



Midland Michigan

# BITS AND BYTES

September 2015

<http://mcc.apcug.org/>

## President Piper's Ponderings....

At our August General Meeting we learned that at least 7 members had converted to Win 10. The consensus was that it was easy to convert and Win 10 ran without any major problems. Now we just have to relearn where things are located.

That will be the purpose of the September General Meeting. Howard will be showing us how to do all the things on Win 10 which we had become familiar with on Win 7. Despite all the Microsoft hype and the naysayers, I think a reasonable man would conclude that Win 10 is a good OS. There would seem to be no legitimate reason to wait any longer to convert to Win 10.

Our fall meetings have been scheduled.

In October Joe will be talking on Mobile Security, a presentation which he has given often at Dow Chemical. I suspect Joe will modify it for our tender ears, but he does promise that you will have a different mindset when you go on the Internet in the future.

In November Carol will introduce us to her Gadgets. These are not tablets, PCs or phones,

but rather gadgets that allow us to use our computers easier. I counted about 25 items on the preliminary outline of her presentation. It wouldn't surprise me that my Christmas list will expand after I hear Carol talk. Also, the Club will have new ideas for our raffle. November's meeting will be the 3<sup>rd</sup> Wednesday, November 18, 2015.

December will be our usual party on the 3<sup>rd</sup> Wednesday, December 16, 2015. We usually don't have a specific topic for this meeting.

I will be prompting members to tell us about their experiences with Charter and AT&T, and how they are trying to keep this monthly entertainment bill in line with their other household expenses.

See you Wednesday, September 23 at our General Meeting.

*(The above comments are the opinion of the author and do not necessarily reflect the views of the Midland Computer Club.)*



## GENERAL CLUB MEETING

Midland Community Center, 2001 George St., Midland MI  
Room K111, Barstow Shipp's Wing

**Wednesday, September 23, 2015**

**7:00 P.M.**

**Topic: Windows 10**

Presented by Howard Lewis

**2015 BOARD MEMBERS**

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Please let Howard or Bill know of topics you would like covered at future meetings.

**PUBLICITY**

Al Adams aladams12@yahoo.com

**Useful, useless and strange (in no particular order) Web Sites:**

<http://www.techguy.org/>

This site provides free technical support on a variety of operating systems including Windows, MacOS and Linux along with various software programs. They also provide free support for a variety of other technology related issues. It's always good to get a second opinion of you are having technical difficulties.

<http://tinyurl.com/mv95cvx>

Some consider Abbey Road Studios to be the most famous music studio in the world. Now Abbey Road teams up with Google to provide a virtual tour of the studio.

<http://tinyurl.com/l24blzy>

The Michigan Transportation Asset Management Council provides a map showing the road conditions throughout the state, updated for 2014. You can see which roads are rated good, fair or poor.

<http://www.money-rates.com/>

For those thinking about getting into investing, this site offers some good information and guidance.

<http://www.fool.com/>

The Motley Fool is a very good site for learning about investing. Learn some of the things to look for and some things to avoid.

**Board Meeting**

First Thursday of the month  
 7:00 PM

Chapel Lane Presbyterian Church,  
 5501 Jefferson Ave., Midland MI

**Membership Enrollment Form**

NAME \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ ZIP \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

Membership dues FAMILY (\$20) STUDENT (\$15) New Member \_\_\_\_\_ Renewal \_\_\_\_\_

Please fill out the above form and mail it along with payment of check or money order to :

**MIDLAND COMPUTER CLUB**  
 1816 Bauss Ct  
 Midland, MI 48642-4023

**Attn: Membership Chairman**

You may also pay for membership at a regular club meeting

**Tips, Tricks & Techniques** (submitted by Carol Picard)**Opening files and links within files in Browsers - Android, Chromebook, and iPad**

Devices/browsers work differently when opening web page links for specific file types and also when opening links from within those files to other web pages. Suggestions included here are based on my testing with my devices. You may get different results depending on manufacturer, operating system/app versions, system settings, default browser, etc. If you have different solutions, please let me know.

**Android**

On an Android device, links to pdf, .doc, .ppt, or .xls<sup>1</sup> files did not open the file within the native Android browser or Google Chrome browser.

When tapping a link to .pdf, .doc, .ppt, .xls<sup>1</sup> file within either browser, the file is downloaded to the Download folder on the device. Have to navigate to the download folder and open the file using another program. The first issue is finding the Download folder and the second issue, if downloading a lot of files, is they remain in the Download folder until deleted, taking up space on the device.

**Mozilla Firefox browser for Android** offers a solution which opens the file in the browser using Google Docs Viewer. The files are not saved in Google Docs.

Install Firefox Browser for Android from the Google Play Store and open Firefox

After installing Firefox Browser, recommend going into Menu (three squares in upper right corner<sup>2</sup>), then Settings, and review/change default settings under Customize, Display, Privacy, and Mozilla.

Install add-on

1. Tap *Menu* icon (three squares in upper right corner<sup>2</sup>)
2. Tap *Tools*
3. Tap *Add-Ons*
4. Tap *Browse all Firefox Add-ons*
5. Search for Cloud-viewer
6. Tap *Cloud Viewer* (confirm creator is Mark Finkle)
7. Tap *Add to Firefox*
8. Tap *Install*

Test

1. Navigate to a web page that contains link to .pdf, .doc, .ppt, or .xls file
2. Tap web address link
3. Cloud Viewer prompt will display, asking if okay to open document in online viewer - tap *OK*
4. The file/document will open in new Firefox tab

Once web page is open in Cloud Viewer, when viewing:

- ◆ .pdf file - web address link within .pdf file should work, opening web page in new browser tab
- ◆ .doc file - web address link within .doc file should work, opening web page in new browser tab
- ◆ .ppt file - web address link within .ppt file does not work.  
If Google Slides or an Office suite that includes presentation program is installed on the device
  - ◇ download the file (see instructions on next page)
  - ◇ open in presentation program, may have to play/view slide show
  - ◇ click web address link and should open in default browser. If default browser not set, should get option to chose browser.
- ◆ .xls file - web address link within .xls file should work, opening web page in new browser tab

There may be times when you want to download a file to your device, instead of reading it in Cloud Viewer. To do so, disable the add-on.

1. From within Firefox, tap *Menu* icon (three squares in upper right corner<sup>2</sup>)
2. Tap *Tools*
3. Tap *Add-Ons*
4. Tap *Cloud Viewer 2.1*
5. Tap *Disable*

It isn't necessary to restart Firefox for this change to take effect.

Repeat the steps to *Enable* the add-on.

**Dolphin Android browser:** dolphin.com website indicates there is an add-on for opening files in Google Docs Viewer but, the app they recommend, PDF Viewer for Dolphin, is not available in the Google Play Store. Installed Dolphin browser and downloaded PDF Viewer for Dolphin from 1mobile.com but, even though it appeared in the Dolphin browser as an add-on, it didn't work.

## Google Chromebook

Can view .pdf, .doc, .ppt and .xls files in browser.

When viewing:

- ◆ .doc file: web address link within .doc file should work, opening web page in new browser tab.
- ◆ .pdf file: web address link within .pdf file should work, opening web page in same browser tab.
- ◆ .ppt file: web address link within .ppt file does not work.
  - ◇ Click *Present* (in upper right), the .ppt file opens in full screen view and, if you click a web address link within the .ppt file, it should open web page in new browser tab.
  - ◇ Clicking a link in Present takes you out of full screen view, but the .ppt file is still open in a browser tab.
- ◆ .xls file: web address link within .xls file displays "Go to link:" followed by the web address. Clicking the web address opens web page in new browser tab.

## Apple iPad - Safari browser

Can view .pdf, .ppt, .doc, and .xls files in the browser

When viewing:

- ◆ .pdf or .doc file: web address link within .pdf or .doc file may or may not work. Have option to open .pdf or .doc in iBooks but if links don't open in browser, they won't open when document is in iBooks.
- ◆ .ppt file: web address link within .ppt file does not work. Tap anywhere in file to get option to *Open in "Keynote"*. Once file has been imported/saved in Keynote, tap to open file. Tapping on a web address link displays option to *Open*, which opens web page in Safari. When finished with file, delete it from Keynote.
- ◆ .xls files: web address link within .xls file does not work. Tap anywhere in file to get option to *Open in "Numbers"*. Once file has been imported/saved in Numbers, tap to open file. Tapping on a web address link displays option to *Open*, which opens web page in Safari. When finished with file, delete it from Numbers.

<sup>1</sup>Instructions should work with newer Microsoft Office extensions, e.g., .docx, .xlsx. Did not test with other office suites, e.g., Libre Office, Corel Office.

<sup>2</sup>On some devices, e.g., Samsung tablets, the Menu option is on the device itself (three horizontal lines) rather than in the app.

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**Cybercrime and Phishing**

By Kathy Frey, Member, Computer Club of Green Valley, AZ

Summer 2015 edition Green Bytes, [www.ccgvas.org](http://www.ccgvas.org), [frey58 \(at\) cox.net](mailto:frey58@cox.net)

At one time or another we all will be a victim of some form of Cybercrime and Phishing. The use of any preventive product is of little help if you don't practice safe computing. Help protect yourself:

1. Watch out for "**phishy**" emails. The most common form of phishing is emails pretending to be from a legitimate retailer, bank, organization, or government agency. **Delete** them. Do not open them.
2. Don't click on **links** within emails that ask for your personal information.
3. Beware of "**pharming**." This was also known as **redirect**. In this version of online ID theft, a virus or malicious program is secretly planted in your computer and hijacks your Web browser. When you type in the address of a legitimate Web site, you're taken to a fake site without realizing it. Malicious programs can be either spyware, adware or malware. Run your spyware scanning programs. Malwarebytes is a recommended program.
4. **Never** enter your personal information in a pop-up screen.
5. **Only open** email attachments if you're expecting them and know what they contain.
6. Phishing also happens by **phone**. You may get a call from someone pretending to be from a company or government agency, making various kinds of false claims and asking for your personal information. Quite often it is about some problem with your computer. There is no way they can possibly know if you even own a computer. If you have caller ID, screen your calls, and do not answer calls from phone numbers you do not recognize.
7. If someone contacts you and says you've been a victim of fraud, verify the person's identity before you provide any personal information. Get a phone number and call them back. Or call who they are supposed to represent and ask if that business is making those kinds of calls.

8. Report phishing, whether you're a victim or not. Tell the company or agency that the phisher was impersonating.
9. Don't be embarrassed, take action immediately if you've been hooked by a phisher. If you provided account numbers, PINS, or passwords to a phisher, notify the companies with whom you have the accounts right away. For information about how to put a "fraud alert" on your files at the credit reporting bureaus, contact the Federal Trade Commission's ID Theft Clearinghouse, [www.consumer.gov/idtheft](http://www.consumer.gov/idtheft).

#### **Most Recent Scam Alerts from the Federal Trade Commission:**

[Stand up to fake debt collectors](#) - April 10, 2015

[Unlocking the code](#) - April 3, 2015

[The FTC didn't send that sweepstakes letter](#) - April 2, 2015

[Scammers play name game and get caught](#) - March 27, 2015

[An invoice today gets the doctor to pay](#) - March 26, 2015

[Reluctant to be rude?](#) - March 25, 2015

[Don't pay for a vacation to nowhere](#) - March 19, 2015

[It's the IRS calling...or is it?](#) - March 12, 2015

[Cleaning up without getting cleaned out](#) - March 6, 2015

10. When shopping online be careful and look for boxes that are pre-checked for you to receive offers from them or their partners. Be sure to **uncheck the boxes** and **opt-out** if you don't want to receive any communications. Even legitimate retailers count on you not unchecking the boxes to opt-out.

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## **Computing...Yesterday and Today**

By Phil Sorrentino, Member, The Computer Club, Florida

January 2015, <http://sccccomputerclub.org>, [Philsorr.wordpress.com](http://Philsorr.wordpress.com), [philsorr \(at\) yahoo.com](mailto:philsorr@yahoo.com)

Yesterday, circa 1965, computing was mostly programming to solve simple problems, to do simple accounting like running a payroll, to match items from a list, and maybe even to print results on multi-colored, fan-fold, wide computer paper. (I bet some of you even remember that kind of computer output.) In fact in those days, you never even saw the computer because it was enshrined in a temperature and humidity controlled room or rooms with a flooring system that allowed many, many heavy cables to be run beneath the computers, so they could go the shortest distance between the massive computer cabinets.

Computing in the 70s, 80s, (and maybe part way into the 90s), was still running special software on computers and printing the results. During this time, thanks to integrated circuits, computers got a lot smaller, and some even moved from the cavernous computer room to the smaller computer lab, where it only took up the space of one desk or so. Anyone remember the Digital Equipment PDP-8? And, during this time, we did start to use the computer for many office tasks like word processing (Word and Word Perfect) and data analysis (Excel and 1-2-3). If you are relatively new to computing, you probably are not aware of this, but the first personal computer that showed up in 1975, the MITS Altair 8080, was available as a kit for \$395, (soldering iron and tools not included). No keyboard or monitor, input was done by setting a bank of switches and output was just a bank of lights. This was the humble beginning of a major change in computing.

Soon after this, Apple released the Apple 2, which was a major improvement in the way data got into and out of the computer. It had a keyboard for input and the output was displayed on a TV monitor. During this period, the early 80s, there were many start-up computer companies. If you leafed through a computer magazine (like PC Magazine) in 1980 you may have seen almost 100 different manufacturers of incompatible computers advertised. Radio Shack was even a player with its TRS-80 computer system. (Does anyone have or remember the Atari or Osborne or Commodore computers?) Finally, in 1981, the IBM-PC arrived and from then on it has been the platform of choice for computing, (at least from these computers-in-use statistics).

The original IBM-PC was an 8-bit computer, although it did have a 16-bit bus. (Anyone remember the Intel 8088 microprocessor chip?). During this period, Apple also released some very successful computers such as the Apple 2e, and finally the Apple Mac. (The Apple Lisa didn't fare too well, even with its forward looking Graphical User Interface, which, as it turns out, is a forerunner of our modern Windows User Interface). How is that for digital computer nostalgia?

Today, things are a little different in what we wish to accomplish with, and in what we expect from, our computers. Today, we still expect to accomplish problem solving, but we also expect to communicate the results to, and collaborate with, others nearby, and halfway around the globe. Over the last few decades, our computers have gone in several directions and morphed into several "computing devices" such as desktops, laptops, tablets, and smartphones. Today our computing devices have become the focal point of our virtual digital existence and provide, for us, both computing and communications capabilities. These communications capabilities are now an integral part of our computing devices. Where would we be without smartphones, Wi-Fi, cell towers, and Starbucks?

So what is computing, today? Well, computing today is multi-faceted and quite ingrained in our daily lives. Much of it revolves around the home as well as the office. In the office we still use the computer to solve simple and complex problems like organizing a small business's finances, or tracking the latest hurricanes across the globe. The results, however, are typically provided as softcopy output on a flat panel, touch sensitive display, and only sometimes as hardcopy printouts. But, we also expect to communicate with other workers, and sometimes the public, using our computer. Office networks, Wi-Fi, the Internet and Social Networking Apps allow us to communicate with others across the hall and across the globe. At home we communicate with others, mostly by email, but very often by texting, (especially if we are trying to keep in contact with grandchildren), or video conferencing, aka Skype or Face Time. Our home computer is the repository and focal point for all our digital information: documents, pictures, and videos. Documents that we create or collect are stored on the home computer for easy access, and long term storage. Pictures that we take with our digital cameras, smartphones, tablets, and scanners are all centrally housed on the home computer. At least, that is one way of keeping track of the large number of pictures we take using multiple devices. (When was the last time you moved your pictures from your smartphone to the computer? No excuses now.) Videos that we create or acquire are also housed on the home computer. Where else would you be able to store a bunch of 2 to 3 Gigabyte files? We communicate, entertain, and keep track of our home activities, all with the home computer. Not so long ago, the computer in the home was considered the "personal computer". But, today, the desktop or laptop, in our home is really a "home computer" while our smartphone (or tablet) has taken on the role of "personal computer".

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## Interesting Internet Finds

Steve Costello, Boca Raton Computer Society, editor@brcs.org, <http://ctublog.sefcug.com/>

In the course of going through the more than 300 RSS feeds, I often run across things that I think might be of interest to other user group members.

The following are some items I found interesting during the month of August 2014.

### What is Google+?

<http://geeksontour.tv/2014/07/what-is-google/>

Chris explains what Google+ is, and why they use it.

### The 5 Best Apps for Your Stylus-Sporting Android Tablet

<http://www.greenbot.com/article/2459936/the-5-best-apps-for-your-stylus-sporting-android-tablet.html>

If you have an Android tablet that supports using a stylus, you should have some apps to make the most use of it. Greenbot lists five of what they call the best apps in this post. I currently use one of them, and am going to try two more of the ones shown.

### Why Are Most Programs Still 32-bit on a 64-bit Version of Windows?

<http://www.howtogeek.com/194119/why-are-most-programs-still-32-bit-on-a-64-bit-version-of-windows/>

Do you have a 64 bit version of Windows? Do you wonder why most of your programs are still 32 bit? HowToGeek has some answers for you in this post.

### Going Paperless: Add Reminders to Scanned Documents for Quick Action Items

<http://www.jamierubin.net/2014/08/19/going-paperless-add-reminders-to-scanned-documents-for-quick-action-items/>

For the Evernote users out there, Jamie Rubin explains how and why to add reminders to your scanned documents for quick action items.

### How to Disable Autoplay For Facebook Videos

<http://www.cnet.com/how-to/how-to-disable-autoplay-for-facebook-videos/>

I find it annoying to have videos autoplay in Facebook, and it just uses up data. Following the directions in this tip I have disabled the autoplay for my desktop and Android, it has iPhone instructions too.

### How to Create Your Own Personalized Domain Email Address

<http://www.online-tech-tips.com/computer-tips/how-to-create-your-own-personalized-domain-email-address-for-free/>

This one is self explanatory.

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Most Fridays, more interesting finds will be posted on the Computers, Technology, and User Groups Blog: <http://ctublog.sefcug.com/tag/interesting-internet-finds/>

The posts are under Creative Commons licensing.

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## New and Handy Tools in Word 2013

By Nancy DeMarte, 1<sup>st</sup> Vice President, Sarasota Technology User Group, FL

January 2015 issue, Sarasota Technology Monitor

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

ndemarte (at) verizon.net

Each time Microsoft issues a new version of its Office suite, bugs are fixed and upgrades done. Office 2013 (called Office 365 for those with a subscription) is no exception. These tools have either appeared for the first time in the 2013 version or have been repositioned on the command Ribbon, which was introduced in Office 2007. For those unfamiliar with the ribbon, here is a review of how it is set up:

**Tabs** appear along the top of the ribbon: Home, Insert, Design, etc. When you click a tab name, a new set of tool icons appears across the screen.

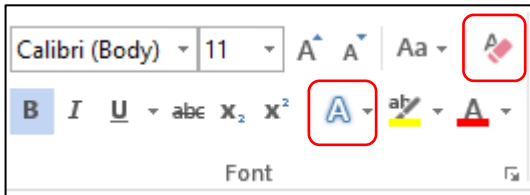
**Groups** appear along the bottom: Font, Paragraph, etc. Each group on a tab is a cluster of related tool buttons. The Font group is pictured here.





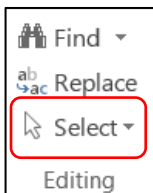
Here are a few of the new tools in Word 2013 that I have found especially useful, organized by their location on the ribbon:

**Clear all Formatting** (Home tab – Font Group) Located in the top right corner of the Font group, this tool is a quick way to take your formatted text back to its basic state. “Formatting” text means adding color or effects. To remove all formatting, select the text you want and click the button. If the selected text is already unformatted, the icon will be grayed out and therefore unusable.



**Text Effects** (Home tab – Font Group)

The glowing A in the bottom row of the Font group lets you add special formatting to selected text, including outline, shadow, reflection, and glow. Select the text you want to apply an effect to, then click the right arrow next to an effect category to refine the effect or make your choice from the sample characters in the gallery. To remove the effect, click the Undo button or the Clear all Formatting icon.

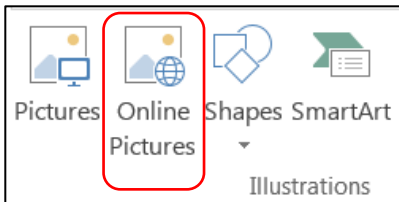


**Select** (Home tab – Editing Group)

The easily overlooked Select command is a speedy way to 1 - select an entire document with two clicks (Select, then Select All), 2 - select only the objects, such as shapes, photos, and text boxes (Select - Select Objects), or 3 - select all text with similar formatting, such as all colored or highlighted text, using a selection pane. This tool saves a user from awkward actions like having to drag the mouse over a multipage document to select it.

**Online Pictures** (Insert tab – Illustrations Group)

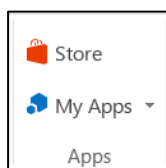
Gone are the days when just a few pieces of clip art were installed with Word for use in documents. The new Online Pictures tool opens to Internet places where you can get graphics of all kinds. You can search the huge collection of free royalty clip art and photos at Office.com, use the Bing search engine to look through the web for graphics, browse your personal collection on OneDrive, or insert a picture from Facebook or Flickr. The Pictures command, next to Online Pictures, gives you access to photos in your Pictures folder or other folders on your computer.



**Online video** (Insert tab – Media Group)

Clicking this icon will set you up for a Bing search of web videos or the well-known YouTube video collection. You can insert the video link directly into a document and, if you are connected to the Internet, play the video without leaving Word. This is new to Office 2013.

**Apps group** (Insert tab – Apps group)

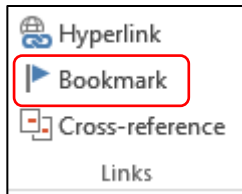


This whole group is exclusive to Office 2013/365 because this is the first version of Office to offer access to the Office store. From within any document, you can download apps from the Office Store and store them in My Apps. New apps are being added to the store all the time; most are free.

Recently I downloaded a new free app called Font Finder, which I can use to organize my fonts by category; e.g., Classic, Handwriting, Fancy, Retro, and others. This certainly beats scrolling through the large alphabetical list of fonts. To use it, I select some text, click My Apps – Font Finder – Insert, which opens the app to the right of my document. After reading the instructions, I click Continue, which displays the font categories or lets me search all fonts. I click a category like Fancy, and click a font name to apply it to my selected text. If I like this font, I can click the star next to it to put it in my Favorites list. If not, clicking Undo will return it to its original font.



### **Bookmark** (Insert tab – Links group)



This tool has been around through a few previous versions of Word. A useful tool for those who deal with long documents, the Bookmark command lets you put a bookmark in any spot of your document and link it to text in another part of the document. If you were writing a book or long article, for example, and had a page of charts in the appendix, you could bookmark each one and set up a hyperlinked word or phrase anywhere in the document text which, when clicked, would take you directly to its chart.

### **NOTES** about tools on the Office ribbon:

- The definition of each of the tools on ribbons in Office programs can be viewed by moving your mouse arrow (without clicking) over the tool's icon. Many tools also give specific details about how to use them if you click "**Tell me more**" below the definition.
- These are only a few of the new and useful tools on the ribbon in Office programs. Others will be reviewed in future articles.

## **Nibblers**

By Jeannine Sloan, Ambassador for Friendship Village, Twin Cities PC Club, Minnesota  
December 2014 issue, The Digital VIKING, [www.tcpc.com](http://www.tcpc.com), SQWalbran (at) yahoo.com

### **Polifiller**

A new computer tool lets you plug in the text of any politician's speech and, with one click, it draws red lines through jargon. It is called Polifiller, as in "political filler," and searches for phrases in what it calls the Hall of Shame.

<http://polifiller.com/>

### **FactCheck**

We are a nonpartisan, nonprofit "consumer advocate" for voters that aims to reduce the level of deception and confusion in U.S. politics. We monitor the factual accuracy of what is said by major U.S. political players in the form of TV ads, debates, speeches, interviews and news releases. Our goal is to apply the best practices of both journalism and scholarship, and to increase public knowledge and understanding.

<http://www.factcheck.org/>

### **Politics and Psychology**

APA's Psychology Help Center is an online consumer resource featuring articles and information related to psychological issues affecting your daily physical and emotional well-being. This site had an article about the Science of Political Advertising that is interesting.

<http://www.apa.org/monitor/2012/04/advertising.aspx#>

### **Microsoft Does Some Things Right**

The Windows team invests a mind-boggling amount of time, hardware, and people into maintaining compatibility. There are bugs in Windows that could have been fixed years ago, but can't be, because

that would break applications that (deliberately or accidentally) depend on those bugs.

<http://www.makeuseof.com/tag/stop-bashing-microsoft-5-ways-theyre-awesome/>

### **Mosaically**

Photo Mosaic Maker:

If you are thinking of creating a photo mosaic without downloading any additional software, then you can look for free and reliable mosaic generators online.

<http://mosaically.com/>

### **Ancient Incans Earthquake Proof Walls**

The brilliant ancient civilization figured out how to make seismically stable structures using stones that fit together like Legos. Now it's time to learn from the past. Over 500 years ago, when Incan workers built Machu Picchu, they devised an ingenious building technique to prevent building collapse during Peru's frequent earthquakes. It worked a little like an ancient form of Legos: Every stone fit together perfectly without any mortar. Now California-based architects are using 3-D printers to create a similar design.

<http://www.fastcoexist.com/3037227/>

### **Find Large Files**

Big files clog up your hard drive and many of them are just garbage that you can delete.

Instead of downloading a utility to find them, you can use Windows Explorer. Simply type 'size:gigantic' into the Search box and Windows will show you all the files that are larger than 128MB in the folder (and subfolders) you're currently browsing. Delete any you're sure you don't need.

### **Make text pin-sharp**

Windows provides a utility to fine tune text to match your display. This is called the ClearType Text Tuner and unless you've made use of it, your text won't necessarily be as sharp as it could be. You'll find this utility at Control Panel > Appearance and Personalization > Fonts > Adjust ClearType text.

### **Household Repair**

DIY guides for many household repairs, ranging from furniture to plumbing solutions.

<https://www.ifixit.com/Device/Household>

### **FIXITS**

Do it Yourself Tips and Helpful Household Hints on Everything Plus the Kitchen Sink

<http://www.mrsfixit.com/Fixits/index.asp>

### **Clean Microwave Oven Easily**

The inside of your microwave should be white. If it isn't, you better get to cleaning. The process is incredibly easy and will only take about five minutes.

Step 1 - Fill a microwave-safe bowl with water and add either a drizzle of dish soap or a tablespoon of white vinegar, whichever you have handy.

Step 2 - Let it cook for about two minutes depending on how strong your microwave is. You want it to get nice and steamy but not boil over.

Step 3 - Keep the door closed and let the steam do its work for about three minutes.

Step 4 - Carefully remove the bowl, because it's going to be hot.

Step 5 - Wipe off all the sides with a paper towel, and clean the plate like a normal plate. If you don't have dish soap or vinegar, cut a lemon in half, put it in a bowl full of water, and cook it for five minutes.

This option is the most natural and the warm lemon makes your kitchen smell nice for a few hours.

<http://goo.gl/Vsb0xO>

**Export Favorites/Bookmarks from Your Browser**

To export your bookmarks from Chrome: Click the Chrome menu icon at the top - right corner of your browser window, select Bookmarks, then Bookmark Manager or Ctrl+Shift+o. Click the down arrow beside the Organize menu and select Export bookmarks to HTML file.

To export bookmarks from IE. Click the Favorites icon in upper right corner of browser window, select Add Favorites, click the down arrow next to Add to Favorites, select Import/Export, then Export to a file.

To export bookmarks from Firefox. Click the Show your bookmarks icon (Ctrl-Shift-B) in upper right of browser window. This opens the Library window. Select Import and Backup, then Export bookmarks to HTML.

(Contributed by Dianne Runnels)

**What Everyone Gets Wrong in the Debate Over Net Neutrality**

Interesting article points out that the giants like Google, Netflix and Facebook already have fast lane servers within the ISPs. Suggests we should be more concerned about competition (or lack of it) between ISPs. [http://www.wired.com/2014/06/net\\_neutrality\\_missing](http://www.wired.com/2014/06/net_neutrality_missing)

(Contributed by Dianne Runnels)

**The Ultimate Manuals Library**

A handy library of PDF user manuals for almost anything.

<http://www.manualslib.com/>

**Fax Zero**

Fax Zero allows you to send faxes to US and Canada for free. Additionally, it enables you to send faxes to countries outside North America at a fixed pay per use cost.

<http://faxzero.com/>

**Screen Capture**

Enter the address (URL) of any web page and the screen capture tool will generate a high-resolution screenshot of the full web page as a PNG image that you can download.

<http://ctrlq.org/screenshots/>

**Use Hidden Characters**

A site for copying the 'hidden' characters that come with the computer's typefaces, to be pasted into emails, tweets, text documents, forums and whatever else you might need. Left click on character to copy, Ctrl+v to paste.

<http://coppypastecharacter.com/all-characters>

**Ask a Kid**

Ask a 10-year-old how to solve the problem of cleaning up trash, and you might end up with a concept like the "De-Waster 5000," a helicopter that scoops plastic out of landfills and the ocean — and then uses a solar-powered flamethrower to melt the trash into beds for homeless people. In other words, you'll get something that probably wouldn't occur to an adult designer.

<http://www.fastcoexist.com/3038720/>

**Two Factor Authentication**

List of websites and whether or not they support two factor authentication.

<https://twofactorauth.org>

**Most Productive Ways to Waste Time**

"Every time you decide to work, the payoff gets evaluated twice: once by the limbic system and a second time by the prefrontal cortex," according to Steel. In other words, it's a battle of impulse against rationality.

<http://www.fastcompany.com/3038695/>

### **How to Use the Windows Speech Recognition Feature**

Microsoft Windows Vista, Windows 7, and Windows 8 include a speech recognition feature  
<http://www.computerhope.com/issues/ch001561.htm>

### **Unbreakable Gorilla Glass**

Corning, the makers of Gorilla Glass, which probably protects the screen on the smartphone you're using now, has decided it needs to tell us exactly how cool its product really is. To do so, it has hired the Mythbusters team and come up with the videos you can watch here:  
<http://goo.gl/PwYg5U>

### **This to That**

Find out which adhesive to use to attach one material to another.  
<http://www.this-to-that.com/>

### **Crooks Don't Want Anything I Have on My Computer**

Oh, yes they do. They want to infect your computer with a Trojan and make your computer a zombie for their botnet. Criminals use botnets to send out spam email messages, spread viruses, attack computers and servers, and commit other kinds of crime and fraud. If your computer becomes part of a botnet, your computer might slow down and you might inadvertently be helping criminals.  
<http://tinyurl.com/lrfo7>

### **Windows Task Manager**

The Windows Task Manager is one of the core programs that ships with every version of the Windows operating system. Designed to provide users with an overview of what is running and happening on the system, it is considered an advanced tool by many. The Task Manager is more or less identical on Windows 7 and earlier versions of Windows while it has changed in Windows 8 and newer versions.  
<http://tinyurl.com/kgldd8b>

From the TCPC editor -- Thanks, Jeannine, for another great year of Nibblers tips

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## **Can You Believe - A Good Computer for \$200?**

Dave Berger

Remember when a good computer cost about two thousand dollars? Well, you can now purchase a new computer one tenth of that. And the \$200 computers that are becoming available at that price are ultimately more powerful than those expensive computer of old.

Wow! A good computer for \$200?? How is that possible now? Well, not only have hardware prices tumbled, but Microsoft is coming to the aid of the average computer buyer. They are trying very hard to compete with the current sales of Chromebooks, which have recently picked up in popularity.

Microsoft is helping computer manufacturers and purchasers by lowering, and in some cases, eliminating, the cost of the Windows operating system. This is being done to combat Chromebooks which have recently picked up in popularity. Chromebooks are laptops that run on the free Google Chrome operating system rather than on the Windows operating system. Many of them are selling in the \$200 range.

So Microsoft is offering Windows 8.1 with its Bing search engine as the OS for these cheaper PCs. Although this is a special version of the operating system, the only change is that Bing is the default search engine in Internet Explorer. Other than that it is the same as the latest version of Windows 8.1.

Microsoft is trying to stem the tide of defections from Windows and to bolster the use of its Bing search engine and OneDrive cloud storage. In some cases a limited subscription to Microsoft's Office 365

subscription service may be included to entice people to continue paying that yearly subscription fee and to use Microsoft's cloud storage.

Hewlett-Packard, Dell and Lenovo are all announcing these Windows 8.1 with Bing laptops for around \$200. Rumors are that a 7" or 8" HP Stream laptop may be available for the holiday season selling at closer to \$100. Although the manufacturer will determine the type of device this cheaper OS will be used on, it is expected that most will be laptops rather than tablets or desktops.

Most of the Windows laptops that are currently offered under this program have 1366 x 768 pixel resolution screens, good hard drive storage, either Intel or AMD processors, and HDMI ports. You may not want to use them for extensive video edition or CAD programs, but they should be adequate for email, Web surfing, basic computing and, light gaming.

One drawback of many of these laptops is poor battery life. Although most have a battery life of about four hours, this is only half of what some high-end laptops offer. Also, if you purchase one, try to get one with 4GB of memory rather than 2 GB.

The prices on these computer may or may not be permanent, but they are sure to keep the prices moving in the right direction for consumers.

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## Mac Tips of the Month

Ernie Cox, Jr., Member, Computer Club of Green Valley, AZ  
December 2014 issues, Green Bytes, [www.ccgvaz.org](http://www.ccgvaz.org), [ecoxjr \(at\) cox.net](mailto:ecoxjr@cox.net)

Create, Find, & Modify Notes with Siri in iOS

<http://osxdaily.com/2013/03/11/create-find-modify-notes-with-siri-in-ios/>

How to Format Text & Insert Pictures Into Notes in iOS

<http://osxdaily.com/2014/11/20/format-text-insert-images-notes-ios/>

50+ Tips & Tricks for the iPhone 6 & iPhone 6 Plus!

<https://www.youtube.com/watch?v=TIh-DudoPfl>

iPhone 6 – Complete Beginners Guide

<https://www.youtube.com/watch?v=KSgOm6hW2Zw>

How to manage your iCloud security and Apple Pay settings from the Web <http://appleinsider.com/articles/14/11/29/how-to-manage-your-icloud-security-and-apple-pay-settings-from-the-web>

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