

## JANUARY PROGRAM

# smart phones are they good enough

presented by Mike Lyons

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see the list of raffle winners

[www.orcopug.org/members/winners2010.pdf](http://www.orcopug.org/members/winners2010.pdf)

# smart phones — *are they good enough*

by Mike Lyons

Smart phones are basically a computer in your pocket or hanging on your belt. The first smart phone was designed in 1992 by IBM and included such advanced features as an address book, calendar, email, games, world clock, faxing capabilities, and a note pad. Not very exciting by today's standards, but it definitely showed the possibilities to come.

A couple of early milestones include the BlackBerry in 2002 created by RIM (Research in Motion). It has become the de facto standard for businesses. The explosion of smart phones really took hold in 2007 when Apple introduced its first iPhone. The phone had a multi-touch interface, a web browser, and apps downloadable to a customer's pc via Apple.

In 2008, Apple released version two of the iPhone and introduced iTunes' App Store.

This became an instant hit as you could now download free and paid apps directly to your phone via WiFi or the cellular network without having to connect to a pc. The App Store has turned out to be such a profitable and popular business model, that the other phone platforms have all started to create their own app stores.

Google released Android, its open source platform, in 2008. While Apple has an exclusive agreement with AT&T, Google made the OS code available to all smart phone manufacturers. As a result, there has been an explosion of Droid handsets from a va-

riety of sources and Android phones have become the fastest growing segment of the smart phone market.

Smart phones are changing the way we do things and they are also changing industries. The photography industry has seen a drop in the sale of point-and-shoot cameras. People want to carry one device that does everything — why carry two or three devices when your phone can do it all? Are camera phones as good as point-and-shoots? No. But for a lot of consumers they are good enough. If all you really want to do is read your email and browse the Internet, do you really need a PC, or is a smart phone good enough?

We are now in constant communications from just about anywhere. This has its advantages and disadvantages. We will discuss some of them. We will also take a look at an iTouch (like an iPhone without the phone and camera), a Droid X and a BlackBerry. If you have another device (iPad, Windows mobile phone, etc.) bring it with you.

Currently, iTunes has an estimated 300,000 apps and Android Market has about 100,000. Like their differences in phones, Apple and Android markets run under different rules and we will talk about those differences. If you have a favorite app (or apps), we can discuss those at the meeting. Time permitting, we will browse the Android Market and iTunes.



## poll: best smartphones of 2010

We think 2010 will go out as one of the biggest years in smartphone history, with the transition of most phones to being fully touchscreen to Android completely taking over some parts of the market. Apple continues to innovate with the iPhone and their iOS, while RIM continues to forget what its customers want. We have a poll up for you. Of the phones listed on our site, what do you think is the best one of the year? <http://gizmofusion.com/2010/12/poll-best-smartphones-of-2010/>

# Favorite Shot



**This** is Tony and Joan Lake's home decorated for Christmas in Deseret, Utah (near Delta, Utah). To the right, a river runs by their home. The smaller photo was taken from inside their home of the yard decorations.

Photos sent by Tony Lake,  
past member of ORCOPUG





## iphone smart case

by Lorene Romero, NCMUG president

From the moment I opened the package I knew the Waterfield Designs Smart Case was going to be a winner! First off, there is a postcard saying that this product was made, not only in the USA, but in San Francisco. Talk about local! The touch and feel of the material showed that it was made from quality material.

The color of this Smart Case is pine (but there are 6 color options) with brown leather. The inside has a snug fit due to the compression foam (which helps clean your screen every time you take it in and out of the case), and there is a small mesh pocket to hold money, credit cards or a driver's license.

This case can be ordered in three versions: a slip (fits easily into your pocket), a flap (can wrap around a messenger bag or back pack) or with a clip (with plastic clip for a belt). Additionally, it can be ordered for a Bumper\* encased iPhone or not.

Waterfield Designs makes a wonderful iPhone case. Granted, their products might be considered to fall into the expensive category, but they are made with high quality material and are made locally. I think they are worth every penny.

I love their company motto: *Our goal is simple: to make products our customers will use, abuse, and adore.* They make quality products for laptops, iPhones and iPads. And they donated the Smart Case for the MCE iPad grand prize bundle. They are huge supporters of good causes, so let's support them back.

*\*The Apple Bumper is a rubber and molded plastic frame which Apple sells separately that fits around the edge of the iPhone 4.*

Manufacturer: Waterfield Designs

Price: \$39 (and worth every penny)

Website: [www.sfbags.com/products/iphone-cases/smartcase-iphone.php](http://www.sfbags.com/products/iphone-cases/smartcase-iphone.php)

# nik photo filters make perfect photos easily

by Larry Klees

**F**our years ago I took the “Before” picture at South Coast Plaza with a pocket point & shoot. I then spent about half an hour in Photoshop to get the results shown.

This year I ran across the old photo and thought I should try the “Pro Contrast” filter on it. (This filter is part of a fantastic suite of filters from nik software; which I won at last year’s ORCOPUG Christmas raffle.) I clicked on [filter] [Nik Soft-

ware][Color Efex Pro 3.0 Complete] [Pro Contrast] [OK]. Total elapsed time  $\approx$  5 seconds.

SHAZAM!!!

I had only to reduce the overall saturation by 14% and subdue the now conspicuously pretty background in the lower right corner to produce the “After” image. Way to go nik & ORCOPUG.

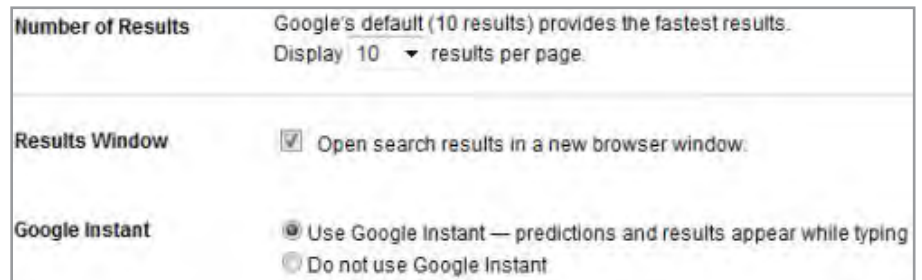


# what to do if you are unable to save 100 results in google search

Google could  
have simply  
taken away the  
option to see  
more than 100  
results.

by Ash Nallawalla

I prefer to get the maximum number of results in a Google Search, namely, 100 results. For the past few days I noticed that I was getting only 10 results even after I went to the Search Settings (Preferences) and changed the number from 10 to 100. My preference was not sticking.

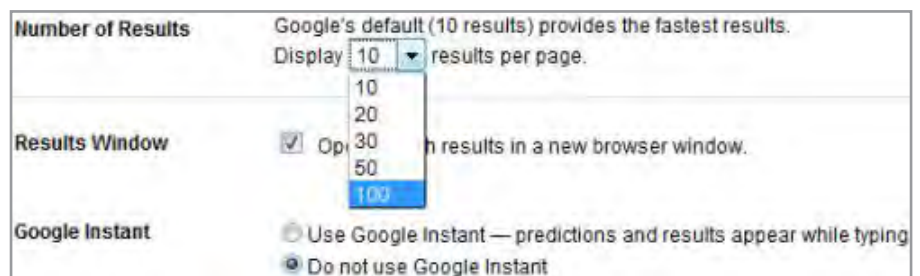


## Default search preferences

Why was this happening? The likely cause is that the Google Instant feature generates a lot of data traffic (more so for Google than you) as you type the search term, so Google nobbled it. This is not so likely when you realise that Google could have simply taken away the option to see more than 100 results. Anyway, the solution was easy.

Google Instant was a clue, so here's the solution:

1. There is no need to be signed in.
2. Go to Search Settings > Preferences.
3. Select Do not use Google Instant.
4. Save Preferences.
5. Select Advanced Search.
6. Go to Preferences.
7. Select Display 100 results per page.



*Turn to next page*

Change the number of results per page

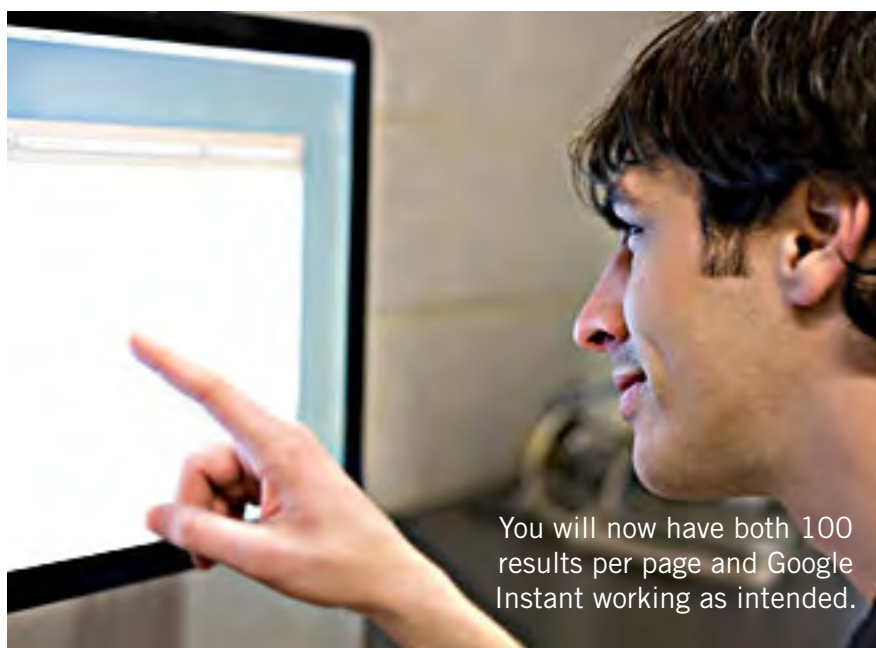
8. Save Preferences.
9. Select Advanced Search.
10. You will notice that 100 results have stuck.
11. Perform any random search. This will generate a results page and say Instant is off to the Right of the search button.



Reset Google Instant to on.

12. Change the setting to On.

You will now have both 100 results per page and Google Instant working as intended.



You could have skipped the search above and gone instead to Search Settings > Preferences. This view might show you any other settings that could have shifted. In my case the Open search results in a new browser window setting had become unchecked, so I had to fix it.

(These instructions are online at <http://www.netmagellan.com/solution-unable-to-save-100-results-in-google-search-1323.html>)

## avoid website that collects email addresses

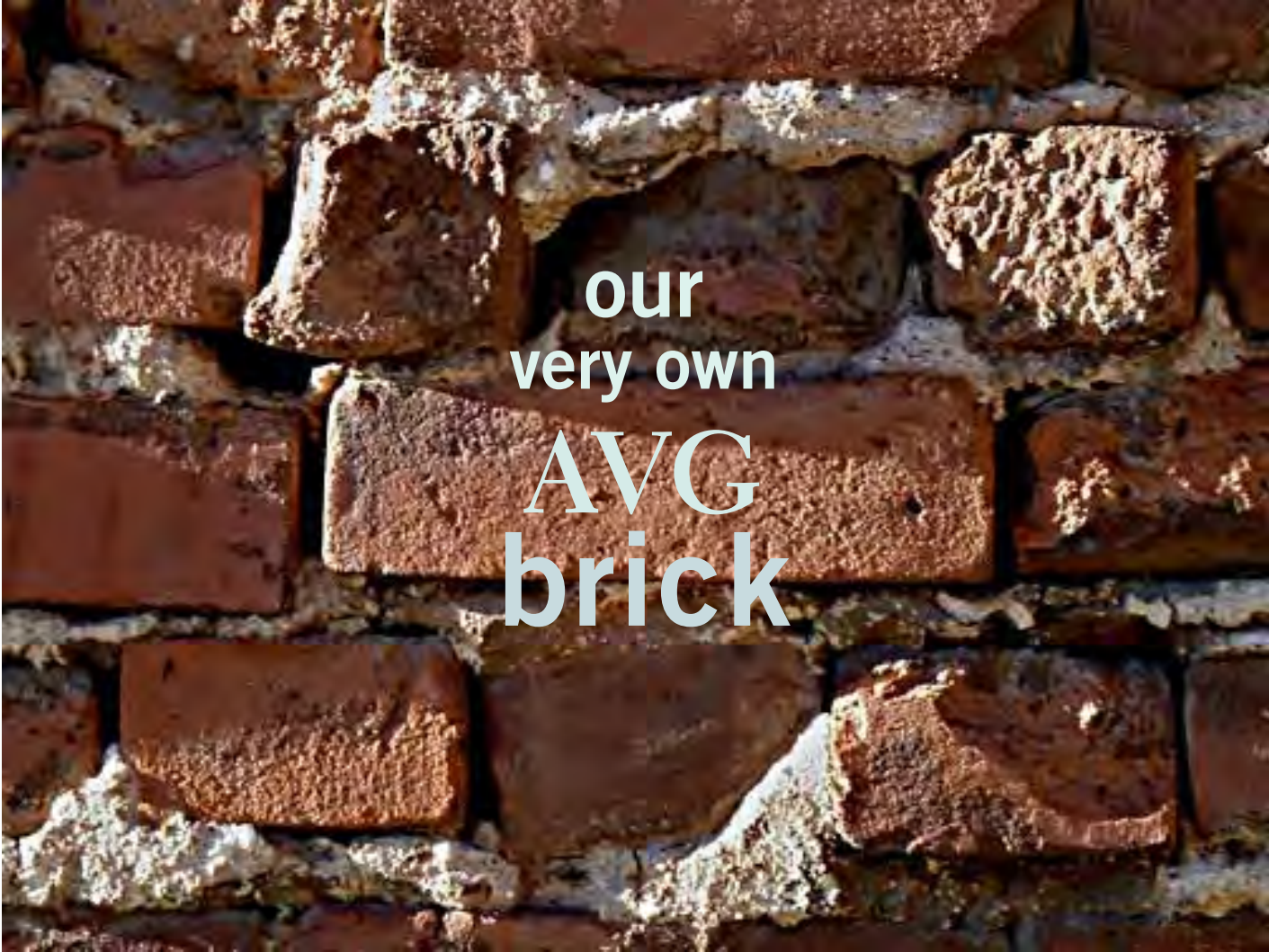
Recently people have heard that there's a site called "Spokeo.com" that's a new online USA phone book with personal information: everything from pics you've posted on FB or web, your approximate credit score, home value, income, age, etc. You can remove yourself by searching for yourself on their site, copying the URL of your page, then go to the bottom of the page and click on Privacy button to remove yourself."

But, let's check on the actual workings of spokeo.com which were investigated by Snopes.com.

The Snopes report at [www.snopes.com/computer/internet/spokeo.asp](http://www.snopes.com/computer/internet/spokeo.asp) says: "By running some trials with Spokeo.com, we've found that: The information returned to paying customers through Spokeo searches is not very detailed and is often inaccurate.

"Our repeated trials with requesting the blocking of a particular record through Spokeo's privacy page have found the procedure to be highly questionable. No attempt is made to verify that the person requesting the blocking of a record is the person identified by that record. Our efforts have never resulted in a successfully blocked record, and Spokeo's customer service group has not responded to any inquiries. All of this has led some to speculate that one of Spokeo's core businesses is actually the collecting of e-mail addresses."

*Submitted by Darry D Eggleston*



our  
very own  
AVG  
brick

*by Ron Ingraham, Space Coast PC Users Group*

If you read the story on page 12 of the Space Coast newsletter, you know that AVG put out an update which was a disaster for Windows7 64-bit computers. In fact, it appears that all 64-bit Windows machines were affected. What happened was that when the update was applied, the computer went into an endless reboot loop, with a Blue Screen of Death (BSOD).

As luck would have it, one such computer showed up at the Learning Center the following Saturday. Upon hearing the story regarding the manner in which it crashed, my first assumption was that the purported AVG update was, in fact, some rogue antivirus program posing as AVG and installing the damaging files.

With that in mind, I began to attempt to boot the machine to safe mode. I hoped to be able to run an antivirus program from there to put the computer back to normal. We have been successful in this many times in the past. No such luck this time. Each attempt to get

to safe mode resulted in the same BSOD.

I next booted the computer to a Universal Boot CD. This particular CD normally installs a copy of Windows XP and many diagnostic and repair programs. When it reached the point of installing Windows XP, you guessed it, another BSOD. None of the other programs were of any use. I could not access the hard drive to run an anti-virus program.

I finally gave up and brought the computer to my home where I removed the hard drive and connected it to my desktop. At this point I was able to run the first antivirus program, Super AntiSpyware. After a lengthy scan, it turned up about 165 items, mainly Adaware and cookies. There were nine instances of browser highjackers, which I doubted would have been involved in the current problem. I let the program remove all.

I then ran another antivirus program, MalwareBytes. It finished the scan with no reported items found. Time to put the drive back in the computer.

*Turn to next page*



Upon doing so, I turned the computer on again. Once more, the BSOD. Having eliminated the hard drive and hopefully any viruses on it, it began to appear that a repair with the manufacturer's Recovery/Install Disk was the next step. In this case Dell had supplied a very comprehensive diagnostic program on the disk. When I ran it, it checked every conceivable hardware component and found nothing wrong. It then ran a software check and came up with an unknown source error. It spent about 12 minutes looking for the source and then gave up, issuing an error report number which was of no help to me.

I tried going to the Dell website for support. As luck would have it, the computer warranty expired the month before!! I attempted to get chat assistance, but never got a response.

At this point it looked very much as though a clean install was going to be necessary, hoping that a recent Microsoft SyncToy backup

**My first assumption was that the update was some rogue antivirus program posing as AVG and installing damaging files.**

would recover most of the data on the drive. I had tried to backup all data files while I had the hard drive connected to my desktop, but was denied access to the "Documents and Settings" area of the drive. I was not seen to have administrative privileges.

At this point enter Ron Broadhurst, our BroadSides author. He subscribes to an internet newsletter, the source of the article on page 12 (of the Space Coast newsletter), which identified the problem and provided a connection to a fix from AVG. He passed this info on to me, and I acted on it.

To finish the story in the remaining space, I downloaded both the Bootable CD and the Bootable USB files from AVG. To create the Bootable CD it was necessary to use a burning program like Nero, which can burn an ISO file. Unfortunately, I was unable to identify that file when I entered the program. The Bootable USB device was created as advertised. On first attempt on the Dell, it didn't work. I checked it on an Acer laptop and it did work. Second attempt on the Dell — EUREKA! it worked. End of story, the computer booted on the first attempt.

Epilogue: The owner elected to remove AVG and instead installed Microsoft Security Essentials.

(Ron told us later, "It was quite an experience being so wrong as to the cause. There may still be people out there who aren't aware of the source of their problem, and the fairly simple fix." —LG)

## ms security essentials gets better



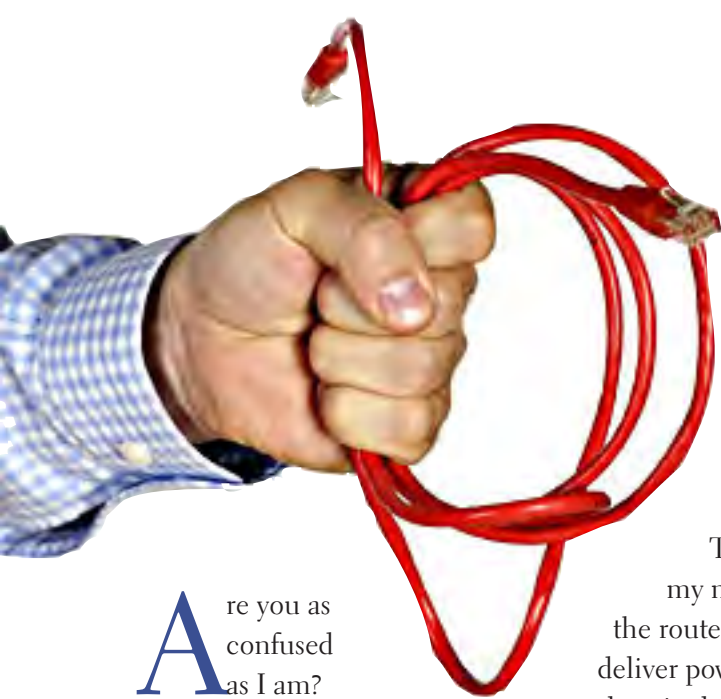
We've learned to stop worrying about antivirus software since Microsoft released their great Microsoft Security Essentials suite, but today it gets even better, improving Windows Firewall integration, network traffic inspection, and an heuristic scanning engine.

The next version of Security Essentials is actually a pretty great update from its already-great predecessor. Microsoft's option has always been adequate at finding new malware without definitions, but the addition of an heuristic engine bumps its power up quite a bit. It may be subject to a few more false positives, but you're much less likely to get hit with malware than ever before.

It also includes some Windows Firewall integration that lets you tweak the Firewall from inside Security Essentials, as well as a network inspection feature that can inspect traffic as you browse, which is pretty neat. All in all, if you're using Microsoft Security Essentials (and why wouldn't you be?), you'll want to grab this update.

Microsoft Security Essentials is a free download for Windows at [www.microsoft.com/security\\_essentials/](http://www.microsoft.com/security_essentials/)

(Source: Lifehacker, <http://lifelife.kr/gWpk7P> — submitted by Mike Lyons)



# are we really a wireless and paperless society?

by Bob Dooley, BPCA president

Are you as confused as I am?

I mean, about the way the world is turning, sometimes? We read and heard about the “paperless” society and now everything is “wireless” — we are in a “wireless” society. That’s it! Paperless and wireless. Everything!

If that is so, then why is my place full of wires and jam-packed with filing cabinets bulging with folders stuffed with paper? Why does my mailbox fill up daily with paper stuff? Paper everywhere. Papers to file and paper to save and paper to burn. A weekly chore is to empty wastebaskets filled with... ? You guessed it... paper. For my phone service I use a VOIP (Voice Over Internet Protocol) service — and have for years. It eliminated the use of the telephone line from Bell (or whatever name they go by today) but the wires still are in my walls from the poles to my place. And the wires in the walls to distribute by VOIP service to the other rooms is still in use. And, I guess, you can call the cable from Comcast a “wire” as it delivers the Internet used by my VOIP. And, I have two wireless phones, but they must be returned to their

wired base-stations for regeneration —regularly. Then there is the wire to my modem and the wire to the router. Then there are wires to deliver power to everything in the place including the modem and the router. Why write this today? Well this month (November) I bought a new “wireless” printer (HP J4680, to be exact). It was to replace my old “all-in-one” (not really, since it had no fax function, but they still called it that and they still do) Epson printer and an even older Panasonic fax machine. It was to join my wireless keyboard and wireless mouse and my wireless Internet server. Starting at the beginning, the first part of installation is to plug in the power cord (translated “wire”) and then connect the USB cable (translated “wire”). Once the new device is recognized by the computer the USB cable can be disconnected leaving only one wire attached — the power cord.

It should be noted that the wireless keyboard and mouse, while not connected to the computer, nevertheless require a “wire” — the USB station to pick up their signals. Even with all this wireless stuff, behind my computer there is a tangled mess of wires. Most computers are the same way, such that a recent NY Times Crossword

Puzzle had the word “tangle” as the answer to the clue “Cords behind a computer, often.”

And, of course, why did I need a “printer?” Who could possibly need a printer in a “paperless” society? I mean, it really won’t print on anything else! Photo paper is still paper and envelopes are paper. It won’t handle any other kind of media such as cardboard, glass or metal.

And, the printer machine companies rate their machines on the “PPM” — pages per minute — how fast can they spew out the documents.

Having written all of this, am I angry, sad, disappointed, even unhappy. No, not in the least. My new machine is really great and producing many paper pages. Being wireless means that without touching a single thing I can use it fully from either of my two desk PCs or my laptop (no matter which room in my place I use the laptop).

So, why the article? To bring attention to the fact that we are not really either a “paperless” nor a “wireless” society and maybe never be — at least it will most likely be a very long while.

Who wishes electric currents whizzing wirelessly through the air and who doesn’t wish to have some ascertainment of transactions and statements and communications?

# windows media player

## *privacy warning!*

by Darry D Eggleston, darryd.com

By default — unless you tell it differently — Windows Media Player reports your usage to Microsoft. To check this, open Windows Media Player, left-click on Start > All Programs > Windows Media Player.



If you do not see a Menu Bar when you open Windows Media Player (Figure 1):

1. RIGHT-click on the line that has > Library > Videos > All Videos
2. Left-click on View.
3. Left-click on Show Menu Bar or use Ctrl+M (for Menu Bar).

Figure 1

Once you see the Menu Bar:

1. Left-click on Tools > Options from the Menu Bar.
2. Left-click on the Privacy tab.
3. Left-click on the box to the left of “I want to make Microsoft software and services even better by sending Player data to Microsoft” (Figure 2).
4. Either left-click on the “OK” button or touch the Enter key on your keyboard.

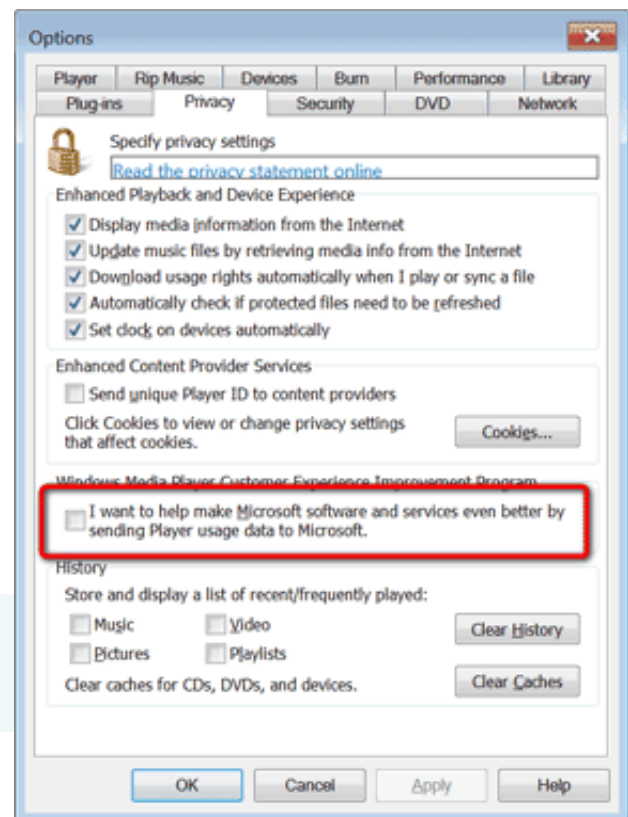


Figure 2

## advantage of win 7 professional?

**Bill DePierri:** What is the advantage of getting Windows 7 Professional 64 bit as opposed to Windows 7 Home Premium 64 bit. Is the improvement worth the \$100 extra cost? Many thanks!

**Richard Lewandowski:** Here's a link describing the differences: <http://tinyurl.com/yfh9er5>.

I have the Professional version and don't use their backup, networking, and XP-emulation features. I also looked at some prices at discount houses and the difference is more like \$40. For everyday-at-home use, Home Premium would be fine.

**Ron Spruell:** Check out this price from Royal Discount, <http://tinyurl.com/263ajj3>. I bought several software packages from them: XP Pro, TrendMicro Internet Security, etc.

**Bill DePieri:** Richard, Ron; Thanks for the links. The Win 7 Home, 64-bit, appears to do all I need.

## acronis backup general question

**Sprague Pugh:** What is the size relationship between what is on a "C" drive as "used space" and what is shown under the Acronis folder on the backup drive? My "C" has a used space of 104,887,205,888 bytes. A "full backup" on my external hard drive for Acronis has a used space of 90,889,175kb. Thanks!

**Bill DePierri:** Sprague; I believe that the answer to your question is, "It depends."

First, it will depend upon the amount of compression that you use when you do the Acronis backup. For instance you can do a backup with no compression. If you do this the Acronis backup file will be close to the same size

# ask the experts

compiled by Bob Goodman  
Cajun Clickers

as the original file.

Second, it depends upon the type of files that you are backing up. For example, the image of MP3 music files will be close to the same size as the original files as they are already highly compressed. On the other hand files like MS Word documents will be compressed quite a bit by Acronis since they are usually not compressed

*Turn to next page*



when they are stored on your hard drive.

Third, if you use the ‘*Compress disc drive to save disc space*’ option in the ‘*Disk Properties*’ window of ‘*My Computer*,’ there will be less compression by Acronis, since the Windows operating system has already compressed the data on the disc in question. I hope that this helps to clear things up.

## print screen missing

**Ralph Campbell:** I’ve tried using Print Screen several times over the past few months, unsuccessfully. This is something with which I am well familiar, and have taught it in my classes. But now it does not work. Anyone have any ideas?

**Bill DePierri:** As I recall, just pressing the *Prt Scn* key should print everything on your screen. However, if you press *Alt+Prt Scn*, only the opened window on the screen opens. Which, if any of these two operations work properly. If neither of them work, perhaps it is “New Keyboard” time. If only one of them works, I have no idea what to do.

**Jim Heyward:** Ralph: I recently experienced print screen difficulties and Russ Williams directed

me to *ALT+Print Screen*, which copies the screen to the Windows Clipboard, then go to my photo program (mine is Photoshop Elements), paste it in, and print it from there. It worked great for me — always check with dependable Russ.

**Terry Stockdale:** [www.terryscomputertips.com/With](http://www.terryscomputertips.com/With) the shift from DOS to Windows (at least my Windows 3.0), the *PmtScrn* button no longer routed a print to the printer (unless you bought an add-on program that took over the Windows function).

The Print Screen button, *PmtScrn*, copies the screen to the Windows Clipboard. From there, you can paste it into any program that will accept a pasted image, such as Word, Wordpad, or Paint.

As Bill points out, you can use *Alt+PmtScrn* to capture only the active window.

**Ralph Campbell:** Debra Jones solved the puzzle by pointing me to the *F Lock* key, which is located one key to the right of the *PrtScn* key. We don’t know exactly what this key is for, but when we punched it, the *PrtScn* function worked, again!

**Bill DePierri:** Ralph: Happy to hear that the Print Screen mystery is solved. The *F Lock* key when pressed switches from the function listed on top of the keys such as *Help*, *Undo*, etc. to the *F1*, *F2*, etc. keys. I use it when I am working in Excel to allow the *F2* key to work so that I can edit the contents of a cell. I had no idea that it would disable the Print Screen key.

On my computer, the *F Lock* function appears to automatically turn off when I reboot.

**Lori Main:** Yes, mine says *Scroll Lock*, not *F Lock*.

(Some keyboards have a *Caps Lock* key instead. —LG)



# breaking up with hotmail

why I'm ending my longest online relationship

**H**otmail and I go way back. I had an account there before Microsoft bought it for a reported \$400 million at the beginning of 1998, which makes the free e-mail service my longest-running online relationship. There were others before Hotmail, of course. I had a CompuServe account, and an AOL address, and before that, way back in the days of my cyber-puberty, I had an MCI Mail account that was so slow you could almost read incoming messages as fast as they snaked their way onto the screen at 300 baud. Read the entire article at <http://www.slate.com/id/2276459/>

*Turn to next page*



## My first website was hosted by pe.net. They gave me 2MB FREE!

remembering those  
early days of email  
and the internet

### Darry D Eggleston

WOW! What a trip down memory lane. (See *previous page*.)

I remember all those have-to-have email addresses. I even had an account with FreeWWWeb.com which went belly-up when it moved its servers from Connecticut to the World Trade Center. Quite an accomplishment for a free service. Of course, without enough money coming in for the rent, it went the way of other want-to-be web providers.

### Linda Gonse

My first email program was Juno. Dial-up email only. It was a new world to me. I asked my friend to forward all the jokes she got from her daughter so I could have some email to read! THOSE were the days!

Remember RocketMail? I didn't use it, but at the time, it seemed like a three-way tie among RocketMail, Hotmail, and Juno. (That was when Compugraphics and Prodigy were becoming established and AOL was beginning to send out trillions of disks!)

When I first signed up for an ISP — (pe.net, run by our metropolitan newspaper), my palms got sweaty, I had some real doubts

about getting in over my head, fear of occult-like cyberspace, and the sense that I was about to lose my virginity! The newspaper's ISP didn't offer web mail in a browser then. I got my mail via Telnet.

Pe.net also hosted my first website. They gave me 2MB FREE! I put my webpage together after teaching myself HTML from an online manual put together by two British schoolboys! Of course, I had no idea then of how to create transparent graphics, so there was a big, white box around the graphic I used! And, it wasn't immediately apparent what the website was telling or selling. I was caught up in creating the website, and forgot the message!

Still, it was a learning experience. I had no one around to help me so maybe it took longer to learn. But, I did it and thought it was wonderful!

### Darry D Eggleston

My first online provider was ARPANET which was the military network that became the Web. It was 1983, and we were offered the ability to enter comments on subjects rather than specific people. Whatever you wrote, everyone on that thread could read.

I remember typing in a problem we had with an organization in Maryland, and the next morning, there was a reply from an organizational effectiveness guy in Japan who had seen the same symptoms.

He relayed what he had done. I modified that and our organizational effectiveness operation was a complete success.

My first commercial online provider was AOL because they gave me 6 months free. I kept that account for almost 4 years because every time I would call to cancel it, the operator would give me 6 more months free.

My second commercial online provider was FreeWWWeb.com. Because I was teaching at East Bay High School at the time, I needed a free email server because my seniors were too cheap to buy anything but AOL or CompuServe — both of which I thought were inefficient and untrustworthy. That's when all the articles about "What is AOL doing with your data?" began to emerge.

I, too, experienced the sweaty palms because it was my entry into the wild west of the Web.

You should invite your readers to send in their experiences. You'd probably get a lot of material about that.

### it's your turn...

*How about it Readers? What was your first experience using email or the web? Send your story to me at [editor@orcopug.org](mailto:editor@orcopug.org) and it will appear in a future newsletter.*

# WORD

## understanding and creating lists

There are two types of lists commonly used in printed material. The first is a bulleted list, and the second is a numbered list. A bulleted list is a list of individual items with a symbol to the left side of the first line of each item in the list.

For example, the following is a bulleted list:

- This is the first item in the list.
- This is the second item in the list.  
There is more than one line in this item. Notice that the extra lines are aligned with the line above, not with the bullet or the text margin.
- This is the third item in the list.
- This is the fourth item in the list.



In the case of this bulleted list, the symbol used as the “bullet” is a small dot. A numbered list is a little bit different. It consists of a series of items, each with a sequential number in front of it. Numbered lists are used extensively in “how to” writing to describe a sequence of steps to be followed.

This usage points out the primary way you can decide which type of list to use. If you have a sequence of steps, which must be followed in order, then you should use a numbered list. If you have a group of items to which you want special treatment given, but they don’t represent a series that must be followed in sequence, then you should use a bulleted list.

Word allows you to quickly and easily create lists. To do so, follow these steps:

1. Type your list, only pressing **ENTER** at the end of each item in the list. If an item runs more than one line, do not press **ENTER** at the end of each line.
2. Select all the items in the list.
3. Click on the **Bullets** list tool to create the bulleted list or the **Numbering** tool to create a numbered list.

(If you are using Word 2007 or Word 2010, these tools are located on the Home tab of the ribbon, in the Paragraph group. In older versions of Word they are located on the Formatting toolbar.)

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Thousands of free Microsoft Word tips can be found online at <http://word.tips.net>.



# EXCEL

## autofill with random numbers

Excel includes a feature that allows you to automatically fill a range of cells with information you have placed in just a few cells. For instance, you could enter the value 1 in a cell, and then 2 in the cell just beneath it. If you then select the two cells and drag the small black handle at the bottom right corner of the selection, you can fill any number of cells with incrementing numbers. This AutoFill feature sure beats having to type in all the values!

You may wonder if there is a similar way to use the AutoFill feature to place random numbers in a range. Unfortunately, the AutoFill feature was never meant for random numbers. Why? Because AutoFill uses predictive calculations to determine what to enter into a range of cells. For example, if you entered 1 into one cell and 5 into the next, highlighted the cells and then used AutoFill, the next number entered in the cell below would be 9 because Excel can deduce that the increment is 4. It is a constant increment that can be predicted.

Random numbers on the other hand are, well, random. By nature they cannot be predicted, else they wouldn't be random. Therefore the predictive nature of AutoFill cannot be applied to random numbers.

However, there are ways around this. One is to simply use the various formulas (such as RAND and RANDBETWEEN) to generate random numbers. These formulas can quickly and easily be copied over a range of cells, using a variety of copying techniques.

Another approach is to use a feature of the Analysis ToolPak which makes putting random numbers into a range of cells pretty easy. Just follow these steps:

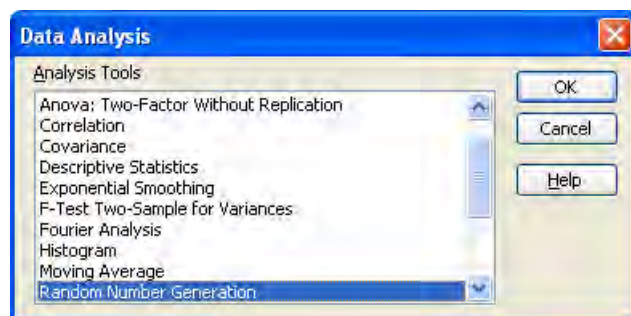
1. Choose Data Analysis from the Tools menu. If you are using Word 2007 or Word 2010, you display the Data tab of the ribbon and then click Data Analysis in the Analysis group. (If you don't see the Data Analysis option on the Tools menu or, in Word 2007 or Word 2010, you don't see the Analysis group on the Data tab of the ribbon, it means that you don't have the Analysis ToolPak enabled.) Excel displays the Data Analysis dialog box.

### The Data Analysis dialog box.

2. In the list of functions in the dialog box, choose Random Number Generation.
3. Click on OK. Excel displays the Random Number Generation dialog box.

### The Random Number Generation dialog box.

4. Using the controls in the dialog box, indicate the parameters you want used in generating a range of random numbers. (Make sure that you specify a range of cells in the Output Options area of the dialog box.)
5. Click on OK.



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Thousands of free Microsoft Excel tips can be found online at <http://excel.tips.net>.

# time to *spring clean* your computer

Make a New Year resolution to place all your saved files in the appropriate folders so that your next “clean up” will take no time at all.



by Pamela Tabak

# ask computer tutor

It's that time of year again; the New Year is here and it's time to make your computer run more efficiently. I know that this may not be an exciting project but please read on, you will be so pleased that your computer is running fast and without problems when you complete the steps below.

It does take time and a little patience but in the long run you will benefit and so will your computer.

If you have saved all your Documents in your Document folder now's the time to consolidate and transfer all the old, unused, documents to an external medium so that it frees up space on your hard drive.

If you have a fairly new computer with a 500GB hard drive you may think that this procedure is not necessary but clearing off old files and folders and organizing the files in use can help you locate them much faster.

I make a point of doing my "Computer Spring Cleaning" at the beginning of each year and if you would like to join me in this endeavor read on.

Every time I need to save a file I make sure that it goes in the appropriate folder with a date as the first part of the saved file name so that I can find it easily. In other words, 010111 Letter to Jim or 01-01-11 Letter to Jim.



I make a point of doing my "Computer Spring Cleaning" at the beginning of each year.

Make new folders in your "Documents" named for the previous years. Maybe you have documents from 2008, 2009, 2010. If you have not looked through your Document folder for some years gather all your files from previous years and put them in the appropriate folder. You can "highlight" a whole block of files from 2009 and then drag them to the 2009 folder; this saves a great deal of time. Repeat this procedure for all the other years and you will see how "tidy" your "Document" file looks and how easy it will be to find your files when you need them.

Do the same with your "Pictures" folder. If you have saved pictures in your "Documents" folder drag them into your "Picture" folder and then make folders for each occasion i.e. Granddaughter, Holiday in Italy 2009, Visit to the Museum etc.

Delete unwanted files and folders and drag all your old useful files and folders to an external medium i.e. Flash Drive, External Hard Drive, CD or DVD and keep it in a safe place to access at a later time.

Remember to perform a complete Computer Maintenance; disk clean-up, error checking and defragmentation after you have finished moving your files and folders around.

Save all future documents in your Document folder and pictures in your Picture folder (My Documents or My Pictures for Windows XP users.)

If you think of your computer like a giant filing cabinet it will be easy for you to organize your work.

**P**amela Tabak receives numerous computer-related questions and selects those of common interest to most computer users for publication in this newsletter. Email computer-based questions to [pamela@computertutorinc.net](mailto:pamela@computertutorinc.net) Questions are often answered within 24 hours.

## get a tutor in a book!

**C**omputer Tips for Seniors by Pamela Tabak, Computer Tutor. Spiral bound, laminated cover. [www.computertutorinc.net/order.htm](http://www.computertutorinc.net/order.htm)



by Ira Wilsker

As usual, the state of computing technology has been very dynamic, and what was state of the art in much of 2010 will be archaic by this time in 2011. This week I am going to do a quick review of what I wrote about in 2010, and what has changed since my original column.

In my column dated January 1, 2010 I wrote about “What You Need for that New Christmas Computer”. While most of the recommendations made in that column hold true, today I would revise a few of those recommendations. While some things did not dramatically change, such as the need for a good surge suppressor with a UL1449 rating (not just a simple power strip), or a good protective case for that new laptop or notebook computer, some things did change, such as the necessity for comprehensive security software.

In that January 2010 column I wrote about some free antivirus software from AVG, AVAST, Panda’s then new CloudAntivirus, and the free version of Zone Alarm firewall. I also suggested that users consider Microsoft’s free “Security Essentials” as a combination antivirus and anti-spyware product. Since that column a year ago, all five of these popular products have come out with new versions of their software, generally increasing speed, performance, and protection. While all of those products are still available as free versions, all but the Microsoft Security Essentials are also available as paid commercial versions with additional benefits and enhancements.

If I were to write that same column today, I would make a different security recommendation, as the threat landscape has changed dramatically

over the past year. Computer viruses, while still present and posing serious threats, are not the primary security threat as they had been in the past; now the most common threats are Trojans, spyware, keyloggers, hijackers, and other such non-virus threats.

At this time last year, there were about 10 million known malware threats, but as I type this, one of the leading cyber security services now lists almost 19 million malware threats, about double the number this time last year. An analysis of those threats indicates that while thousands of new viruses and variants have appeared in 2010, millions of other new threats have evolved, mostly in the realm of spyware, keyloggers, and hijackers. Much of the newer malware in circulation is intended to steal the user’s identity such as user names,

*Turn to next page*

## One of the leading cyber security services now lists almost 19 million malware threats, about double the number this time last year.

passwords, banking information, credit card numbers, and other sensitive personal information that has significant financial value to a criminal.

To a lesser extent, but still very common today, is malware that hijacks and turns your computer into a zombie, sending out countless spam emails, or even engaging in cyber terrorism where your computer, along with thousands of other computers, simultaneously attack a specific server on remote command, crippling it or shutting it down.

Also in the past year, another type of security threat has become endemic, and that is extortion ware, a type of rogue software that hijacks your computer and by way of a popup, (falsely) informs you that your computer is infected with hundreds of viruses and other types of malware, and that you must pay the scammer to register your rogue software to remove the malware. If you consent, you are sending your credit card information to a cyber criminal, probably in Russia. Since the security threat has changed, so has the need for more comprehensive security software than the simple antivirus software that had been adequate in the past.

Since the simple antivirus software by itself is no longer adequate to provide comprehensive security protection, it is now more appropriate to install a complete security suite rather than just one of the popular antivirus programs.

In my December 17, 2010 column I wrote about Agnitum's new free security suite, Outpost Security Suite Free (free.agnitum.com). This integrated free security suite (paid commercial version also available) has everything that the typical user would need to protect his computer. Outpost Security Suite Free has excellent antivirus protection, antispyware protection, a world class firewall, and other protection modules that can provide reasonable security, and protect the user from most forms of malware.

On October 8, 2010, I wrote about Trend Micro's new comprehensive commercial security suite, TrendMicro Titanium Maximum Security. This suite contains extremely comprehensive modes of protection,

but is unusual in that it does not significantly degrade performance, and what is most unusual is that there is no "update" button, in that it is continuously updated using the new cloud computing technology. Simply, TrendMicro Titanium Maximum Security is always up to date in terms of malware protection, and there are no signature updates to schedule or manually download, because the protection is transparently and silently kept up to date.

If I had a new Christmas computer, and I wanted to use a security suite, I would choose either Outpost Security Suite Free, or the commercial TrendMicro Titanium Maximum Security for my protection from cyber threats.

Much has happened in terms of computing over the past year; faster new processors are still frequently being introduced and put into production, pushing yesterday's new "gee whiz" processors into bargain priced computers, or into the discontinued clearance bargain bin.

Hard drives have become larger in capacity, faster, and cheaper. A year ago a terabyte (1T) hard drive (1024 gigabytes) was uncommon and expensive, but today they are available for as little as \$50, with 1.5T and 2T drives becoming readily available, and priced in the \$100 range.

Newly released video cards are becoming faster and more powerful, with many supporting HD video, and capable of simultaneously running a monitor and an HDTV. This has expanded the demand for streaming media, including on demand HD movies from Netflix, Amazon, and other providers, negating the need to order and return DVD discs via the mail.

On a recent trip to visit my daughter's family, I watched videos on my computer streaming from Netflix, connected to her 802.11N wireless router. She watches streaming Netflix videos directly on her HDTV, which is connected to her broadband internet. The distinctions between computers and home entertainment are blurring, as systems become integrated, bring both computing and entertainment together on a big screen TV.

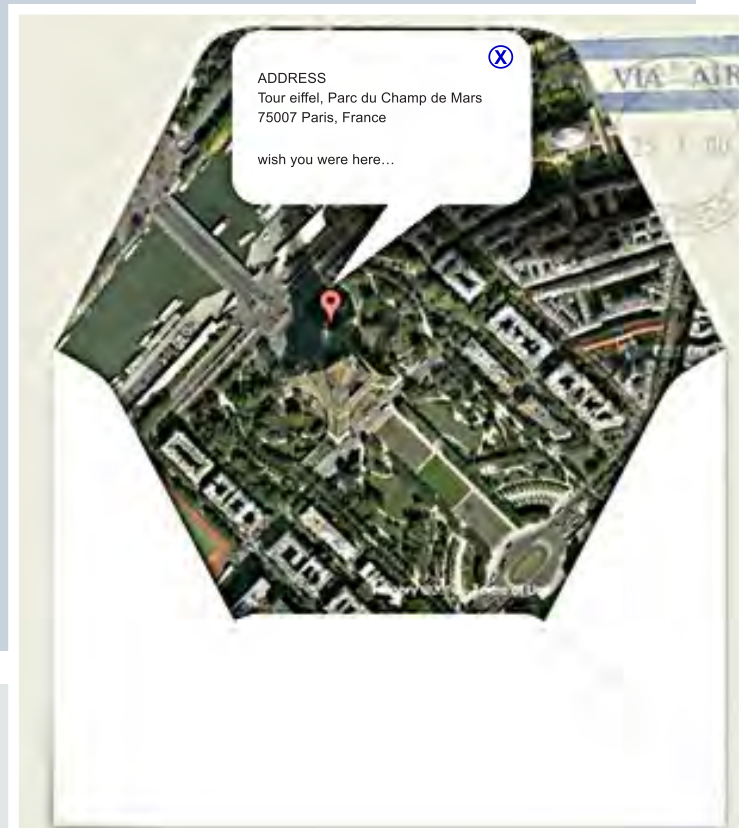
If this is just a microcosm of what has happened to home technology in 2010, I eagerly await what we will see in 2011.

## map envelope

by Bob Goodman, Cajun Clickers Computer Club

The Unofficial Google Maps Envelope Service It's easy to attach a Google Maps image to any email, but I doubt that would elicit as much of a smile from whoever gets it. Map Envelope is a free service, so go ahead and give it a try.

No, this isn't another Google Maps music video, but a new web service that allows users to print mailing envelopes with their Google Maps location. Best of all, it's free and no registration is required. Try it here: <http://mapenvelope.com/>



## cleaning your screen

by Cal Esneault, Cajun Clickers Computer Club

Originally, computer monitors were CRT tubes with a glass viewing area. To clean these screens, methods typical for window glass could be used. Today however, flat-panel LCD displays are made of plastic, are flexible, and usually have a surface coating. They are easily scratched or damaged. The use of harsh window cleaners can permanently damage them. Although not everyone agrees on the same techniques, following are a few guidelines to consider.

First, remove any dirt or dust with a soft brush to prevent them from becoming abrasive grit during subsequent steps. Second, use a treated microfiber cloth sold at computer or camera store (or the Internet) to gently wipe out any smudges. Be sure to routinely clean your cloth with soap and water, and then let it dry to refresh its oil absorbing ability. Optionally, you can use a soft cloth pre-wetted with mild soap and water, but this has more risk. Special lens-cleaning pens are available from camera accessory suppliers which have special oil-absorbing carbon granules embedded in a micro-fiber tip.

For extreme cases, such as long-term build-up of a film from smoke or other air-borne contamination, you can get a special cleaning solution or make one yourself by diluting isopropyl alcohol (70% solution of rubbing alcohol found at a drugstore) 50/50 with water. Be sure to turn the power off to the monitor when using any liquids, and put the liquid onto the cleaning cloth first.

The above also applies to smart phones which are even more of a problem due to the multi-touch control method which requires touching the screen with our fingers. You should review as much information as possible before cleaning any visual display surfaces.

There is always a risk of damage and there are no guarantees since results depend upon the device and the exact technique used.

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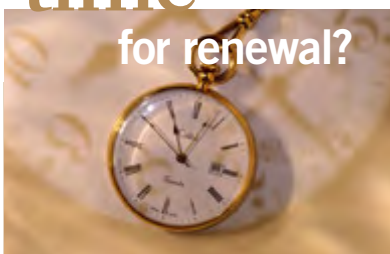
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# time for renewal?



NOVEMBER 1— Saint Loren  
 DECEMBER 1— Dan Gonse, E Dean Johnston, Bob McDonald, Ken Sineri, Terry Terrazas, Carl Westberg  
 JANUARY 1— Joe Gionet, Linda Gonse, Leroy Kaump, Ted Wirtz  
 FEBRUARY 1— Gary Covington III, Mike Lyons, Charlie Moore  
 MARCH 1— Frank Bollinger, Kevin Joe, Tony Loechner  
 APRIL 1— Lothar Loehr, David Musser  
 MAY 1— Lloyd Boutwell  
 JUNE 1— Terry Schiele  
*submitted by Charlie Moore*

See the list of  
 2010 Christmas  
 Fundraising Raffle  
 winners!

[www.orcopug.org/members/winners2010.pdf](http://www.orcopug.org/members/winners2010.pdf)

## secret keyword raffle begins!

The secret keyword raffle begins again this month. It was not named in November and there are two prizes in the pot — an - LCD/Plasma TV cleaning kit and a Travel Mouse. Find the keyword somewhere in this newsletter or on the club website at [www.orcopug.org](http://www.orcopug.org). If your name is called at the meeting and you can say the keyword, you can take the prizes home!

**Give Your Computer A Gift! JOIN ORCOPUG!**  
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New Member

## membership application

Renewal\*

Expired members are not eligible to win raffle prizes or to access the Members' Only web page.

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Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone ( ) \_\_\_\_\_ Work Phone ( ) \_\_\_\_\_ E-mail Address \_\_\_\_\_

Areas of Interest/Comments \_\_\_\_\_

*Make checks payable to: ORCOPUG — Dues are \$25 per year*

*ORCOPUG, P.O. BOX 716, Brea, California 92822-0716*

*Meetings are the second Tuesday of every month. See [www.orcopug.org](http://www.orcopug.org) for more information.*

## net neutrality ruling creates confusion — contention, courts, congress action expected

Despite the December 21, 2010 FCC vote to make all wired and Wi-Fi technologies broadly accessible as they become increasingly dominant in daily life, the net neutrality issue is actually far from resolved. This is because the ruling was based on splitting the Internet and wireless regulation.

By reaching what was essentially a compromise decision, the FCC set the stage for another round of contention, almost certain litigation, and possibly a move for congressional action to override the FCC.

Josh Silver, executive director of Free Press, one of the leading open access advocacy groups, wrote in a letter to supporters: “For the first time in the history of telecommunications law, the FCC has given its explicit stamp of approval to online discrimination.... For wireless communications, the rule provides virtually no protections at all.” Silver does acknowledge that the FCC actions discourage “unjust and unreasonable” practices. That means that dominant industry players will need to provide data in support of the rationale for their service changes rather than simply imposing them. But given their resources and determination, big corporations are likely to prevail in most instances.

For a full commentary read Peter Osnos, The Atlantic, <http://bit.ly/guFLdp>

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pc World	\$16.95	—	—
Readers' Digest	\$16.95	—	—
Saturday Evening Post	\$11.95	—	—
Videomaker	\$11.95	\$21.95	—

Revised October 2009

## thank you 2010 raffle contributors!

Thank you Acoustica Software, Aviar Inc, Hazmat Media, iolo Technologies LLC, Iomega an EMC Company, McGraw-Hill, OtterBox, Pearson Education, Smart Computing Magazine, Smith Micro Software, Stardock Systems Inc, Sunbelt Software, User Group Relations, and Wacom Technology Corporation for donating to our 2010 fundraising raffle!

Members: Please support our generous vendors with your purchases this year and recommend them to friends.

## thank you newsletter contributors!

Ash Nallawalla, Bob Dooley, Bob Goodman, Cal Esneault, Charlie Moore, Darry D Eggleston, Herb Goodman, Ira Wilsker, Judy Taylour, Larry Klees, Linda Gonse, Lorene Romero, Mike Lyons, Pamela Tabak, Ron Ingraham, Sharon Parq Associates, Tim O'Reilly, Tony Lake

February Deadline  
JANUARY 22

## please help!

Bring your *used* inkjet printer cartridges: Hewlett Packard, Canon (BC-02, BC-05, BC-20 or BX-3), Lexmark, Dell, Compaq, Kodak, Samsung, Sharp; or any brand of laser printer cartridge, to our next meeting.





member of the association of  
personal computer user groups



## benefits of User Group Membership

- Product & "How To" demos
- Free raffles and magazines
- Help from other members
- Newsletter and web site
- Special offers & discounts
- Monthly meetings
- Affiliation with worldwide group

User groups represent the spirit of the frontier, a community getting together to do things that no individual ought to have to do alone. The pioneers of the American west got together for barn raisings, cattle roundups, and the occasional party. The pioneers of new technology get together for installfests, new user training and support, and just plain fun. Being part of a user group is the best way to get more out of your computer, and lets you make friends while you're at it.

Tim O'Reilly, President  
O'Reilly & Associates

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## where are the meetings, when are they held?

next meeting: tuesday, january 11, 6:30 p.m. to 9 p.m. — north orange county ymca, fullerton

Regular meetings are held the second Tuesday of the month at 6:30 p.m. at the North Orange/County YMCA, 2000 Youth Way, Fullerton, CA 92835. Call 714-879-9622, for information. Meetings are free and the public is welcome!

**Planning meetings** are held the third Thursday of every month at 7 p.m. at Downey Savings & Loan, one block east of Harbor at Bastanchury in Fullerton. All members are welcome to attend planning meetings!



See online map at <http://bit.ly/orcopug>