

# Vbcg HOMEPAGE

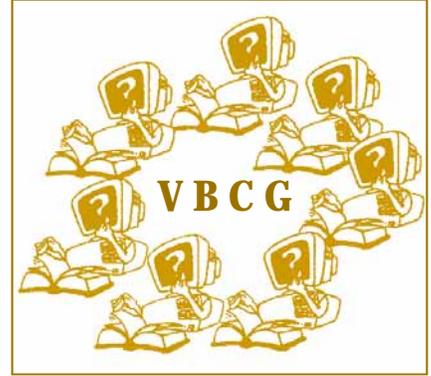
Did you know that we have special Interest Groups

Guest speaker RJ Siegel, CEO of LoPresti

**MONDAY, February 7, 7:30 - 9:30 pm. Media room, Main Library.**

"How I went from being a retarded student to a retarded computer programmer to a retarded CEO". Followed by "Random Access" questions and answers. Computer help desk open from 8:30 pm.

Article from <http://www.sbwire.com/press-releases/lopresti-aviation-announces-rj-siegel-is-new-ceo-41907.htm>



Sebastian, FL ([SBWIRE](#)) 04/06/2010 In an industry that is slow to change, LoPresti Aviation is heading into the next decade at full throttle. LoPresti has announced that RJ Siegel will be taking the helm as Chief Executive Officer at the new LoPresti offices in Sebastian, Florida. RJ is a passionate pilot, a 40-year EAA member, aircraft homebuilder, educator, engineer and businessman. RJ was a member of the original MacIntosh team at Apple Computer and holds the dubious distinction of designing the first aviation iPod based, black-box system which simultaneously plays music, logs flight data, phones home and toasts bagels (OK, maybe not

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## FEBRUARY 2011

### Special points of interest:

- \* <http://www.teachparentstech.org/watch>
- \* <http://www.wrh.noaa.gov/zoa/mwmap3.php?map=usa>

## Microsoft Office 2011 for mac

Microsoft Office 2010 may be barely six month old, but if you want the absolute most recent version of the software, you'll need to run it on a Mac. Microsoft Office for the Mac 2011 includes Word, Excel, PowerPoint and for the first time Outlook.

(Previous versions of Office for Mac came with a Mac-specific email program called Entourage.) New features include a Ribbon user interface similar to the one found in Office 2010 and 2007 and online integration with Office Web Apps.

Little known fact: Office for the Mac actually debuted in 1989, the year before the Windows version. (This article was in the January Issue of Smart Computing) Now devoting several pages of information for Mac users. (Six pages in this issue.)

**Did you know  
that we have  
special Interest  
Groups**

**We're on the Web!**

**www.vbcg.org**

**The Homepage is the  
newsletter for the  
Vero Beach Com-  
puter Group. If you  
are glad to have it  
back, please let us  
hear from you.**

**These articles do not  
automatically type  
themselves on the  
pages of the newslet-  
ter, they require sev-  
eral hours of re-  
search and altering.**

**As you are reading  
articles and think  
any of our members  
would be interested,  
please forward it to  
the editor at:**

**VeroBeachLady@att.net  
please send any in-  
formation using .RTF  
file extension. RTF is  
Rich Text Format and  
can be read and ed-  
ited on any com-  
puter.**

**Thank you,**

## **Send Your Parents a TECH SUPPORT Care Package**

<http://www.teachparentstech.org/watch>

Introducing: "Send your parents A TECH SUPPORT care package." from Google. No, this is not a scam, it for real. As of this writing 58634 parents have received this care package. Ok, I can hear the questions: "What is it"?

Google's TECH SUPPORT is your "saving grace". And to be honest, you might just learn some tips and tricks yourself from these videos, I did. Here's how it works:

There are five categories: BASICS – WWW – COMMUNICATION – MEDIA – FINDING INFORMATION. They are not very professional, but are worth seeing. Within each category you find real help video topics in the BASIC as Copy & Paste, Screensavers,

Backgrounds, Make Text Larger or Smaller. Others such as in the WWW, as Upgrade Your Browser, Make Strong Passwords, Make a Bookmark etc. All-in-all there are 37 training videos produced by Google to assist in learning basic computer to digital photos, sound, and much more. Each video is very easy to follow along and learn at one's own speed. One I really like is the "How to Unsubscribe to a Newsletter" sent by email subscription. It is easy. You send your parents the training video that matches their problem or program they want to learn.

I call this new GOOGLETECH SUPPORT a "Post Christmas" must have for everyone. Within these 37 videos even you will find something you didn't know or have forgotten. Best of all, it is free with no scams

### **Microsoft Security Essentials**

Microsoft has some really great software called Microsoft Security Essentials. *Microsoft Security Essentials* provides real-time protection for your home PC that guards against viruses, spyware, malware and other malicious software. That along with Windows Defender which is installed on Vista and Windows 7 is all I have on my computers. Both are free downloads and I make sure they are up to date and run the scans as scheduled. I am really careful about the web sites I visit and will not open an e-mail unless I know the person who sent it. Keep your computer up to date with all your Adobe, Java and Windows updates and be careful while on the Internet and you should have a healthy computer.

**End of an era  
arrives for XP,  
Service Pack 2  
Did you know**

The end of an era has come for Windows XP, Service Pack 2, and it bears noting. One survey found that over one-third of the PCs in the firms surveyed were running Windows XP SP2. I'm sure that quite a few of you reading this are also running XP SP2 as well, and this warning is for you. As of July 14, 2010 the day after Microsoft's Patch Tuesday, there will be no more security updates offered to anyone running XP SP2.

A reminder to those running Windows Vista, if you don't have any Service Pack installed, your support ran out back on April 13, 2010, so you need to grab a copy of SP1 for Vista and install it. There are a few updates (2 or 3 depending on your individual situation) that you must install before you can successfully install SP1 on

**Visit our web site  
[www.vbcg.org](http://www.vbcg.org)  
Or the VBCG  
facebook**

On our web site you can find the schedule for all the Special Interest Groups, the monthly meeting information and many other interesting facts. You can even view some of the old newsletters and see how the world of computing has changed in such a short time. Just think Google is only 12 years old. Windows 3.1 came out in March of 1992 and look where we are today with Windows 7!

## Microsoft Office 2010

**Revised Ribbon. This feature got one upgrade that is sure to please. Now you can create your own tabs, and place buttons where they are convenient for you.**

**A Clearer Picture. The photo-editing tools are top notch. One feature is Background removal, which lets you lift part of an image out on its own without jumping to a dedicated photo-editing program. You can now edit videos right in PowerPoint. You can add visual effects to videos and so some cool stuff such as place markers in the video to trigger animations.**

**Save the screen. If you create many instructional documents like I do, this is really nice. You can go to the INSERT tab and it will show pictures of open documents, you choose the document and the picture will appear in your document.**

**Office 2010 seems a little more user friendly than Office 2007. I guess I compare it with Vista versus Windows 7, or ME versus Windows XP.**

**As I have stated many times you**

**really need to learn the software to be able to use it and enjoy it fully. It is in no way like any of the office suites of the past, It requires hours of learning.**

**Outlook is basically the same as 2007 and is still my favorite e-mail program. Word gets easier each time I use it, but nothing like previous editions. Publisher is a real joy to use and is just about my favorite of all my software. I am currently using it as my greeting card program since the one I purchased for Windows 95 will not work in Vista or Windows 7 even in compatibility mode. Publisher 98 is what I used back in April of 2000 for this newsletter, then in 2002 I switched to Publisher 2002 which was much nicer. Now I am using Publisher 2010 and find it to be the best.**

**If you are not ready for the challenge and hours of learning, I would suggest downloading the free suite, "OpenOffice.org" from Sun Micro. It is available for the PC and Mac and is easy to use and you can even create a .pdf (Portable Document File) with it!**

## SPECIAL INTEREST GROUPS

Many of the Computer Groups now have SIG's. Jack Pirozzolo started ours back in 1998 they are well worth your time to attend.

*Photoshop Elements* -- putting photos on your computer and improving or changing them; confirm time and date with Frank Lombard (772) 794-2293. *TUESDAY Feb. 1, 1 - 3 pm, History Room, Main Library*

*Internet & E-mail* -- Firefox, Internet Explorer, , Safari, Chrome, Yahoo. Give them all a try!! This class includes information on how to email, including adding attachments, using most types of e-mail programs. Internet use would include use of search engines as a tool to look up just about anything. Security will also be covered. Share in open discussion. Moderator Tim Glover 589-0636 *WEDNESDAY, Feb. 9, 2 - 4 p.m., History Room, Main Library*

*Macintosh Users helping each other* -- An introduction to Snow Leopard, iPhoto, iPod, iTunes, iMovies software. Sit in on our special interest group and discover the exciting new iLife applications. Moderators Eleanor Ryan 562-2869 & Joe Piazza. *SATURDAY, Feb. 19, 10 a.m. - 12 noon, History Room, Main Library*

*Using your personal computer* -- introductory topics, with emphasis on the Windows operating system. Topics include an introduction to the Windows environment, using the mouse and keyboard, and an overview of the software applications included with Windows, and using modems, wireless, DSL, etc. Bring your questions. Bring your computer. Bring a friend. Moderator Jean Grider (772) 569-4289. *WEDNESDAY, Feb. 23, 12:30 - 2:30 p.m., Media Room, Main Library*

*Microsoft's Word* -- we will cover the basics of using Word and similar programs, including entering and editing text, moving and copying text, formatting, page layout, spell checker, mail merge, and inserting pictures and art.

*Confirm with moderator, Joan Pannenburg, 231-2618. THURSDAY, Feb. 24, 2 - 4 p.m., History Room, Main Library*

Again, a lot of time and effort go into each of these free to you groups. You have a chance to ask your questions and get them answered. You actually learn from others questions. I learn something new each time I attend a SIG. Our monthly meeting the first Monday of each month is also interesting and informative. We have a question and answer period that is beneficial. Try to make the next one.

## Some Handy Tips

**Power Up the, "Send To" Feature** When right clicking file in Windows Explorer, hold down <SHIFT> before you click and then select the *Send To* command. Windows will reveal a whole host of additional options, such as one to move the file to an often-used folder.

**Minimize all windows except the one that you're working on.** When your desktop becomes so cluttered that you can't find anything, this strip is a good way to regain focus. Grab the title bar of the window you want, and shake your mouse a little. All other windows will vanish into the taskbar. Repeat to undo and restore all your hidden windows.

**Use Folders in your e-mail client.** Letting your e-mail accumulate in a monolithic inbox makes it nearly impossible for you to find important messages without a laborious hunt, as well as greatly increasing the odds that you'll forget or simply overlook e-mail that requires urgent attention. Delete the junk, and file no actionable e-mail messages into clearly defined folders. Getting into the habit of sorting incoming mail in this way is critical for most users looking to enhance productivity. The folder should be descriptive as maps, recipes, good jokes, VBCG, Choir, and such. I had one that was just plain old To Keep and believe me, it was a catch all.

**Rename Files Fast** Most of you know you can select a file and use the F2 key to rename or you can right click and select rename from the menu. When you have finished renaming the file, press <TAB> instead of <ENTER. Explorer will jump to the next file in the list and select the file name so you can rename it.

**Sending an E-mail** Always have a subject and make it meaningful. Hey! Or Hi! Will NOT DO!. If you get an important e-mail and want to save it change the subject to something meaningful. This will improve your search index. To change the subject before filing it in one of your e-mail folders, OPEN the email and retype the subject.

More next month.....