Lake County Area Computer Enthusiast

News Journal

"Members helping Members"

Volume 35, Issue 4, July

LAKE COUNTY AREA COMPUTER ENTHUSISTS

Presents

Annual Indoor Picnic

Saturday July 21,2018 @ 12:00pm

State Bank of the Lakes

50 Commerce Drive
Grayslake Il.60030

Sirections to State Bank of the Lakes

Click Here

Enjoy our meetings?

Bring a friend

I Wuz Hacked

By Stu Gershon, Smartphone SIG Leader, Sun City Summerlin Computer Club, NV

December 2017 issue, Gigabyte Gazette

www.scscc.club/

tomburt89134 (at) cox.net

One Sunday morning, I checked my email, like I do every morning. Nothing came through. I tried again, and it was the same. I called COX to see if any of their servers were having trouble or down. The line was busy.

(Continued on page 8)

To visit the Lake County Area Computer Enthusiast web site Click here .

Questions or comments on this New Journal E-mail Click here

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"Members Helping Members"

(since 1983)

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News Journal

The LCACE News Journal is published eleven times annually. Members are encouraged to submit contributions which will be acknowledged in this newsletter. Send articles to editor@lcace.org Permission is granted to reproduce any or all parts of this newsletter in other User Group publications, provided that credit is given to LCACE and the individual author (s). Logo designed on an Atari Stacy Laptop in 1989 by Dwight Johnson Jr.

Membership

LCACE membership is open to all individuals and families interested in personal computing. Annual dues are $20.00 per individual/family. Applications for membership may be obtained at the monthly meeting, by request on the club hotline, and are now available on our web site at http://www.lcace.org.

Meetings

LCACE meetings are usually held on Saturdays at the Grayslake Area Public Library, 100 Library Lane, Grayslake, Illinois. The meeting room opens at noon and the formal meeting begins at 12:30 p.m. All meetings are open to the public. Bring a friend!

Newsletter Submissions

Club members are welcome to submit classified ads, reviews, tips and other articles for publication, to our newsletter editor in Microsoft Word format (.doc). **Publication deadline is the 20th of the month for all ads and articles.** Please do not use tabs or special formatting.

Newsletter Advertising

Ad rates per issue: Full page - $25, Half page - $15, Quarter page - $10, Business Card - $5. Discounts are available on advance purchase of multiple issues. Please send camera-ready copy and payment to the club address by the 15th of the month preceding publication. For more information on ad pricing, please call our Hotline. Ads are **FREE** to all paid members.

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Phil's Ramblings

Summer has finally arrived – at least on the calendar! Time to relax, get outside and plan some vacation activities. Don't forget the sunscreen and bug spray!

In the computer world, sadly, the news is more about an increasingly sophisticated network of bad guys, state actors and others bent on mischief, thievery and political and economic sabotage than it is about new and exciting products and software that can be of some benefit to individuals. The writing is on the wall; we all need to keep reading the latest news about security risks and the steps we can take to protect ourselves. Given the difficulty that authorities face in tracking down and punishing scammers and worse operating in the Dark Web, this situation does not seem likely to change for the better anytime soon!

In our world, we had a good discussion at June's LCACE meeting about areas of interest and programs our members would like to see in coming months. I'm scheduled to do a video presentation for the August APCUG Virtual Technology Conference on August 18th, at the same time and on the same day as our August LCACE meeting. The presentation will be an updated version of the Digital Afterlife presentation I gave to our club a year ago. Given that the timing works well with our August meeting, there was agreement at the June meeting that we will use that video presentation as our program for the August meeting.

Here are other topics that were suggested at the June meeting:

- Skype and other video-calling applications
- Useful cell phone apps – Android and iOS; perhaps as a panel discussion
- Using Zoom as a video-conferencing tool for net meetings
- Tivo / Netflix tutorial
- Costco technology offerings & support – later in the year
- Using a laptop computer as a desktop replacement
- All-in-One computers, explanation, pros & cons, etc.
- Show 'n Tell – another opportunity for members to display & discuss technology
- Grayslake Library technology "Hub" / 3-D printing

Chynna Rose, who gave us an excellent presentation earlier this year about cell phone plans and relations with your provider, has volunteered to do the Skype presentation sometime in the fall. Mike Andrews has offered to do a presentation for us later in the year, with the subject yet to be determined. So, we have lots of potential meeting topics and several volunteers lined up.

The APCUG Virtual Technology Conferences (VTC) that I mentioned above represent another source of ready-made presentations. There are six presentations at each conference by volunteers from personal computer user groups around the country, on a variety of topics. After

each VTC, the presentations are uploaded to the APCUG section on YouTube. At last check there are 139 APCUG VTC video presentations on YouTube. I encourage everyone to browse through them; you may find quite a few that address topics of interest to you. If one or more catch your eye and you feel it / they would be an appropriate presentation for our club, please let us know. (You can also watch them on your own, for free; each presentation runs between 40 and 50 minutes.)

Please email any suggestions you have for future program topics and/or presenters to Linda Rohlfing and me at programs@lcace.org and president@lcace.org. Thanks for your help!

Our July LCACE picnic will start at 12:00 noon

on Saturday, July 21st, at State Bank of the Lakes in Grayslake! As we did last year, our club will provide sandwich trays and soft drinks. We need help from our members – 1. Let us know that you are planning to attend, and how many people will be attending with you (so we know how much food to buy); 2. Bring an appetizer, side dish or dessert to share. (Please plan to arrive NLT 11:45 am to help with set-up, set out the food you are bringing, etc.).

Please contact Liz Barnett to provide attendance info and to let her know what food you will be bringing to share at the picnic. You can reach her at lizbarnett@aol.com. Thank you!

See you at our Picnic!

3 PROBLEMS WITH USB-C YOU NEED TO KNOW ABOUT – USB Type-C is clearly the future, but getting to the future isn't always painless, and USB-C has a lot of problems. Here are a few things every new USB-C user needs to know.

Most new Android phones use USB-C, Apple's laptops use this port exclusively, and it's increasingly common to see at least one such port on new PCs. But not every USB-C port is the same, and not every USB-C cable you can buy works the same way. Read more of this How-To-Geek article at: http://bit.ly/2tnDOFN

HOW TO TURN OFF AD PERSONALIZATION IN YOUR GOOGLE ACCOUNT – Don't want to deal with targeted ads? TechRepublic shows how to limit your shared personal data in Google.

Google is increasing transparency by giving users more control over customized ads, product manager Philippe de Lurand Pierre-Paul said in a blog post Thursday.

For the past decade, Google has made strides to be more transparent in how personal data is used to tailor ads. In 2009, Google released Ad Settings, giving users a defined location to control ads. The settings evolved in 2011 and 2012 with the additions of Why this ad? And Mute this ad, the post noted. In 2015, all these features were housed together within your Google account, creating a single point of access for security setting and personal information.

With Google's new Ad Settings, you can now understand how your personal information is used in the ads you see. Additionally, Google is expanding the Why this ad? function to all services—including Search and YouTube—and nearly all sites and apps that allow Google to show ads, the post noted.

If you aren't comfortable with Google having your personal data and tailoring your ads, see how to monitor and control your shared information, with three steps plus screen shots to limit targeted ads, at this TechRepublic web page. https://tek.io/2ygA917

Membership

Membership Chairperson Report

Membership Report
June 16, 2018

Members: e8
Meeting Attendee: 20 = 53%

THANKS FOR JOINING
None

THANKS FOR RENEWING
Johanna Triggs
Kenneth Nethecote

THANKS FOR VISITING
None

History

L.C.A.C.E. Historian

History Report, 2018-06-16 Meeting
By Les Larkin
LesLarkin@AIM.com

Our June meeting was conducted by Phil Bock.

David Carlson won the door prize, an Orbit - Find Your Key, Find Your Phone accessory.

Mike McEnery won the 50/50 raffle, he and the club each receiving $12.00.

Congratulations to all prize winners!

Thanks to Linda Busch for making the coffee, and to Liz Barnett and Linda Busch for providing munchable for us.

This month's program was "Managing Your Router and Useful Computer Videos". Thanks, Phil., for showing us this useful, basic information.

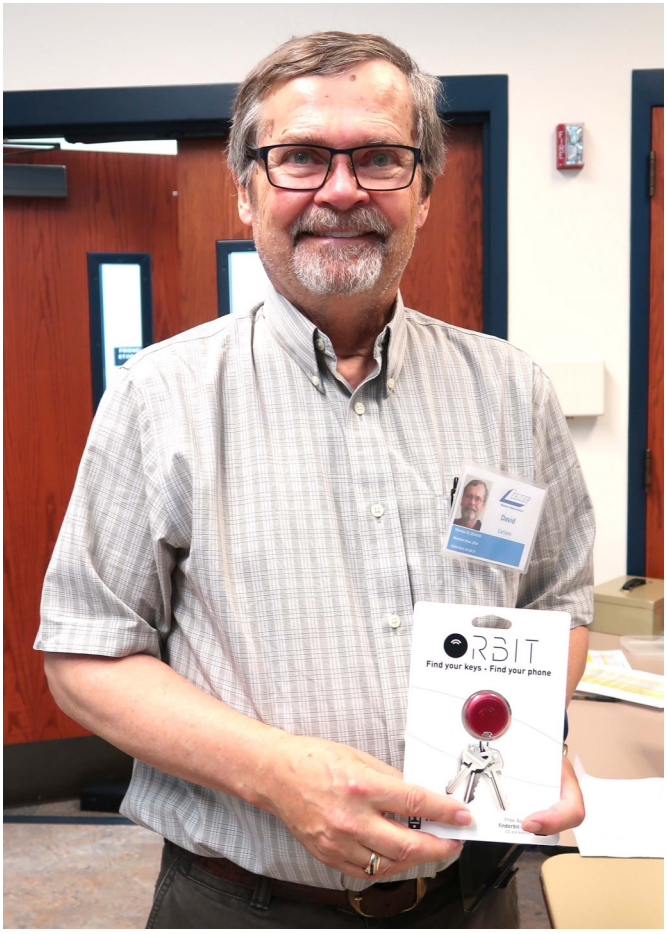
Another great meeting, and I hope to see you at our July 21 meeting at the State Bank of the Lakes.

Lester Larkin

Liz Barnett

Jack Frost

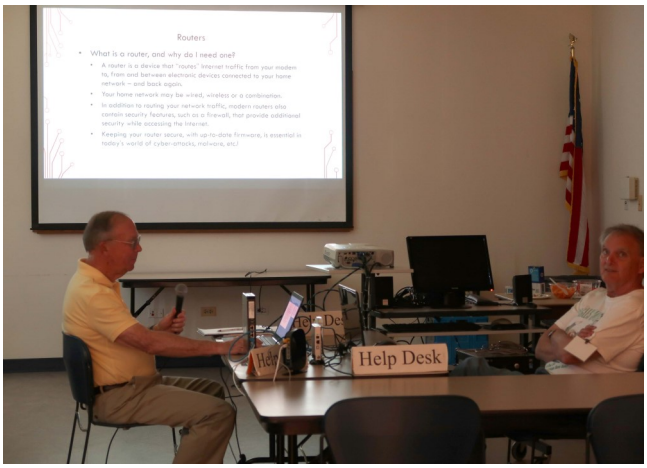
Lew Seidenberg



Above Left: Mike won the 50/50

Above Right: David won the door prize

Bottom Right: Phil giving his presentation



My Smart Home

"Alexa "what's next"

By Jasmine D'Katz

I've been building a Smart Home for the past year as some of you may have gathered from the Video Door bell presentation at the May meeting. The system in a hodgepodge of systems, but mostly control by Amazon Alexa. Alexa came into the home over two years ago and I have since expanded to four devices. The office and studio devices are mostly used for music, and the bedroom device is for my wakeup weather report, plus and interesting fact of the day. The Amazon Alexa Show sits in the living room and keeps me up to day on the temperature and flashes the latest on news and entertainment.

After doing server months of research, over the winter, I've added a the ecobee 3 WiFi smart thermostat, five Netgear Arlo security cameras and upgraded my Ooma to the Ooma Telo Home Security system and lastly the Ring Video Camera. All these devices can be accessed threw my Amazon Alexa.

So, I can now I can control the temperature by just the sound of my voice, or I can ask Alexa to show me any one of my five cameras on the Echo Show. As I said, I upgraded to the Ooma Telo security which I've been using for several years when I replaced my landline. Now the Ooma also lets me know the status of my doors, windows and water in the basement. Especially around the water heater and sump pump. Ooma is connected to the Amazon Connect which allows me to make and receive phone calls. Being that this is connected to my Alexa Show, incoming calls are announced and viewed on the screen, and at the touch of a button you can answer the call. The Ooma also gives me call forwarding so all incoming calls are transferred to my cell phone.

Ok, I need more SMARTNESS!

My morning routine as I enter my kitchen is to open the blinds, but I now have MySmartBlinds open/close the blinds at sunrise and sunset or by the touch of an icon on my iPhone or iPad. The kitchen was a test and I've since ordered one for the living room window. But, where is my phone? Oh yes, Alexa "open the kitchen blinds," that was easy.

Two weeks ago, Amazon announced the Fire TV Cube, another Alexa enable device to control my entertainment system. Now I can ask Alexa to turn the TV on/of, change channels on the cable box, operate my Roku, Apple TV, DVD player and completely control my AV system.

What's Next?

My Roomba is reaching the end of its life span and needs to be replace with one of the newer Alexa enabled devices. Humm…since I've only had the Fire TV Cube a couple of days, and so far, I like what I'm able to do with it, I see one in my bedroom and office in the future.

(Continued from page 1)

The line is never busy unless they are having trouble because they've always had fantastic customer service. I tried twice more during the day with the same results.

I finally got through to COX at about 6:30 that evening. They were not having any problems, and they couldn't help me because I have Gmail accounts and they would only intervene if they were COX accounts. I said to the technician, "What should I do?" He replied, "Call Google!" I said, "Who are you going to call at Google, they have no customer service!" He offered, "I have a number for Google support!"

He gave me the number and the first thing Monday morning I called 1-844-400-1570. I asked if they were "Google Support" and the gentleman said "Yes." His name was Daniel. We discussed the problem and he said I'd have to let him into my computer, so he could check. REMEMBER - COX gave me this number. I had to give permission and put in a code number to let him into my computer. He looked around for a while, "scanned" my computer for viruses and malware and told me I had probably been "hacked." I asked, "What do we do now?" Daniel said he'd fix it and said the charge would be $299.99 including a one-year warrantee on my computer. I figured it was worth it to get this problem fixed.

He continued to work on my computer, while I watched what he did, and we talked over the phone, throughout. He worked on my computer until 5:30 pm (from 9:30 am) and said he did what he could, the email was working with some "work-a-rounds," but it was the end of his shift and he'd call me back at 10 am the next morning.

He asked to be paid, and since my computer was adequately working and he'd been working on it for 8 hours, already, I gave him my credit card and paid the $299.99.

The next morning, at 10 am, he called back and worked on it until almost noon. He's put ten hours into my computer, he had given me his name, and said he'd call back the following week to check if everything was alright. With Daniel's "work-a-round," my computer worked, fine.

On Tuesday, September 12th, he called back promptly at 10 am, said "hello" and asked how everything was working. I told him it was working fine, but by adding the "work-a-round" (a new email address getting the email from the old one), I was getting a lot of duplicate emails. He took another look, but this time he used a different software.

Since Gigabyte Gazette on 18 December 2017 we were still in communication over the phone, I asked "why?" and he replied, "My company has installed a new software in the past week."

The guy had already worked on my computer for TWELVE HOURS and, remember, I CALLED HIM! He said, "Look, you've been hacked, so I'm going to refund your money because we didn't do our job!"

He said, "Let me be sure." Then my PC's screen went BLACK! I asked, "Daniel, what's going on?" He replied, "It's the new software, don't worry." Coincidently, my cell phone was right next to my computer. As the screen was black and I couldn't see what he was doing, I received text messages on my cell phone, "PayPal Gift Card - $100!" "PayPal Gift Card -

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$50!" On and on. I asked Daniel, "What's going on?"

He answered, "Nothing, I'm fixing your computer!" I answered, "Money is being taken from PayPal!" He replied "Don't worry! It's so we can give you your refund!"

I said, "Not from what I see! Goodbye!" and I pulled the plug! I immediately called PayPal, and stopped the $450 in Gift Card charges! Then I called my Bank and put a freeze on all my credit cards. Remember, Equifax had been hacked the week before, so they were NO HELP!

Then I called Amazon, where I spend much of my money. They informed me they had "denied" a charge for a $500 gift card (because I had never ordered something like that before, and they were trying to contact me to verify, but my computer and two phones were all in use – it's called "profiling".)

I called my friend, Chuck, at the Computer Club and he told me to bring my computer over (the Tuesday Repair SIG – Special Interest Group, had just started). I brought it over and when the guys started up my computer it required a password (which I had not made) to enter.

This is called RANSOMEWARE – They lock up or scramble your computer and make you pay a fee to release your computer from their control! Chuck, and the other guys, took out the hard drive, did something to it to remove the password, and then I got my external hard drive and we restored the computer to BEFORE this incident began.

In the meantime, Daniel called five times and told me to buy three $100 iTunes gift cards, and when I put in the pin numbers from the back of each card, the "hack-ware" would be uninstalled! He had already taken $299.99 in payment for his services, tried to buy $450 in PayPal gift cards, tried to purchase a $500 gift card from Amazon, and now he wanted $300 more? Nope! So now, two weeks later, I've restored my main computer, the email is working fine, I'm currently restoring my second laptop because I also allowed Daniel to check those email settings. I've changed all my credit cards and my passwords and I'm exhausted. I haven't lost any of the "charges" yet, because they are all in "dispute," and because PayPal, Amazon and my bank worked quickly, and I'm disputing the initial charge of $299.99.

If that's the price I must pay, "A lesson learned, is a lesson earned!" and maybe someone can benefit from this experience. REMEMBER – I called Daniel because my trusted Internet Provider GAVE ME THE PHONE NUMBER!

The only people SCSCC members should let into their computers are our Computer Club's Repair SIG which meets every Tuesday from 1 to 4 pm in the Computer Club Classroom at the Pinnacle, and the only requirement is joining the Computer Club! They know what they are doing, and they live HERE!"

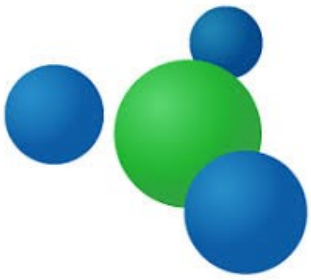
From Judy: This article leads into a great discussion with your group members on who they trust to work on their computers, and why. If a member doesn't have a trusted person, they might think about introducing themselves to another member's trusted person. I, personally, wouldn't get in touch with a members' friend or relative.

Creating a HomeGroup

By Art Irish, Member, ICON Technology Group

October 2017 issue, The ICON-Newsletter

Wilmilgeokin (at) hotmail.com http://



www.iconusersgroup.org/

Q1. How do I create a HomeGroup so two computers on the same network can interact?

A1. First, the HomeGroup. It's easy, if both computers are on the

same network!

1. Decide which computer is the 'primary.' All other computers in the home-

group are secondary. Use this to create the homegroup

2. Open Control Panel

3. Click on HomeGroup

4. Click on 'Create a HomeGroup'

5. Click on 'Next' in the 'Create a HomeGroup' window.

6. Indicate what you want to share but clicking on the dropdown arrows. (I suggest sharing everything if it's just for your benefit. Click on Next.

7. The 'Create a HomeGroup' window will create a Password. Write it down, as you will need it for other computers you want to add. You can also click on 'Print Password and Instructions' to have the instructions on how to join the Home-Group with other computers. (I just leave the window open, so I can see it while on the other computer I want to join the home-group.) Don't turn off this computer.

8. Click on Finish.

On your other computer:

1. Open Control Panel and Click on Home-Group.

2. If things are working OK then you should see a message that a homegroup has been created by whom and which computer.

3. You can click on 'Join Now.'

4. In the 'Join a HomeGroup' window, click on Next.

5. Select what you want to share – presumably the same things as on the 'primary computer.'

6. Click on next.

7. Enter the password (case sensitive) in the box.

8. Click on Next.

9. Let the computer do its thing.

10. Once you have the 'joined' message, click on Finish.

11. Don't close the 'Change HomeGroup set-tings window or turn off the computer until shar-ing is finished. The contents of the window will change once that is done. You've now created the HomeGroup. It's been my experience that

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the HomeGroup connection is sometimes 'disconnected' without apparent reason.

If you want to see the HomeGroup, open File Explorer (the folder icon on the taskbar), scroll to the bottom of the tree on the left pane and you'll see the homegroup listed. Click on the HomeGroup name and you should see both (all) the computers in the homegroup and the folders you have selected for sharing (except for printers).

If you want to share a folder that's not 'standard' right, click on that folder (such as the Desktop – scroll up in the tree view) and click on 'Share With' and pick an option. When you do this, you should see the items that are shared in the homegroup change.

A Tale of Two Printers

By Greg Skalka, President, Under the Computer Hood User Group, CA

November 2017 issue, Drive Light

www.uchug.org

president (at) uchug.org

It was the best of times, it was the worst of times . . .

It was time to buy a new printer.

It seems that all the traditional computer input/output devices are falling out of favor. The rise in popularity of the tablet computer and now especially the smartphone have played a major part in this. The previously iconic combination of desktop computer, monitor, keyboard, mouse and printer has not been the norm in the personal computer / tech world for some time. The laptop or notebook PC, which generally eliminates the need for a separate display, keyboard and mouse, has been outselling the desktop for quite many years already. Now the ultra-portable smartphones and tablets, with their integrated touch-screen displays, have surely put monitor, keyboard and external pointing device sales in a steep decline.

Printer sales are also declining. I'm like most people in wanting to cut back on the amount of paper in my life, both to reduce clutter and help the environment. I'd much prefer a paperless life, where my bills and financial statements come as downloaded pdfs, rather than hard copies in the mail, and my file cabinet of personal and financial data is a USB external hard drive. Smartphones are helping in this trend. More and more, tickets, coupons and other identifying documents are being accepted when displayed on a smartphone or tablet screen, instead of having to present a physical piece of paper (barcodes have also helped make this happen).

While my goal is to eliminate my home file cabinets by scanning my existing paper documents and insisting on electronic documents in the future, there are still times when I do need to print. Some of the continued interest in computer printing is probably generational. I still own printers; my adult children do not. Just as most millennials have "cut the cord" in their switch from cable TV (or televisions in general) to streaming content from the Internet, they have also aban-

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doned the personal printer. My son and daughter, both in their late 20's, each still own a laptop in addition to their smartphones, but have no interest in having a printer. They have no need to print photos, preferring to post them online or display them on their phones. The few hard copies they need to make can be printed at work, or at the copy center at Staples or Office Depot (or at Dad's house).

I started my work life in the early 1980's, so I've witnessed the evolution of the personal computer and the personal printer. I've owned dot-matrix and daisy-wheel impact printers, as well as ink jet and laser printers. When my children were young, they had their own individual printers and desktop computers for school work, resulting in four printers in the house. Every computer needed its own printer as each stood alone and disconnected in the days before the Internet. Since the development of modern home networking and networked printers, my wife and I have been sharing a single printer for the past eight years.

The HP OfficeJet Pro 8500 all-in-one network printer I bought for my wife in 2009 has always resided in the downstairs bedroom that is her home office. She uses it weekly to print stock lists for her job as a retail seed merchandiser. It is a printer / scanner / fax machine in one unit, with a single-sided scanner feeder in addition to flat-bed scanning capability (it can automatically scan a stack of pages on one side only). It can also automatically print double-sided to save paper. It has a wired Ethernet connection to my home network, so I can print to it from my "office" upstairs. It is not so useful for me to run downstairs to scan, so I have kept my old USB flat-bed scanner in my office.

I still have an old HP Deskjet 5650 printer and an Epson Stylus Photo R340 printer in my office, but I've not used either in over eight years and should probably get rid of them. The Deskjet is old and slow, and I get better quality for the few photos I need printed by going to the photo center in Costco, rather than using the finicky Epson. I also have a Samsung ML-2510 low-cost black laser printer, but I don't use it much. Laser printers use heat to fuse powdered toner to the paper, and this printer seems to generate quite a lot of heat. I can feel an excessive amount of heat coming off the top of the printer when it has been on for just a few minutes, so to reduce energy usage (and fire risk), I only leave it on long enough to print.

One thing I have always wanted in a printer is the ability to print on 11" x 17" paper. I have this capability at my work and find it is really useful when printing CAD drawings and diagrams, as well as large spreadsheets. Another useful feature I've been looking for is the ability to scan double-sided originals automatically (this is a special feature of the scanner's document feeder). Late last year I saw an HP OfficeJet 7740 all-in-one printer advertised with a great price at Fry's; it had both features, so I bought it as a birthday present to myself. I planned to set it up in my office in place of my scanner, so I would have printing and scanning at hand. Unfortunately, my life is often too busy, and so this new printer sat in its box for most of 2017.

Over the years, the HP8500 printer served us well with few issues. Occasionally the print quality would drop, with blank streaks in the printed output. Using its diagnostic software to clean the print heads usually solved the problem, though with time multiple and more frequent cleaning cycles were needed. Finally, this spring, even three head cleaning cycles didn't

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completely restore good print quality, and the HP diagnostic software reported that new print heads were needed.

With most HP printers I'd owned, the print heads were part of the ink cartridges, so you got fresh heads with each cartridge replacement. With the HP8500, the ink cartridges were just ink reservoirs; the heads were separate replaceable modules. Despite their supposed simplicity, the HP940XL ink cartridges it used still cost around $100 per set (three color cartridges and one black). Even though the two print head modules cost around $80, I was happy enough with the performance we had gotten out of the printer over the eight years we had used it, and so bought a set.

Replacing the heads was easy to do, and at first solved the problem completely. The print quality was once again excellent. A month later, however, the printer abruptly stopped working. It gave an error message that no heads were installed, thus it refused to print at all. I tried removing and reinstalling the heads, with no improvement. Only then did I go online to search on this fault and found many other users with the same problem after replacing heads. The only solution reported by these users was to temporarily reinstall the old print heads until they were recognized, and then swap the new heads back in. Even this was not often a permanent solution; some reported having to perform this swap periodically. Since I'd listened to my wife and thrown the old heads away right after installing the new ones, this solution was not an option. Because a new printer's cost was not much more than another set of heads for this one, it was time to go shopping.

My wife of course needed to print for her work activities the next day, and it was too late to get her a new printer that evening. Fortunately, I had the new HP7740 printer I had bought for my own use but had not set up yet. The setup for this network printer was far easier than the old HP8500 was eight years ago. Once the new printer was powered and connected with an Ethernet cable to my home network (it could also connect via Wi-Fi), the printer software and drivers could be installed easily from the HP website. The software automatically searched for the printer on my network and configured everything. Creating an HP printer account on their site allows you to obtain an email address for the printer. Any emails sent to that address are printed (up to 10 MB and up to 10 attachments), making it easy to print remotely or from any device that can send emails, including smartphones, tablets and Chromebooks. I installed the software on her computer as well, so we could both use my new printer.

Later that week we went printer shopping for my wife and bought an HP OfficeJet Pro 8715 from Costco. It had all the features of the HP7740 but had only one paper tray for 8.5" x 11" paper. It was just as easy to set up and, as a bonus, it uses the same HP952XL ink cartridges as the 7740. I set it up in place of the broken HP8500

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in her office, and she has been happily printing ever since.

Our old HP8500 served us well for many years. These two new printers provide many new capabilities and are easier to set up and use. Hopefully we can look forward to many years of good use out of them as well.

It is a far, far better printing situation than I have ever known.

Back to the Basics
Basic iPhone Texting

By Jim Cerny, Forum Leader, Sarasota Technology User Group, Florida

October 2017 issue, Sarasota TUG Monitor

www.thestug.org

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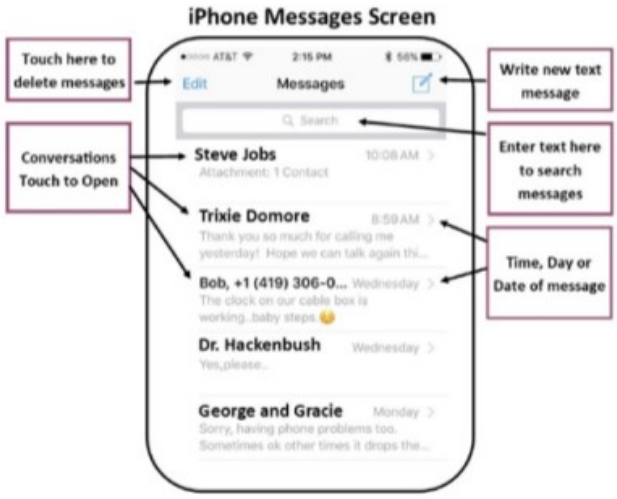
Whoever thought that “texting” would become such a common communication method? I mean, who would need to TEXT someone and spend all that time using their fingers (or thumbs) when you can just CALL the person and talk to them directly (or at least leave a voice message)?? Well, texting is indeed very popular and is found to be useful by many people. The definition of “texting” or “messaging” is using your iPhone to send text messages to another phone or device. The receiver will hear a tone that indicates a message has been received and may read it or reply to it at their leisure. This article is intended to help you with the basic texting functions. Be aware that there are more texting options and abilities beyond what is presented here.

The texting “app” (application or program) for the iPhone is called “Messages” and comes free with your iPhone. You cannot delete this app. The app logo is a white cartoon word “balloon” on a green background. Touch this app to open it for sending and reading text messages.

You can think of texting (most people use the term “texting” instead of “messaging”) as another form of email, and we all know how to use email, right? When the app is open, the starting screen will have the word “Messages” at the top center. To the left will be “Edit” and to the right will be the NEW MESSAGE icon – a square with a pencil on it. If you have any text messages on your phone you will see them listed here, the most recent message on top. You should be in the habit of DELETING text messages you no longer need, just like you do your email. There is a setting in your iPhone to set how long you wish to keep your text messages (including a “forever” option!). To DELETE a text message, touch “Edit” and an empty circle will appear next to each message sender – touch the circles of the text messages you wish to delete, and the circle will change to blue with a white check mark indicating you have SELECTED that message. Then touch on “Delete” at the bottom of the screen to delete that message.



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When you SEND a text message to someone and they text you in return, you are carrying on a "conversation" with that person. Your conversation of multiple messages sent and received will all be associated with that person (actually, that person's phone number). When you delete a message, you are really deleting that conversation you had. But do not worry, when you text that person again or they text you, it begins a new conversation!

Sample Conversation Screen

To SEND a text message, it is easiest and best if that person is in your contact list or directory. Touch the NEW MESSAGE icon (to the right of "Messages") and you will see the "New Message" screen with your insertion point in the "To:" box at the top. Start typing in the name (the keyboard should appear on your screen) and the iPhone will look up that person in your contact list. If the person is NOT in your contact list, you will need to enter their phone number here. Remember the "To" person must have a phone that is capable of receiving text messages for your message to be sent. You can NOT text to an email address, texting is not email. Touch on the small oval area just above the keyboard display to begin entering in your text message. A text message can be any length, but why send a long message when you can CALL the person a leave a voice message?

Well, I guess it is all up to you. When you have completed your text message, touch on the GREEN CIRCLE with the up arrow in it to SEND your message. This message will be added to your message list on the home screen of "Messages". If you change your mind and do not wish to send it, touch "Cancel". Be POLITE and nice.

Your text messages can be kept forever and are admissible in court just like signed letters and email. When you RECEIVE a new text message you may hear a tone (which is set under "settings – sounds" on your iPhone) and the new message will appear on the "Messages" home screen. These are only the basics.

You can send and receive text messages from GROUPS or more than one person. You can send EMOJIS – those cute little symbols – to help make your text more colorful and fun. You can send and receive photos too. You must "save" the photo to your phone if you want to keep it, otherwise it will be deleted when you delete the text message.

You can also "speak" your text message by touching the microphone icon or by using Siri, you may want to try it just for fun! As always, please use Google and YouTube to view text or video instructions for texting and exploring all the options that come with it. Be sure to specify "iPhone" in your request.

Give your fingers and thumbs a workout!

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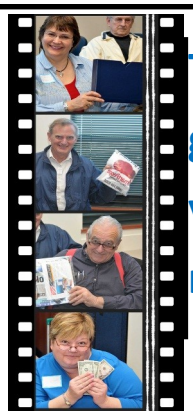

Take a good look, you just might see yourself.

LCACE Photo Albums

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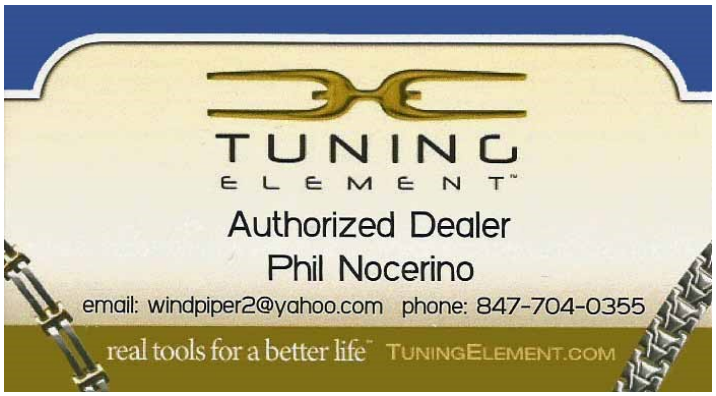
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