



Midland Michigan

BITS AND BYTES

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Submitted by Carol Picard - Midland Computer Club

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GENERAL CLUB MEETING

Midland Public Schools Administration Building
600 E Carpenter Street - Room D

Wednesday, September 26

6:00 P.M.

Dan's Desk - Computer Fundamentals #3

By Dan Douglas, President, Space Coast PCUG, FL, May 2018 issue, The Space Coast PC Journal
www.scpcug.org - datadan (at) msn.com

Here is part 3 of my series on "Computer Fundamentals" - a series of articles to explain the fundamentals of computers, programming and their usage that will hopefully deepen your understanding of how it all works and why things are the way they are.

This time we will examine the evolution of Operating Systems and what files are.

Prior to the mid-seventies, the term Computer typically referred to one of two types of computing devices. The oldest was the early types of accounting or tabulating machines. These machines were the foundation of the IBM computing business for many years ranging from the 1940's to as late as 1976. They were relatively simple machines that could read numbers from punch cards, manipulate the numbers and print the results. Some of the 'programming' consisted of boards that had patterns of electrical circuits that were selected to perform predetermined functions (add, subtract, etc.) by connecting them by placing jumper wires between functions. The operating system on these machines was essentially fixed in place for a single purpose – to perform accounting functions.

The series of computers during the 1960's contained what we would consider today to be a proper operating system that required the more advanced capabilities of the post vacuum tube generation of computers. The IBM 360 series of computers started with a DOS/360 OS, which just like a PC DOS system, could only perform one task or program at a time. All the memory installed on the computer was essentially used by the executing program. IBM soon evolved the DOS/360 OS to OS/360 which became the most popular multi-programming system. There were two main variations of this:

- Multiple Fixed Task (MFT)
- Multiple Variable Task (MVT)

MFT allocated the physical memory into fixed regions or partitions. This allowed two or more programs to run simultaneously – true multi-tasking! The computer operator had to make sure that each program had its memory requirements known prior to trying to run it or it would not be able to load properly. It was also possible, through operator commands, to reallocate the memory as needed to create one large partition for the really large programs. MVT was used on the larger mainframes where memory could be allocated as needed by the program dynamically and each program ran in its own memory space. This OS has evolved many times since the 1970's but the essentials are the same.

A technique of using virtual memory reached the mainstream OS during this period. Virtual memory used external storage space, such as a disc file, to extend the physical memory space to typically double the memory available. Each program uses only a small portion of program code at any point in time, so virtual memory allocates the required memory into virtual pages that can be written to the disc file when not needed and then swapped back into real memory when required. Your PC or Mac uses this same process today.

File creation really matured with the release of OS/360 which allowed an organization to name the files into directory layers like a project.user.filename structure. A computer file is a method for recording data in a computer storage device. Just like words can be stored on a page, information be written to a computer file. Here's how Wikipedia describes computer files: "There are different types of computer files, designed for different purposes. A file may be designed to store a picture, a written message, a video, a computer program, or a wide variety of other kinds of data. Some types of files can store several types of information at once.

By using computer programs, a person can open, read, change, and close a computer file. Computer files may be reopened, modified, and copied an arbitrary number of times.

Typically, files are organized in a file system, which keeps track of where the files are located on disk and enables user access.”

In a Windows OS, the file name is usually of the form name.type. The name can be used to easily identify what the contents of the file may be about, and type is used to determine the correct program to be used to access that file. A file called ‘my best song.mp3’ tells the Windows OS to open this file with the default program used to play .mp3 file types, such as with iTunes or the Windows media player program.

There is a lot more to files, such as what are databases and the various methods of accessing and storage of files (formatting, NTFS, FAT, FAT32, etc.) but that’s a topic for the more technically inclined audience.

In the next part we’ll look at the common program languages that programmers have used to accomplish work on a computer.



Apple iOS Has Great Secret Features

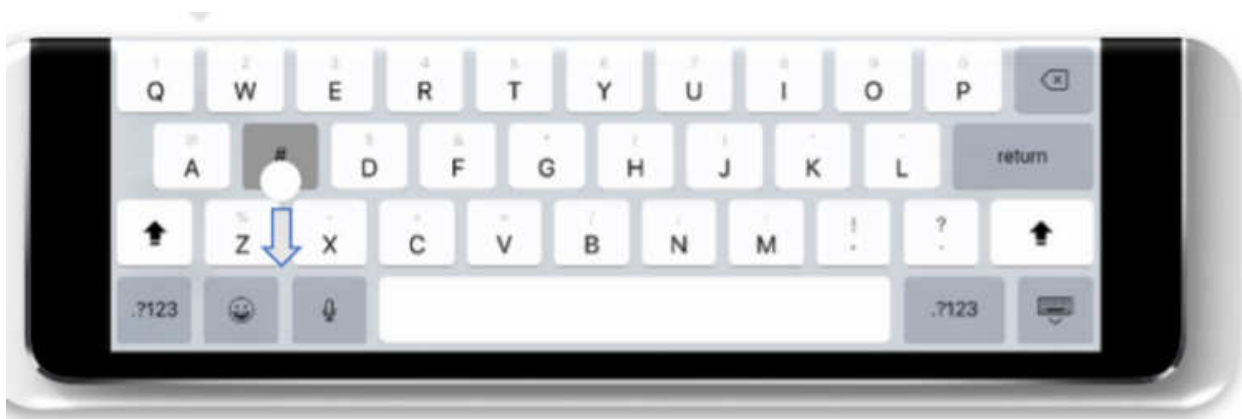
By Bill Crowe, Instructor, Sarasota Technology Users Group, Florida - January 2018 issue, STUGMonitor
www.thestug.org - wtcrowe (at) verizon.net

This month I would like to look at some of iOS 11’s hidden beneath the surface features. Let’s start with some we use a lot the Keyboard....



Keyboard

One-handed keyboard on the iPhone – iPads have long had this feature, but in iOS 11 iPhone users can hold down the globe keyboard button and a mini keyboard will appear which can be attached to the left or right side of the display (as if the iPhone keyboard is not small enough already).



iPad extra symbols

Holding a key on some of the letters and symbols has long brought up alternative symbols and numbers, but now further alternatives can be accessed by pulling down on many keys.

Apple iOS 11 brings swipe down shortcuts to the keyboard.

Siri

Type to Siri. Not everyone wants to talk to Siri and now you can hack an Accessibility feature which allows you to type your question. Settings -> General -> Accessibility -> Siri -> Type to Siri. Next time you prompt Siri a keyboard will appear.

Siri Translation - Siri now supports spoken translation like Google Assistant. Simply ask "How to say [language] in [different language] and you will get a spoken and written answer. English, French, German, Italian, Mandarin Chinese and Spanish are initially supported.

Control Center

Customizable Control Center - Go to Settings -> Control Center -> Customize Controls and you can add shortcuts to Notes, Text Size, Stop Watch, Screen Recording (more later) and others. Note that the layout is fixed. Long Press Support - Previously 3D Touch was the only way to get quick access to contextual options in Control Center, but now these can be opened via a long press. For example, long press on the torch icon on the iPhone and you can adjust its brightness.

Maps



One Handed Zoom - Now iOS 11 allows you to double tap on Apple Maps. If you keep your finger held to the screen on the second tap swiping up and down will zoom in and out. Useful when on the move.

Flyover Mode - Select a major city and then 3D View and choose the Flyover option. With this enabled in iOS 11 you can now flyover the city just by moving around - a kind of simplified AR.

Camera

QR Code Support - Automatic detection of QR codes is now supported just by opening your camera and pointing it at one. Say goodbye to all those third party QR code apps.

Leveling Tool - Navigate to Settings -> Camera and switch on 'Grid', now when the camera is taking a photo of something directly below it, two + icons will appear. Line those up and the image will be exactly level before you take your shot.

Live Photo Editing - Open a Live Photo, tap Edit and mute the video, look for the video preview at the bottom and you can trim it just like you would a normal video by dragging the sliders from either end. You can also swipe up on a Live Photo to add Bounce, Loop and Long Exposure effects.

Live Photos Long Exposure mode in iOS 11

Live Photos in FaceTime - If both FaceTime callers have iOS 11 a shutter button shows up during FaceTime calls. Pressing it records a shot Live Photo. Note the other caller is notified about this.



Screen Control

Screen Recording - A new option for the Control Center, when toggled this will capture whatever is happening on your screen until you tell it to stop (this can be done with or without audio). A particularly great feature for instructional videos and tech support. Screenshots and Edits - Options to re-crop and markup your screenshots will now appear straight after they are taken, saving you the hassle of diving back into your camera roll first.

QR Code scanner



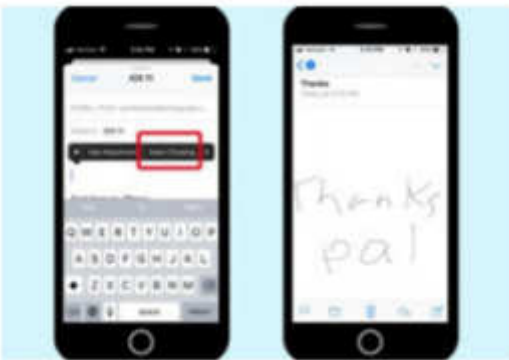
Prior to iOS 11, users of devices had to download, often poorly-made third-party apps, to read any QR codes, such as those used in membership programs at lunch spots. Apple's own Camera app now features its own QR-code scanner.

Turning your phone off without the lock button

Apple has given iOS 11 users a new way to shut down their device. In the case that your iPhone's lock/wake button stops working correctly, you can open Settings, tap General, tap Shut Down and swipe the shutdown slider at the top of the screen. You might also get it to shut down by holding down the lock/wake button until the screen goes black. If you cannot get your device to wake up by holding down the lock/wake button, plug your iPhone into a power source and it will start up.



Handwritten Emails



Last year's iOS 10 update added the ability to send a text in Messages in your own handwriting (or at least in whatever you could scrawl on an iPhone-sized screen). In iOS 11, Mail adds that capability. Just long press on the screen to summon up the copy/paste pop-up window; scroll through all the options until you reach Insert Drawing. Tapping that option takes you to a blank page where you can use a virtual pencil, pen or marker to write out a message. When you're done, you can insert it directly into the body of an email.

New screen effects for Messages

It's not exactly a hidden feature, but unless you poke around in the Messages app, you may not know Apple has added two new screen effects to augment the text-enhancing features it first introduced in iOS 10. Joining the likes of Balloons and Fireworks are Echo and Spotlight, which pretty much do what their names imply. Echo repeats your message in a flurry of text across the screen while Spotlight shines a beam of light around your message.

Easy, breezy new device setup

One of the biggest pain points in buying a new iPhone will be solved, thanks to Automatic Setup. By simply holding a new iPhone or iPad near an iOS device or Mac you already own, you'll transfer over your personalized settings as well as your iCloud Keychain passwords.

Safari Additional Privacy

In Settings navigate to Safari and you'll see a 'Try to Prevent Cross-Site Tracking' option. This stops ads following you from site to site; it is enabled by default.

Password

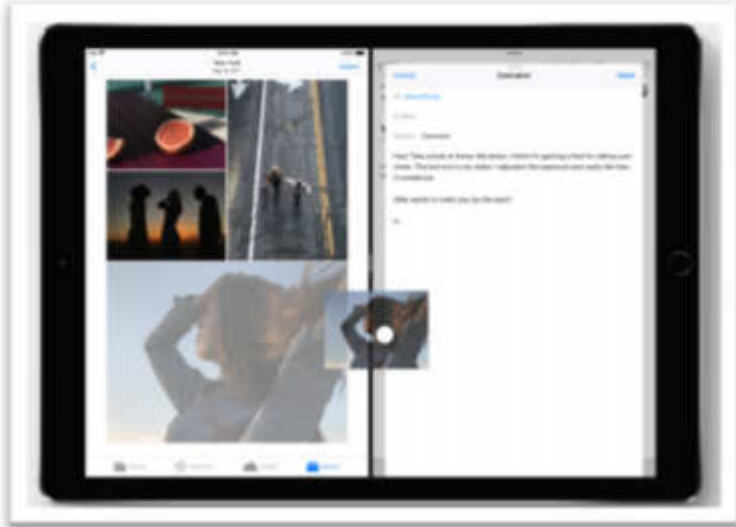
Autofill - Saved passwords in Safari can now be (securely) integrated into third party apps, saving you time typing them in.

Flight Status - In iOS 11 flight information is grabbed automatically from your emails and calendar and can be kept visible in Safari or a Spotlight widget.

Smart Storage Recommendations - In Settings 'Storage and iCloud Usage' has been renamed 'iPhone/iPad Storage' and it offers recommendations for saving space with options such as auto deleting old conversations, removing large iMessage attachments and storing messages in iCloud.

Auto App Removal - Go to Settings -> General -> iPhone Storage and iOS 11 gives you the option to automatically delete lesser used apps when low on storage. All data and settings are saved so nothing is lost, and the app will return when storage is freed up.

Drag and Drop iPhone Drag and Drop



Widely marketed as an iPad feature, this works on the iPhone in the Files and Notes app among others. Until all apps support this, however, finding what does and doesn't work takes time.

Drag and Drop is listed in iOS 11 for iPad only, but it can be used on iPhone.

Phone SOS

You can dial 911 if the Sleep / Wake / Power button is pressed quickly five times.

Auto Answer - Not many users will want this enabled, but if you suffer from a disability it could prove vital. Go to Settings -> General -> Accessibility -> Call Audio Routing -> Auto-Answer Calls and you can set a time period of up to 60 seconds by when calls will be answered automatically.

Notes now includes a scanner.

In iOS 11, you will find one of the biggest additions to notes — a scanning feature — is available to iPhone and iPad users. Tap the circled plus sign in the format menu, and then choose the Scan Documents option. That turns your iPhone's camera into a scanner that can import documents, receipts and other hard copies into Notes where you can then mark them up, save and/or send them.

Source and Compliments of www.forbes.com and www.tomsguide.com

How I Became a Published Author

By Nancy DeMarte, 1st Vice President, Sarasota Technology Users Group, Florida
April 2018 issue, STUGMonitor - www.thestug.org - [ndemarte \(at\) Verizon.net](mailto:ndemarte@verizon.net)

An old adage says that we all have at least one book inside us. It might be our memoirs, a travelogue, a mystery novel, a biography, or one of dozens of genres.

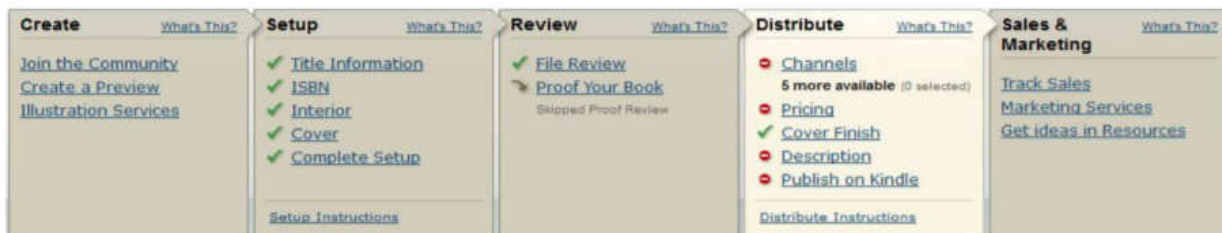
I had a book just waiting to emerge for years until I couldn't stand it anymore. My grandmother, who died in 1971, had left me her diaries, which she had kept for almost 70 years. As I read through them, I realized how much my extended family would enjoy reading about her life. So, over a period of several years, I read and took notes from the diaries. Then I drafted a book in MS Word which enhanced some of her most memorable experiences. When I finished, I began to search for a place to get my little book published. That's when I ran into some unexpected results.

My search for local storefront publishers came up with few choices, so I tried the Internet. I first found several large companies who had slick websites and lots of promotions. When I contacted one of them, I got offers and promises, but not much information about how the process worked or how much it would cost. When I finally did get a cost estimate, I found it to be unreasonable. The company bombarded me with emails and phone calls until I had to demand that they stop harassing me. I was discouraged.

Then a friend told me about the self-publishing websites that have sprung up in the last decade. I searched "self-publishing" on the web and found several sites. These companies offer support and useful tools, but the author does most of the work. I explored three sites, looking for the one that had the most useful tools for me, like a template for laying out the book, cover designs, and good customer support.



Eventually, I was drawn to one company called CreateSpace that offered a logical set of steps in the publishing process, a library of reference articles about each stage of the process, and support through email and phone. This site would not only publish my book, but also help me set up a marketing plan to sell copies or buy copies myself, which is what I wanted to do. The whole process was divided into clearly-defined stages with steps that had to be completed before moving on to the next stage. The first step was saving my Word document as a .PDF file and uploading it to the website. The next stage was getting it into the required book format. I copied the entire book into a 6"x 9" book template provided by CreateSpace. During the process, I made a few content changes – adding or deleting a sentence, slipping in a new chapter



heading, and so on. I also chose a cover design from their gallery, although I could have created my own, and added photos. The final stage involved careful reviewing and proofreading of the book. CreateSpace provided a Reviewer tool that let me see a virtual copy of my book online. I could turn pages and make corrections as I went through the book. This stage took the most time but helped ensure good results.

A few times during the process, I contacted the site via email with a question and got a phone call back the next day. As a first-time user, I appreciated the patience and knowledge of the phone supporters.

When I had completed all the steps, I received a proof copy of the actual book in the mail for me to approve before any further copies were printed. This helpful step let me see how my text and photos looked in a finished product. Even this final proof copy required me to read it through twice to check the

placement of photos, page numbers, etc. I also had my husband, who had not read the book before, read it and give me his feedback.

Up to this point, the only cost I had incurred was about \$14.00 for shipping the proof copy. Once I gave the final approval and was ready to order more copies, the publisher quoted me a price. Since my book was a paperback with only 145 pages and in black and white, my cost per book was very low. I ordered 35 copies for \$116.00 and can order more or put them up for sale any time in the future. Besides books, CreateSpace also helps people market their original music or films.

For me, CreateSpace has been the perfect choice. But two other companies that I explored prior to CreateSpace also might be good options. A friend had an excellent experience with Blurb.com. He wanted a very large, hard cover book that was primarily colored photos. He said that Blurb offered many support options while letting him lay out the photos and format the pages. Another site called DiggyPOD.com is somewhat like CreateSpace in that it offers support to authors and tools to help at each stage. For example, they sent me a free copy of a paperback which not only contained Q&A's about their process, but also gave me a hands-on copy of their product. They will also provide upfront cost estimates.



I'm certain there are many other good self-publishing companies on the web besides those I found. Maybe it's time to let your inner book take shape. If you are fairly skilled in Microsoft Word, you have a head start. Take a look at self-publishing. You might become a published author.

EDITOR'S NOTE

Create Space is being merged into KDP (Amazon Kindle Direct Publishing)
<https://www.kirkusreviews.com/author-resources/createspace-KDP-merge/>

Navigation Tips for Windows 10

By Rosita Herrick, Forum Leader, Sarasota Technology Users Group, Florida
April 2018 issue, STUGMonitor - www.thestug.org - rherrick (at) aol.com

Now that Windows 10 has been around for a while, I thought that several tips to navigate this new operating system and make its use friendlier, are in order.

1. Using the Quick Link menu

Like most Windows options, there are two ways to get to this menu. One way is to right click the Windows icon in the lower left corner of the screen. The second way is to use the keyboard shortcut Windows Key + X. Each line in the displayed pop-up is a link to a system function. The item I use most are the Shut down or Sign out (lower part) when I am done for the day. I also use the Task Manager link if the computer slows down, and lately, the Run link that lets me check what version of Windows I am running,

Here is the result when I click on the OK button:



- 2. Need to do some cleanup to remove old update files, system dumps from crashes and/or Windows log files?

Here are the steps:
Type Cleanmgr in the Cortana search box.



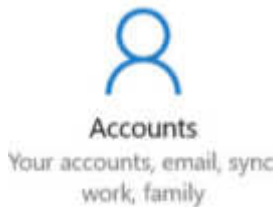
Click on the Disk Cleanup link.

Type OK in the displayed box and, in the next window, place checkmarks in the files you want deleted, and click OK.

- 3. Enter a PIN number at logon.

Are you tired of entering a long, hard to type password when you logon or when the computer wakes up from sleep? Here is what you can do.

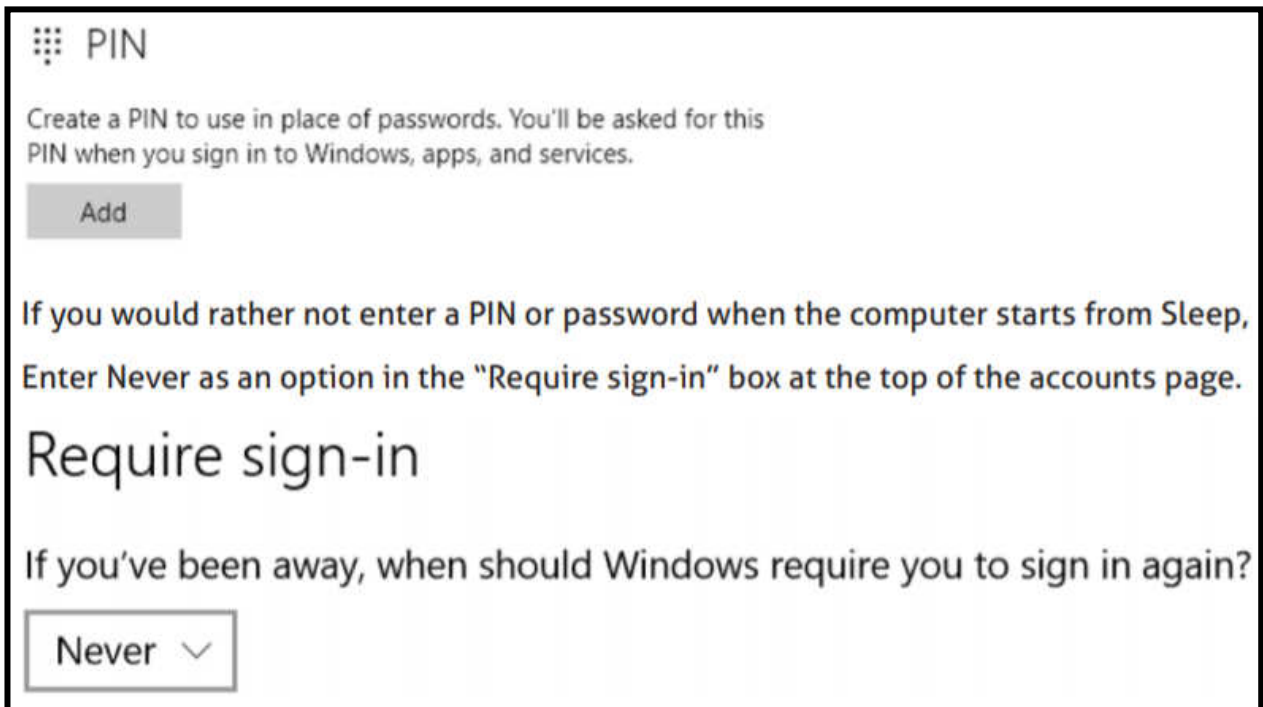
To create a PIN for logon, go to Settings, and click on the Accounts icon.



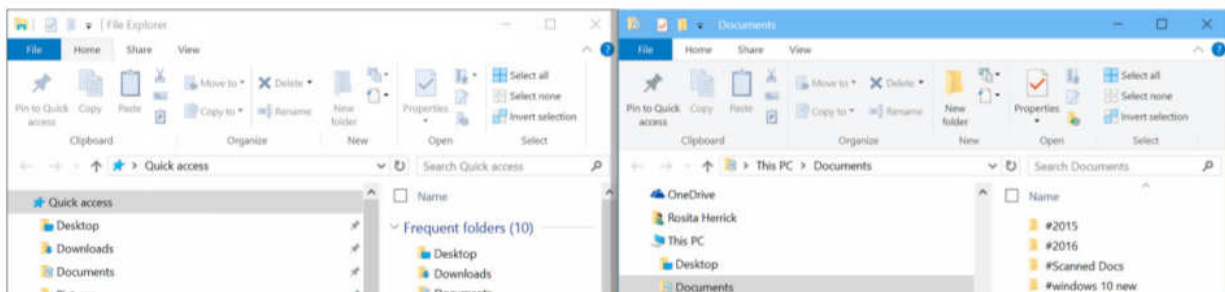
You can also enter Accounts in the Cortana search box.

Click on the Sign-in options link.

This is where you can setup your PIN, change your password, etc.



4. Want to look at two screen windows side by side?
 Many a time I want to drag and drop a file or folder from one location to another. Here is an easy way. With both windows open, click on one screen and press the Windows key and the left arrow. The screen will move to the left of the screen. Now click on the other screen and press the Windows key and the right arrow. Here is how the two screens will look side by side:



The left screen is the File explorer screen and the right screen is the Documents screen. I can now rearrange or move any file I want from one screen to another by dragging and dropping.

Thinking about a new Computer? Consider These Things

By Phil Sorrentino, Technical Thoughts, Sarasota Technology Users Group, Florida
 February 2018 issue, STUGMonitor - www.thestug.org - [philsorr \(at\) yahoo.com](mailto:philsorr@yahoo.com)

If you have a computer with a hardware problem (unreliable hard drive, or a battery that doesn't hold a charge), or a computer that is so old that it just doesn't seem worth any more maintenance dollars, a new computer may be just what the doctor ordered. (I, acting as my doctor, have often prescribed one of these.) Keep in mind that buying the computer may be the easiest step in replacing your computer. Making and then executing the plans for the transition may be harder to accomplish. There is great joy in

getting and having a new computer, but there are things to keep in mind and plans to be made before you leave the old computer and start using the new one. You may have to answer questions like: what peripheral components will you keep; what software are you using that you are dependent on; what procedures do you do regularly that you will have to continue, like backing up your data and/or system.

If you are replacing a desktop, you might have more things to consider. With a desktop, usually the main chassis is replaced and the peripherals like the display, keyboard, mouse, and any special equipment, remain. And it's probably the special equipment, like an old scanner, an old printer, or an external storage device, that may need the most consideration. If you are replacing a laptop or an all-in-one, most of the peripherals are in the new package, like the display, keyboard, mouse, and storage devices, but you may still be using an old scanner or printer. If you need to hang on to the older devices, it may be the driver for that device that may become the issue. (A driver is a small software program that links the peripheral hardware with the Operating System, and it is specific to the operating system. For example, a driver for Windows XP cannot be used on a Windows 10 system.) Most of the drivers for commonly used equipment are included in the Operating System, so they will be loaded by the operating system when needed. If a device is very old or very unusual, the driver for that device may have to be obtained from the original equipment manufacturer, or it may be on the distribution disks that came with the equipment, or it may not be available for the new operating system at all. (If the device is very old, or if the new computer's CPU is very different from the one that is being replaced, (64 bit vs. 32 bit) the driver may not be available.) I mention this because I had a Label maker connected to my original desktop computer that I used to make simple labels. When I replaced my desktop, I had to go back to the manufacturer to get a new driver, and then download the label maker program and install it on the new computer.

Once you have considered the hardware situation, it's time to look at the software. Besides the Operating System, which more than likely will come with the new computer, most computers will need to have some software of the "Office" kind, to do word processing and spreadsheets. If you have purchased Microsoft Office and you have the distribution disks, you are probably set. If you don't have access to Office, there are two free software suites available that are quite compatible with Office, Open Office and Libre Office, both of which can be downloaded from www.ninite.com. Additionally, most computer users will expect to hop onto the internet and take advantage of the many servers out there. This is basically accomplished with a browser such as Chrome, Edge, or Firefox. Edge will come with Windows 10 and the others can be easily downloaded from www.ninite.com. And don't forget, you'll want to save your "favorites" or "Bookmarks" to be used with your new browser.

Backup software might be the next area to investigate. If you use a software program that you have purchased like Acronis True Image for your data or system backup or GoodSync for your data backup, make sure it is compatible with your new system and that you have the installation material. If you use free software such as SyncToy for your data backup, make sure you know how to get it from the Microsoft site. Before you replace your computer, make a list of all the software that you have on it, so you will know what to install on the new computer. For all purchased software, make sure you have the installation disks, or the information needed to download the software. For all the free software that you have loaded on to the computer, like Malwarebytes, SuperAntispyware, Revo and CCleaner, again make sure you know where to get it. Many of these can be gotten from www.ninite.com. If you don't remember where you got a program, try to Google the name and find the manufacturer's website. And as always, make sure you are careful when you download anything from websites with which you are not familiar.

So, once you have the Operating System needs, your back-up needs, your basic software program needs, and a browser for surfing, under control, it's time to look at some of the regular activities that you perform with your computer, like managing your finances, or shopping at Amazon, or transferring your pictures from your camera or smartphone to your computer. If you own the software that you use for these tasks and you have the disks, again you are probably all set. (One of my regular activities is to transfer my pictures from my camera to my computer. Recently when I replaced my desktop computer, I found that I couldn't get the program that I was depending on for this activity, Picture Gallery, because Microsoft had stopped supporting it and removed it from their download site. I'm still looking for a similar

program to do this on my new computer. Hopefully, this will not be your experience.) So, with positive responses to all of the above listed considerations you are probably ready to get that new computer. Oh, and if you want some help in deciding what computer to get, think about taking our “Buying a computer” class, given in the computer lab. Good Luck with your computer replacement project.

Browsing Incognito

By Mary Phillips, Secretary, ICON, MO - April 2018 issue, THE ICON-Newsletter
www.iconusersgroup.org - Mary(at)iconusersgroup.org

Are you tired of your browser keeping track of the sites you visit on the Internet, so it can send you ads in which it thinks you're interested? Every browser I know of has an option for “In Private” browsing. Private browsing ensures that your internet history and activity are removed as soon as you close all private windows. This includes browsing history, items in cache, and cookies.

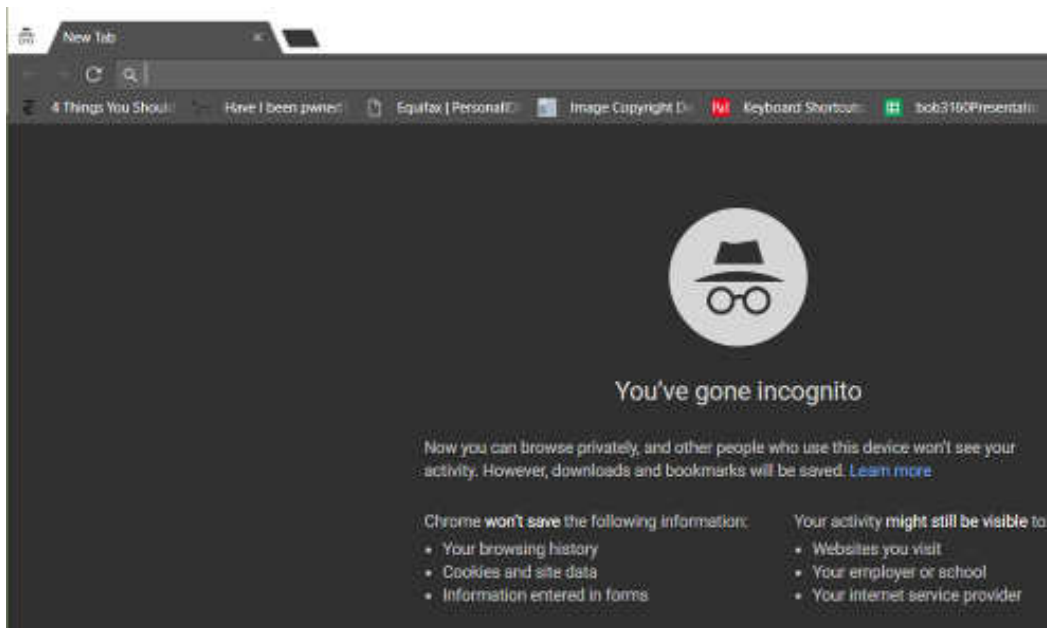
After being closed, a private tab or window cannot be recovered from the recently closed list in the tab menu.

While private windows do not leave any record of the websites you visit, if you deliberately save data, for example if you save an item to your Speed Dial, save a password or download a file, it will still be visible after the window is closed.

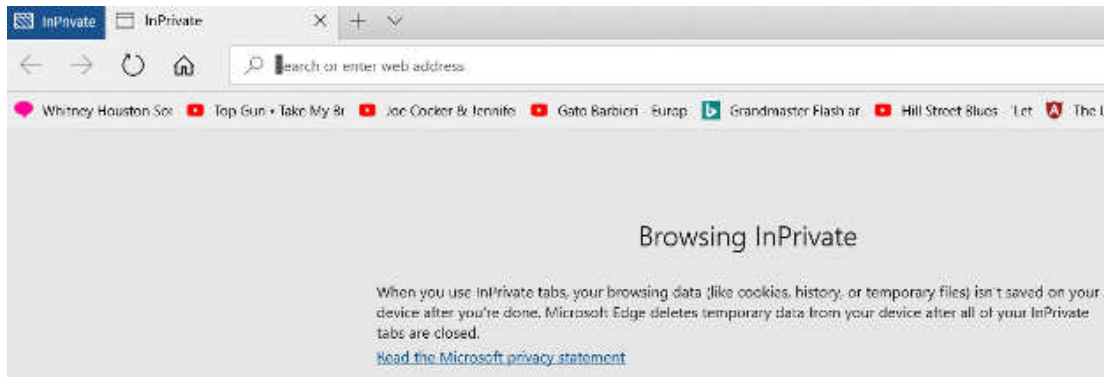
Shortcuts

Google Chrome - Ctrl-Shift N
MS Edge - Ctrl-Shift-P
Mozilla Firefox - Ctrl-Shift-P
Opera - Ctrl-Shift-N
Avast Secure Browser – Ctrl-Shift-N
Internet Explorer - Ctrl-Shift-P

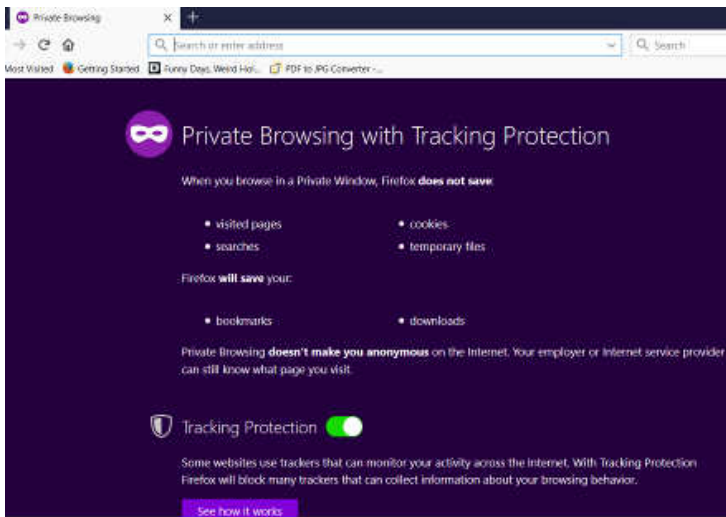
Chrome – Ctrl-Shift N



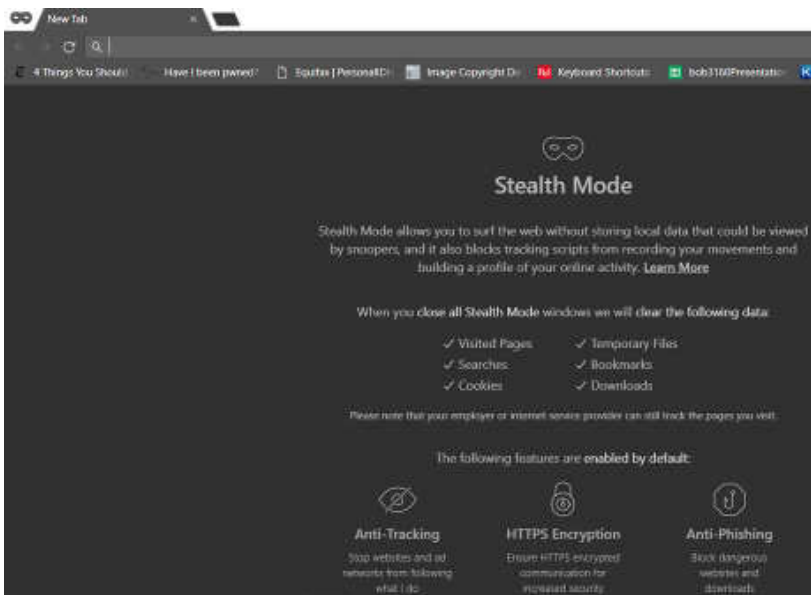
MS Edge - Ctrl-Shift-P



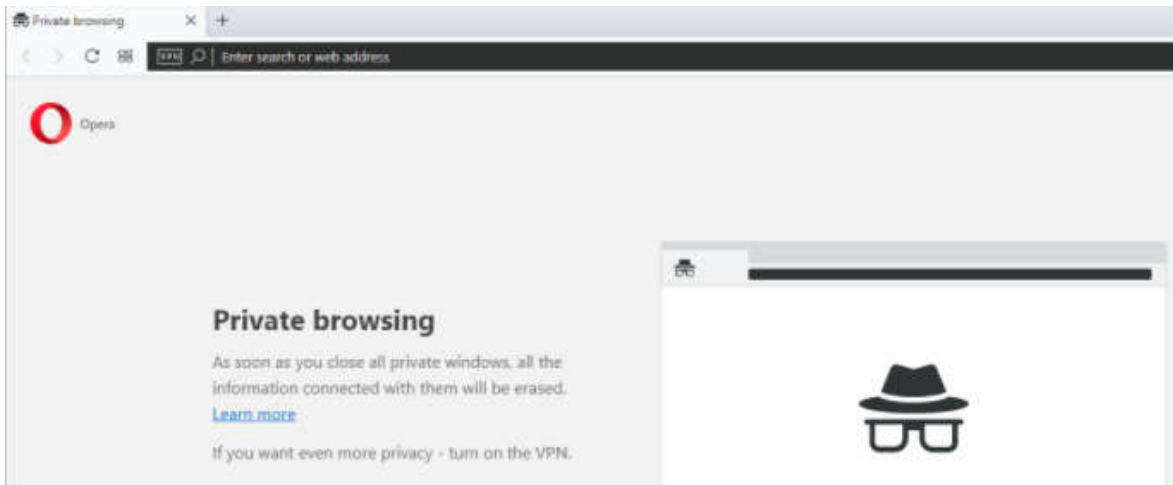
Firefox - Ctrl-Shift-P



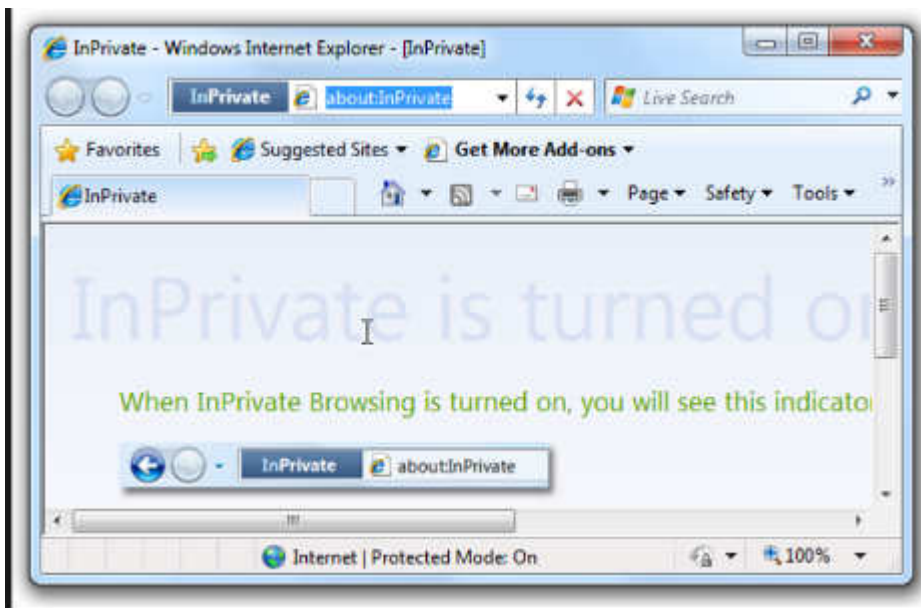
Avast Secure Browser – Ctrl-Shift-N



Opera - Ctrl-Shift-N



Internet Explorer - Ctrl-Shift-P



President's Message

Gmail has a new interface

Matt Batt, President, The Computer Club, Florida - June 2018 issue, The Journal of The Computer Club
www.sccccomputerclub.org - mbatt453 (at) gmail.com

Gmail is now the most popular email service with over 1 billion users. Google has recently released a new modern on-line interface for Gmail usage. Users can switch to the new Gmail interface via the gear icon on the top right corner of the old interface. Matt brought it up to review what it looked like and found himself using it more than the Microsoft Outlook program he usually uses for email.



It has new security features, a convenient design and lots of new capabilities.

In the security area, Google claims it has improved security against scams and malware and can prevent more than 99.9% from reaching your inbox. You can set expiration dates for emails by sending a link to a message that won't work after a certain amount of time. You can prohibit the copying, forwarding and printing of your emails.

The new design provides quicker access to email related functions. If you hover over any email in your inbox, you'll see icons that let you Archive, Delete, Mark as Read or Snooze the email so that it is hidden from the inbox until you are ready to reply to it.

When you have an email open, icons for functions such as Archive, Report as Spam, Delete, Print and Mover are conveniently placed by the top of the display. Reply, Reply All and Forward are at the bottom of the email. Attachments will also display as small and easily accessible tiles below the email.

There is a new feature called "smart replies," which allow users to choose from suggested responses to an email. Gmail is analyzing your incoming email and framing an answer you can use as a short answer with just a click. You can set reminders to respond to certain emails. Matt uses Google Tasks as a To Do List and Google Calendar as his electronic calendar. He is especially impressed by new side panel in the Gmail interface that lets him drag an email into the Tasks Side Panel. When he drags it, it is immediately added to his Tasks List as a Task. If he puts a date on the Task when he drags it over, it is also automatically added to his Calendar. Now that is very useful and convenient integrations of email, calendar and tasks.

Be sure to give it a try! He hopes you like it as much as he does.

Interesting Web Sites

Submitted by Carol Picard - Midland Computer Club

Install Windows 10 without Microsoft Account

A Local Account is the traditional user account type used prior to Windows 8. Windows 10 starts faster when you are using a local account. It doesn't sync or send anything to Microsoft servers.

<https://www.msftnext.com/install-windows-10-without-microsoft-account/>

Supported web browsers for Yahoo products

Internet Explorer no longer supported for Yahoo products

<https://help.yahoo.com/kb/SLN4556.html>

How-to Geek

New gmail features

<https://www.howtogeek.com/356781/the-8-best-features-in-the-new-gmail/https://www.howtogeek.com/356781/the-8-best-features-in-the-new-gmail/>

Enable Windows Defender Crapware Blocker

<https://www.howtogeek.com/360648/how-to-enable-windows-defender%E2%80%99s-secret-crapware-blocker/>

How to Check if Your Password Has Been Stolen

<https://www.howtogeek.com/343947/how-to-check-if-your-password-has-been-stolen/>

App Stores Can't Protect You From Apps Abusing Your Data

<https://www.howtogeek.com/365562/app-stores-cant-protect-you-from-apps-abusing-your-data/>

Don't Give Apps Access to Your Email (Even to Save Money)

<https://www.howtogeek.com/365391/don%E2%80%99t-give-apps-access-to-your-email-even-to-save-money/>

Credit Freezes Will Be Free Soon, Helping You Stop Identity Thieves

<https://www.howtogeek.com/fyi/credit-freezes-will-be-free-soon-helping-you-stop-identity-thieves/>

How to Remove the Background from a Picture in Microsoft Word

<https://www.howtogeek.com/365434/how-to-remove-the-background-from-a-picture-in-microsoft-word/>
