

Beginners to Intermediate Users
Learning keeps the brain active

A:
It
may

F1

Friends Helping Friends
Expertise comes Incrementally

have a smudge or scratch. Try Deleting and put-



Helen Long
Editor

INFORMER



An informal, helpful newsletter of the
Ventura PC Users Group
Web: www.cipcug.org/vbpcug email: vbpcug@yahoo.com

ting it in
Volume 14 No. 4

April 11, 2009

Jim Burke

Technical Aspects (Replacing Ram, Mouse, Keyboard)

March Q & A



Cathy Villa

PRESIDENT'S MESSAGE

When I heard the topic of our March meeting, Windows Movie Maker, I wasn't too sure I would be interested because I don't own a camcorder. Was I ever surprised! Leonard Gilmore gave us a very informative program on

this program that is on most everybody's computer. I bet you didn't even know it was there. I didn't but sure enough when I got home and looked I have it. I can't wait to play around with it and see what I can come up with. I often wondered how people did the effects on slide shows and videos.

Next month Jim Burke will be showing us the technical aspects of our computers. There are some very easy things that we all can do to improve or repair our computers. This can save us money. We won't have to call the repairman every time we need something done to the computer. Some will be very simple and easy fixes, others will be a little more complicated.

Don't forget our workshop that begins at 9:15 the day of our meeting. Brenda Ball will have Beginners Session 2 in April. They said they all learned a lot last month.

We are still looking for "set up subs." If you don't volunteer, we will start asking people. Step up and help us out.//

Q: I have a laptop with wifi capability. At home it says Default and says I'm connected. How?

A: You're using someone else's computer in the neighborhood that hasn't been encrypted/secured. You can click Disconnect on "Connect to a Network." If you load videos, etc. on it, it will reduce the speed to both your and the other computer. Don't put any personal information on it that you don't want to go to an unsecured network.

Q: What is VoIP? (Voice over IP)

A: It's talking computer to computer with sound for 2000, XL, and Vista machines. There's no 911 usage if both parties are using it.

Q: I'm getting a lot of .wmv attachments from friends, which I can't open.

A: Ignore them if you don't care about watching the forwarded items. Ask them to send in a different format or go to Start, Programs, Windows Media Player or download it if you're interested.

Q: Do you need to pay for Adobe?

A: No.

Q: If you download a new version of Adobe, is the old version still in the computer?

A: No, it just converts it to the new version.

Q: Can I add to my flash drive?

A: Yes. You can also back-up with CD-R and CD-RW. If you make a CD-R, leave it open in order to be able to add to it later.

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Q: I have an item burned to a CD that is on the list, but it won't open.

A: It may have a smudge or scratch. Try Deleting and putting it in again.

Q: How long are they going to continue to support XP?

A: Toby said perhaps 2010.

This is the question that was submitted to me via email.

Q: Is a house surge protector going to protect my computer? (Marcie)

A: A house surge protector is good. It will protect the refrigerator and your major electrical appliances. It will help protect the computer, but it isn't an **uninterruptable** power supply (**UPS**).

A UPS protects against both surges and low voltage situations. Low voltage is more harmful to computers than surges, generally, although huge surges can still be more damaging

(Toby Scott)

Using F4

There are multiple uses for the function located on the top row of your keyboard. First of all, you can use it to close any open applications. Just make sure the program you want to close is selected, press and that window will automatically close. Now, if you're using one single application that has many different documents within it, press and just that one window will close instead of the whole program.

You can also use F4 to shut down your computer. Make sure all of your programs are closed and press . That will bring up the box and you can proceed with the normal shut down. Pressing is the same as Start, Turn off computer.

Cathy

(Way to go Cathy! I had forgotten all about this little trick, and I'm not sure I ever knew that you could turn your computer off with it. Helen)

HAVE YOU RUN YOUR ANTI-SPYWARE PROGRAM LATELY ?

March Program

Leonard Gilmore introduced us to the exciting world of **Windows Movie Maker** which comes for XP or Vista. He indicated that your computer would function better with this program if you have 2 GB Ram and 32 MB of video Ram. You can probably get by with 1 GB, but you if you have 2 GB you will be much happier with your results. You cannot multitask with this program, it eats up resources.

Plug your cam-corder into a USB port on your computer and open the folder. Organize your clips (video, audio, and narration) into 1 folder.

If you want your cam-corder in real time, just keep in mind it will eat up resources fast. Import your pictures or video or music into **Context Frame** by drag and dropping into the **time line**. Set pictures for 5 or 10 seconds (drag to extend or shorten).

He suggested for Windows Media Player to go to **E Music.com** to capture music.

Use the **Transitions Tools Effect** with white drag/drop in the Time Line.

It looks to me like a lot of trial and error, but if this is your cup of tea, Leonard suggested **DIGITAL VIDEO BOOK FOR DUMMIES**. I don't know how many of you are familiar with the "Books For Dummies", but they are the best "how to" books out there. They write English and not computereeze, and you stand a much better chance of understanding what they are telling you.

Helen Long

My apologies again for this write up. With these write ups, you should be able to follow what I have written and do your own thing. That is not possible from my write up because I could not write fast enough and follow what Leonard was demonstrating. I have a tape recorder, but all I can hear is static. If some one else would like to try it out, I will bring the recorder to the meeting and let you listen to it. If you are interested in helping the club out, by translating from the tape, the recorder and 2 tapes are yours to keep. Please let me know. //

Helen Long

REMOVING PASSWORD IN VISTA

Q: I have Windows Vista. How can I sign on without having to type in my password?

A: There's nothing easier, John. But I have found that passwords are pretty handy. I'll get into that in a moment.

To remove your password, click Start>>Control Panel. Double-click User Accounts. Under "Make changes to your user account," click "Remove your password." Enter the password in the box. Click Remove. Close the Control Panel window.

This is also easily done in Windows XP. Click Start-Control Panel. Double-click User Accounts. Double-click your account. Click "Remove my password." Enter your password in the box. Click Remove Password. Close the open windows.

However, you might eventually find that you need a password. For instance, say you use Windows encryption to safeguard a folder. After encryption, the file still opens automatically after the sign-on to Windows. But its key is linked to your password. Others can't sign on and see the folder.

You'll also need your own password if you have a Guest account. Such an account is really handy when you have company. Guests might well want to use your computer. People using the Guest account can't download anything or see your files. The Guest account never takes a password.

Setting up a password is as easy as removing it. In Vista, click Start — Control Panel. Double-click User Accounts. Click "Create a password for your account." Enter your new password twice. Enter a hint, if you like. Click "Create password."

In Windows XP, click Start Control Panel. Double-click User Accounts. Click "Create a password." Enter your password and click Remove Password. Enter the password twice, along with a hint if you like. Click Create Password.

Passwords are also easily changed.

**Joann Briggs
(Kim Commando)**

New Computer Question Option

Late in February Audrey suggested to me a neat idea for questions. Many times you are working away and something comes up that puzzles you, and you think "Oh, I should bring that up at the next meeting!". Good thinking, the only problem is the cockeyed world has thrown a dozen more roadblocks (not all computer related) and by the next meeting you have forgotten about the problem. She suggested people send questions to me to be put in the next Newsletter and to be answered by the group, or I can call Toby or Michael and have the answer perhaps before the meeting but it will still be in the Q & A section of the next newsletter. She had one to start the ball rolling and it is included in today's Q & A. The door is open, if something weird comes your way, drop me a line at Helen@cipcug.org, subject VBPCUG.

April Workshop

Don't forget our pre-meeting work shop in April starting at 9:15 AM. Last month we did a "**Start With The Basics**", so Brenda is going to do **Part 2**. And don't tell me it is too basic for you. There are many things in the computer world that we use, reuse, and **forget**. Plus most of us are at that "senior moment" stage when you forget what you were doing 10 minutes ago. This is an open invitation for all to brush up our computing skills, especially for some of the newer computer users. It really will be a helpful aid to every one.

Welcome to new members!

Joann Baca - 1988 Antelope Avenue, Ventura
83993, phone: 647-1728 No e-mail address.

Pat Spence (also came March) phone: 407-4656
E-mail gaf4@hotmail.com

Join us for our April 11 Workshop at 9:15 AM

**PRACTICE SAFE COMPUTING
BACK UP, BACK UP, AND BACK UP AGAIN
THEN TEST THE BACK-UP TO BE SURE IT WORKS!**

SMART COMPUTING (March 2009) News From The Help Desk

Q: My hard drive is making clicking noises. What should I do?

A: The clicking of the hard drive is a death knell. It's not a question of whether it's going to fail, but rather a question of when.

That said, be sure it is indeed the hard drive that's making the noises. It's possible that a wire has become loose and is interfering with one of the fans. Remove the side panel of the computer case and boot the computer. Without touching anything, observe the fans. If nothing is touching the fan blades but you still hear clicking, your hard drive is dying.

As soon as possible, back up your entire hard drive and purchase and install a new hard drive.

Editor's comment: Or if you are too cowardly to do this yourself, do what I do—take it into Toby (Ventura County Computers) and say HELP! It works pretty good if you have tears running down your cheeks.

Q: How can I keep my screen saver from coming on every few minutes?

A: Click **Start, Control Panel, and Appearance And Personalization**.

Click **Change Screen Saver** (under Personalization). When the window appears, look for the **Wait** entry. Here you can change the number of minutes before the screen saver engages. Make your selection, click **Apply**, and then click **OK** to close the window.

In XP, click **Start, Control Panel, and Appearance And Themes**, click **Choose A Screen Saver**, and when the window appears, click the **Screen Saver** tab. Set the number of minutes you want the computer to wait before the screen saver comes on, click **Apply**, and click **OK**.

Power Surge or Power Spike?

Q: What is the difference between a **Power Surge** and a **Power Spike**?

A: A **surge** is typically a brief increase in AC voltage levels that can last for several seconds (such as the powering on and off of high-powered appliances), while a **spike** is a sudden short burst that can sometimes hit tens of thousands of volts (such as a lightning strike).

Both anomalies are potentially dangerous to your PC's power supply, but surges are often mitigated by the supply's regulated circuit. The brief high-voltage nature of spikes is much harder to stop and is more often the cause of damage. Most protective power devices will help to guard against spikes.

You can buy an inexpensive surge protector (also called surge suppressor) for your AC outlet, but many of these are single-use devices. Watch the indicator on the surge protector. If the protector indicates that it's been tripped (a surge or spike has been blocked), it may be necessary to replace the protector. It may be better to invest in a **UPS** (Uninterruptible power supply) that can guard against repeatable surges and spikes, as well as brownouts, which are temporary, partial losses of power.

CIPCUG TOE NEWSLETTER

Magnifying a Web Page: Sometimes it's hard to read a Web page either because the designer used a smaller type that you'd like or because it's late and your eyes are tired. One way around this problem is to hold down the **CTRL** key and tap the + or- key from the number pad on the keyboard. The + key will magnify the text and the - key will reduce the size of text. It may screw up the design on some pages, but at least you will be able to read it easily.

If the text is red on a black page, that also is difficult to read, and you can hit the **CNTL-A**, which will highlight all the text. The highlighted text will appear as blue and may be easier to read against a black or dark background.

Contributors to Newsletter 2008/2009

This is a new addition to the newsletter. I really appreciate the people who take the time to send me information. It's a big plate full when you expect one person to come up with all the articles. This is a good start, it is your newsletter, please contribute.

Audrey Barnden
Joann Briggs
Doris Chaison

Cathy Villa
Marcie Malony
Sinclair Wall

DUES ARE DUE

If you haven't paid your dues yet, I hope you will get your money in so that you won't miss your newsletter. If you haven't paid them yet, the single membership is \$15 and the family membership is \$18.

INK CARTRIDGES

Don't forget, we are still collecting ink cartridges, so don't throw those empty cartridges out. Bring them in so we can earn some money from them. They help to provide those munchies at break time.

Financial Statement
1/20/09 – 2/20/09

Balance 1/20/09	\$715.60
Income:	
Refreshments	+ 10.25
Membership	+ 30.00
Expenses:	
Juno	- 12.94
RAM & Mike	<u>-101.53</u>
Balance 2/20/09	\$641.38

Editors Comments

This newsletter is a collaboration of the efforts of many people. We welcome any articles pertaining to the computer world. Your input might help some body solve a problem, so please feel free to submit articles or experiences. Please just E-mail them to me at helen@cipcug.org, and because I don't always recognize everyone's name in our club, please show the **subject VBPCUG**.

I will have some of CIPCUG'S 4 GB Flash drives with lots of free ware and about 2 GB of free space to use as storage, or wipe the whole drive off and use the all of the 4 GB as storage space. \$20 donation to CIPCUG.

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Membership Information

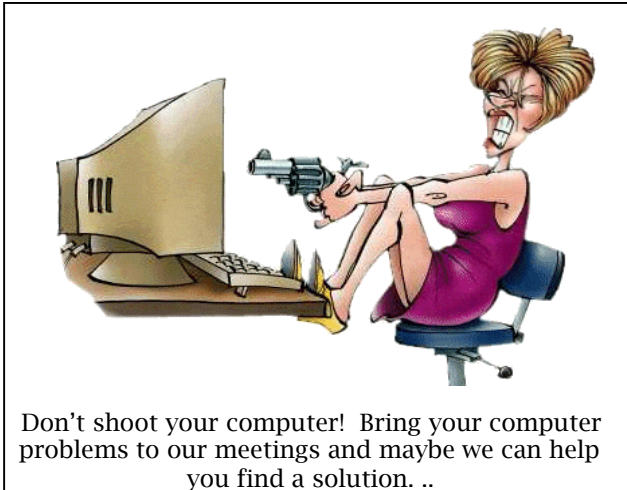
Membership dues are \$15.00 single, \$18.00 per year family. Membership terms are from January 1st. Dues will be prorated at the rate of @1.25 per month.

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VBPCUG does not endorse or recommend any specific hardware or software products or manufactures.

The Ventura Beginner's PC User's Group meets on the 2nd Saturday of each month at the Buena Ventura Mobile Home Estates Clubhouse at 11405 Darling Road, Ventura, CA from 10:00 A.M. until Noon. All are Welcome.//



Don't shoot your computer! Bring your computer problems to our meetings and maybe we can help you find a solution. ..

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Need HELP? PRESS F1 for HELP or call those who have offered to help.

- (1) Word processing JB
- (2) Microsoft Word JB
- (3) Windows JB
- (4) Spread Sheet WL JB
- (5) General Help WL JB
- (6) Internet/Fax JB
- (7) Scanner

<u>Initials</u>	<u>Name</u>	<u>Phone No.</u>
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WL	Warren Lewis	647-3698

**VBPCUG MEMBERSHIP
NEW & RE-NEW 2008-2009**

Amount Enclosed: _____

Please Print the following information:

Name: _____

Address: _____

City: _____, State: _____

Zip Code: _____

Single \$15.00 Family \$18.00

WE DO NOT SHARE OUR MEMBERSHIP INFORMATION WITH ANY OTHER CLUB OR ORGANIZATION.

Yes, I do want to re-new

No, I do not want to re-new

Yes, I am a new User

Phone (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?