: I'm anticipating going to broadband, and I also want to install a network. I am an intelligent, naïve computer person who can follow directions if they are well written. What is the likelihood of my having success doing those two things myself? Or would it be worthwhile to retain a professional to assist me?

A: Let's break this down. If you get a router, the router will handle your broadband connection quite easily, and it will typically allow you to connect up to four computers painlessly. Configuring the computers to use the network card, and installing network cards in the computers, if you don't have them already, I would classify as an intermediate level task. You need to follow the instructions pretty carefully, and you do have to open the computer up to put the network card in. But for someone who is moderately adept with computers and knows how to put a card in a slot, there's nothing that would be daunting.

Q: Do you charge more if you come in after I've tried?

A: No, not if you've tried, but I do charge more if you try to help.

As long as we're talking about this, let me make a plug. My CNet router stopped working, so I installed one of the new SMC units from the shop, and I really like it. And it's pretty inexpensive. One nice feature is that when you turn on a computer, instead of just getting a solid light on the router port, the light blinks until it has synched up with the computer, and then goes

IRS wants to get out of paper business

By John Weigle

<jweigle@vcnet.com>

Make the filing of your tax returns easier, cut down the number of errors made by the IRS and get your refunds faster. It's all possible with electronic filing, Ted Meyer of the Internal Revenue Service said at our March meeting.

Electronic filing is a winning proposition for both taxpayers and the IRS, he said, because it cuts the amount of work required at the IRS, thus cutting expenses, and it speeds the work up so taxpayers get their refunds sooner than they would with paper filing.

"We're trying to get out of the paper business," Meyer said, adding, "It's a lot safer than filing a paper return."

Most returns are already prepared on a computer, he said, but then many of them are transferred to paper. The paper is sent to the IRS, where the process is reversed. The paper returns are punched back into the computer.

Errors can be made at both ends of the process — when the taxpayer or the person who prepares the return puts the figures on paper or when the IRS clerk punches them back into the computer.

"Every single tax return that is filed on paper is punched back in to the computer," he said.

Simple returns average 400 keystrokes, clerks process 50 returns per hour for some 9,000 keystrokes per hour or 12,000 keystrokes per day.

Photo by Jerry Crocker

Ted Meyer of the IRS discusses the merits of electronic filing of tax Returns at our March meeting.

The error rate is more than 20 percent, he said, and every error requires contacts between the taxpayer and the IRS. And, Meyer commented, "I don't know of anybody that enjoys receiving letters from the IRS. … I don't even like getting letters from the IRS."

All the contacts are expensive for both sides, so "Every error that we have is costly," he said.

The last time he filed paper returns, Meyer said, he prepared four for various family members. Two of the four has problems — refunds or bills that weren't due. It took six months to get the bill straightened out, he said, "and I know people at the IRS."

Last year, he said, 76 million Americans filed electronically.

It's also possible to get refunds and to pay electronically, Meyer said.

Some simple returns can be filed with touch-tone phones, but it's better to file electronically or have your tax preparer file them electronically. Some sites or tax-preparation software have free filing, and others charge.

Benefits of electronic filing, he said, include proof of filing a return that can be processed, improved return accuracy, reduction of subsequent IRS contacts, faster processing, and faster refunds if they're directly deposited, and electronic filing is a proven product, he said.

He said one couple sent state and federal tax returns with return receipts requested — but they placed the state return and check in the federal envelope and the federal return and check in the state envelope. Both tax agencies cashed the checks, and the couple had to work hard to straighten out both problems.

A return receipt by regular mail shows only that the tax agency got mail, not what was in the mail. With electronic filing, however, the IRS can check the return, notify you of any problems and, if there are none, process any refund required within seven to 10 days.

"There are dozens and dozens of companies that let you file online," he said, and many tax preparers can also file electronically.

Tax preparers won't be accepted into the electronic filing program if

More Q&A ...

solid. That's really helpful for diagnosing bad connections and so forth. Also the menus and the setup wizard are cleaner, and the help files are much nicer.

Tax numbers, Web sites:

Internal Revenue Service: www.irs.gov
California Franchise Tax Board: www.ftb.ca.gov

General information by phone: (800) TAX 1040
Federal forms by phone: (800) TAX

3676
Recorded tax help by phone: (800) TAX 4477
Meyer's e-mail address: ted.meyer@irs.gov

For details on free filing online or the status of your return, go to the IRS site and click on the appropriate links.

Adjusting your mouse settings

Michael Shalkey's Beginner's SIG showed a variety of ways to change the way a mouse looks and acts. Directions here will apply to Windows XP, but they're similar in the Windows 9X series. Screens will also vary some, depending on whether you've installed special mouse drivers.

Mouse settings are found in the Control Panel (Start > Control Panel > Mouse). By moving from tab to tab, you can change the buttons (if you use the mouse with your left hand, for example, you might want to reverse the left and right buttons), pointers, pointer options and wheel (if you have a wheel mouse). The hardware tab tells you the name and type of your mouse, and the activities tab lets you set the speed for double clicking; change the orientation, which affects the way the pointer moves; and enable or disable highlighting or dragging without holding down the button (these tabs are likely to change depending on the mouse you have).

The Pointers tab lets you pick a variety of sizes and designs for the mouse pointers (the arrow, hand or other icon that tells you where the mouse is on the screen). These will vary depending on your desktop theme and any additional pointers you might have added. It's important when picking a pointer to choose one that lets you easily figure out where to put it to click on a file or program, Michael noted. The arrow is easy — use the arrowhead — but pointers that are round or some other shape can make it more difficult.

A number of pointer combinations can be found on the Pointers tab by clicking on the down arrow to the right of Scheme. That's how Michael found the large arrow and other pointers he showed.

If you have trouble finding your pointer, consider using Pointer Options to enable Display Printer Tails. This can be especially useful on laptops.

If you don't want tails, you can enable "Show location of pointer when I press the CTRL key." If you do that, a large circle will focus in on the pointer and then disappear.

If you're having trouble learning to use the mouse, Michael said, open Start > All Programs > Games, and play your favorite card game — Solitaire, Hearts or Free Cell or one of their variations. This will give you practice in single and double clicking and dragging objects. And if anyone asks about the time you're spending on card games, say you're learning more about using your computer.

Michael also showed a program that puts a cat on the desktop to chase a moving mouse pointer (get it, cat chases mouse?). There are several, but one that can be found easily on the Web is Neko95, which is free. Among many other sites, it's available at <www.geocities.com/Heartland/Park/4073/factory2.html>. The one Michael showed was Topcat.exe, which is available at <www.sterlet.com/funstuff/FunList.php?header=Desktop%20Fun&dir=Desktop Fun>. Similarly, if you want to change your pointers, use your favorite search engine to find the many possible locations.

More in IRS ...

(Continued from page 8)

they haven't filed their own returns or they haven't paid taxes they owe, he said.

Taxpayers can file now and make the payment April 15, he said.

Almost all IRS publications and forms can also be obtained online, Meyer said.

Taxes can be paid by direct deposit, credit cards, check or installment plans, he added.

Alyce Radocay dies

Alyce Radocay, 85, of Camarillo, known in the club for periodic e-mails of jokes and commentaries, searching through exchange newsletters for programs and ideas, and other volunteer work, died Monday, Feb. 17.

She had been a Ventura County resident for the past three years, coming from Walnut Creek, Calif.

Survivors include her son, Mark Radocay, and wife Valerie of Newbury Park; daughter, Linda Radocay of Livermore; grandchildren, Shannen and Jonathan Radocay and Rob and Kristin Edwall; and brothers, William and Carmen Vetter.

Funeral arrangements were under the direction of Garcia Mortuary, 629 South A St., Oxnard. For further information, please call (805) 486-9148.

The club extends its sympathy to the family.

What constitutes a Web page update?

By Helen Long

<liz@cipcug.org>

I don't think I have ever bothered to explain the way I update the Web page. Actual new information is the only thing that gets listed and dated. Many times people bring to my attention that I have misspelled a word and when I make "cosmetic" changes to a page, I don't actually list it as a revision. This saves you from reading the whole page and wondering what is different. I do appreciate it when spelling or grammar is brought to my attention because writing never was my forte. I do a passable job of cut-and-paste, but my talents end there. So feel free to bring these things to my attention, as everyone knows how very simple a change is to make in a Web page, and we certainly do want to look professional.

Don't forget that the User Group
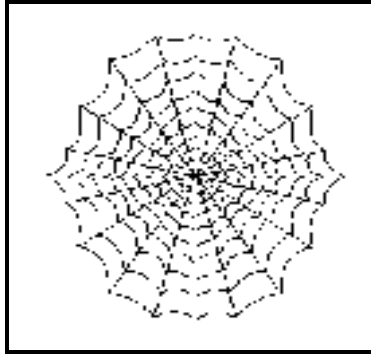
Discount page and the current issue of the newsletter are now password-protected. The older issues of the newsletter are readily available. Check out the User Group Discount page, because many companies are offering discounts on books and software. Keep checking it periodically because Andy will keep updating it.

Again, I have updated the Club Photo-4 and Behind The Scenes-3 photo pages. Jerry always provides a

lot of pictures, but unfortunately I don't always know who all the people are. We are going to try to get names of door prize winners, and I hope you winners will help me. I will be sitting up in front as you pick up your prizes, so please help me out and make sure I spell your name correctly. Last month, you inundated Jerry and me, and I got names for people that Jerry didn't get pictures of, so we will try again. Help us out, please.

I will probably take the Garage Sale page down temporarily, as Jim Thornton will be handling the July Garage Sale program. Keep watching for information on rules for submitting items for sale. This may be mentioned elsewhere in this newsletter. We need your support to make this venture successful, so start scouting around your work area for things that you are no longer using and consider getting rid of it at our club Garage Sale in July.

Odds and ends

By Jim Thornton

<jthorn@adelphia.net>

WINDOWS FILE MANAGER: Remember back when you were using your first Windows operating system before Windows 95 and how friendly its version of Window Explorer was? That program was called File Manager. Do you know that it is still on your computer if you are a Windows 95, 98 or Me user? Just call up your Run program, type in Winfile, and here is your old friend the File Manager back again. The step-by-step commands are: (1) click on Start; (2) click on Run; (3) type in "Winfile" without the quotation marks in the Open box; (4) click on OK; and here is File Manager. One of the main limitations of this program is that it doesn't display the long file names. All file names

longer than eight characters are truncated. For example, file alongfilename.ext is appears as alongf~1.ext.

KABC INTERNET GROUP: Los Angeles radio station KABC (790 AM) has a weekly two-hour listener call-in computer program on Saturdays from 9 to 11 a.m. One of the program's newer features is a 24/7 (open 24 hours and 7 days a week) Internet group where listeners can ask questions on how to resolve software problems, hardware upgrading, etc. and other listeners answer the questions based on their experiences. In addition, the program hosts (Marc Cohen and Mark Oleesky) post their show notes, including Internet addresses that they mention, guest vendor Web sites, etc. The Internet address of this group is www.groups.yahoo.com/groups/KABC-ComputerShow/. You can read the group members' questions and an-

swers, but to post or answer a question you must become a member. There are no fees to become a member. Also, members can have all the postings e-mailed to them as individual messages, in a single daily group message, etc., so that you don't need to frequently check the Web site.

EUDORA QUICK MAIL CHECK: Do you know if you use the Eudora e-mail program you can check for new mail without having the program fully displayed on your desktop? With Eudora minimized, right click on the icon on your task tray (the row of icons with names across the bottom of your screen), left click on "Check Mail" on the small menu that appears. Should you get mail, the Eudora "You Have Mail" icon will appear in your System Tray (the icons without names in the lower right hand corner of your screen next to the current time).

Simple Backup makes essential task easy

By Jim Thornton

<jthorn@adelphia.net>

You're getting ready to do your income taxes and you are going to use your favorite tax program again this year. You click on the program's icon, hear a strange noise coming from your computer, and now your computer is locked up. What happened? Your hard drive just died, and all of your tax and financial records, including your on-line checking, your digital photographs, your achieved e-mail messages, your address books, your word processing documents, your spreadsheet files, etc., are lost!

What can you do? You can always buy a replacement drive, but how do you get your inaccessible data onto your new drive. Simply, you can't!

Of course, you can always take your old drive to a data recovery expert, who typically charges between $675-$1,300 to recover and copy your data on to a CD. Or with a little planning before your drive crashes, you can make your own CD copy of your drive, and when your drive crashes, just install the new drive, copy the data from the CD onto your new drive, and you're back up and running again.

One inexpensive popular backup program is "Simple Backup" (version 4.71) from Stomp Inc., and the downloadable price is $29 from <www.stompinc.com> or $39 for a CD copy. Also, it is one of the five bundled programs that come with RecordNow Max Platinum, and six pages of the RecordNow Max Platinum 56-page User's Guide are devoted to Simple Backup.

When you launch Simple Backup,

you're greeted by a menu of six items:

—FULL SYSTEM BACKUP — backs up (copies) everything from your hard drive onto a CD including your operating system and registry.

— CUSTOM BACKUP — displays a Windows Explorer-like screen with a blank checkbox next to each folder, subfolder, and file, and only those boxes that you check will be copied — this is a handy feature if you want to take certain files to another location or back up only those files that have changed since your last full backup.

— DISASTER RECOVERY DISKETTES — creates a bootable floppy diskette and associated CD so that your CD player is operational to copy the data from your backup CD

More on Simple Backup ...

onto your hard drive.

— COMPLETE SYSTEM RE-STORE — copies the data from your backup CD and eliminates the need to first re-install your operating system, etc.

— CUSTOM RESTORE — displays a Windows Explorer-like screen with blank checkboxes next to all the backed up files and will restore only those files that you are now checking.

— EXIT — exits the program.

During the entire process — either backing up or restoring — you are guided by easy-to-follow wizards. Each backup CD will hold up to 1.2GB of data — about twice the amount that a CD normally holds as the program automatically compresses your files during backup — and with larger hard drives whenever the first CD is full, the backup will automati-cally span (flow) over to the next CD. The CD tray will open automatically to prompt you for another CD.

System requirements are PROCES-SOR, Pentium or equivalent at 166MHz or better; MEMORY, 64MB of RAM; OPERATING SYSTEM, Microsoft Windows XP Home and Profes-sional, Windows 2000 (up to SP2), Windows NT 4.0 (up to SP4), Windows ME, or Windows 98SE; HARD DISK, 50MB of free hard disk space; MOUSE, mouse or other pointing device; DISPLAY, 16 bit color at 800x600 or better; and CD-WRITER, CD-Recordable (CD-R) or CD-Rewriteable (CD-RW) drives.

A nice feature of this program is that during installation the program automatically detects, identifies, and remembers your CD writer.

Some Windows 2000, NT, and XP users have reported problems with the Disaster Recovery feature, and, accord-ing to the manufacturer, these prob-lems are related to the earlier Win-dows Service Packs (versions). Also, a similar problem with the older version of Windows Media Player (typically version 7.0 — the current version is 9).

I'm running Windows Me and Windows Media Player 9 on a 500 MHz Pentium III with 256MB of RAM without any "hiccups," etc.

For years, I always backed up my data onto 3½-inch floppy diskettes; then I started to use ZIP disks, as one 100M Zip disk can hold the data of approximately 69 floppies.

Then I went to recordable and re-writable CDs, as one CD can hold over 450 floppies and now a Simple Backup CD can hold over 830 floppies.

I am pleased with Simple Backup and recommend it.

Product announcements
Variety of new programs available

We've received announcements of several new pieces of software in the past several weeks. Here are some of them:

Aladdin StuffIt Deluxe 8.0

Aladdin is offering its comperssion program, StuffIt, at the special user group discount price of $29.99. For more information go to <www. aladdinsys.com/support/usergroups/ index.html> and enter the code: PCUG 2002.

StuffIt Deluxe 8.0 is the newest version of its popular "designed for Windows(r) XP" compression and file transfer utility. New Wizards allow users to compress and transfer files via FTP and e-mail. The new StuffIt X file format, gives users better compression, strong 512 bit encryption, and error-correction features.

StuffIt Deluxe 8.0 includes exclu-sive features include task automation, one-click compress and mail from Mi-crosoft's Word, PowerPoint and Excel; a dynamically updated list of all ar-chived data on the user's PC and on the network; Wizards to make the "Compress and Email," FTP archive creation, uploading and file exchange features of Microsoft Office easier to use.

StuffIt Deluxe is regularly $39.99 and is available directly from Aladdin, major retailers and mail order catalogs in the United States and Canada, and select dealers worldwide.

The StuffIt Standard Edition 8.0 for Windows is also available.

Registered owners of previous Stuf-fIt Deluxe, StuffIt Lite (now called StuffIt Standard), DropStuff or DropZip versions can upgrade to Stuf-fIt Deluxe 8.0 for $14.99, directly from Aladdin at <www.aladdinsys.com/ store/upgrades.html>. All customers providing a StuffIt Deluxe 7.5 proof of purchase after Jan. 12, 2003, are eligi-ble for a free downloadable upgrade to StuffIt Deluxe 8.0 for Windows.

Developers of the following pro-grams have asked us if we'd like to review them. If you're interested, send an e-mail to <editor@cipcug.org> for all the details.

Advanced EFS Data Recovery 1.0

ElcomSoft Co. Ltd. of Moscow, Russia, has asked for a reviewer for Advanced EFS Data Recovery 1.0 for Windows NT4/2000/XP.

ElcomSoft calls the software the first program that makes it easy to re-cover (decrypt) files encrypted on NTFS (EFS) partitions created in Win-dows 2000. With AEFSDR, protected files can decrypted even if the system is not bootable and you cannot log on, and/or some encryption keys (private

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More software announcements ...

or master) have been tampered with. Besides, decryption is possible even when Windows is protected using SYSKEY. AEFSDR effectively (and instantly) decrypts the files protected under all versions of Windows 2000 (including Service Packs 1, 2 and 3). The latest addition to ElcomSoft's family of password recovery software allows business managers to deal with lost and destroyed encryption keys, as well as with employees who, intentionally or unintentionally, are unable to access critical files that have been encrypted. Finally, AEFSDR is also a state-of-the-art computer forensics tool that could be used b! y law enforcement, military and intelligence agencies to open secured files.

Picaloader 1.1 for Windows

VOWSoft, Ltd. Is seeking a reviewer for PicaLoader 1.1, an Internet tool for managing online pictures for Windows 98/ME/NT/2000/XP.

PicaLoader makes it easy to connect to the Internet, download images efficiently, manage your collection of images, and view them quickly.

PicaLoader is a fully automated, multi-threaded, link-following, picture-retrieving robot that will retrieve all the pictures you want from any part of the Internet.

With its advanced HTML analyzing engine, you can download any picture from the Internet, even the pictures linked by JavaScript, VBScript and JScript.

Pictures can be selected by size, definition, color depth, and other attributes.

You can collect serially numbered images that are on the Web site's server, even if the images are not displayed on the Web site.

PicaLoader can auto reject duplicate pictures, and save every picture's name, size, creation date and time, download time, and referrer URL, as well as notes that you add to each picture.

The program has a built-in thumbnail browser. You can sort, search, copy, or move the pictures and even set a password for your project, which may contain up to 700,000 pictures.

It's easy to resume broken downloads, so a dropped telephone line will never cause you to lose images.

In addition to the thumbnail images, you can preview each picture, shrink images to fit the screen, scroll to view pictures in their full size, or set up a slide show.

Kaspersky Anti-Hacker 1.0

Kaspersky Labs is seeking a reviewer of Kaspersky Anti-Hacker 1.0. If you're interested, send an e-mail to <editor@cipcug.org> for all the details.

Kaspersky Anti-Hacker is a personal firewall designed to ensure the reliable defense of home computers against hacker attacks and to prevent unauthorized access to personal data.

Kaspersky Anti-Hacker is a filter operating between personal computers and the Internet that checks all incoming and outgoing data streams and permits only safe data and actions.

It gives users the ability to define filtration rules for each Internet application, specific IP addresses, etc. Users can choose from among five preset levels of protection and can increase the number of rules according to individual security requirements. The program also has a "self-learning" feature that allows users to interactively create a set of rules best corresponding with installed software.

Kaspersky Anti-Hacker is incompatible with some internal cables and ASDL modems.

GooDeleteHistory
AnswerMyPhone

GooDelete History v1.0 (freeware) lets users individually delete Google Toolbar Search History items. Google Toolbar will clear all items in its search history.

With GooDelete History a user can select a history item from the Google Toolbar search history list and delete it.

This allows Google Toolbar users to retain useful keywords and delete unwanted items from the history list.

AnswerMyPhone v2.0 is automatic Telephone Answering software that also allows tracking of caller Ids.

Use your PC as a digital answering machine for your telephone.

Unlike traditional answering machines it can record a large number of messages limited only by your hard disk space.

One minute of conversation will consume just 500 KB of your disk space.

PPP Infotech Ltd also produces PPPshar, Internet connection sharing software; and netMailshar, an e-mail server for Internet and LAN.

KazTrix AI Agent Application 1.0 for Windows 95/98/ME/NT/2000/XP

KazTrix AI Agent Application 1.0 for Windows 95/98/ME/NT/2000/XP allows you to create as many agents as you wish.

Each will have its own characters and backend database, with a smart query engine using Artificial Intelligence search methods.

You can increase their knowledge over time by feeding them information and data. The power to continually educate your agent is unlimited, and each brain is at your fingertips at all times.

You can access and find your much-needed information using the smart engine, or simply access their brains in open format, using brain edit utility. Your Agent remains available on your desktop and always visible.

There is only a single menu system, which can be accessed by a simple right-mouse-click. This simple interface provides a unique functionality that everyone, spanning from children to savvy businessmen, will benefit from.

Review

Cpu-Z provides lots of useful information

By Jim Thornton

<jthorn@adelphia.net>

This little freeware program provides over 100 bits of information about your computer's Central Processing Unit or CPU. If you are interested in your CPU and associated hardware that is inside your computer, this program is for you. Freeware is a software program given away free by the developer, and the CPU, also called the processor or microprocessor, is the brains in your computer.

When you launch the program, a window appears on your desktop with five tabs across the top labeled CPU, Cache, Mainboard, Memory, and About.

In the following paragraphs all items in parenthesis depict a typical response or example.

The CPU screen is divided into five parts:

PROCESSOR provides the processor's name (Athlon) and manufacturer (Intel), its location (Slot 1), etc.

SPECIFICATION shows the common name for the processor (Pentium 4) and its speed (500 MHz), the model number (7), the instructional set (MMX, SSE), etc.

CLOCKS gives the core speed (498.8 MHz), the internal speed of the processor, the multiplier (x5.0), the bus speed (99.8 MHz) — the multiplier takes the bus speed and multiplies it to produce the core speed; etc.

CACHE shows the amount of memory per each level of cache — cache is pronounced cash. More information on cache is provided in the next paragraph.

PROCESSOR SELECTION — Should your computer have more than one CPU, you may select which CPU information that you want to view.

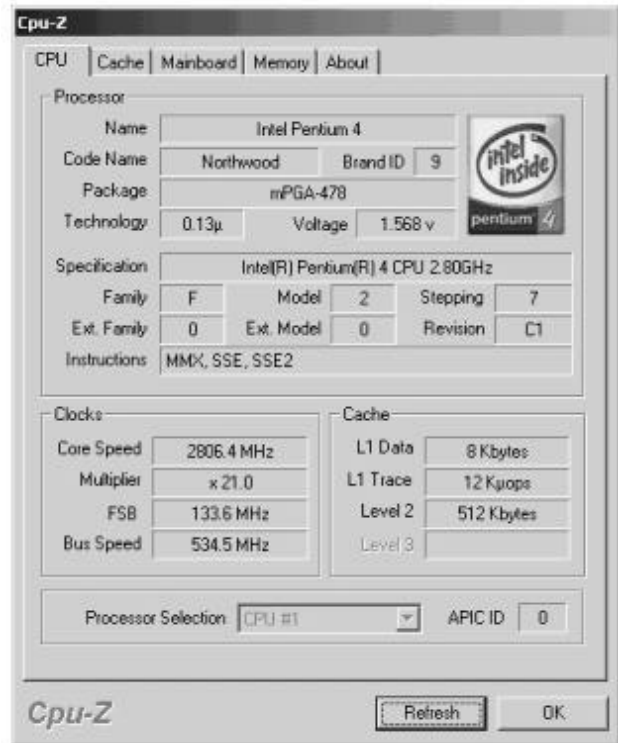The CACHE screen provides detailed information on each level of cache.

LEVEL 1 or L1 cache is the memory built into the microprocessor. For example, the amount of cache built into the Intel 80486 microprocessor is 8KB while the Pentium has 16KB. This program displays the amount of L1 cache.

LEVEL 2 or L2 cache is the special memory external to the CPU and is permanently mounted on the motherboard between the CPU and your RAM — random access memory. L2 cache is composed of high speed SRAM — static RAM — and is much larger in capacity, typically 512 KB — than L1 cache. Your main RAM is typically a slower and cheaper RAM called DRAM — dynamic RAM. This program displays the amount of L2 cache.

LEVEL 3 or L3 cache — similar information is provided. Whenever the L2 cache is built into the CPU, as is

More about Cpu-Z and your computer's innards

the L1 cache, the memory that sits on the motherboard between the CPU and RAM is called the L3 cache.

The MAINBOARD screen is divided into three parts:

MOTHERBOARD lists the manufacturer (Intel) and the model (SE440BX-2) and revision numbers (C1) of the motherboard as well as for the associated chipset, etc.

BIOS is an abbreviation for basic input/output system, is pronounced bye-ose, and provides the basic instructions to your computer so your keyboard, mouse, hard drive, etc., are functional before any program, including Windows, is loaded and usable. This screen identifies the manufacturer (Intel), version (454EB2X0.86A.0024. P17), date of release (09/17/2000), etc.

AGP is an abbreviation for advanced graphics port and is designed to provide 3D-like graphics on your monitor. This screen lists the revision number (1.0), data transfer rate (2x), etc.

The MEMORY screen is also divided into three parts:

GENERAL shows the total quantity of memory or RAM (256MB) in your computer, etc.

MODULES INFORMATION provides information on the location (DIMM#0), type (SDRAM — synchronous DRAM), speed (PC125), and size (128MB) of the each RAM module, etc.

TIMING provides the speed of your memory (99.9MB), the clocking information (2.0 clocks), etc.

The ABOUT screen provides the usual credit for the program's designer and provides several report-saving options.

The version 1.16 program is compatible with all current CPUs from Intel's 486 through the Pentium 4 and the same is true for the AMD series of processors.

It is compatible with the Intel and AMD chipsets as well with several other major vendors — SiS, nVidia, etc.

It is fully functional with Windows 95, 98, Me, NT4, 2000, and XP.

The 162 KB program is identified as cpu-z-116.zip and is downloadable from <www.cpuid.com>. It is compressed as a ZIP file and may be easily uncompressed by one of the many popular unzipping programs, i.e., WinZip, etc.

Note: This is another in a series of short articles describing freeware and shareware programs that will identify your computer's components.

Kill the Office Paperclip!

From annoyances.org

I don't have to tell you how annoying that stupid little animated paperclip character is that pops up in Microsoft Office 2000 and Office XP, preventing mouse clicks until it's closed. Clippy (and all the other stupid little characters) are very easy to kill:

Double-click the **Add/Remove Programs** icon in Control Panel.

Locate **Microsoft Office 2000** or **Microsoft Office XP** in the list of installed programs, and double-click it (in Windows Me/2000/XP, highlight it and click **Change**).

When the setup window appears, click **Add or Remove Features**.

For Office 2000, click the plus sign [+] next to **Office Tools**, and click the box next to Office Assistant; for **Office XP**, it's in the **Office Shared Features** category.

From the menu that appers, choose **Not Available**.

Click **Update Now** when you're done. That's it! None of those annoying characters will ever bother you again!

Is it time for *you* to renew?

By Ken Church

membership@cipcug.org

Please welcome new member, Carl Johnson

Attendance at the March 2003 general meeting:

　93 Members

　　8 Guests

Total membership: 319

RENEWAL INFORMATION

The **renewal**/New Mbr dues are
$25/$35 for single membership,
$30/$50 for two or more family membership.
Please send your renewal payment to:

CIPCUG MEMBERSHIP
P.O. BOX 51354
OXNARD, CA 93031-1354

Or bring your payment to the April meeting.

February 2003 renewals:

Mbr#	Last Name	First Name	Pd to Date
0913	Guedel	John	200302
1010	Jackson	Rusty	200302
1087	Lunt	Bill	200302
0851	Malloy	Gene	200302
1047	Norton	Henry	200302
0098	Vlazny	Don	200302

March 2003 renewals:

Mbr#	Last Name	First Name	Pd to Date
1056	Dayman	Bain	200303
1057	Dayman	Evelyn	200303
0667	Dirrim	Allen	200303
0916	Jensen	Ted	200303
0573T	Kelly	Scott	200303
0773	Lang	Nita	200303
1089	Manning	Phyllis	200303
0100	McLoud	Jerry	200303
0768	Nifong	Bob	200303
0423	Phelps	Patricia	200303
0221	Thornton	Dianna	200303

March renewals continued

Mbr#	Last Name	First Name	Pd to Date
0136	Thornton	Jim	200303
1059	Torgerson	Russ	200303
1012	Yates	Jeff	200303
0771	Zuromski	Alexandra	200303

April 2003 renewals:

Mbr#	Last Name	First Name	Pd to Date
0688	Arriola	Kirby	200304
1095	Bell	Clinton	200304
1061	Churchyard	Martha	200304
0687	Clark	Lewis	200304
0776	Darnielle	Jack	200304
1092	Davis	Paula	200304
1094	Harris	David	200304
0439	Jeffreys	Robert	200304
1096	Karlsberg	Howard	200304
1093	Kincaid	Carla	200304
0202	Kleeburg	Hank	200304
0965	Kreitzer	Shlomo	200304
1091A	Lange	Pamela	200304
0210	McMurray	Richard	200304
0142	Peck	Darrell	200304
1098A	Robles	Andrea	200304
1098	Robles	Daniel	200304
1098B	Robles	Edward	200304
0452	Simon	Hal	200304
0919	Sundberg	Ralph	200304
1091	Ursoleo	Eugene	200304
0777	Williams	Shirley	200304
1062	Wolff	Ray	200304
0966	Wright	Margaret	200304
0967	Wright	Ward	200304
0863	Zapf, D.P.M.	Michael	200304

If you are not renewing, please tell us why so we can try to address any problems you have. Thank you in advance for helping us make CIPCUG even better.

F1—Your Help Key
(Revised March 9, 2003)

COMMUNICATIONS/INTERNET (GENERAL)

World Wide Web	DM, TS
Compuserve.	DM
Note Tab Pro.	TS
Procomm Plus	DM, WB

DATABASES

dBASE.	GM

DOS RP

EDUCATIONAL / CHILDREN TZ

E-MAIL

Eudora	JT
Lotus:CCMail.	DM
Outlook	TS, AT
Outlook Express	TS, AT

HARDWARE, UPGRADING JM

HTML TS, AT

NETWORKS TS

OFFICE SUITES

MS Office	AT
Open Office	AT
Star Office	AT

SPREADSHEETS

Lotus 1-2-3	GM
Microsoft Excel	DM, AT
Quattro Pro	DM

UTILITY PROGRAMS

Norton Utilities	DM
PCAnywhere	DM
PC Tools .	WB
XTree Gold.	DM

WORD PROCESSING

Microsoft Word	BW, DM, MR
WordPerfect.	DM, GM,

WINDOWS

Windows 3.1	DM, JM
Windows 98, 95	DM, JM, AT (98)
Windows Me	JT, AT
Windows 2000	TS, AT
Windows NT	TS

Initials	Name	(805)
AT	Andy Toth	604-7538 (e)
BW	Bart Wood	482-4993 (e)
DM	David Minkin	469-6970 (cell) (5-11 p.m. weekends); dddave@QuixNet.net
GM	Gracia Marks	484-7572 (e)
JM	Jerry McLoud	(818) 889-6176 (e)
JT	Jim Thornton	987-1748 (d)
MR	Marvin Reeber	984-1974 (b)
RP	Robert Provart	498-8477 (b)
TS	Toby Scott	289-3960 (d) tech@cipcug.org
TZ	Trish Zakas	985-8519 (b)
WB	Dr. William Burger	653-6889 (e)

Phone: (d) = days; (e) = evenings; (b) = both

If you would like to volunteer to help others, please send your contact information and programs you're willing to help on to <editor@cipcug.org>.

Practice safe computing:
Back up
Back up
Back up
(And then test the backup to be sure it worked)

Editor's corner
Another tweak makes finding questions easier

By now, you might have noticed a change in the Q&A section. Instead of boldfacing the Q and A part of each question, we're using a boldface headline to identify the general topic of a question or series of questions.

This should make it easier to find a question you're especially interested in, but please remember that the subheads won't cover everything mentioned in the questions or answers. I'll try to find some key words that represent the general subject of the question, but if, for instance, it's about printers, and Toby suggests changing the USB settings, I probably won't include USB in the subhead.

This will make the Q&A coverage a few lines longer, but I hope it will also be more useful if you're trying to find something.

* * *

Solveig Haugland, the co-author of the OpenOffice.org Resource Kit I mentioned in the last issue, asked if I could mention that the book, which is now being shipped, "includes a CD with the OOo software, bunch of templates, etc? So if you don't care about Adabas, it's the same as the $70 StarOffice package but with more documentation, for $28. Darn good deal, I think. ;>"

Consider it done.

In case you don't remember Toby's comments from a couple of months ago, Adabas is the database included in the StarOffice.

The book, by the way, is one of those featured in the Barnes & Noble "Read Only" reviews of new computer books, although the book didn't seem to be on the shelves yet when I looked in early March. Amazon.com is shipping copies.

As I said last month, I haven't really started exploring OpenOffice yet (I'm waiting for my copy of the book to arrive from Amazon), but from what I've been reading on the users mailing list and from what Andy and Toby have said, it's a very strong program. And because it opens Microsoft Office documents and saves documents in Office formats, it could be an excellent choice for people who don't need the full Office suite but sometimes have to deal with files that others have prepared in it — or who need to send documents that Office users can open and work with.

The whole idea of open source software seems to be growing. Although not everyone wants to use an open source operating system (Linux and its many variations), many people would be happy to have solid programs that run under Windows and other operating systems. Aside from OpenOffice, Mozilla is an open source Web browser that works under many operating systems. Check them out.

— John Weigle, editor

Society news
Treasurer's report

By Art Lewis

<treasurer@cipcug.org>
February 2003

Category Description	2-1 through 2-28, 2003
INCOME	
ISP Income	397.50
Publication sales	80.00
Raffle	53.75
Renewals	595.00
Software Sales	320.00
TOTAL INCOME	**1,446.25**
EXPENSES	
Coffee-Doughnuts	29.50
Corporate Expenses	566.00
Insurance	904.32
ISP Expense	532.00
Storage	50.00
TOE	426.16
TOTAL EXPENSES	**2,550.95**
TOTAL INCOME – EXPENSES	**-1,104.70**
Unrestricted Funds	$ 5,888.36
Restricted Funds	3,618.00
Bank Balance 2-28-03	**9,506.36**
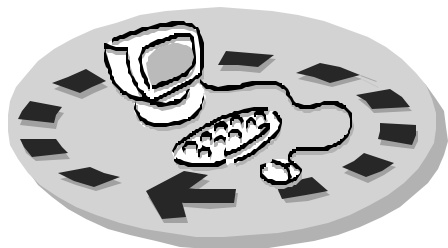
Why join Channel Islands PC User Group (CIPCUG)?

Every month, members of the Channel Islands PC User Group have access to:

- The Outer Edge newsletter, which includes a list of members willing to help other members
- The general meeting, featuring a question-and-answer session and program on new software or hardware
- Special Interest Groups — special meetings held several times a month on a variety of topics
- Door prizes at the regular meeting.

Other benefits include:

- Special user group discounts on books and software
- An Internet Service Provider at a large discount (see below).
- A chance to make friends with people who have similar interests
- The ability to put your knowledge to good use by helping other members. The whole concept of user groups is members helping members.

ISP = $15 Monthly
Sign up now!

CIPCUG members are eligible to sign up for the group's Internet Service Provider (ISP) at the low price of only $15 per month plus a $15 processing fee.

To sign up, contact one of the club's techies (see below). Call one of them you may know or one in your area and they will be glad to provide you with the details necessary for signing up. Checks should be made payable to CIPCUG and forwarded to Treasurer, c/o CIPCUG, P. O. Box 51354, Oxnard CA 93031. Don't forget to include the $15 set-up fee in your first sign-up check. You may make payments in three-month, six-month or annual increments. Renewals can also be mailed to Treasurer; just be sure to mention the dates that your check is to cover.

There is no program to install; you will use programs that are already on your computer. It's simple to talk you through the set-up, but if you're the least bit timid about setting up your computer, a club member will come to your house and make the necessary arrangements. Our agreement will also give you a 5 MB Web page allowance.

—————————————————

CIPCUG INTERNET SERVICE TECH TEAM

Jerry Crocker, 486-0308, 6-10 p.m.
    normsplumb@aol.com,
Roland Fleig, 983-8707, mornings
    schwable@cipcug.org,
George & Arline Lakes, 983-2969, 2-10 p.m.
    thelakes@cipcug.org,
Helen Long, 642-6521
    liz@cipcug.org
David D. Minkin, 469-6970, 5-12 p.m., weekends
    dddave@QuixNet.net
Claude Whelchel, 482-4017, 8-noon
    claude@cipcug.org

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Please clip last column and send with payment to CIPCUG-Memb. P.O. Box 51354, Oxnard, CA 93031-1354.

Please make checks payable to CIPCUG

Dues for new members

Individual member, $35.00
Family membership (same address), $50.00
Renewals are $25 and $30/yr. respectively

CIPCUG MEMBERSHIP APPLICATION

Amount enclosed:
_____

Please Print the following information:

Name:
_____

Address:
_____

City:
_____, CA

ZIP Code:
_____

Phone no. (Home): _____

(Work): _____

E-mail address:
_____

User level: Novice _____; Intermediate _____; Advanced _____

Can you help the club as a volunteer? If so, what would you be interested in working on?

Date _____

Member # _____

The Outer Edge

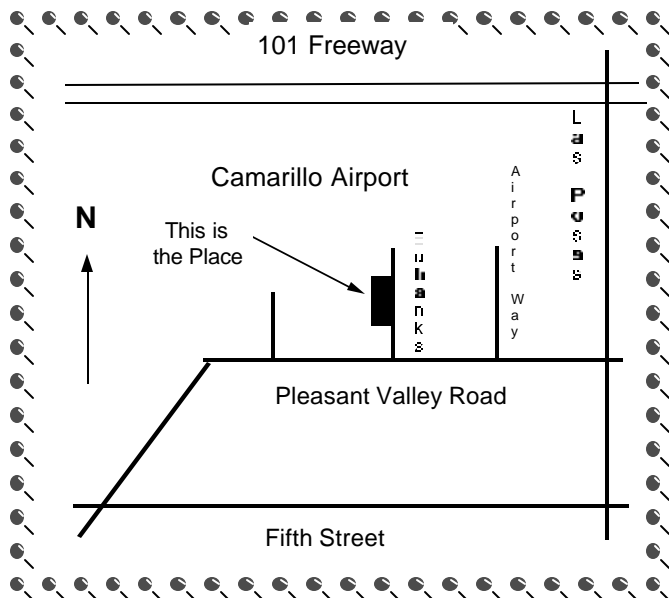Channel Islands PC Users Group
P.O.Box 51354
Oxnard, CA. 93031

DATED MATERIAL
Please Do Not Delay

APRIL 2003 MEETING
OF CHANNEL ISLANDS PC USERS GROUP

101 Freeway

Camarillo Airport

Las Posas

Airport Way

N

This is the Place

Eubanks

Pleasant Valley Road

Fifth Street

Saturday morning, April 5,
at
Freedom Center,
Camarillo Airport
515 Eubanks (at Pleasant Valley Road)
Camarillo, Calif.

Meeting Schedule:
0845-0930 Beginners SIG
0845-0930 Internet SIG
0930-1030 Business meeting, Q&A
1030-1055 Break - Please contribute requested
                   amounts for coffee & doughnuts
1100-1200 Program — PowerQuest — and
drawing

Help your fellow members.
Volunteer to lead a SIG.
More details available from
Ralph Duchacek, Andy Toth,
Helen Long or Toby Scott at
any meeting.

Why join CIPCUG?
Here are just a few of the reasons:
Monthly SIGs, a monthly program, a
monthly newsletter, a discounted Inter-
net Service Provider, a library of com-

**Benefits of CIPCUG member-
ship include:**

**If you're looking for tips from other members,
check the CIPCUG Web page.**

The Outer Edge, our
monthly 20-page newsletter

Wanted: Advertising Manager
**You might have noticed that advertising has fallen off in recent months. We need someone to talk
to computer-related businesses about advertising in The Outer Edge. The editor's job doesn't al-
low him to sell advertising for a competitor, even one as small as TOE. Anyone interested should
contact Andy Toth or John Weigle at any meeting.**