

Licking County Computer Society

www.lccsohio.org

Random Bits



Inside this issue:

- Secretary's Report p. 6
- News from APCUG p. 2
- SIG Reports p. 3
- LCCS Members Speak p. 5
- Tip or Treat p. 6
- New and Renewed Members p. 7



LCCS OFFICERS FOR 2007

Kemp O'Dell, secretary; John Kennedy, treasurer; Jim Amore, president; and Wyndam Davies, vice-president

2007 General Meetings of LCCS

Questions and Answer by Jim Amore January 16, 2007

At the last minute, the meeting became a question and answer session. As the general meeting was wrapping up I started a slide show with some information we sent in for the Jerry Award. (Which we won!)

We started off by answering a number of questions about AVG and how you update to the new version of 7.5. Another person had a problem with not being able to see text in the start menu. We were able to solve this



by right clicking on the desktop and going to display settings and found out that her letters were the same color as her background. We just needed to reset the appearance tab for the color scheme. It was a very informational meeting for all in attendance.

About Vista

Presented by Gail Emelko February 20, 2007
Written by Mary Frances Rauch

Gail Emelko of Franklin Computer Services, is a technician-salesperson who explains her job as "talking between clients and programmers."

Gail planned to be with us on Dec. 19, 2006. She became ill at work that afternoon and had to cancel. There was a large disappointed crowd that evening. We rescheduled for February 20, 2007. Originally, Gail had planned to discuss MS Outlook and keeping your mailbox at zero. She learned that most of LCCS members use Outlook - - - continued on pg 2



Next General Meeting PROGRAMS

For future monthly General Meeting programs, please go to:

www.lccsohio.org/meeting.htm

THE LCCS COMPUTER RECYCLING EVENT

DATES: May 4 and 5, 2007
TIMES: Fri: 9am to 4pm

Sat: 9:am to 4:pm

Location: Contour Forming
Corner of Oakwood and McKinley

Open Position Word/Works Leader

If one of you members is willing to be SIG Leader for Word/Works, I'm ready to step down. Step up and share your light!

Please contact Mary Frances Rauch: rauchouse@alink.com

--- continued from p 1

Express instead, and turned her attention to things we need to know when loading and using VISTA for the first time.

She cautions us to be sure we know exactly what we are buying when the VISTA paperwork says, "VISTA compatible" or "VISTA capable." She reminded that it is desirable to have 1 GB of RAM, and be sure to ask if Video Card is 3DX (or right click on our desktop and check in Properties).

It's important to pay close attention to your BACKUP options during your first activation of the operating system. Microsoft generally gives you only ONE opportunity to burn a "backup copy" of your new system. You should have ready one DVD or 16 to 18 CDs in case you have to make an instant decision "to burn a copy or forget it for all time." Gail had an annoying problem when she opted to use a DVD to make the backup copy of her new VISTA operating system — it didn't burn. Fortunately, she had 16 blank CDs handy and was able to make her backup copy onto those.

Gail informed us that with Office 12 (Office 2007 for VISTA), we should be able to convert to PDFs after going to ADOBE or MICROSOFT sites and asking for "Plug in to convert to PDF."

NEWS FROM APCUG



What APCUG is

Written by Phyllis M Hartroft

Have you ever wondered what APCUG is, or why we include their logo on our return ad-

dress? APCUG stands for The Association of Personal Computer User Groups. It is an international association whose mission is *To facilitate communication among computer user groups, the community, and the technology industry.* Members are not individuals, but are individual user groups. LCCS is a personal computer user group and is a member of APCUG.

There are a number of advantages of membership in APCUG, as listed and described on their Web site. Their list of 17 items include *Quarterly Reports* and *Monthly Nooz Communication* sent to user group leaders, *Annual Conference*, which Jim Amore has attended the last three years, as well as *Regional Events*, *Jerry Awards*, *Presentations-in-a-Box* (help for UG meetings), and much more. Use the links below to browse at your leisure.

APCUG is divided into regions (we are in Region 3, which includes Ohio and Pennsylvania). Individual user groups range from about 50 members to several thousands. With about 120 members, LCCS is considered a

small group — yet our presence is known. In 2004, Random Bits won third place for small group newsletters. This past year, LCCS won second place in the category of "How we did it" for our recycling program. This "Jerry Award" was mentioned in the first quarter *APCUG Reports*, as was the yearly calendar on our Web site. For small groups, *Presentations-in-a-Box* are especially useful because in recent years, it has become harder to get out-of-area vendors to come to meetings to demonstrate their computer products.

We urge members to read *APCUG Quarterly Reports*, which is online in PDF format and can be read or printed.

Links to APCUG:

Home page: <http://www.apcug.org> or www.apcug.net

Advantages: <http://www.apcug.net/services/index.htm>

Quarterly reports: <http://reports.apcug.org/>

RECOGNITION FOR LCCS

From The Newark Advocate

The Licking County Computer Society was awarded national recognition at the recent Association of Personal Computer User Groups Convention in Las Vegas. LCCS was awarded second place for its recycling project. Jim Amore, president of LCCS, attended the convention and accepted the award.



From APCUG - January NOOZ, Region 3

How the Community Service Project is Managed

This category requires the User Group to provide documentation on how it runs the program.

1st Place(Tie) [Fox Valley PC Association Award Banner Project](#) \$1500

1st Place(Tie) [North Texas PC User Group Award Banner Project](#) \$1500

2nd Place [Licking County Computer Society Award Banner Project](#) \$1000

FROM APCUG REPORTS First Quarter 2007 Licking County Computer Society, Ohio

The LCCS has a nifty color-coded one-page PDF 2007 year planner online at <http://www.lccsohio.org>. It lists their general meetings, executive committee meetings, SIGS (Linux, Repair, Digital Imaging, Word/ Works, Novice, Windows & Web) as well as their recycling events. The planner also has contact information for the events.

SIG REPORTS

Word/Works SIG

Mary Frances Rauch, SIG Leader
Written by Mary Frances Rauch

Jan. 17, 2007

SIG members asked how to copy/forward emails (including photos) without sending them as attachments. Many people said they would not open attachments. We opened the original email attachment, right-clicked on the LARGE picture and opened it (...OPEN WITH) in Paint. Then we resized the image to a small, email-manageable size (and saved and renamed it). We opened a new, blank email message (Create Message), and clicked once in the blank message section of the email "to set the place we wanted to display our picture". Then clicked on INSERT > PICTURE and browsed to where it was saved on the hard drive, highlighted and clicked on INSERT. Next we highlighted and copied the message from the original email and pasted it in the new email message space. It was then ready to be sent on as an email with NO ATTACHMENT.

Feb. 21, 2007

We reviewed the differences in the processes of making labels using Microsoft Works' .wdb database and using Microsoft Word (after 2002) to make labels from a database with .xls. Then we reviewed the process of converting a .wdb database to a .csv (comma separated values) file and then converting that .csv file to a file extension such as .xls (EXCEL). The mail merge steps were different (but important) in each version of MS Works and of MS Word 2002 and 2003. It was intense but valuable.

Mar. 21, 2007

A member had copied a .pdf file and saved it as a MS Word document (.doc). They wanted to reposition the graphics and format the line-spacing inside a text box on the page. We reviewed such things as the Show/Hide button, the Format Painter and Break types including Page, Column, and Text-wrapping.

Repair SIG

Wyn Davies, SIG Leader
Written by JC Deck

January 2, 2007

Twelve members attended this meeting. Four systems were worked on. We wiped the existing 4.3 GB hard drive on one member's computer and replaced it with a 10GB hard drive to aid the computer's conversion to Linux. Another member was having power supply trouble.

February 8, 2007

Repair SIG held its February meeting on Thursday at the A-frame. The meeting was moved from its usual Tuesday time because of inclement weather. Six members were in attendance and three systems were worked on. The LCCS web board was useful in alerting members to the time change. However its effectiveness was reduced because not all LCCS members are registered for the web board. It would be helpful if more LCCS members took advantage of this useful resource.

Richard McManus brought his computer in because it was running slowly. John Kennedy downloaded and ran Spybot Search and Destroy and AdAware SE (available at <http://www.spybot.info/en/download/index.html> and <http://www.adawareresource.com> respectively). These programs search your computer and remove "spyware" that infects your computer while you surf the web. Over 110 items were found "infecting" the computer.

Richard's computer did not have a network interface card installed. Because of this, a USB to network adapter was used. This device allows a computer to be connected to a network through a USB port. Because Richard is on dial-up at home, he used this opportunity to download windows updates. Even though the USB network interface is not as fast as a standard DSL connection, it is still faster than a dial-up.

March 6, 2007

A record 21 members were in attendance. Seven systems were worked on. One system was having problems with Norton AV. Another was having problems with printing on an HP printer. A system was worked on that we thought only needed video drivers. It turned out that the system's motherboard video was damaged. Another system was worked on that had lost its audio drivers. Updates were downloaded and a general clean up of this system's hard drive was also completed.

I worked on installing a new CD-RW + DVD-ROM drive into my Linux computer. The new drive was recognized by Ubuntu and worked perfectly. I also worked on troubleshooting problems with mounting a ZIP drive in Ubuntu. We were unable to solve this problem and work will continue at a Linux SIG.

Two MAR program computers were distributed during the meeting. Both were windows 2000 professional computers. One was for a single mom trying to get

SIG REPORTS - *continued from p 3*

Repair SIG - - - *continued from p 3*

a job to do on-line DRS billing. Moundbuilders Guidance Center had given her a computer that had Windows 98 but did not have enough memory so we swapped it with one of our MAR computers. The other person had a computer with Windows 98. As we were working on it the motherboard went bad. We advised her to upgrade to another computer. We gave her one of our MAR computers in exchange for a \$20 donation and joining LCCS.

Windows SIG

Phyllis Hartroft and Jon Luzio, SIG Leaders
Written by Phyllis Hartroft

January 20, 2007. The main topic of this meeting was to create a new yearly calendar for LCCS. Previously we had used Adobe PageMaker, but this year we decided to use Microsoft Publisher because most of our members use it as a layout/publishing program. That meant starting from scratch. We made tiny color-coded text boxes to indicate the various events and placed them on a yearly calendar in the background. It was an interesting exercise in the use of Publisher and a nice example of a cooperative project. Before the meeting, we received emails from all the SIG leaders and others responsible for scheduling meetings, printed them out, and distributed them to participants at this Windows SIG meeting. Mary Ossa entered most of the text boxes from month-to-month in response to others reading out the schedules. In all, nine of us participated and it went smoothly, although some corrections had to be made later. Next year, it should be easy to edit.

A link to the finished document is on our Web site at <http://www.lccsohio.org/meeting.htm>. Proof that others see it — the recent issue of *APCUG Reports* called it “a nifty color-coded one page PDF 2007 year planner...” More on APCUG in the article on page 2.

February 24, 2007. Jon brought his computer to the meeting and demonstrated dual booting with **Windows Vista** and **Windows XP**. He passed out copies of a description of how he installed and uses the dual booting. His article appears in full in this issue of *Random Bits*.

He also described how to “clean” install Windows Vista with upgrade media and distributed printouts to participants.

Another topic was **Network Magic**, a program useful for home networking, which eliminates home networking hassles. Download a free trial version or buy a premium version at <http://www.networkmagic.com/>.

Linux SIG

Jim Amore SIG Leader
Written by John Kennedy

February 11, 2007 We had two projects going on at this month's meeting. Kemp and Jim finalized the installation of a Linux server (running Ubuntu Server) that's now running on our network. We plan to add programs and files that we can run off the server from any of the computers that might be connected to the A-Frame's network. This should help at the repair SIG or Linux SIG when people need to be running some of the same programs or access the same files.

Our other project, installing Linux on an old machine with little RAM proved a bit tougher. There are a couple of versions that will work using very little resources, but after a number of attempts that failed; it was discovered that this computer's motherboard wouldn't work with anything but the old Win98 operating system it had. So we just got another computer and installed Linux on it instead.

March 4, 2007 Linux operating systems come in two “flavors” of desktops, Gnome and KDE. Some systems have one, some systems have the other. It's mostly a matter of preference, but each has it's special features. One system, Ubuntu, comes in both (Ubuntu and Kubuntu). You can have both versions running on your computer by dual booting. Or to keep all your programs and data files in the same place, you can install the “other” desktop along with the first. So at our meeting we took a computer that was running Ubuntu, with Gnome, and under the great leadership of Ken Baker, we saw how to add the KDE desktop (not the full Kubuntu system) along side the Gnome desktop. Now when the computer boots up, there is a choice under “Session” as to which you want to use. KDE tends to look more like Windows and gives the user a lot more ability to make changes in the desktop settings. But Gnome seems to be easier to work and a number of us have decided that even though we now have both desktops, most of us like the Gnome one better.

Digital Imaging SIG

Dave Clement SIG Leader
Written by Ron Sherwood

March 2007 Full house describes the Digital Imaging SIG for March when 21 members and guests filled the computer room at Zerger Hall to participate in “show and tell” night. Attendees

- - - *continued on pg 6*

LCCS MEMBERS SPEAK

DUAL OR MULTIBOOTING WITH MICROSOFT'S VISTA

Submitted by Jon Luzio, LCCS Member

You have spent years setting up your PC with your old operating system and you have things just as you like it. It's stable and all is working well. Your hardware drivers are all up to date. All of your applications and games have the latest patches and you have hundreds of hours of game saves on the disk. You have your network configured and up and running smoothly. Your email application, with your thousands of email messages, and your favorite browser, with your hundreds of bookmarks, are all tweaked just to your liking.

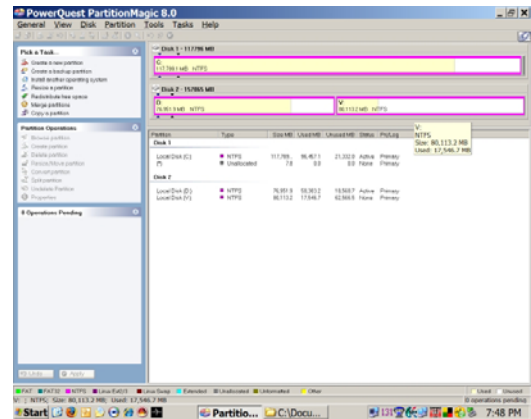
Now Microsoft's Vista comes along and you are nervous about making the jump to a brand new operating system. You don't want to risk throwing it all away and starting over again by upgrading and overwriting your old OS. Will there be new Vista drivers for that trusty old scanner? Probably not. Will your favorite game or application run? Did you remember to back up all those years of Income Tax or Quicken data- Big oops!

The easy solution is to dual-boot your PC. It is like having two working computers on the cheap and you can learn the new operating system and install your applications at your leisure. With large hard drives going for only a few dollars, it is not very expensive to add a second drive to your system or, if you have plenty of space on your existing hard drive, you can create a second partition and install Vista there.

In my case, I had a second 160 GB hard drive but it had 20 GB of data and applications that I did not want to lose. If I had installed Vista on it, that data would have been lost. The solution would be to add a second partition. Partitioning a hard drive makes it appear to be more than one hard drive. This can be done with Windows but repartitioning with Windows still destroys all existing data on the target drive. The solution is to use a third party disk management program, such as Partition Magic, that will easily do the job without losing the data. The created partition should be a logical partition and you will have to use the NTFS file system. This is all easy to configure with Partition Magic. I designated my newly created partition as drive V: . This will make it easy to remember as the drive or partition for Vista and also to avoid conflicts with drive letters for any existing CD/DVD and thumb drives. The partition should also be at least 20 GB in size and more is better (I made mine 80 GB to allow for games, data and all those future applications). The illustration below shows my D: hard drive now split in to D: & V: partitions. If any of this terminology is confusing, such as "logical partition", you can look it up on line in Wikipedia.

I installed the Windows Vista Home Premium which was on DVD. Please be aware that the DVD contains all of the complete versions of Vista. If you wish to upgrade to a higher version at any time, it's called "Windows Any Time Upgrade" - all you need is a connection to the internet and a "major credit card". You then download and run a program that prepares your PC for the upgrade, insert your original Vista DVD disk and you're off and running. There are five versions of Vista but the Home Premium will fit the bill for most users. If you have a modest system you may want to choose the Basic version, especially if you don't have a DirectX 9 capable video card with 128 MB of RAM. You will need this or better video card to enjoy "Windows Aero Glass" which is a new hardware-based graphical user interface. If you don't have a DVD drive, Microsoft can provide Vista installation disks on CDs.

Next the fun stuff: INSTALLATION!



After you have the new partition created you are ready to begin. Have your computer up and running and connected to the Internet. At this point you should probably turn off any anti-virus or spyware programs to avoid conflicts and then insert the installation disk. You can also boot from the Vista installation disk and install but I am not sure how you can get the "important" updates mentioned in section 2.

When you get to the **Install Windows** menu, click **Install now**.

Select **Get Important Updates for Installation**.

On the page for **Type Your Product Key for Activation** do so. The 25 character product key is found on the back of the disk sleeve inside your Vista box.

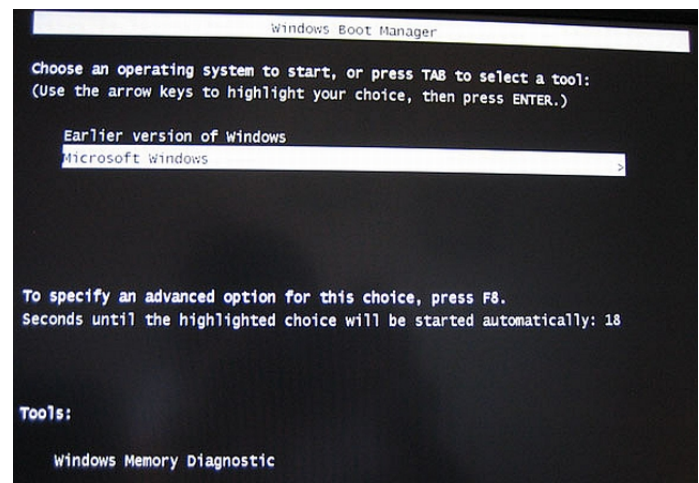
Next, you have no real choice but to accept the license terms.

You want to select **Custom on the Which Type of Installation Do You Want?** page.

Select the partition and/or disk on the **Where Do You Want to Install Windows?** page.

Now go get a Coke or something while the installation does its thing. It takes very little initial user intervention during installation as opposed to previous Windows installs and it takes about 30 to 40 minutes to complete the installation.

When it is all done, when you reboot you will now get a screen that looks like this.

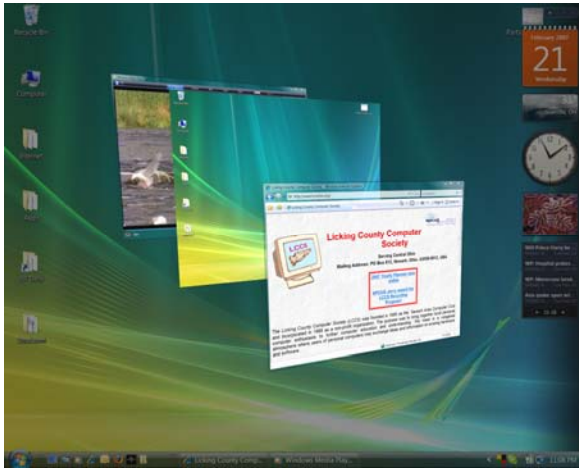


- - - continued on pg 6

LCCS MEMBERS SPEAK - - - continued from pg 5

You can press “enter” & Vista will start, or, “up arrow” and then “enter” and the old operating system will start. Do nothing and after 30 seconds Vista will start automatically. You can modify this screen to change the default operating system and automatic start times by going to in Vista: *Start, Control Panel, System and Maintenance, System, Advanced system settings, Advanced tab, Startup and Recovery, Settings* – and Whew! Select your choices.

When you are all done you will be in beautiful Vista and you will be comfortable in knowing that you can easily go back to your old operating system any time you want.



TIP OR TREAT

Sort of Good News to All the Current XP Users:

Submitted by John Kennedy

Microsoft extends service on Windows XP. On the eve of the consumer launch of its Vista operating system, Microsoft is extending the period in which it will offer support for the previous version, Windows XP.

A Genealogy Site

Submitted by Bill Johns

For those working on Genealogy this site may help you. It is at: <http://www.genealogy-web-creations.com/>. A short review and comments about the site can be found at http://blog.eogn.com/eastmans_online_genealogy/2007/01/web-site_design_.html

Digital Imaging SIG - - - continued from p 4

brought their cameras and gave a brief description of the equipment. Photo gear ranged from basic, point-and-shoot cameras with minimum adjustments to sophisticated digital single lens reflex (dSLR) units with multiple lenses and other accessories. The meeting offered all participants an opportunity to see and handle a variety of cameras.

Participants had an opportunity to ask questions specific to the cameras present as well as digital photography in general. One person brought a stack of memory cards from her camera and the group learned how to transfer the images to CDs and erase the cards for reuse.

LCCS Secretary's Report

February 20, 2007

Written by Kemp O'Dell, Secretary

The meeting was called to order at 7:10 pm by President Jim Amore.

Jim Amore read the General Meeting Minutes. Motion to accept was made, seconded, and passed. Treasurer's Report was read by John Kennedy. Motion to accept the Treasurer's Report was made, seconded, and passed.

Jim Amore reported that Phyllis Hartroft will forward information from APCUG to anyone wanting to receive it. You just need to let Phyllis know and she will add you to an email list.

Word/Works SIG – Mary Frances Rauch reported that they worked on copying and pasting information from Word to the “body” of Outlook Express email as some of their recipients do not want to open the attachments.

Linux SIG – John Kennedy reported that they tried loading Ubuntu 6.06 on a PC, but found that the computer was not compatible for anything above Windows 98. A server was donated and loaded with Ubuntu Server 6.06. The server was set up and now need to start using.

Repair SIG – Had about 7 or 8 people attend.

Windows SIG – Will be meeting on Saturday March 24.
Digital Imaging SIG – Next month's topic will be to bring your own digital camera with its cards/disks/sticks/cords and Dave Clement will explain how to download your pictures and save them to appropriate media for storage.

Georgia Porter will present on Computerized Embroidery for the next General Meeting.

Motion to adjourn was made at 7:30, seconded and the motion was passed.

There were 19 people in attendance for tonight's meeting.

Meeting was followed by a presentation by Gail Emelko from The Computer Services Group on Windows Vista and Microsoft Office 2007.

Submitted by Kemp O'Dell, Secretary



Licking County Computer Society, Inc.
 PO Box 612
 Newark, OH 43058-0612

LICKING COUNTY COMPUTER SOCIETY 2007

President:

Jim Amore 404-3963 jim@helmicks.com

Vice-president:

Wyndham Davies 366-6314 Aeolus_nko@roadrunner.com

Secretary:

Kemp O'Dell 348-0049 kemp@odellhome.com

Treasurer:

John Kennedy 522-5364 jakenn@roadrunner.com

Trustees:

Jon Luzio 587-4632 jluzio@adelphia.net

Bob Porter 366-3284 bgbporter@alltel.net

Mary Frances Rauch 522-4710 rauchhouse@alink.com

Newsletter Editor:

Gina Buckley 522-0002 g13b@.roadrunner.com

Agent:

David Bibler 345-3492 dbibs@hotmail.com

APCUG Representative

Phyllis Hartroft 587-3444 hargrei@alink.com

Information Director:

Vicky Atkins 349-8048 vmatkins@alink.com

LCCS/LCAP Seniors Classes:

Contact: David Bibler 345-3492 lcap@lcap.org

Meeting Programs Director:

Mary Frances Rauch 522-4710 rauchhouse@alink.com

Membership Chair:

Vicky Atkins 349-8048 vmatkins@alink.com

Recycling Events Chair:

Jim Amore 404-3963 jim@helmicks.com

Refurbish & recycle Chairman:

John Dovjak 522-6828 delores@communigate.net

Webmaster:

Jon Luzio 587-4632 jluzio@adelphia.net

Past President:

Don Furnish DonIFurnish@copper.net

Digital Imaging SIG

Dave Clement unlisted dvclementusa@yahoo.com

Linux SIG:

Jim Amore 404-3963 jim@helmicks.com

MS Works/Word SIG:

Mary Frances Rauch 522-4710 rauchhouse@alink.com

Novice SIG:

George Willey 788-8484 gwilley@alink.com

Repair SIG:

Wyn Davies 366-6314 aeolus_nko@roadrunner.com

WebSIG:

Kevin Clement 587-1511 clementk777@gmail.com

Windows SIG:

Phyllis Hartroft 587-3444 hargrei@alink.com
 & Jon Luzio 587-4632 jluzio@adelphia.net