Mike Newell, Guest Speaker
General Meeting December 13, 2005

In this Issue...

Officers and Board Members

Wayne Kleinstiver, *President*
w.kleinstiver@prodigy.net

Jesse Hendelman, *Past President*
vanpt@aol.com

Frank Lombard, *Vice President*
franklombard@bellsouth.net

Jean Grider, *Secretary*
VeroBeachlady@bellsouth.net

Ione Andersen, *Treasurer*
horten2@bellsouth..net

Bill Bailey, *Editor*
thebaileys@bellsouth.net

Joan Pannenborg, *Director*
vbcg2000@yahoo.com

Joann Purcell, *Director*
joann@joannpurcell.com

Tim Glover, *Director/Webmaster*
tcglover@comcast.net

Lucia Robinson, *SIG Coordinator*
robinson@bellsouth.net

Eleanor Ryan, *Membership*
eleanor@intergate.com

Eric Schoen, *House Chairman*
eschoen624@hotmail.com

Our newsletter is published monthly and is a benefit of membership. Your dues support our activities and programs. Dues are $20 per year for both individuals and families. Thank you!

VBCG
P.O. Box 2564
Vero Beach, FL 32961

Email
webmaster@vbcg.org

Mr. Michael Newell will be guest speaker for the December 13th monthly meeting (7:00 PM at the library) of the Vero Beach Computer Group. Michael will tell us about Vero Beach SeniorNet classes presently being offered: Introduction to Computers, Intermediate PC, Advanced PC, Photoshop Elements, Microsoft Picture It!, Internet/World Wide Web, Downloading from the WWW, Advanced Microsoft Word, and Identity Theft & How to Secure Your PC. Many VBCG members have assisted SeniorNet of Vero as Instructors and Coaches. Come hear what classes are currently scheduled. Michael and his wife Judy-Koehler-Newell have provided computer training to thousands of Vero Beach area students. In addition to instructing they have written the course materials for all their classes.

Vero Beach SeniorNet was started in the summer of 1996 by Michael Newell and his wife Judy Koeler-Newell (retired IBM executives).

SeniorNet of Vero Beach is one of over 240 independent, non-profit SeniorNet organizations located throughout the USA, with the mission of enhancing and enriching the lives of adults over 50 through the use of personal computer and communications technology. For more information, please visit the Vero Beach SeniorNet website at http://www.verosenior.net.

Meeting Notice!
The December General Meeting of the Vero Beach Computer Group is our annual business meeting. Current members will be voting on the slate of nominees for Directors and Officers. Nominations will be accepted from the floor.

Did You Know That ?
By Staff Writer Jean B Grider

Turn your computer off. Unplug it when you know a storm is coming or if you are leaving home for an extended period of time. Remember to remove the phone connection either from the wall or from your computer also. The surge protector will not protect you totally during a real Florida storm. Personally I use battery backup surge protection for all of my computers. They run from around $50.00 to $200.00 depending on your needs. If you are connecting only one computer, the $50.00 one is sufficient. When using a battery backup it gives you time to safely turn your computer off, if the power goes off. I will usually keep on working until there is a power failure since I am connected to the battery backup. Although during the hurricane I unplugged everything including the battery backups. I made sure the power was stable before plugging everything back in. Last year many computers were lost by not unplugging them or plugging them in too soon when there were multi power outages soon after the power was restored. Consider your original investment and what it would cost to replace the computer plus all the data and software that would have to be restored. The investment in a battery backup is worth every penny in my opinion.

 The last few weeks I have encountered several people who have tried to use their computer after the hurricane to find that it would not turn on. One had returned from up north and found the same problem. After asking a few questions, I found that the computers had not been unplugged for the whole six months or during the hurricane. The answer was, "I had it plugged into a surge protector". If you are using only a surge protector, you should make sure your computer is off and unplug it from the wall and make sure your phone line is disconnected also. Before I got the battery backups I would turn my computer off when it looked like it was going to storm, and for sure before leaving home even for an afternoon or evening. Nothing can protect a computer from an actual lightning strike except having it completely disconnected from all electrical, phone, and cable lines.

Jean

Tips and Tricks Suggested by Your Webmaster, Tim Glover

LoginControl v3.5 [651k] W9x/2k/XP FREE, Lockergnome Windows Digest, 2-2-03

http://www.mywebattack.com/gnomeapp.php?id=105854

LoginControl allows you to manage all your login information from a single, attractive interface. All you need to remember is a single password and you can access all your account details, neatly organized into categories. The password and login information can be copied to the clipboard for easy pasting, and you can add additional notes and comments to each entry, as well as a Web site URL, and more. The account information can be exported to HTML or text format. The program is easy to use and you should have no problems using it (even though the documentation is only in Spanish). All data is stored in a password-protected file (encryption algorithm not disclosed). Additional features include searching of your data and print support, as well as a password generator to create secure, random passwords.

CIA World Factbook v2005 [129M] W9x/2k/XP Free, Lockergnome Windows Digest, 2-2-03

http://www.cia.gov/cia/publications/factbook/

Agent Meryl reporting in with an update on a top-secret mission to tell Agent Gnomies about this intelligence must-have: the CIA World Factbook. Shhh... it's been published since 1981 and has been available online since 1990 through gopher (a text-based Internet Web site - now that's a blast from the past!). Since 1993, CIA has included its annual handbook in this publication, featuring 267 full-color maps and flags of all nations and geographical entities. Find out about any country's demographics (e.g., population, literacy rates) along with political, geographical, and economic data. I used it for a graduate research paper that earned me an A. Don't faint at the huge size of the [compressed] file. The Web site offers smaller chunks for downloading, or you can view the book online in its entirety. Agent Meryl signing off.

MP3 Tunes v1.8.2 [927k] W9x/2k/XP FREE, Lockergnome Windows Digest, 2-2-03

http://www.mywebattack.com/gnomeapp.php?id=105875

MP3 Tunes is a dual MP3 player that includes features like Pitch, Cue, Equalizer, Database, Playlists (multiple formats supported), ID3v1 v2 tagging, jingle list, and more. It offers automatic mixing, crossfader, password protection, pre-listening, file browser, and much more. You can even place your own logo inside the interface, file browser, for amateur DJs or MP3 enthusiasts. We liked the optional Broadcast skin a lot better than the black default option. {Web site layouts} Though this site has ads, there are over 550 HTML and Flash- based Web site templates for your use in creating a site. Some of us (read: me) have trouble getting inspired with our own Web sites, and templates can help us quit staring at a blank page. Each layout has a rating and the number of votes. After all, if only one person rated it a 10, it means less than if 100 people rated another layout an average of 8.7. Personally, I learn from examples, and playing with these templates is a great way to get more comfortable with HTML and Flash. There is also a handful of tutorials available.

Your Membership Expires Soon!

It's that time of year again! VBCG memberships run concurrent with the calendar year and everyone's dues become due on January 1 of each year. The grace period is two months and by March 1 we purge our membership records of delinquent members. We appreciate your membership and please feel free to make comments or suggestions on what you would like to see us do more of... or even less of!

Printing the Newsletter

First of all, thanks to everyone who is able to use and access our online newsletter, saving us lots of time and expense of sending a printed copy to all members. As you are probably aware, we post the newsletter on our website for members to access there. It is in the Adobe Acrobat format and you need the **free** Adobe Acrobat "Reader" program to open and view the newsletter.

If you have Dial Up it can take some time to download the new Adobe Reader 7. If you would like a copy on CD please e-mail <u>VeroBeach-Lady@bellsouth.net</u> and pick it up at the VBCG monthly meeting on December 13th.

Another benefit of producing the newsletter electronically is that we can add colors to make the newsletter more attractive. While we would encourage you to read the newsletter electronically on your computer, you can also easily print it out either in color or black and white. If you are not aware of how to print it in black and white, it is really very simple. In order to do so, you need to have access to the "Print" dialogue window.

In most programs there is a "Print" button on the toolbar near the top of the window and when selecting print using this button, it sends your document or image directly to the printer, with no options. The Acrobat Reader program though will open the Print dialogue window when selecting the print button (to open the Print dialogue window in most programs, select "Print" from the "File" menu). Once open there is a drop-down menu at the top with your printer(s) that are available to use. Next to that is a "Properties" button. If you open the printer properties, you can access the many features and options that are available for your printer. These options are specific to the make and model of printer you have, but somewhere in the many options you should find a "Grayscale" selection. This will convert any color items in the newsletter into varying shades of gray, therefore saving your color ink. Another way of saving ink is to select "Draft" or "Economy" or something similar for the print quality.

Once you are back to the Print dialogue box, you can also save paper by either only printing the pages you are interested in or printing double-sided. To print a single page you can either scroll to that page in the document you want and then selecting "Current page" in the "Print Range" section of the dialogue window, or setting the same page number in the "Pages from: _ to:_" option. To print double-sided, select "All _ pages" in the Print Range section, then choose ""Odd Pages Only" from the drop down menu in the same section. Then, depending on how the paper is loaded in your printer, flip the pages over and this time select "Even Pages Only". Please note that Acrobat also has a printer option on this window called "Reverse Pages" that is selected by default. This will affect the sequence your pages need to be in when you reload them for double-sided printing. You may want to unselect this option for double-sided printing.

Additionally you will also find some other tips on using Acrobat Reader on our website. If you need to download and install the program for free, you will find a link for it on the "Library" page of our website. The latest versions of Acrobat Reader are version 7 for Windows XP and Mac OS 10.2.8 and newer only, and version 6 for older versions of Windows and Mac.

IMPORTANT NOTICE

The Vero Beach Main Library desperately needs volunteers to help with their computers, and we owe the Library **big-time** for letting us hold our SIGs and regular meeting there. The Library has two rather large sections of public-access computers with Internet access and Microsoft Office and a few computers with scanners and CD writers.

As a volunteer, you could help greatly by:

1. Signing patrons onto the computers, using a simple program called PC Reservation. Each patron must briefly visit the media desk helper (you) in order to be assigned a pin number to sign on to a specific computer. From then on the computer program keeps track of who is on what computer, how much time he of she has used it, which computers are still available, and you will be able to "see" that information.

2. Library Personnel are always around to aid the patron, plus it's very interesting and a lot of fun. Please, if you feel that this is something you can help out with, **even for only an hour or two a week or longer, con-tact me:**

   Lucia Robinson, VBCG Library Volunteers Coordinator —- robinson@bellsouth.net —- 772-778-1838

My December library volunteers are:
Peggy Repass, Mondays, 2 - 4 pm
Randy Washington, Mondays, 5 - 7 pm
Jean Ross, Tuesdays, 2 - 4 pm
Barbara Campbell, Wednesdays, 1 - 4 pm
Jesse Hendelman, Thursdays, and Friday Dec 2, 2 - 4
Eleanor Ryan, Friday Dec 9 & 16, 2 - 4 pm

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"WHEN HE YELLS AT YOU AND CALLS YOU
BAD NAMES, HOW DOES THAT MAKE YOU FEEL?"

Note: The General Meetings for both November and December 2005 will be on the 2nd Tuesdays of the month.

MEETINGS AND SIGs

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

DECEMBER 2005

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 Computer Basics 3:00–5:00	2	3
4	5 Internet 3:00—5:00	6	7 Photoshop Elements 12—4 PM	8	9	10
11	12	GENERAL 13 MEETING 7:00–9:00 PM New to Computers 2:00— 4:00 PM	14	15	16	17 MAC 10:00–12:00
18	19 VBCG BOD 7:00 PM Church	20	21	22	23	24
25	26	27	28	29	30	31

General Meeting	WAYNE KLEINSTIVER, Pres.	Main Library
Computer Basics	Jean Grider	History Room
Macs	Eleanor Ryan & Joe Piazza	History Room
Adobe PhotoShop	J. Grider & F. Lombard	Multimedia Room
Internet	Tim Glover	Media Room
Mobile Computing	Wayne Kleinstiver	Media Room
MS Office	Randy Washington	History Room
New to Computers	Tim Glover	History Room