



Verde Valley Computer Club

Connections

Volume 28, Issue 3 March 2011

MARCH 19, 2011

MEETING TIME 9:30 AM

DEADLINE FOR ARTICLES TO
BE PRINTED IN THE
CONNECTIONS: TUESDAY,
March 22, 2011
AT 2:00 PM

facebook.

**Robert Efros
Presents:**

"Facebook 101: 25 Tips and Tricks"



In presenting this program, the Verde Valley Computer Club is neither implying an endorsement of any product offered nor validation of any information provided."

See the FEBRUARY/MARCH 2011. VVCC Events Calendar on page 3

One more reason to become a member of our Computer Club This was an e-mail to Richard Gohman

For the last 3 days I have been having mucho problems getting on line. Most I would get is the pesky exclamation point in a triangle. Called them a number of times - unplugged and plugged modem and router a NUMBER of times. Finally made an appointment to have someone from Commspeed come out. They claimed they had no problems with their equipment. Then I was inspired to run C-Cleaner. WOW! Got right on line. Next project was to delete McAfee on both of my computers and replace it with Microsoft Security Essentials. Everything is now running smoothly.

VVCC has helped me in so many ways, that I thought it was time I let you know! The door prizes I've won aren't too shabby either. I cancelled the appointment! Bev Hansen

CALENDAR OF UP-COMING VVCC EVENTS

*

Normal SIG class schedule in March 2011.

*****SEE MAP ON BACK PAGE*****

Northern Arizona's **LARGEST** Internet Service



CommSPEED
www.commspeed.net

- NOW with FREE Virus protection and Spam filtering
- High-speed wireless - the FASTEST connection!
- NEW - LOCAL dialup access - as low as \$8.95!
- Home and office networking

7411 Addis Avenue
Prescott Valley **888-772-1137**

VVCC Contacts

- president@vvclub.com
- vicepresident@vvclub.com
- secretary@vvclub.com
- treasurer@vvclub.com
- past-president@vvclub.com
- sig@vvclub.com
- programs@vvclub.com
- DOQ@vvclub.com
- equipment@vvclub.com
- membership@vvclub.com
- editor@vvclub.com
- publicity@vvclub.com

VVCC Mentors

Windows - Bob Efros:

646-9182 bob@refros.com

Front Page -Miles Standish:

frontpage@vvclub.com

Adobe Photoshop Elements, WordPerfect, Word 2007

Marny Zuercher
marny71@gmail.com

Photography-

Hal Rosenwasser
photography@vvclub.com

Any others out there

willing to share their skills?

Being a Mentor doesn't

mean you have ALL the answers just a willingness to help someone. Join us!

User group members
SAVE 35% on all titles

ENTER DISCOUNT
CODE: DSUG



O'REILLY
Spreading the knowledge of innovators orelly.com

2011 OFFICERS

- President:** Jerry Miller
- Vice President:** Bob Efros
- Treasurer:** Lee Andress
- Secretary:** Barry Adico

VERDE VALLEY COMPUTER CLUB				MARCH 2011		
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2 Beginners Class 4:15-6:15p.m.	3 BOARD MEETING 6:30 P.M.	4 Windows Sig 4:00-6:30pm	5
6	7 Genealogy SIG 6:00 p.m.	8	9 Beginners Class 4:15-6:15p.m.	10	11 Word Processing 4:00—5:30p.m.	12
13	14	15	16	17	18 Spreadsheet SIG 4:00-5:30 p.m.	19 GENERAL MEETING 9:30 AM
20	21	22 DEADLINE FOR CONNECTIONS 2:00 PM	23 Beginners Class 4:15-6:15p.m.	24	25	26
27	28	29	30	31 Digital Shutterbug 6:-7:30p.m.		

VERDE VALLEY COMPUTER CLUB				APRIL 2011		
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Windows SIG 4:00 p.m.	2
6	4 Genealogy SIG 6:00 p.m.	5	6 Beginners Class 4:15-6:15p.m.	7 BOARD MEETING 6:30 PM	8 MS Word SIG 4:00 p.m.	9
10	11	12	13 Beginners Class 4:15-6:15p.m.	14	15 Spreadsheet SIG 4:00 p.m.	16 GENERAL MEETING 9:30 AM
17	18	19 DEADLINE FOR CONNECTIONS 2:00 PM	20 Beginners Class 4:15-6:15p.m.	21	22	23
24	25	26	27 Beginners Class 4:15-6:15p.m.	28 DIGITAL SHUTTERBUG SIG 6:00 P.M.	29	30 31



The VVCC President's Bits and Bytes

Hi Everybody,

We had a great presentation on the 19th of February. It was well attended and those who were there showed their appreciation by their rapt attention and a question and answer period that went well into overtime. Many thanks to Isabelle Lacey for her quality and professional presentation. Also, many thanks to our team of Program Chair Donna Forbes and Assistant Program Chair Ned Pritchard. They are the unsung heroes of our monthly General Meeting.

I've put a fair amount of time and space discussing free software in this column, and I wish to add a few more tidbits. I'd like to share with you a number of my favorite freeware sites that, nowadays, I typically check first if I am looking for a particular type of software. I used to start with a search engine web search and follow promising links. I still may do that, but not until I have checked my favorite sites first. As always, use at your own risk.

To tell you the truth, I can't remember the last time I paid for software. If memory serves me right, it was about ten years ago, when I paid for Roboform Pro, (a password and personal information manager). It was a one-time payment of around \$29.00, as I recall, and I use it to this day. I admit that Firefox has a serviceable free add-on alternative named SXIPPER, but last I checked they store all your passwords and private info in the Firefox Password manager on your computer, so to be assured of any modicum of security, one must set up a strong master password in FireFox. Skipper does not prompt you to do this, although it is mentioned in their website FAQs if you are so inclined to dig that deep.

Any way, back to the subject of favorite sites for free software. I usually go first to www.FileHippo.com. They have a well-organized selection of freeware (free of charge) and shareware (that is available free of charge on a trial basis, usually with the condition that users pay a fee for continued use and support.) You can filter out the shareware on your screen, so all you see are freeware choices. They claim the software they promote is free of viruses, malware, etc. I have used them for years and have never had a problem. Freeware developers make whatever money they receive through donations, adding toolbars (usually optional), selling other software on their site, advertising, and more. Some is 'Open Source' and free on principle. See (http://en.wikipedia.org/wiki/Open_Source_Definition) They have screened all the software on their site to include only what they consider the best. You won't find hundreds or even thousands of choices to sift through, as you might find on CNET's www.downloads.com. Don't get me wrong, CNET's site is on my list, but you have to work a lot harder to find what you want. It helps that their 'download software finder' lets you filter for free only software. They do have one other excellent plus point. They have tons of reviews. Of course, reviews are a double-edged sword, at least for me. That's because I usually read several hundred reviews. In that way I get a real feel for the software under review and can better separate the wheat from the chaff. The reviews often mention the reviewers preferred software, which I often checkout, and which occasionally leads me to the software I end up using. CNET's site, also, is loaded with advertisements, so one must be alert and careful when clicking around, to be sure you're getting what you want, and not being led down a wild goose chase ending up with buying or almost buying something you didn't want.

Another favorite, the newest addition to my list, is www.freenew.net. They have lots of categories of quality freeware, exclusively. Expand each list to see their complete offering. They have a forum you can join and search, ask questions and/or see what others comments are about the software. While it is not heavily used, the moderators do watch it and respond. I believe they are somehow connected to the makers of Security 360 software, a good free suite of security products, which I have used in the past. They also make SmartDefrag, which is recommended by one of our 'gurus'.

Have fun till next time,

Jerry Miller

MEMBERSHIP CORNER BY MYRELLE MCHALE

Hello and thank you to the hardy bunch of people who attended our Feb. 19th program. What a cold, rainy and windy day! Those of us who braved the cold totally enjoyed the E-Bay presentation by Isabelle Lacey. She certainly covered a lot of ground and told some interesting stories as well. Who knew there were so many ways to describe a derby hat? Or if you do a little investigating, you may discover you have a valuable possession and can get more \$\$\$ than originally thought. Thank you Isabelle. Great program.

We also want to thank the large turnout of visitors. As an expression of our appreciation, those who signed in on our Visitor sheet were presented with a gift from VVCC in the form of an imprinted mug for them to keep and perhaps remind them of our group and the many ways we can perhaps help them learn more about their computers and the ways to use and enjoy.....

As a reminder, March is the deadline for paying your renewal dues. It is still only \$30 and while our meetings and SIG classes are free for you to attend, we still have to pay the school district for the use of their building for these meetings. Many computer clubs do not have access to such a nice place to come and learn how to enjoy the many uses provided by their computers. We also have a top-notch Beginners Class (Free with the exception of the purchase of the manual and even that can be returned) and again, not many computer clubs have a place to teach with hands-on experience for those new to the computer world.

Last month we received a couple letters from members (past and current) who just wanted to say 'Thank You' to the mentors who helped and to the membership in general, to let them know we are one of the few places in the country who actually are here to help. Our motto "Users Helping Users" is not just a motto. It is a way to share knowledge and help those who have questions and do not have the time to take a semester in a Community College to just get a little help. Some of our former members actually call our 'gurus' Long Distance just to ask for advice on certain computer related circumstances. Where else can you find a group like ours?

Remember, you can go to: www.vvclub.com and click on many pages to give you information about our group and how we can be of help. Also, the calendar will let you know which days and time we have our SIG meetings. Many subjects to choose from. And there is always a Q&A session after each SIG that does not have to be about the subject of the class. If it is a tricky question, just send an e-mail to one of our SIG leaders and let them know. Our people are special and enjoy helping.

Our members are pretty great. But we need to grow. Talk about us to your neighbors and friends. Bring them to a meeting or two with you. Perhaps we can get them to join us as new members.

Hope to see ALL of you (and some of your friends and neighbors) at the next General Meeting on March 19th.

Bye for now.

Myrelle

"General Meeting Courtesy"

Each person has something to contribute and each person is unique.

Please keep your comments to the topic at hand and as brief and to the point as possible.

Please be courteous when someone is speaking. Many of us have difficulty concentrating when more than one person at a time speaks.

RAISE YOUR HAND AND WAIT TO BE RECOGNIZED.

If you prefer not to share your comments with everyone, wait until there is a break or the meeting ends, to share with your neighbor.

RESPECT OUR SPEAKERS by focusing your attention on them. They freely give up their time to provide a valuable service to us.

Tip. By Richard Gohman

If you get a program off the Internet (free, purchase or upgrade) always save the installation file to your hard drive before RUNNING it.

Then, make a copy of that installation file (with any key code or serial number required by the installation) to a CD.

Mark the CD with a felt tip marker so that you know what is on the disk and store that disk, safely away, with all of the other disks (like the printer installation disk - computer restore disks - purchased, boxed software -etc.) required by the computer.

Now if you get a new computer, or have to restore the old computer, you will have the program installation disks so that you can re-install the software again. Remember, personal data files can be transferred to a new computer, but programs can not be transferred. Programs have to be re-installed.

If your computer came with pre-installed programs, contact the computer manufacturer to see if you can get a CD copy. Otherwise you will have to buy a copy of the program. EBay may have copies of older programs for sale

Some have asked "What is Cloud Computing?"

Here is the best 'simple' answer I have seen.





March 31 is the deadline for the 2011 membership drive

\$\$\$\$\$ 30 \$\$\$\$\$

Beginners classes for your relatives and friends

Tips & Tricks makes for better computing

Attend the SIG's and gain a tip or two

Helpful ideas from other members

**Application at www.vvclub.com
select Membership**

Thank you,

Verde Valley Computer Club

VVCC Beginners

Class

A popular series of six **hands-on** sessions designed for the *beginning* computer users. Classes are held on Wednesdays from 4:15 to 6:15 PM at the Cottonwood Middle School Computer Lab, Mingus & 6th. More information is on our web site!

Please call **Sharon Skinner** at

649-2993 after 3:00pm

Or Barbara Wall at 567-4222

To preregister for each series of classes

The Series repeats.

Beginners class dates:

**(February 2nd,9th,16th,23rd
20011 At 4:15)**

VVCC

Mailing Address:

Mail inquires, suggestions and items of interest,

to the club,

VVCC

PO BOX 3023

COTTONWOOD, AZ
86326

Spell Checker

I halve a spelling checker,
It came with my pea see.
It plainly marks four my revue
Mistakes I dew knot sea.

Eye strike a key and type a word
And weight four it two say
Weather eye am wrong oar write
It shows me strait aweigh.

As soon as amidst ache is maid
It nose bee fore two long
And eye can put the era rite
Its rarely ever wrong.

I've scent this massage threw it,
And I'm shore your pleased too no
Its letter prefect in every weigh;
My checker tolled me sew

GENEALOGY WHAT'S NEW?

Some of you have asked about family tree layouts. I will have several different ones for you to see and take at our next meeting. Also, we will be discussing how to use message boards - how safe are they- how much information do you need to impart, etc.

It is important to remember to start your genealogy with yourself as you know your important dates, then go back from there to find your relatives.

Another site for you to investigate is www.findagrave.com

Look for your family and you may find headstones or someone may have given some notes of information about that person. If you register on the site, you are allowed to put pictures and contribute information. This is a free site.

I look forward to seeing you at our next SIG on March 7th.

Marny

**Join Us for a
Special Interest
Group SIG)**

Learn from *each other!*
Visit our Web site for more
SIG info. Attendees are en-
couraged to print out
handouts prior to classes.

Spreadsheets:
Dick Gohman

Internet:
Dick Gohman

Windows:
Bob Efros

Beginner Classes: Bar-
bara Wall
Sharon Skinner

**Digital Camera: Photog-
raphy:**

Leo Zuercher and
Hal Rosenwasser.

Web Site Team:
Bob Efros
Richard Gohman
Dave Olson

There are handouts for
the sessions that can be
downloaded from the club
website:

www.vvcclub.com

The Secretary's Corner

By Barry Adico



The winners at the February 19 meet
were:

**Casio Digital Sports Watch - Emmerson
Wright**

**Western Digital Elements External Hard Drive-
John "Turtle" Clarke**

Revision 3 head phones- Jack Zaccaria

2 Pack Kingston GB SD Cards - Naoma Tyner

Now a little bit of new information.
Richard Gohman

Some of the staff that worked on OpenOffice have branched off
and now offer a new program called LibreOffice.
LibreOffice looks and performs identical to OpenOffice with some
enhanced features.

One big feature is the ability of LibreOffice to open older MS
Works files (OpenOffice will not do that).

You can also save files in the PDF format and LibreOffice seems
to open faster than OpenOffice.

You can download LibreOffice at www.libreoffice.org.

You can still download OpenOffice at www.openoffice.org.

Hint on both LibreOffice and OpenOffice installation.

1. Use the "custom" installation option and then de-select the
programs you do not want to install using the right-mouse click.

(Most of you will have no use for the Draw, Math, and the
Data programs included in both versions.)

2. After you have either program installed, open one of the pro-
grams and go to the TOOLS menu and choose Options'.

Then go down to the "Load/Save" line and click on the
"general" line.

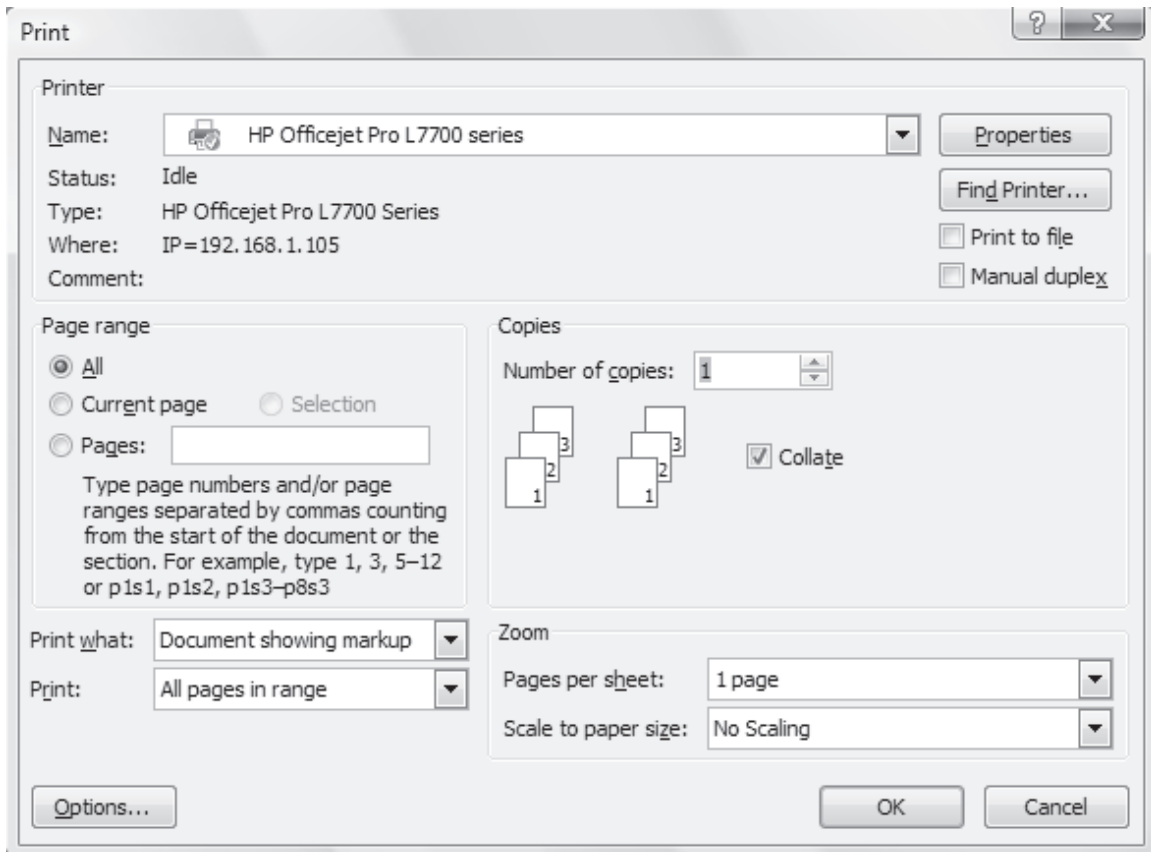
In the General Windows, right side "Document type" box,
select text and change the "always save as" to Microsoft Word
97/2000/XP. Then change document type to 'spreadsheet' and
save as to Microsoft Excel 97/2000/XP and change document
type to presentation and save as to Microsoft PowerPoint
97/2000/XP.

This will make your files automatically save in a format
compatible with MS Office.

Printing Odd or Even Pages

There may be many times that you need to print either odd or even pages in a print job. For instance, you may want to put your pages through the printer twice so you can print on both sides. This is easy to do in Word by following these steps:

1. Press **CTRL+P**. Word displays the Print dialog box.



The Print dialog box.

2. Adjust the printing settings as desired.
3. Using the Print drop-down list at the bottom of the dialog box, choose either Odd Pages or Even Pages, as desired. (Make sure you use the Print drop-down list, not the Print What drop-down list.)
4. Click on OK. Your document is printed.

The above steps work great in any version of Word up through Word 2007. If you are using Word 2010, then the Print dialog box was done away with. You should follow these steps, instead:

1. Press **CTRL+P**. Word displays the File tab of the ribbon, with printing options visible in the tab.
2. Adjust the printing settings as desired.
3. Using the first drop-down list under the Settings heading, choose Only Print Odd Pages or Only Print Even Pages, as desired.
4. Click on Print. Your document is printed.



*Abby Stokes,
Author*

Payson Area Computer Payson Public Library

328 N. McLane Rd in Payson.

March 4, 6:30 p.m.

Meeting Room

Listen to a straightforward nuts & bolts presentation that will introduce late bloomers, grandparents, technophobes, & the digitally challenged to all the wonders of using a computer.

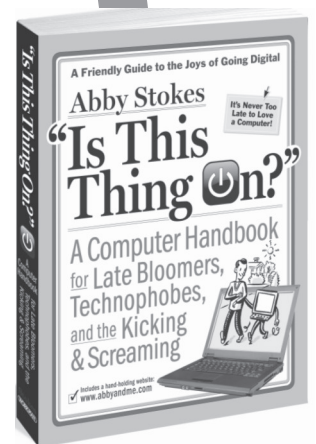
Abby has single-handedly demystified computers for over 135,000 people, mostly seniors, in the course of the past 17 years.

Abby has taught courses in basic computing at both Cooper Union & New York University's Lifelong Learning, as well as private and corporate Clients.

“Is This Thing On?” will be available for purchase for \$15.00.

Meeting is FREE.! Public is Welcome!

A firm believer that “if my mother can learn the computer, anyone can”.



Verde Valley Computer Club
 A Nonprofit Corporation
 PO Box 3023
 Cottonwood, AZ 86326

PRSRT Nonprofit Org
 U.S. Postage Paid
 Cottonwood, AZ 86326
Permit No. 28

Pass It On

When you are done reading
 the Connections Pass it on to a
 Friend or Neighbor



Verify that your e-mail and
 mailing addresses are correct.
 Send corrections or

changes to

membership@vccclub.com



PLEASE WELCOME NEW MEMBERS!

WELCOME

DALE GOHR

TOM and CORLISS MELLAS

Note from the Editor...

The next newsletter deadline for all
 submissions Tuesday:
 March 22nd, 2:00 p.m.

