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[www.vbcg.org](http://www.vbcg.org)

Vero Beach Computer Group

# THE HOMEPAGE

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Our newsletter is published monthly and is a benefit of membership. Your dues support our activities and programs. Dues are \$25/ year for either individuals or families.

VBCG

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General Meeting, Monday, March 2, 7 :00 PM  
Main Library, Vero Beach  
1600 21st Street

## **TurboTax !**

**Presentation by Joan Pannenburg**

**Yes, it is that time of year again. Joan Pannenburg, our computer guru, will demonstrate how to prepare and submit your income tax report using TurboTax software. After her presentation, you will be able to ask any question you may have so you will be able to do your own taxes by April 15th.**

**Also "Random Access" our favorite questions and answers part of the program will follow, this month Eric will be leading the discussion. He will probably have a follow up of what we discusses last month. Eric was filling in for the speaker who had an emergency and we had a very interesting and informative session.**

**Among the Door prizes, there will be subscriptions to "Smart Computing."**

## Don't forget:

**Come early! Computer "Help Desk" available from 6-7 p.m. for those needing some extra help with a computer problem or question.**

Vero Beach Computer Group is a self-help group that provides help to members who want to improve their knowledge of computers and accessories. Our motive is to share our experiences and give members a chance to learn and help each other. Every effort is made to share accurate information; however, no representations or warranties either express or implied are made as to its accuracy.

# DID YOU KNOW THAT?



By Staff Writer Jean B Grider

The following article by Jack Parozzolo appeared in the September 1998 issue of the VBCG Newsletter. (Jack is responsible for starting our very popular Special Interest Groups.)

**“Small Special Interest Groups or SIGs provide an opportunity to get help on specific software programs. Whether you are a computer programmer or a recent retiree, these small SIGs give members the opportunity to get help with their problems or questions from members that have specific software knowledge; "members helping members"**

**Members are invited to attend as many SIGs as they wish. It's important to remember that you don't have to be an expert in any of these programs to lead the group or to share your knowledge with other members. All SIGs meet at the Vero Beach Public Library at 7:00 pm, 2nd floor, in the Terrace room, except for the *New Computer Users SIG* which meets at 2:00 pm.”**

We really have some wonderful SIG's available each month. Frank Lombard has one on Editing Digital Photos and with all the new software out there, you can do so much with your photos. Adobe Photoshop Elements just came out with Elements 7. I have purchased it with the Premiere 7. With this you can make beautiful slide shows with music and burn it to a DVD. It is very easy and simple to use, IF YOU KNOW HOW. That is where the help of a SIG really helps. You come and ask questions and learn.

Randy Washington has one on Microsoft Office, he will answer questions on the old Office or on Office 2007. The new version is so different that it hardly seems like the old program. You can make text boxes and it is really more like a desktop publisher than most word processors. He also knows Outlook, Excel and PowerPoint, so come again with those questions and work smarter/faster.

Tim Glover has the Internet SIG and always shows new things on the Internet and how to surf better. Tim is our Webmaster and knows quite a bit about working on the Internet.

Mac users, you are covered too. Eleanor Ryan and Joe Piazza can answer any MAC question you can come up with and show you all kinds of good things you can do with your Mac. Each month Eleanor has a page of our Newsletter, the Homepage, devoted to the Mac. Be sure to read it.

Last but not least, every 3rd Tuesday I have a SIG on any question you may have about the PC and a lot of the software. This is a three hour SIG and you are welcome to come late and leave early as your schedule permits. I guess mine is the longest running SIG. I started it the first month it began back in October of 1998. During these years I have had hundreds of people attend them. Last month there were 44 people. Each month it is a little different because of the different questions.

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# The Mac Corner

By Eleanor Ryan

## Editing Word Files – Without Word

It is easy to work with Microsoft Word Files on your Mac, even if you don't have Microsoft Word Installed on your computer.

TextEdit, your Mac's built-in word processing program, can open MS Word Files (which are often distinguished by a ".doc" or ".docx" suffix). Simply double click the document icon.. It will automatically open the TextEdit if that's the only word processing program on your computer. If you have several, you can specify which program to use by Control clicking on the file icon (or right clicking if you have a two button mouse) and selecting your desired program. Now you can edit the file just like any other document. However, if you want to share your file with MS Word users, be sure to save your work in word format. Here's how. From the File menu, choose Save As... or type Command/Shift/S. Chick and hold the File Format tab and choose on of the Word formats. Press Save.

## Next Tip: iCal: Your Powerful Personal Assistant

If you own iWord '08, you can use similar techniques in Pages, Apple's advanced word processor. But instead of using the Save As command, select Export from the File menu. Choose the Word Option and press Next. Finally, navigate to the destination where you'd like to save the document, and press Export.

## Now on iTunes: It's Oprah

January 13, 2009

With such video and audio podcasts as Oprah.com's Health and Wellness Channel, Oprah.com's Spirit Channel, and Oprah.com's Money Channel, you can now enjoy some of your favorite Oprah programming whenever you'd like. Download and watch individual podcasts. Or subscribe to a channel and have iTunes automatically download each new episode for you. Enjoy. Filed under: iPod+iTunes. Read more: [itunes.apple.com](http://itunes.apple.com)

## Using Mac OS x Zoom for Demos

If you're a trainer or you need to demo a technique in front of a group of people, there is nothing worse than losing your audience because they can't see your sursor or the detail you're pointing at. Fortunately, Mac OS x Has a built-in solution for this problem: Screen Zoom. To enable screen zooming, open system Preferences, click on Universal Access, and click ON in the Zoom area. You are immediately ready to zoom: Press Command/Option to zoom in and Command/Option/Hyphen to zoom out. If you click the Options button in Universal Access, you can fine-tune how Mac OS X displays the zooming effect – for example, you can set how far the screen should zoom in. Zooming in and out is a great way to draw your audience's attention to just what you want them to see.

## Create Your Own Icons

While Zoom was originally designed for visually impaired users, it is also very useful for people who need to demonstrate Mac OS X applications.

# MEETINGS AND SIGS

**All meetings and SIGs are held in the Indian River County Main Library  
located at 1600 21 Street, Vero Beach, Florida**

## MARCH 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 <b>General Meeting</b> <b>7 PM</b> Help Desk—6 PM	3 Photoshop Elements 1-3 PM	4 Cameras, Scanners & Printers 6–7:30 PM	5 Microsoft Office—Word 2-4 PM	6	7
8	9	10	11	12	13	14
15	16	17 Did You Know That? 12:30–3:30 PM VBCG Board of Directors 6:30 PM	18 Surfing Interesting Sites 6-7:30 PM	19	20	21 <b>MAC SIG</b> <b>10:00–12:00</b>
22	23	24	25	26	27	28

Did You Know That?	Jean Grider	March 17	(772) 569-4289	Media Room
Photoshop Elements	Frank Lombard	March 3	(772) 794-2293	Media Room
Cameras, Scanners & Printers	Frank Lombard	March 4	(772) 794-2293	History Room
MS Office—Word	Tim Glover	March 5	(772) 589-0636	History Room
Surfing the Internet	Tim Glover	March 18	(772) 589-0636	History Room
Macintosh Users Group	Eleanor Ryan	March 21	(772) 562-2869	History Room
Macintosh Users Group	Joe Piazza	March 21	(772) 567-9004	History Room

## Tips and Tricks

Submitted by Tim Glover

**Mp3CoolPlay-X v4.3** [1.9M] W98/2k/XP FREE, Lockergnome Windows Digest, 9-6-03

<http://www.snapfiles.com/get/mp3coolplayx.html> Mp3CoolPlay-X is a MP3 player that can play most popular audio formats, including MP1, MP2, MP3, OGG, XM, MOD, OXM, UMX, and MO3, as well as streaming media from Shoutcast and Icecast servers. It comes with a build-in DSP engine to apply real-time effects to your music. Some effects are included with the program, others can be added via plug-in. Additional features include playlist support, playlist export to HTML, bookmarks, and more. Mp3CoolPlay-X uses the BASS sound engine.

**Say the Time v10.0** [3.3M] W98/2k/XP/Vista US\$24.95, Lockergnome Windows Digest, 9-6-03

<http://www.proveniosoftware.com> Even if you haven't tried Say the Time, get organized the fun and easy way with the new version! Say the Time will keep you on schedule by automatically announcing the date, time or both at specified intervals using a pleasant male or female voice. Keep track of important time commitments with fully-customizable appointment reminders. Transform your boring taskbar time display into a colorful clock that can display both the date and the time... and so much more!

**GridinSoft Notepad Lite v3.3.1** [1.42Mk] W98/2k/XP FREE, Lockergnome Windows Digest, 9-6-03

<http://notepad.gridinsoft.com/> GridinSoft Notepad is a small notepad application with some additional features that are of interest to programmers. It offers customizable syntax highlighting for more than 25 popular scripting languages, including HTML, ASP, PHP, Perl, Pascal, C++, and others. The code can also be exported (including syntax highlighting) to HTML or RTF format. In addition, it includes spellchecking, offers print support, and allows you to preview the syntax-colored output before sending it to the printer. The color schemes can be easily customized to meet your preference.

**DVD Pro v5** [5.2M] W98/2k/XP US\$29.95, Lockergnome Windows Digest, 9-6-03

[http://www.freedownloadcenter.com/Multimedia\\_and\\_Graphics/Video\\_and\\_Animation\\_Tools/DVD\\_Pro.html](http://www.freedownloadcenter.com/Multimedia_and_Graphics/Video_and_Animation_Tools/DVD_Pro.html) Back up your favorite DVD movies with nothing more than a DVD burner and your home computer with DVD Pro software. Make high quality 1:1 backup copies of all your DVD movies! There's no need to invest hundreds of dollars in replacing lost or damaged DVD discs - not when DVD Pro lets you make backup copies of all your DVD movies using a standard DVD+R/RW or DVD-R burner! Best of all, your copies will play on your home DVD player just like regular DVDs. Fit your entire DVD movie on just one disc - no need for 2 discs. Supports both NTSC and PAL DVD movies.

**File Commander v1.1** [984k] W98/2k/XP FREE, Lockergnome Windows Digest, 9-6-03

[http://www.cinnamonsoftware.com/file\\_commander.htm](http://www.cinnamonsoftware.com/file_commander.htm) File Commander can help with moving, copying, or deleting the files. Occasionally, I back up my e-mailbox stuff (e-mail addresses, saved e-mails, sent e-mails, etc.). Using File Commander's wizard, I created a command to copy these files into my backup directory. Whenever I need to run it, I just click on the command and it takes care of itself. Think about the file management tasks you do often, and consider creating an automated process for them and save time. This requires having Windows installer on your system, which can be downloaded for free.

**Cobian Backup v9.5.1.212** [4.1M] W9x/2k/XP/Vista FREE, Lockergnome Windows Digest, 9-6-03

<http://www.educ.umu.se/~cobian/cobianbackup.htm> Cobian Backup is a multi-threaded program for backing up files and directories from their original location to other directories/drives in the same computer or another computer in a network. You can also back up to a FTP server. There are two versions available: application and service. The program uses few resources and can run in the background, checking the backup schedule and executing backups when necessary, which can be on a daily, weekly, monthly, timer, or manual basis. The program creates a log file that can be automatically e-mailed. Those wanting the program in other languages than English can download language support files.

**FolderMatch: Compare and Synchronize Your Files and Folders!** v3.5.5 [6.8M] W2k/XP/Vista, \$35, Lockergnome Windows Digest, 9-6-03 <http://www.foldermatch.com/> FolderMatch offers one-button folder synchronization for the casual user, and a full range of sophisticated tools for the power user. Winner at the 2002 & 2003 Shareware Industry Awards, it's a MUST-HAVE tool for keeping files and folders in sync as well as powerful insurance against loss of valuable data - whether you're trying to keep files organized on a desktop computer, performing regular backups onto removable disks, synchronizing rapidly-changing laptop data with your main computer, or doing network administration file maintenance.

## Attend A SIG!

We are the Vero Beach Computer Group. Our goal is and always has been:

The Vero Beach Computer Group is a self-help group that provides help to members who want to improve their knowledge of computers and accessories. Our motive is to share our experiences and give members a chance to learn and help each other. Every effort is made to share accurate information. We, the officers and members are here to help!

We have Special Interest Groups for our members to attend. If you have questions or problems with your computer, you can contact any of the SIG (Special Interest Group) leaders and get help. The e-mail addresses are on the calendar. You can find this information on the Homepage (The VBCG Monthly Newsletter) on the calendar page on the web at [www.vbcg.org](http://www.vbcg.org).

## Help! Help! Help! Help!

We would like for you to offer your help. If you can donate some time to volunteer in the media section of the library, please check the schedule below. You can volunteer as many or as few hours as your schedule permits from 1 to 3 or 3 to 5. Any assistance is appreciated. We are in season right now and Saturday and Sundays are very busy. YOUR HELP is needed each week, but if you can volunteer only one day a month, it will help.

Please e-mail the days and hours you can volunteer, along with your name and phone number to **VBCGEditor@comcast.net** or call **Kathie at 770-5060 ex 4121**

Wednesday — 1:00 to 5:00 need assistance 2 hour intervals

Thursday — 1:00 to 5:00 need assistance 2 hour intervals

Saturday — 10:00 to 3:00

Sunday — 1:00 to 5:00

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