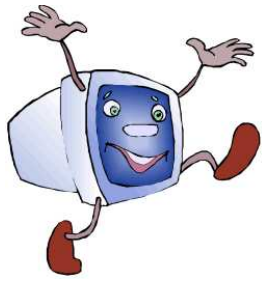


SCPD "Let's Compute" Computer Club



BITS & BYTES



WWW.SCPD-ComputerClub.org

November 2010 Volume XV Number 11

Nov. 23 - General Meeting 2 PM

The Prez Sez...

So, here we are – November – waiting to see all those turkey cut-outs and leaf designs all over the place. Seeing the autumn “leaves” sometimes makes me a tad wistful to see the real things on the ground, then walk on them and hear the sound they make as they’re crushed. Of course, I quickly remember what follows the falling leaves; you know, that white stuff called snow. I think I’ll stick with the fake ones!

Okay, a BIG change you need to be aware of in the lab. You know that sign over the door that says Capacity 67? Well, we’ve been in non-compliance with the Fire Code for some time, it seems. Soon, if not by the time you read this, it will change to read 37. That’s the chair at each computer plus seven (7) up front – three in front of the Macs and four in front of the PCs. 37 people, which includes teacher and any aides, seated or standing.

Please remember to push in your chair when you vacate the lab. In the event of an emergency, every second in getting out of the room, or being able to drop, can prevent injury or death.

Here’s one to shake your head at: Kent had laid a sheet of large keyboard letters/symbols on the counter, which he was going to put on a computer keyboard. Before he could do so, someone apparently thought he/she needed them more than the 600+ members of Let’s Compute and took the sheet. Incidentally, one of those sheets cost \$19 plus tax. If you want more information on enlarged letters/symbols for your keyboard, be sure you’re at the general meeting in January for the presentation.

As to classes being offered: speaking as one of the instructors, I’m sending out a request for all of us. If you sign up for a class, please show up. If you can’t attend, please strike your name off the list or have the courtesy to call the instructor. I know that we call those who have signed up if for some reason we have to cancel a class. To those who have had the courtesy to do either, thank you.

Denise Welch will be joining us again to present the November program. She’s always informative and entertaining!

Enjoy the turkey and cornbread dressing, sweet potatoes and green beans, mashed potatoes and gravy, and appleberry dressing. Don’t forget the pumpkin pie!

Nov. Program By

Denise Welch ComputerWorks

Denise will be back again bringing her ideas for the latest and greatest toys for the holidays including :

- ipad
- iphone 4
- Angry Birds Game



Visit the ComputerWorks website at

www.instantanswer.net

and enter to win an iPad. The drawing will be Nov. 30th.



By Shirley Allan

Mac SIG (Macintosh Special Interest Group) meets on the 3rd Friday at 9:00 A.M. during the season in the Lab. Let's Computers do not need to sign up, just show up and bring your questions and tips to share. If you would like to be a facilitator or get an email notification of the meeting, please contact Betsy Lewis.

Those interested in Mac filled the room and were greeted by a picture of a Lion peeking out from an Apple Logo on the projection screen. Yours truly was this month's facilitator and opened the meeting with the info that invitations have been sent to the technical press announcing an Apple Special Event on October 20th. By the time you read this, we will all know what the Event will bring us. My guess is it is some kind of software as Apple has released a new version of its operating system, OSX 10.6.5, to developers for testing, and that generally means they are getting ready for a change. If Apple announces a new operating system, it is wise to wait at least four months before installing it.

Setting custom sizes for ink jet printers was first on the agenda. The group saw how to set up size by going to File>Page Setup>Paper Size>Manage Custom size and add a paper size by clicking on the plus button on the

left and naming the new paper size. Check your printer to see how to insert the new paper size as each printer's make and model is different. You can also reduce and enlarge your document size by percent in the Page Setup area, but it is harder to get an exact size (the larger the percent the smaller the document).

The second demonstration showed how to compress files by selecting the document and going to File Menu>Compress (name of file). This creates a Zip file. Your Mac will tell you how much the file size has been reduced.

The next demonstration showed how to view any PDFs sent to you in an email with Quick Look to see if you want to keep it. The last part of this demonstration took the Mac group to apple.com/Support/Manuals to show that Apple produces a large number of manuals called User Guides in PDF. Open a Manual and go to File>Save As to download a manual to your computer. Sometimes it is hard to find what you are looking for because you have to know Apple's terms. I had a heck of a time finding out how to create what I call "Swooping lines." You're right, that's not really a technical term. Apple calls them Connection lines. When you find what you want in the User Guide, DON'T print out the whole guide. Double click the downloaded User Guide to open it in Preview (far better than Adobe Reader which has had security problems). Set the Sidebar to View>Thumbnails. Hold the shift key down as you select consecutive pages, the command key down as you select nonconsecutive page, or select just one

page from the thumbnails and drag your selection to the desktop. Print/view only the pages that you need and keep the manual in your Documents folder for later reference. If you need to fill in blanks on a PDF prior to printing or sending it to someone, you can do this too with Preview. Go to View>Show Annotations Tool Bar, which will appear down at the bottom of a PDF. Use the fourth tool from the left to drag to make a text box in which to type, and then drag the text box and place it in the area on the PDF that you want to fill in.

Finally, the group was shown an easy movie greeting that you can make on your Mac, something to send to friends and relatives far away during the holidays. Time for a commercial; take my Images and Ink class to find out how.

Jim Logsdon shared some Apple statistics with the group saying that Apple was up to \$300 a share. He showed off his iPad and asked how many others in the Group also had one - three others did. He also commented that other brands of Tablets have been introduced, but that Apple would remain "King of the Hill." Jim asked about syncing his email so he doesn't have the duplicate mail come in to his computer. The suggestions were to make an appointment at the Genius Bar in the new Apple store via their web site (Apple Retail Store - El Paseo Village) to learn what to do or to use Apple's Discussion group to find an answer specific to iPads at Apple - Support - Discussions - Syncing. Questions and answers already submitted there can be read. To post a question you need an Apple ID, which you can obtain at myinfo.apple.com.



By Arlene Faber and Terry Kay

Terry Kay started the meeting at 7:00 PM with 22 attendees. He encouraged each attendee to introduce themselves. He also put up a live feed from Chile running the reports on the mine rescue.

Terry described a committee he is on that intends to help our neighbors stay in their own homes as they age and/or begin to need a little help. They have formed a 501c3 called Desert Village Initiative. More info on this will be forthcoming.

A question was asked about "The List" and "Ruth's List" and how to find them. Terry explained The List is the nickname of the SCPD Group. It is an email communication system using Yahoo Groups. Any resident can access it at:

<http://groups.yahoo.com/group/SCPD>

Ruth's List is a popular compendium of resident recommended service providers and is available in the Files link at the above address. Residents must register at the above site to join "The List" and to have access to the files including "Ruth's List".

Kent McDonald provided the following information:

Microsoft is offering a new phone, Windows phone 7. It will have a touch screen, and AT&T will be the first company supporting it. It will be available later for different providers with different features.

Today Microsoft released 49 patches for Windows and Office, and all users of the MS products are urged to download these patches.

LA Times claims to have an online system for things like setting up a Vacation Hold, but Kent reported having great difficulty trying to use it. Desert Sun system seems to be working.

Google Calendar has had four days of outages, which makes some nervous about getting their information when they need it. Google is also canceling its GOOG411 directory service.

The FBI has redesigned their public web site with lots of current-event information.

Verizon will be offering iPhone service and 4G service early next year. A survey of present iPhone users says that many will switch to Verizon when it becomes available. Over 19 million iPhone users are watching video on their phones for 22 minutes every day. This amounts to more watched time than that spent by all of the people watching all of the TV networks combined.

A question was asked about using Facebook safely, and what can you put on and still be safe. Whatever you put In Face Book may be there forever. It is advised not to enter data/pictures that could be embarrassing.

Terry Kay offered some new technology info:

✓Cisco Unified IP Phone 7985G will have free calling.

✓Heavy use of technology leads to stress in college students but they feel connected and don't want to give it up.

✓TV's up to 80 inches are coming.

✓Future TV's and computers

will be integrated and you will be able to use the TV screen as a computer monitor.

You can visit the Microsoft web site to check to see if your computer can support Windows 7.

There was a question about finding an open source program for a shopping cart to use on a personal business web site. It was suggested that you google to find a forum discussing that topic.

There was discussion of cloud computing and backing up your computer. The March General Meeting will have a Skype webinar presentation on backing up your computer.

Our next PCI SIG will be at 7:00 PM Tuesday, Nov 9. Bring your PC and Internet questions for answers.



**Let's Compute
Members**

November Class Schedule

DAY	DATE	TIME	CLASS	OS	BOOK	TEACHER
Mon	Nov. 1	1:00	Beg Mac: Terms/Common Features (1/4)	Mac	1	Shirley Allan
		2 - 5	iPhoto	Mac	1	Lyn Morse
Tues	Nov. 2	9:00	Facebook: Basic Training (1/4)	PC/Mac	15	Chuck Hellman
Wed	Nov. 3	9:00	Facebook: Basic Training (2/4)	PC/Mac	15	Chuck Hellman
		1:00-3	Creating a Table of Contents	PC	2	Jim Calvert
		3:00	Excel 2007 (1/4)	PC	5	John Keegan
Thur	Nov. 4	9:00	Facebook: Basic Training (3/4)	PC/Mac	15	Chuck Hellman
		1 - 2:50	Beginning Mac: Desktop (2/4)	Mac	1	Shirley Allan
		3 - 4:30	Word 2007 (1/4)	PC	2	Jan Grenert
Fri	Nov. 5	9:00	Facebook: Basic Training (4/4)	PC/Mac	15	Chuck Hellman
		1 - 2:50	Adjust Photos with Elements (1/3)	PC	14	Jim Calvert
Sat	Nov. 6		Open Lab 10:00 am to Noon			
Mon	Nov. 8	1 - 2:50	Beginning Mac: System Preferences (3/4)	Mac	1	Shirley Allan
		4 - 5:30	Beginning PC (1/5)	PC	3	Grace Hutchings
Tues	Nov. 9	1 - 2:50	Adjust Photos with Elements (2/3)	PC	14	Jim Calvert
		4 - 5:30	Beginning PC (2/5)	PC	3	Grace Hutchings
		7:00	PC SIG			Lab
Wed	Nov. 10	1 - 2:30	PrintShop Using Images & Graphics	PC	4	Arlene Faber
		3:00	Excel 2007 (2/4)	PC	5	John Keegan
		4 - 5:30	Beginning PC (3/5)	PC	3	Grace Hutchings
Thur	Nov. 11	1 - 2:50	Beginning Mac: Preventing/Solving Problems (4/4)	Mac	1	Shirley Allan
		3 - 4:30	Word 2007 (2/4)	PC	2	Jan Grenert
		4:35 - 6	Beginning PC (4/5)	PC	3	Grace Hutchings
Fri	Nov. 12	1 - 2:50	Adjust photos with Photoshop Elements (3/3}	PC	14	Jim Calvert
		4 - 5:30	Beginning PC (5/5)	PC	3	Grace Hutchings
Sat	Nov. 13		Open Lab 10:00 am to Noon			
Mon	Nov. 15	8:30-10	Beginning PC (1/5)	PC	3	Jim Calvert
		1 - 2:50	TextEdit (Word Processing)	Mac	1	Shirley Allan
Tues	Nov. 16	8:30-10	Beginning PC (2/5)	PC	3	Jim Calvert
		1 - 5	iMovie/iDVD	Mac	1	Lyn Morse
Wed	Nov. 17	9:00	Files & Folders	PC	12	Charlie Voelker
		1:00	Intro. To Firefox	PC/Mac	7	Al Sabsevitz
		3:00	Excel 2007 (3/4)	PC	5	John Keegan
Thur	Nov. 18	9:00	Board Meeting			Idyllwild Room
		1 - 2:50	Address Book (prior to Mail) (1/4)	Mac	1	Shirley Allan
		3 - 4:30	Word 2007 (3/4)	PC	2	Jan Grenert
Fri	Nov. 19	9:00	Mac SIG			Lab
		1 - 2:50	Photoshop Elements - Making selections	PC	14	Jim Calvert
Sat	Nov. 20		Open Lab 10:00 am to Noon			
Mon	Nov. 22	8:30-10	Beginning PC (3/5)	PC	3	Jim Calvert
		1:00	Setting Up eMail Accounts in Mail (2/4)	Mac	1	Shirley Allan
Tues	Nov. 23	8:30-10	Beginning PC (4/5)	PC	3	Jim Calvert
		2:00	General Meeting: Denise Welch			Speakers Hall
Wed	Nov. 24	8:30-10	Beginning PC (5/5)	PC	3	Jim Calvert
		3:00	Excel 2007 (4/4)	PC	5	John Keegan
Thur	Nov. 25		Happy Thanksgiving (Closed until Mon.)			
Mon	Nov. 29	1 - 2:50	Mail Preferences & Views (3/4)	Mac	1	Shirley Allan

November Classes Listed by OS

PC Classes

<u>CLASS</u>	<u>DATE</u>	<u>TIME</u>
Creating a Table of Contents	11- 3	1:00
Excel 2007		
1 of 4	11- 3	3:00
2 of 4	11- 10	3:00
3 of 4	11- 17	3:00
4 of 4	11- 24	3:00
Facebook: PC or Mac		
Basic Training (1/4)	11- 2	9:00
Basic Training (2/4)	11- 3	9:00
Basic Training (3/4)	11- 4	9:00
Basic Training (4/4)	11- 5	9:00
Files & Folders	11- 17	9:00
Intro. To Firefox PC or Mac	11- 17	1:00
Beginning PC Classes Session 1		
Beginning PC (1/5)	11- 8	4 :00
Beginning PC (2/5)	11- 9	4:00
Beginning PC (3/5)	11- 10	4 :00
Beginning PC (4/5)	11- 11	4:35
Beginning PC (5/5)	11- 12	4 :00

<u>CLASS</u>	<u>DATE</u>	<u>TIME</u>
Beginning PC Classes Session 2		
Beginning PC (1/5)	11- 15	8:30
Beginning PC (2/5)	11- 16	8:30
Beginning PC (3/5)	11- 22	8:30
Beginning PC (4/5)	11- 23	8:30
Beginning PC (5/5)	11- 24	8:30
Photoshop Elements		
Adjust Photos (1/3)	11- 5	1:00
Adjust Photos (2/3)	11- 9	1:00
Adjust Photos (3/3}	11- 12	1:00
Making selections	11- 19	1:00
PrintShop Using Images & Graphics	11- 10	1:00
Word 2007 - Beginning Series		
1 of 4	11- 4	3:00
2 of 4	11-11	3:00
3 of 4	11-18	3:00
4 of 4	12-2	3:00

MAC Classes

<u>CLASS</u>	<u>DATE</u>	<u>TIME</u>
Beginning Mac:		
Terms/Common Features (1/4)	11- 1	1:00
Desktop (2/4)	11- 4	1:00
System Preferences (3/4)	11- 8	1:00
Preventing/Solving Problems (4/4)	11- 11	1:00
TextEdit (Word Processing)	11- 15	1 :00
AddyBook (prior to Mail) (1/4)	11- 18	1:00
Setting Up eMail Acts in Mail (2/4)	11- 22	1:00
Mail Preferences & Views (3/4)	11- 29	1:00

<u>CLASS</u>	<u>DATE</u>	<u>TIME</u>
iPhoto	11- 1	2 :00
iMovie/iDVD	11- 16	1:00
Intro. To Firefox PC-Mac	11- 17	1:00
Facebook: PC- Mac		
Basic Training (1/4)	11- 2	9:00
Basic Training (2/4)	11- 3	9:00
Basic Training (3/4)	11- 4	9:00
Basic Training (4/4)	11- 5	9:00

Students Welcome Some Experience Needed

Please consider your level of competency when you sign up for any class that is labeled Advanced. Students new to computers must attain basic skill before taking advanced classes.



Creating a Table of Contents

New Class for the PC

By Jim Calvert

This summer I created a new class that I call "Creating a Table of Contents." In the class we will download a number of files from the Internet creating a single document. Then with less than five clicks of the mouse we will create a table of contents. I will present a number of other goodies in the class, but you have to take it to find out what they are. The class sheet will be in book 2. This will be hands-on. To take the class you should be familiar with the skills presented in the beginning PC series.

This class will be held on
November 3 at 1:00

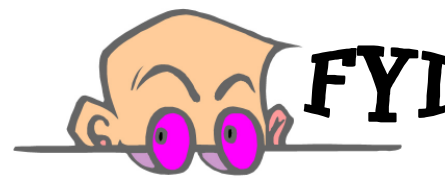
An Advanced Print Shop Class

By Arlene Faber

My November Print Shop Class is intended as an advanced class. This class will include using photos and graphics from sources beyond the program. We will explore using and inserting your own photos or images found on the internet. You will have the opportunity to try text over a background photo which looks great on business cards, greeting cards and display posters.

You should be comfortable working with Print Shop before taking this advanced class which will be held

November 11 at 1:00



Know what you're revealing when you go online

Did you ever wonder about those ads on a Web site that specifically mention your hometown? You also see ads for products you looked at online, but never purchased. And some online ads seem frighteningly tailored to your likes.

By simply visiting a Web site, you reveal more than you probably realize. They know where you're located and other sites you've visited. Sites can even learn intimate details about you, like medical conditions.

Many sites gather information about your machine. They can tweak design elements for your visit. If your Internet speed is slow, for example, they can automatically change a video's resolution.

See for yourself what you reveal by simply visiting a Web site. Visit my Privacy Check page now at <http://www.komando.com/privacycheck>. This page is for demonstration purposes only; no information about you or your machine is saved.

Source: Kim Komando's newsletter.

Students Welcome - No Experience Needed

Newbies: i.e....Members who are new to computers. In November there are two introductory series of Beginning PC classes. One taught by Jim Calvert and the same series taught by Grace Hutchings. These classes will help you start to get familiar with the a PC. Grace and Jim are experienced in helping students on the way to becoming familiar with the workings of the computer.

We urge you Newbies to take this Beginning PC series several times, because each time you will learn something more. There is a lot to learn, but if you learn a little one time then more the next time, you will become more at ease with the computer.

Printing without a computer????

Okay, so you've taken a great photo with your cell phone, and your computer isn't working; how DO you print that photo? Need to print an airline ticket you've bought through an iPad app? HP has a new printer (also a scanner and copier) that allows you to print without a computer. Seem too good to be true? Go to www.hp.com and check out this wi-fi printer – it's called Photosmart Premium e-All-in-One printer.

November Monitor and Open Lab Schedule

Day	Date	10-12	12-12:50
Mon	Nov 1	P. Baigent	B. Crowley
Tue	Nov 2	H. Cook	K. Pearson
Wed	Nov 3	C. Voelker	D. Feign
Thu	Nov 4	B. Osborn	N. Alpert
Fri	Nov 5	J. Manion	W. Kasner
Sat	Nov 6	L. Rowe	CLOSED
Mon	Nov 8	P. Baigent	B. Crowley
Tue	Nov 9	H. Cook	K. Pearson
Wed	Nov 10	C. Voelker	D. Feign
Thu	Nov 11	B. Osborn	K. Gibbons
Fri	Nov 12	J. Manion	W. Kasner
Sat	Nov 13	L. Rowe	CLOSED
Mon	Nov 15	P. Baigent	B. Crowley
Tue	Nov 16	K. Pearson	K. Pearson
Wed	Nov 17	C. Voelker	D. Feign
Thu	Nov 18	B. Osborn	N. Alpert
Fri	Nov 19	J. Manion	W. Kasner
Sat	Nov 20	L. Rowe	CLOSED
Mon	Nov 22	P. Baigent	B. Crowley
Tue	Nov 23	H. Cook	K. Pearson
Wed	Nov 24		D. Feign
Thu	Nov 25	CLOSED	CLOSED
Fri	Nov 26	CLOSED	CLOSED
Sat	Nov 27	CLOSED	CLOSED
Mon	Nov 29	P. Baigent	B. Crowley
Tue	Nov 30	H. Cook	K. Pearson

Smart Computing Magazine

Tip Of The Day:

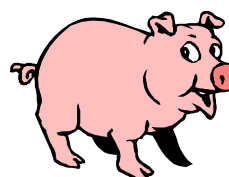
Emails To Look Out For

If you get an email urging you to update your eBay, PayPal, or bank account information, chances are it's false. An easy way to tell in Outlook is to hover your mouse pointer over the hyperlink in the message. If the URL reads something like "www.paypal.com" in the message, but some other address such as "www.validationcgi.org" shows up in the floating box next to the pointer as you hover, you can be pretty certain you should delete the email. Phishing emails attempt to get you to provide personal information by mimicking emails from legitimate companies. Most companies will never ask you to verify account information with an email, so beware of any such correspondence.

Text Talk Shortcuts

Another Texting installment

N1	Nice one
NALOPKT	Not a lot of people know that
NATO	No action, talk only
NAVY	Never again volunteer yourself
NAZ	Name, address, zip
NB4T	Not before time
NBD	No big deal
NBFAB	Not bad for a beginner
Ne1	Anyone
Ne14KFC	Anyone for KFC?
NHOH	Never heard of him/her
NIMBY	Not in my back yard
NIMJD	Not in my job description
NMP	Not my problem
NNWW	Nudge, nudge, wink, wink
NO	Not online
NTK	Nice to know



What ever happened to Igpay Atinlay??

November General Club Information Meeting Schedule

PC SIG	Nov. 9.....	7:00 PM
BOARD MEETING.....	Nov. 18.....	9:00 AM
MAC SIG	Nov. 19.....	9:00 AM
GENERAL MEETING	Nov. 23.....	2:00 PM



Happy Thanksgiving



"Let's Compute" Officers

Lyn Morse, President	760-345-4466.....	lynmorse@aol.com
Shelia Harbet, VP Education	760-360-7146.....	shelia@csun.edu
Jan Grenert, Secretary, Newsletter Editor	760-360-9085.....	jgrenert@dc.rr.com
Kent McDonald, Director of Communications.....	760-345-2931.....	rkmcdonald@earthlink.net
Linda Espinoza, Treasurer.....	760-200-9299.....	puanianoi@aol.com
Barbara Kaye, Director of Maintenance.....	760-772-6520.....	barbarak1775@aol.com
Sharon Kiel, Director of Programs	760-772-0745.....	srkpd@dc.rr.com

Committee Chairs

Betsy Lewis.....	Finance Review Committee
June Cross	Computer Sale
Nominating Committee.....	Open

November Teachers

Shirley Allan.....	760-345-5087
Jim Calvert	503-828-8815
Arlen Faber.....	760-299-3933
Jan Grenert	760-360-9085
Chuck Hellman	760-861-2175
Grace Hutchings	760-200-0114
John Keegan	760-565-1646
Lyn Morse	760-345-4466
Al Sabsevitiz.....	760-772-3025
Charlie Voelker.....	760-345-0123

Volunteer Coordinators

Call to volunteer:

35 MM Scanner Coordinator	George Hans	345-3875
General Meeting Volunteers	June Cross.....	345-7876
Supplies	Sharon Kiel.....	772-0745
Monitor Coordinator	Moe Sullivan.....	772-4416
	Email:modewans@hotmail.com	

November Lab Monitors

Norm Alpert	David Feign	Bob Osborn
Peter Baigent	Kevin Gibbons	Kurt Pearson
Herb Cook	Walt Kasner	Leonette Rowe
Bill Crowley	John Manion	Charley Voelker

35 MM Scanner Monitors

George Hans	Leonette Rowe
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Publication of the SCPD
 "Let's Compute" Computer Club
 Address Correspondence to:
 Bits & Bytes
 38180 Del Webb Blvd.
 Palm Desert, CA 92211

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