BITS AND BYTES

The Newsletter of the Midland Computer Club

GENERAL CLUB MEETING 7:00 P.M.
Meets 4th Wednesday of the month at the
Midland Community Center
2001 George St., Midland, MI
http://mcc.apcug.org/

This month's date: December 17th

THIS MONTH'S TOPIC: Annual Holiday Party and Technical Terms Explained

PROGRAM COORDINATORS
Contact :
Larry Piper   larryP56@chartermi.net

Co-Chairman-Joe Lykowski joseph@lykowski.com

What you missed!
In **November**, Bob Miller showed some of the hardware and software that he has been using to convert his VHS tapes to DVD. Some of his tapes were getting so old that they were starting to deteriorate. Because he enjoys watching them, he decided that he would like to try to save them. Although he demonstrated using VHS tapes, the technique can be used with any source provided there is a way to connect the device to your computer.

Upcoming Activities
In **December** we will have our annual holiday party, again on the third Wednesday (December 17). The club will provide pizza and soda. You should bring a dish to share along with any new toys which you would like to show to the club. We will also have a discussion of some of the various technical terms that are in use today and we throw around at the club meetings.

The President's Corner

This month, I want to use this space to thank Bob Miller for acting as treasurer for the club for the past twelve years. For those who were not at the last two club meetings, Bob asked to be replaced as the treasurer for personal reasons. Through these years, Bob has done an excellent job of keeping our books current and accurate. He has been an asset to the board and his contributions to the club have been significant. He expects that he will continue in the club and we look forward to seeing him at our regular monthly club meetings.

As Bob's replacement, I'd like to welcome Laura Hammel to the board as our new treasurer. I look forward to working with her in the coming year and look forward to her participation on the board.

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

2008 MCC OFFICERS

POSITION		EMAIL:
President	Howard Lewis	lewis3ha@chartermi.net
Vice Pres.	Bill Tower	stressed@tir.com
Treasurer	Bob Miller	barloshelties@sbcglobal.net
Membership	Gary Ensing	gensing@juno.com
Editor	Jan Ensing	btiger6@juno.com

http://mcc.apcug.org/

Special Interest Groups:

CLUB PROGRAM COORDINATORS

Chairman	Larry Piper	larryP56@chartermi.net
Co-Chairman	Joe Lykowski	joseph@lylowski.com

BOARD MEMBER

Mary Branson   molly688@chartermi.net

INTERNET SIG

Terry Brown   t_bbrown@yahoo.com

PUBLICITY

Kathy Bohl   kbohl30265@aol.com

Board Meeting

The next board meeting will be 7 p.m., **January 13 ,** 2009, at Chapel Lane Presbyterian Church, 5501 Jefferson Ave., Midland.

(Continued from page 1)

In **January,** Howard Lewis will be doing a two part presentation on "Social Engineering" and "Online Banking." The two topics are related in that we frequently encounter things on the Internet that are trying to steal our personal information. And what is more personal than your online banking? Hopefully this presentation will help you in fighting off the predators lurking out there.

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

http://tinyurl.com/6k2tq4 What do you get when you combine a bungee with an ATV and a girl? Watch and see if you don't think this might be fun!

http://tinyurl.com/5r2nsy If you are bored with your current desktop wallpaper, try one of these. A new set is posted each month by freelance artists who enjoy creating new looks for the desktop.

http://tinyurl.com/5vb9vw Here are some pictures of some of the most amazing holes in the earth's crust. They are truly awesome! Some are manmade others are natural.

http://tinyurl.com/9m8lt If you are a fan of the Discovery Channel's *Dirty Jobs with Mike Rowe*, you will probably enjoy this site. If you haven't watched it on TV, you can get a flavor of the various jobs that Mike shows. Some of the jobs that Mike has helped with include sewer cleaning, cleaning a cement truck and painting the Mackinaw Bridge.

http://tinyurl.com/6pm8gl Did you know you can load a bobcat loader on a truck without a ramp? This video shows how to do it.

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   Attn: membership chairman
 P.O. box 132
 Midland, MI 48640-0132

you may also pay for membership at a regular club meeting

Tips, Tricks & Techniques

Keep Frequently Used Documents Handy In Office 2007

When you click the *Office* button in the 2007 Microsoft Word, Excel, or PowerPoint, you will see a **Recent Documents** list very similar to that which appeared on the File menu in previous releases of those products. Office 2007 has now added a pushpin icon next to each file name. If you frequently edit some specific documents, but they keep falling off the list, you can click that icon and the pin will turn green to indicate that the item will remain on the list and be readily available for future editing. If at some future point you don't need that item anymore (or need it infrequently), simply push the pin again and the item will then fall off the list from inactivity.

Disabling the Guest Account (Windows XP)

You may have noticed that Windows XP has a user account called "Guest." This account provides reduced functionality for those who need access to the computer, but don't have a password. To prevent others from using your computer without your permission, you can disable login access to the Guest account. To accomplish this follow these simple steps:

1. Click *Start*, *Control Panel* , *User Accounts* (this will display all available accounts on your computer)
2. Click the *Guest* account and the **User Accounts** dialog box will pop up
3. If you don't want **Guest** to be visible on the Welcome screen, click *Turn Off the Guest Account*. If you want **Guest** to be visible, click *Turn On the Guest Account*.
4. Close the **User Accounts** dialog box.

This procedure doesn't actually turn off the Guest account, but simply prevents it from being shown on the **Windows Welcome** screen. It is possible to actually turn off the Guest account, but resist the urge to actually do this as it will cause all sorts of havoc with Windows. This is because Windows XP actually uses the Guest account to facilitate communication between computers, run print jobs and perform other duties behind the scenes.

Faster Web Browsing (Firefox)

You can frequently speed up your web browsing by not typing in the complete name into Firefox (i.e., http://www.microsoft.com), but by simply typing in microsoft. Firefox will automatically insert the http://, the www, and .com for you. If you are going to sites that deviate from this standard, then you must type in the whole name (without the http://). For example to go to the club website, you do need to type in mcc.apcug.org as it is not using www at the beginning or .com at the end. This tip only applies to those sites that begin with www (or have no prefix) and end with .com.

Add A Folder to Quick Launch

If you frequently open the same folder when in Windows Explorer, you can add it to the Quick Launch bar for fast access. To add a folder to Quick Launch:

1. Open Windows Explorer
2. Go to the folder that you want to add
3. Drag the folder to the **Quick Launch** bar and release

The folder will now be added to the Quick Launch bar for handy access.

Moving on to Vista - Part 11
by Neil Stahfest, Librarian, Tacoma Area PC User Group, Washington
www.tapcug.org
ncstahfest(at)msn.com

This article has been obtained from APCUG with the author's permission for publication by APCUG member groups; all other uses require the permission of the author (see e-mail address above).

One of Vista's disk management systems, that is new to me, is a dynamic disk and the ability to extend a volume. Suppose you have a volume or folder on your hard drive called Pictures for your photographs. If you run out of space on your hard drive, but you have space available on another hard drive installed on your PC, you can extend your Picture volume onto that drive to make it bigger. There are two limitations to this process. First, you cannot reverse the process. Second, once created you cannot remove the space you've used on the second disk to reduce the size of the volume. The only way you can do this is to create a new volume on one of your drives, copy all of the contents of the spanned volume to it and then delete the spanned volume. The other limitation is you cannot extend the Windows System volume.

I'm not really sure how I would use this feature. My inclination is to create new volumes and not try to span a volume across two hard drives. Perhaps when working with video files, which can consume enormous amounts of space, this might be a useful feature.

How often do you start an operation on your computer which opens a dialog box on the desktop that requires you to click on "OK"? So you move your mouse to put the pointer on the"OK" box and click on it. You probably do this many times in a day. Did you know that there is a setting to automatically move your mouse pointer to the OK button so that all you have to do is click on it? Here's how you can configure Windows Vista to do this.

First click on the "Start" button and then the "Control Panel". Under the "Hardware and Sound" entry in the "Control Panel" box, click on "Mouse". The "Mouse Properties" box will open. Click on "Pointer Options". Locate "Snap To" and click to create a check mark to activate "Automatically move pointer to the default button in a dialog box".

While you're looking at the "Pointer Options" box, consider the next option line, "Display pointer trails". If you occasionally have trouble locating the mouse pointer on the desktop, consider this option. Experiment with the length of the pointer trail setting. If you don't like it, turn it off.

On a slightly different topic, let's talk about shortcuts. Many application programs create a shortcut on your desktop when you install the program. They're a convenient way to start a program without have to go to the Start menu. There are other ways to use short-cuts too. Suppose you have a spreadsheet or genealogy file that you frequently update. Locate the file with Windows Explorer, right-click on the file name, scroll down the pop-up menu to where it says "Create Shortcut" and click on it. Now, before you close the Windows Explorer window, locate the new shortcut and drag it to your desktop. Because Windows (XP as well as Vista) associates application programs with certain type of files (i.e. Windows Excel with spreadsheets), when you click on the file shortcut the application will start and open the file.

But suppose you can't see your desktop icons and short-cuts because they're hidden by something else? Maybe your Internet browser or e-mail program is running and completely cover your desktop. Let's go back and look at the shortcut on your desktop. Right-click on it. In the windows that opens, notice the four tabs at the top. Click on the tab marked "Shortcut". In the middle of the Shortcut menu you'll find something marked "Shortcut key". You'll probably see "None" entered in the box next to it. Click on the box and press and hold down your Ctrl key. In the box you'll now see "Ctrl + Alt

+ ". While still holding down the Ctrl key, press the the key you want to use to access the shortcut. Now click on the Apply button and then the OK button. Your shortcut key is now set. Just press the three key combination to instantly access your spreadsheet or genealogy file.

Before we leave the topic of Shortcuts I'll just mention that when you open a Shortcut's properties window, the first tab is marked "General". If you click on "General", one of the first entries is "Type of File" and "Open with". If you click on the adjacent "Change" button, you'll see a list of possible application programs to access the file. You can select from this list or click on "Browse" to locate another program.

I'm hearing more rumors about Windows 7 but, at this point, they are still rumors. One thing seems certain, Windows 7 will have more in common with Windows Vista than Windows XP. Whatever you learn about Windows Vista should help you when you upgrade to the next version of Windows.

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XP SP3-Access Denied

By Bob Elgines, President & Editor, Colorado River Computer Club, AZ
www.crcc-az.org
elginesz (at) rraz.net <mailto:elginesz@rraz.net>

This article has been obtained from APCUG with the author's permission for publication by APCUG member groups; all other uses require the permission of the author (see e-mail address above).

I tried installing the Windows XP SP3 upgrade several times and, after talking with Microsoft reps, I shut off my antivirus, updated my BIOS, but nothing seemed to work. Then I decided to do a search and found "Access Denied" information and over 340, 000 other people had used this same area. For some reason a changeable entry in the Register is locked and will not allow SP3 to change it.

First, do a right click on "My Computer" icon and select "Properties" to see if it has been installed.

Here is what you need to do, if the Error message read "Access Denied" or "Service Pack Installation Did Not Complete". First read your **Svcpack.log**, located under the Windows folder in case you forgot what the error message said, it should be at the bottom of the log.

Next Backup your Register, then download and install "**Subinacl.exe**" from <www.microsoft/downloads/details.aspx?FamilyID=e8ba3e56-4a91-93cf-ed698Se3927b&displaylang=en>

Start Notepad, then enter the following text:
```
cd /d "%ProgramFiles%\Windows Resource Kits\Tools"
subinacl /subkeyreg HKEY_LOCAL_MACHINE /grant=administrators=f /grant=system=f
subinacl /subkeyreg HKEY_CURRENT_USER /grant=administrators=f /grant=system=f
subinacl /subkeyreg HKEY_CLASSES_ROOT /grant=administrators=f /grant=system=f
subinacl /subdirectories %SystemDrive% /grant=administrators=f /grant=system=f
subinacl /subdirectories %windir%\*.* /grant=administrators=f /grant=system=f
secedit /configure /cfg %windir%\repair\secsetup.inf /db secsetup.sdb /verbose
```

Save As "**Reset.cmd**". Now double click on this file. It will take a while to complete its job.

Reboot your computer, you are now ready to install Win 'XP SP3. Go to windows update if you need to find SP3 update.

Copying Information from Your Screen

By Richard Kennon Member Amador Computer Users Group, Jackson, California
http://www.acug.net/
drtrdguy (at) volcano.net

Dick Carricato, member of the Tri County Computer User Group in Florida wrote a good article about copying pictures from your computer screen. Sometimes there are other things you may want to copy from your screen that may not lend themselves to the PrtScr method. This is especially true of lists in drop down boxes that require a scroll bar down the right side. PrtScr will only show the portion of the list that shows. For instance, I write a (almost) monthly newsletter on the web and usually include a bunch of pictures. I like to have a hard copy of the picture thumbnails at hand to remind me of things to say. This is always a scrolling window. Often I want a hardcopy of a menu, too.

I have found FastStone Capture to be a perfect answer to my needs. You can try it free by going to http://www.faststone.org/. Then, if you like it, as I do, you can purchase a lifetime license for $19.95.

You can capture and annotate anything on the screen including windows, objects, menus, full screen, rectangular/freehand regions and scrolling windows/web pages. Editing tools include annotating, resizing, cropping, sharpening, watermarking, edge effects and many more. Of course, you can transfer the image to any editor of choice. You can either print the copy or save it in one of eight different formats. I choose JPEG. Further, you can choose the resolution of the saved image. I don't know if it actually improves the resolution or just resizes to more pixels.

Of course, it features a bunch of hot key combinations but, with my memory, this is not useful. Instead I rely on the small box of choices at the bottom right of my screen. I find it extremely useful and use it almost every day.

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Advanced System Care Free V3 - Improve PC Performance

By Ira Wilsker, APCUG Director; Columnist, The Examiner, Beaumont TX; Radio Show Host
iwilsker (at) apcug.net

WEBSITES:
http://www.iobit.com
http://www.iobit.com/advancedwindowscareper.html

One of the most frequently asked questions on my weekly radio show (KLVI 560AM, Mondays, 6-7pm) has to do with improving the performance of a sluggish computer. One of the utilities I most recommended was the free version of IObit's Advanced Windows Care - Personal Edition, version 2. Recently IObit released an upgraded and updated utility renamed Advanced System Care Free V3, which IObit claims has over 10,000 improvements and updates. Being a fan of system improvement utilities, I had to download and install this new version, replacing the older version 2 that I have been happily using for about the past 18 months.

Going to the IObit website at www.iobit.com, and downloading the new software was an easy experience, as I was given the choice of multiple download sites. I selected one of the Texas mirrors of MajorGeeks, a major download service, where the download counter of this new version indicates that over 1.5 million copies of this new version 3 have been downloaded from MajorGeeks alone. The download was about 7.6 megs in size, and downloaded remarkable fast for a download that size, to the credit of the bandwidth available at the Texas MajorGeeks website. Once downloaded, I clicked on the

file to install it, and it recognized my older version 2, which it replaced. I was given the choice of language, and "skin" (background color scheme), and selected the white (really a soft light blue) as the easiest to read.

Once the install was complete, I chose to run the program. I was displayed a clean fresh graphical interface that on the left of the window gave the choices "Maintain Windows", "Diagnose System", "Utilities", and "Home". Whichever icon is selected opens the right half of the window. For my first test of the software, I chose to Maintain Windows. I was offered a check-box selection of "Spyware Removal", "Registry Fix", "Privacy Sweep", and "Junk Files Clean". I selected all of them and clicked on "Scan". In just a few minutes, Advanced System Care Free V3 detected 20 items it labeled as spyware (all were tracking cookies), 66 correctable errors in my registry, 29 privacy issues, and 394 megs of junk files that could be deleted. I prefer to not blindly follow what is found, so I clicked on each of the findings to review what was found. After some minor tweaking, I decided to accept what was found, and clicked on the "Repair" icon. In just seconds, all of the corrections and deletions were carried out.

Selecting the "Diagnose System" icon, I was given the now familiar check boxes for "System Optimization", "Security Defense", "Disk Defragment", and "Security Analyzer". I checked all except Disk Defragment, as I had just recently defragged my hard drive using IObit's free standing and excellent disk defragmentation utility, and wanted to save the time, despite IObit's claim that the integral defragmentation utility is up to 10 times faster than some other competing products. System Optimization detected about two dozen "system bottlenecks" and corrected the system settings to improve performance. The Security Defense feature can immunize the computer against thousands of malicious websites, illicit tracking cookies, browser hijackers, dialers, and other malicious software. Security Analyzer examines running programs to detect and disable any malware that may be currently running on the computer.

The Utilities selection offers 20 distinct utilities to tune-up the computer and its applications; examine the security settings and backup critical system files and settings' and "Admin Tools" which includes an uninstall utility, as well as my personal favorite, a startup manager to identify and control what programs startup when the computer is booted. By cleaning up the startup, the computer will run faster, boot quicker, and have fewer conflicts, because fewer programs will be automatically loaded. Under the Tune Up tab, I found that Firefox (my preferred browser) can be optimized for maximum performance.

The "Home" icon displays program version, database updates, most recent scan, user account (free or paid "Professional" account), and the cumulative results of the scans that had been performed. The center "Care" icon automatically runs the system optimization utilities, as a one-click performance improvement function.

As is to be expected, IObit has a comparison chart that compares the features of Advanced System Care Free V3 with its software competitors, both free and commercial. The features listed on the chart are "All-in-one secure, repair, clean, and optimize", "Optimize and speed up PC and Internet", "Complete registry care", "Security features", "1-click solution", and "Price". This software is compared to seven major competitors (1 free and six commercial), and comes out feature rich compared to the competition. To be fair, some of the products listed have features and capabilities not included with Advanced System Care Free V3, but comparing system utilities and clean up programs, this program compares very well.

It is inevitable that users will ask why IObit would give away software this powerful; the reason is that IObit clearly wants the satisfied user to upgrade to the Pro version, which has more features and capabilities, and is currently on sale online for $19.95 (regularly $29.95) directly from IObit. The Pro

version has additional performance improving features, a deep registry scan that roots out many more useless registry entries (the Pro version detected over 3000 useless registry entries on my computer, compared to only 66 in the free version), additional tune-up features to both improve hardware performance and web speed, and free technical support.

The excellence of Advanced System Care Free V3 has been recognized in the media with several awards, including high ratings from ZDnet, Tucows, Softpedia, Download.com, PC World, PC Magazine, and other publications. Download.com claims that Advanced System Care Free V3 is its number one most downloaded system utility, with about 9.5 million downloads, even though it has only been available for the past several weeks.

For those wanting a powerful, and feature rich utility to improve computer performance, the free version of Advanced System Care Free V3 would be a very good choice. For those who want additional features and capability, the Pro version, currently on sale for $19.95, would be a very good choice.

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Circuit Writer Version 6.4

by Jim Scheef, Director, Danbury Computer Society, CT
www.dacs.org
jscheef (at) yahoo.com

This article has been obtained from APCUG with the author's permission for publication by APCUG member groups; all other uses require the permission of the author (see e-mail address above).

It's Over - And So It Begins
As we all get used to the prospect of President Obama, some with trepidation, others with jubilation, the one thing we can be sure of is that change is coming. Trite as that sounds now, his presidency will be historic in more ways than we can possibly know right now. But how will it affect us, the computer-using public, is more important - well to us anyway. For instance, the White House will have its first CTO (chief technology officer) recognizing the role of technology and information systems in everything we do. Hopefully, the White House will no longer need to worry about losing emails as it seemed to be such a problem for the outgoing administration.

A Future in Chrome
Will Chrome steal the plating off Microsoft's shine? This topic could be more complex than why the Republicans lost the elections. Fortunately, there are far fewer pundits talking about it so I will point you to two eWeek articles that get into some depth. *Google Chrome Could Nuke Microsoft From the Internet Market* (tinyurl.com/6pkkue <http://tinyurl.com/6pkkue>) (for web: <http://www.eweek.com/c/a/Application-Development/Google-Chrome-Could-Nuke-Microsoft-From-the-Internet-Market/>) and *Google Chrome Keeps Pace with Web App Advances* (tinyurl.com/64xjz4 <http://tinyurl.com/64xjz4>). [for web: http://www.eweek.com/c/a/Search-Engines/A-Technical-Overview-of-Google-Chrome/] The second is more technical and shows Flash crashing in a Yahoo webpage rendered in Chrome. With the 800-pound gorilla of Google pushing Chrome, it will become a player in how we interact with the web. Whether it will become Google's "web operating system", only time can tell.

Two Lists of Ten
Before we leave Chrome, here are *10 things to love (and hate) about Google Chrome* from TechRepublic (<http://tinyurl.com/4z97lu>). (for web: http://blogs.techrepublic.com.com/10things/?p=422) Read thru this article and perhaps you'll see why I think Chrome will be important - or at least a good browser.

The second list is *10 ways you might be breaking the law with your computer* (<http://tinyurl.com/5f8r89>) from the same blog. (http://blogs.techrepublic.com.com/10things/?p=356) This

one shows how insidious the intellectual property laws have become with the inference that these laws need to become more rational and reflect the needs of consumers as well as owners.

Does Search Really Work?

Why is it that when I search for 'man bites mosquito', I get 400,000 hits for exactly the opposite? But, if I search for 'man bites grasshopper', the third and fifth items are articles about a man biting a dog? If first generation search was either simple word indexes built by web crawlers like Alta Vista or indexes built by hand like the initial Yahoo. Google brought in the second generation where search ranking is based on other criteria - like other links to the site or consistency of information within a site, etc.

Some people, like those who design new search engines or who write articles about it (tinyurl.com/5qkyql <http://tinyurl.com/5qkyql>), (for web: http://www.eweek.com/c/a/Search-Engines/ The-Only-Problem-With-Google-Yahoo-Microsoft-Search-is-That-Theyre-Awful/) think the coming generation of search will be based on semantics and the "social graph". Semantics, of course, involved the meanings of words and thus their order becomes significant. Current search treats your search arguments as keywords and the order you give them has little significance, hence the results to man bites dog are really for dog bites man (unless you search for the string in quotes which is still a different search). I started to use this as my example but there is a movie out called "Man Bites Dog" so that search found many references to the movie but none to what I really meant. So semantics sounds great, right?

Social graph refers to the Google Social Graph API (code.google.com/apis/socialgraph/). This application programming interface allows developers of web sites that rely on users to build content, to use links that people have already made public to create links between social sites like Facebook and Classmates, to pick a couple that you have probably heard of. At least that is what the article implies.

I had to do some searching to find this as the article doesn't really explain it. Searching for the string "social graphic" returned forty results out of 135,000. Using my eyeballs on these results I found a reference to a gawker.com article (gawker.com/tag/social-graphic <http://gawker.com/tag/social-graphic>/) about "Six Degrees Of Separation Between George W. Bush and Parker Posey." We know who the first guy is and Parker Posey is some kind of musician or something (I don't really care but apparently everyone agrees that the relationship strains credibility). According to the diagram in the article, these two people are linked by two chains of six or less "degrees". A diagram of social relationships is what does this and social web sites like LinkedIn and Facebook could be a source for such information - maybe. In the immortal words of the excellent motivational speaker Dr. Richard Byrne, "It will if it does, and it won't if it doesn't." (Don't bother searching for Dr. Byrne as he passed away before the advent of the search engine.)

So why isn't search better? There is actually an incentive for current search engines to not get any better. If it takes you four or five tries to find what you want, Google or Yahoo get three or four additional opportunities to show you advertising. Remember, that's what pays for all this.

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Freebies!

by Dave Bilcik, a member of the STPCC (Southern Tier Personal Computing Club), New York

dlbilcik (at) yahoo.com

It's the Holiday Season! Home & hearth, good food and lots of presents, those banking and Wall Street executives should have a fine time this year (Santa Claus made a special ***bonus*** trip just for them... Ho-Ho-Ho!). Now, what are you going to do for the Holiday? Be creative and "Have Yourself A Freebie Little Christ-

mas." People may thank you. Discover (again) why it is called Christmas and not "Santamas" (http://www.e-sword.net/). You might find that you really like the story.

You have technology at your fingertips so think about what is important to the special people in your life and give something meaningful to them. The best part; it doesn't have to cost much to be meaningful. CD-Rs cost less than a first-class stamp, the most expensive 8 ½ x 11 photo-paper you can get is under $1.00 per sheet while regular paper is under a penny. Put something on that paper or CD that interests the people you are interested in.

Pictures, sound, movies and even free software are all good candidates if it means something to your special person. Picasa (http://picasa.google.com/) will help you with your pictures and slide shows. Print up a nice 8x10 of that "creative" place where you hung the mistletoe for your significant other.

If you have a crafter on your list, print up a collection of cross-stitch or quilting patterns; one spot to try is http://www.alitadesigns.com/index.php another is http://www.freepatterns.com/. Grandma might be happy to get your custom x-stitch collection but don't send her your mistletoe picture by mistake. However, be ready for some "cute" overload when prospecting for freebies on the crafting sites.

If music or video is your passion then cdburnerxp (http://cdburnerxp.se/) will help you with either one. It is a full featured burner that will let you make a custom CD or DVD any time you wish. Like classical music? A site that will point you to lots of free music is http://www.classiccat.net/index.htm. Don't violate any copyrights and fire up your CD/DVD drive. That custom-mix lute CD is right at your fingertips.

Don't forget your web-cam or digital camera with movie mode. Give a CD or DVD with a video message telling that special family member what they really mean to you. If you are lucky, they will avoid you completely at the next family reunion.

The fact that you are reading this shows you have exquisite taste and a level of computer literacy way above the average. Help those friends who are less fortunate by cleaning up their sluggish computers. Advanced WindowsCare Personal Edition (http://www.iobit.com/advancedwindowscareper.html) when installed and run on their machine, will give them back the performance that they have been missing.
The software is free, it helps a friend, costs only a little of your time, and proves your computer kung fu is much stronger than theirs. Everybody wins!
Now that you have saved so much cash on creative, meaningful gifts for your friends and family, you can now reward yourself for all your efforts. Try http://www.thinkgeek.com/ for loads of intriguing stuff. Check out the Ion USB Turntable that will help your turn your vinyl music collection into digital goodness... the turntable outputs files in either mp3 or WAV format.

If the good will, optimism and hope of the season gets to be too much, try http://despair.com/ for a big steaming cup of cynicism. It will help you to get back to work after the holidays.

My personal email address is dlbilcik@yahoo.com if you want to send me comments, questions or cash. Please put "Freebies" somewhere on the subject line so I will have some idea about its contents. Tell me about your best free software experience or your best cookie (... ever!) and I will pass it on.

Broadsides

by Ron Broadhurst, Space Coast PC Users Group, Inc., Florida
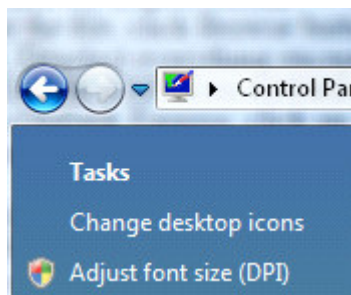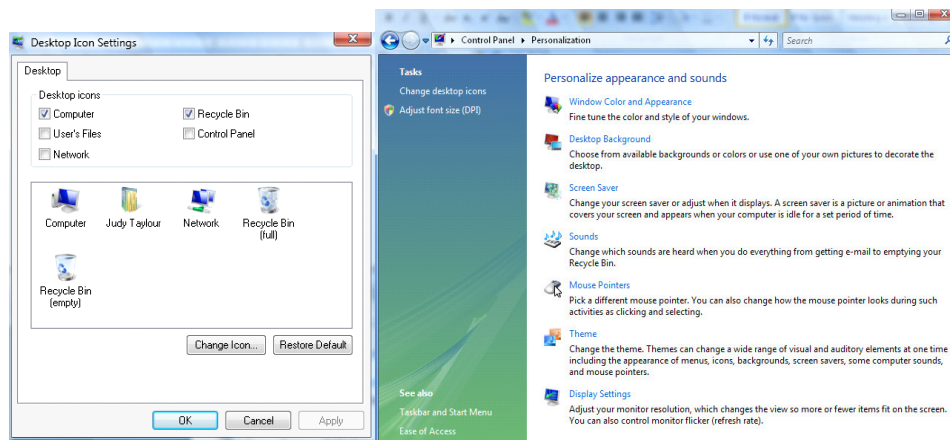www.scpcug.com
ringram728 (at) earthlink.net

These ideas are compiled from years of accumulations from various magazines, books, on-line sites, and my own personal experience. I claim neither originality nor ownership to any of its contents. My only intent is to share the various "tips, "tricks", & "hints" in hopes of helping & maybe enhancing your computing experiences. They are all intended for anyone who uses a PC. It is for beginners as well as advanced users. Enjoy and use as you will.
Ron Broadhurst

I ACCIDENTALLY DELETED MY RECYCLE BIN IN VISTA - HOW DO I GET
 IT BACK?
Go to Control Panel and click on the Personalization options:

Click Change desktop icons and you'll get this handy little dialog box: Click the Recycle Bin checkbox as highlighted above, click OK, and your Recycle Bin should reappear on the desktop.

PRINTING E-MAIL ADDRESSES IN OUTLOOK EXPRESS
TO PRINT YOUR Email Addresses:
Print each name and address on one line:
Open OUTLOOK EXPRESS click on File, Export, Address Book, Select Text File (Comma Separated Values) and click the Export button.
Name the file, click Browse button to save in Desktop. and at the bottom line, SAVE it in Text File (* .txt), click

Next, Deselect everything except NAME and Email Address then click Finish. Click on the Text File and Print it.

OUTLOOK EXPRESS ADDRESS BOOK BACK-UP
From Outlook Express, click on Tools/ Address Book, then File / Export / Address Book
Choose a storage location and give it a file name. Click save e-MAIL SHORTCUT /
RIGHT click on the Desktop and choose NEW then SHORTCUT.
In the Command line type mailto:yourfriend@whatever.whatever
For examplemailto:yourfriend@cfl.rr.com
Then click Finish and you have a short-cut to your E-mail friend. Double click and your e-mail opens up ready to go.

CONTROL PANEL SHORTCUTS
If you're tired of multiple clicks to get to your floppy drive, CD-ROM drive, D-Drive, E-Drive or to the Control Panel, you can put a shortcut on your desktop for instant access.
Open MyComputer, RIGHT click on the icon for your floppy drive, CDRom drive, E or D-Drive or whatever you want and then select "Create Shortcut". This will place an icon on your desktop for instant access to what you chose.

You can use this technique for any Folder you access frequently by putting the shortcut on your desktop. Now, your desktop becomes your operations center with quick access to any application, folder, or file on your PC.

SHORTCUT FOR SHORTCUT
You can assign a Keyboard key combination to any Shortcut. If you RIGHT click on any shortcut icon and choose Properties, you can then type Ctrl+any letter to assign the key combination that will open your Program. It should be a unique key and something you will remember. e.g. S for solitaire. This would be of great help if you wanted to go to another program when you cannot see your Desktop.

Don't forget…

Holiday Party this Wednesday, December 17th

Bring a dish to pass and any toy to show and tell !