

User Friendly



**May
2002**

Next Meeting

Wednesday, May 8, 7:30 p.m.

Kelly Clark Presents

The Importance of Increased Memory

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User Friendly

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Articles (1) must be submitted to the Managing Editor no later than the 10th day prior to the month of publication; (2) should be no longer than 1,000 to 1,500 words (approximately three columns), although longer articles may be published; (3) may be edited by staff for clarity, spelling and grammar, and should be relevant to its readers. The choice of articles to be included in any issue is solely the prerogative of the Editorial Staff.

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From the President

By Don Yenche



Our April meeting was so informative that you can now go to our WEB site and find all the interesting sites highlighted. Visit our site at <www.palmia.org> and enter the gate. You will see the link to Jeff Price's recommendations.

Our future meetings will be just as informative. The next meeting is scheduled for May 8. Kelly Clark of Kingston Technology will be our featured speaker. Kingston Technology is one of the foremost manufacturers of memory chips. All computers have memory chips. I would venture to guess that 9 out of 10 of you presently have insufficient memory in your computers. This may be one reason your computer is bogging down. Of course, there may be other reasons for your computer to have gotten slower with the passing of time.

Kelly will enlighten us on how important increased memory in our computers can be. She will give us a mini-tutorial about these valuable chips. A tour of her company's WEB site will certainly be in order. Kelly will show us how easily we can speed up our computers. Probably many of you will walk away resolving to boost your computer's memory by at least 256 MB's. Come to that meeting and test your resolve.

There are two computer

classes that will be concluding this month. If you failed to sign up for those classes consider placing a note of interest into the computer club's folder at the Palmia front desk.

In a PBS special titled "Stealing Time" it was stated: "Mental challenges (such as learning a new skill) can keep the brain healthy and active, even in old age," and "Older people are still capable of learning new things." You have a computer; consider challenging yourself. Plan on attending one of our Special Interest Groups on Mondays and Fridays and learn.

Our Computer Club board is constantly being challenged. They work hard to make your club an organization of which you can be proud.

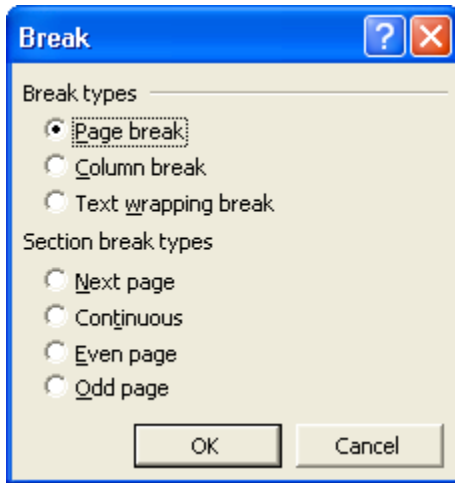
As I stated earlier, we are planning some informative meetings for you in the future. One of these is a presentation on Logitech's Video Messaging system. Imagine being able to routinely communicate via video over the internet from your computer to relatives and friends at the other end of the world. You may ask if this hardware is expensive. Attend our June meeting; see it work and find out how much it costs. It's easy to set up. TV networks do it all the time. You can do it too.

I stated at our April meeting that we, your Computer Club board, believe our club should be something more than computers. It should also be a social outlet for our members. Following that

Take a Break in MS Word

By Herbert Sax

One of Microsoft Word's valuable features is "Break". It can be found in the Insert menu, and it



has many options. Click Insert + Break. You will see the dialog box below.

Page break is the simplest of them all. It will start a new page whenever

you invoke this command. There is a keyboard shortcut for this: Ctrl + Enter. To see how this works, start with a new document, type a few lines, and insert a page break.

Next we have **Column break**. (*Word allows you to break up a page into columns. When you open a new document you will be using a single column – one that stretches from the left margin of the page to the right margin. If you want more than one column on a page, click Format + Columns, make your selections, click OK, and start typing. You will see that each line wraps where the column ends.*) When you select this command, you will immediately be taken to the next column. To see how this works, start a two column document, type a few lines – these will appear in the first column - and then insert a column break.

The third choice is **Text-wrapping break**. This is used to separate text around objects on Web pages, such as caption text from body text.

Now we come to **Section breaks**. These are used to vary the layout of a document within a page or between pages.

Let us start with the **Next page** break. When you invoke this command you will be taken to the next page, just as the Page break command will

do, but this time you will be able to change the setup of the new page. This means that the new page can be a different size with different margins, or be changed to landscape instead of portrait. Click File + Page Setup to see the variety of choices you have. When you want to go back to the original layout, insert another Next page break.

The break I use most frequently is the **Continuous** break. This break has several uses.

- ◆ Format one part of a page as "one column", another part as "two column", and go back again to "one column". I use this to have a heading centered across the entire width of the page, and then have my text broken into two or more columns. Inserting a continuous break again allows me to go back to one column, or change the number of columns from, let us say, two to three.

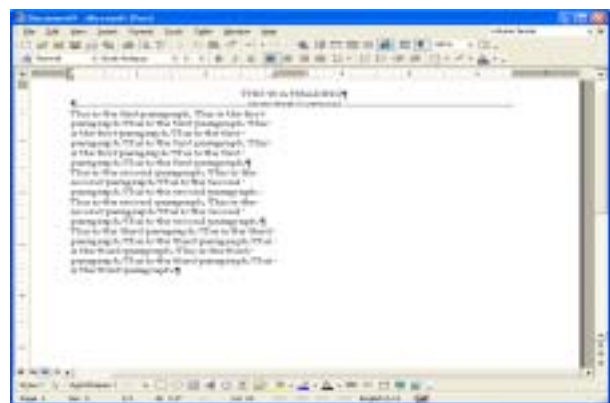
- ◆ In a multi-column document, divide each paragraph equally across the columns.

Here are two examples to try.

- ◆ Start a new document, type a heading and center it across the page. Now insert a Continuous break, click Format + Columns, choose two columns, click OK and start typing. Type at least three paragraphs of five or six lines of text each, and at the end, insert another Continuous break. The text you just typed divides itself up into two columns. Now, click Format + Columns, choose one column, click OK and start typing. You will see that you now are back to a full page width.

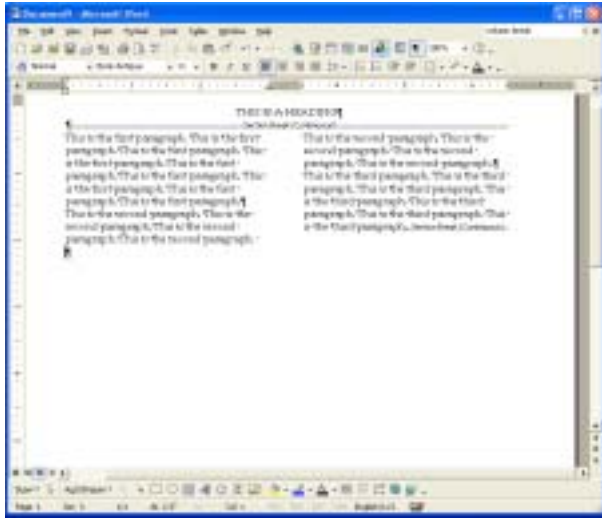
- ◆ Instead of inserting a Continuous break at the end of your full text, insert one at the end of each paragraph. Now each paragraph will divide itself up into two columns.

Below is what these examples look like. I clicked on the Show/Hide icon on the standard toolbar to show you where the breaks are. The first picture is what I typed after creating two columns.



Break in MS Word, Continued from page 3

Next is what it looked like after I inserted a Continuous break after the last word in the column.



You can also insert a Continuous break after each paragraph to line each one up across the columns, but my experiments with this did not give satisfactory results. Try it. You may have better luck than I.

Please take note of the difference between a Column break and a Continuous break. The former will stop the column you are typing in and take you to the next one. The latter will divide the column into roughly equal parts.

Even page and **Odd page** are the final two breaks. By inserting one or the other, you will be creating a new page that, if numbered, will be either even or odd. To see how this works, start a new document. Click View + Print Layout. This will enable you to see Headers and Footers. Click Insert + Page Numbers, so that each page will have a number. Click File + Print Preview and note that a page number appears at the bottom of the page. Also note that the page is "1". Go back to the document and type a few words. Now, if you want to leave the next page blank and continue your document on page 3, click Insert + Odd page, and page 2 will be skipped. To prove this, preview the document once more. You will see "1" on the first page, and "3" on the next page. There will be no page "2". Therefore, if you want all your typing on odd pages, insert an Odd page break at the end of each page, and you will have only odd pages in your document.

This may seem like a lot to absorb, but if you try each of these options, one at a time, you will find that creating good-looking, easy-to-read documents a snap.

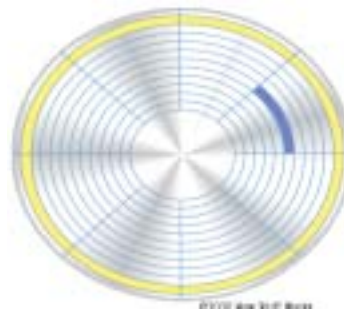
Answers to Questions

Question:

What is defragging a hard drive? What does it do and how is it done?

Answer:

Defragging (or defragmentation) is a process whereby the files stored on your hard drive are rearranged so your computer can read and load these files faster. Hard disks store data in chunks called sectors. If you imagine the surface of the disk divided into rings (like the rings of a tree), and then imagine dividing each ring into pie-slices, a sector is one pie-slice on one ring. Each sector holds a fixed amount of data, like 512 bytes. The hard disk has a small arm that can move from ring to ring on the surface of the disk. To reach a particular sector, the hard disk moves the arm to the right



ring and waits for the sector to spin into position. Hard disks are slow in computer terms. Compared to the speed of the processor and its memory, the time it takes for the arm to move and for a sector to spin into place

is considerable.

When files are first stored on your hard disk, they can be found in contiguous sectors allowing for the fastest possible access times. Over time, as you use your computer and files are deleted and added, these files get "fragmented" and spread out all over the hard drive. When the Windows Operating System needs to store a file on the hard drive, it locates the first available empty space, begins writing to this available sector until it is filled and

Computing Program Accelerates Alzheimer's Research

from *advance for Speech-Language Pathologists & Audeologists*

Intel Corp. and Stanford University, with the support of the Alzheimer's Association, have announced the Stanford Alzheimer and Amyloidogenic Disease Research Program. The program, along with the Web site, <www.intel.com/cure>, allows computer users to download screensavers that run in the back ground when the computer is on but not in use. This creates a virtual network of computers donating unused computing cycles to scientific research. The technology is similar to the kind of computing carried out by large supercomputers. This significantly increases computing capabilities for scientific researchers at substantially reduced cost.

This new scientific research program will lead to a better understanding of diseases that may be caused by misfolding proteins or prions, also known as amyloidogenic diseases. One belief is that Alzheimer's is caused by a build-up, of plaques in the brain and caused by proteins that begin folding incorrectly. The program will help identify how and why some proteins misfold by simulating on a computer the conditions that cause proteins to do so. By simulating the cause and effects in a program, various variables can be studied that would take a long time and be difficult to do in the lab.

The proteins that are being studied are not only specific to Alzheimer's but also type H diabetes. The research will contribute to the understanding of other amyloidogenic diseases as well, such as Parkinson's and amyotrophic lateral sclerosis (ALS).

"Thanks to the power of peer-to-peer technology, scientific research and the PC have become powerful allies to help fight some of the world's most damaging diseases," said Patrick Gelsinser, chief technology officer at Intel, based in Santa Clara, CA. "Since we announced the effort to create the world's largest virtual supercomputer last April, more than 1 million PCs have joined Intel in

the first program to aid philanthropic research. The effort has generated more computational power than the top 10 supercomputers combined in order to help increase the speed of scientific discovery."

"This computing power makes it possible to do simulations that were only dreamed of before," said project director Vijay Pande, of the Pande Group at Stanford University, in Stanford, CA. "Peer-to-peer computing is likely the next computational revolution in biomedical research."

Since the effort to create the world's largest virtual supercomputer was announced more than 1 million PCs have joined Intel in the first program to aid philanthropic research.

The Philanthropic Peer-to-Peer Program gives computer owners the opportunity to use their spare personal computing resources to perform scientific research. PC owners first download a small computer program from <www.intel.com/cure>. After running the downloaded file, the program is installed on the user's computer and automatically begins computing. It runs whenever computation resources are available. The program is similar to a screensaver

that operates during normal computer use, without intervention by the user. Once processing is complete, typically a day later, the program sends the results back to Stanford University and requests a new packet of data the next time the user connects to the Internet.

"The Alzheimer's Association is delighted at the possibilities this new technology brings to advancing Alzheimer's research," said William Thies, PhD, vice president for medical and scientific affairs. "We are facing a global Alzheimer epidemic, and it is only through science and research that we can defeat this terrible disease. This innovative research program gives everyone the opportunity to contribute to solving the mysteries of Alzheimer's every time they turn on their computer."

For more information contact:

Alzheimer's Association, 800-272-3900, on-line:
<www.alz.org/>

Intel Corp., online: <www.intel.com/>

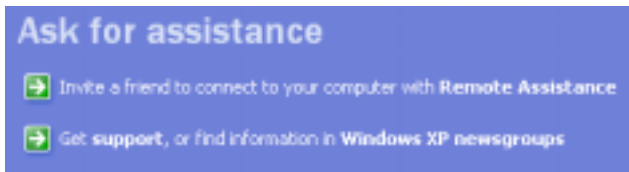
Windows XP Help And Support Center

By Jerry Moore

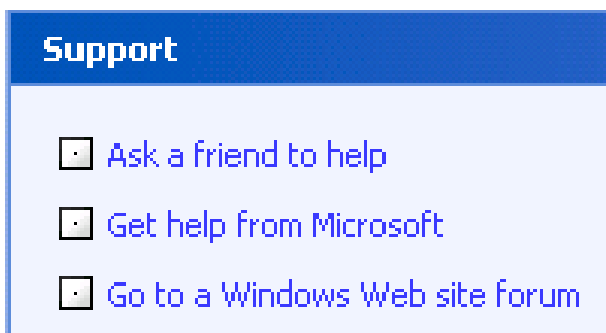
As many of you may be aware, each month our club publishes a version of the computer club User Friendly newsletter in Adobe Acrobat PDF format for posting to the Palmia Computer Club website at <<http://palmia.org/newsletter.pdf>>

This month, after I uploaded the newsletter to the website, a strange thing happened. When I would click on the newsletter link from my home computer running Windows XP and Microsoft Internet Explorer 6.0, all that would be displayed was a tiny little box containing an “x” in the upper left hand corner of the screen. I tried viewing the newsletter from Netscape 4.7 and everything worked fine. I tried accessing the newsletter from another computer running Windows 98 and both Internet Explorer and Netscape Navigator were able to display the newsletter without any problems. I was baffled.

Not being one to give up easily, I decided to explore the on-line help capabilities of Windows XP so I clicked on Start – Help and Support. In the Help and Support Windows under Ask For Assistance, I then clicked on Get Support.



Under Support, I then selected Get help from Microsoft.



In the Microsoft Online Assisted Support Window that was displayed after clicking on this link,

I selected “Ask A Microsoft Support Professional For Help” which led me through a series of windows like the one below where you answer questions to describe your problem.



After completing the problem description, being sure to select NO CHARGE support, you will reach a window like the one below where one of your options is to Chat Now With A Microsoft Support Professional.



I chose this option, clicked on Submit and in **LESS THAN ONE MINUTE** I was in a chat session with a Microsoft Support Professional. After a brief exchange of information, it was determined that the solution to my problem was to uninstall and then reinstall Adobe Acrobat Reader on the computer with the problem.

After thanking the technician, I logged off, tried the recommended fix and the problem was resolved. **THIS IS GREAT SERVICE!**

So next time you have a computer problem and you can't find the solution using the normal help and support resources, give this approach a try. I'm quite sure you'll be pleasantly surprised.



Better Love That Old PC, You Can't Throw It Away

Adapted by Ali Tabikh

From the Big Bear Computer Club newsletter Bearly Bytes, June 2001, by French Prescott

As of March 22, 2001 The California's Department of Toxic Substances Control (DTSC) ruled that electronic equipment, including computers, monitors, and related peripheral equipment contain toxic substances thus classified for disposal purposes as hazardous waste. Such equipment must be handled by a specially equipped disposal/recycle center.

Due to rapid technological advancements our computers become obsolete almost the day we purchase them. Many of us are upgrading to new equipment every two or three years. So who wants those old PCs and low-end Macs? You can only go so far with local garage sales and charity donations. If it isn't doing the job for you, it probably won't help your neighbor much either. Schools and regular charity groups are not asking for them. Their salary budgets can't pay for the skilled talent that could refurbish the electronic dinosaurs. Even if you rescue the reusable parts, you can't reuse everything. Some circuit boards, cathode tubes and peripheral components are just plain dead. The real recycling is the reuse of the raw materials. But it takes special equipment to smelter the computer junk back into a heap that can be mined for mineral value. And nobody seems to want a smelter in their area. So with a few exceptions, most stockpiles headed for smelting are shipped out of North America.

A National Safety Council's Environmental Health Center reported that an estimated 20.6 million personal computers became obsolete in the United States in 1998. This year the number of computers that will become obsolete will exceed the number of new computers put out on the store shelves, and two years from now we'll expect to have about 1/3 of a billion computers being piled up in garages, closets, and other hiding places. Over three-quarters of all computers ever bought in the USA are currently stored in people's attics, basements, office closets and pantries.

The life of a computer today is about two years. Look around your neighborhood. Where are all

the old computers going to go? Currently the Environmental Protection Agency estimates only about 6% of the junk heap is being recycled for the raw materials.

The cheapest solution to date for the US has been to ship the old stuff off across the seas, usually to China, and let someone else deal with the toxic problem. The Basel Convention on the Transboundary Movement of Hazardous Waste for Final Disposal, first signed in 1989, has sought to stop industrial nations from using less developed nations for their dumping grounds. Today over 60 nations participate in the Basel Convention. The US has consistently refused to sign. We continue to ship our problem elsewhere and have been slow to develop alternate approaches.

The first state to meet the crisis, Massachusetts, banned the dumping of cathode tubes (video monitors) and provided recycling centers throughout the state, at the state's expense, to manage the program. This was March, 2000. March, 2001, California redefined its hazardous waste and banned computer components from the dumps. Slowly the State, working with counties, is providing recycle collection centers which are accepting computers, monitors, and other electronic equipment. Also, there are notable volunteer consumer efforts, particularly in Northern California, to address the problem, but most experts agree significant assistance will have to come from the computer industry itself before any real solutions can be reached.

By and large the computer manufacturers are fighting hard to impede any legislative steps to include them as part of the solution to what to do with the junk. However, some manufacturers are stepping forward.

Hewlett Packard, noted for its commitment to recycling of ink cartridges, has for some time recycled its own hardware and offered recycling to its employees and its big business customers. Apple has issued "Design for Environment" guides for its engineering teams for their future projects to try to build cleaner machines. Sony is heavily in-

Better Love That Old PC, continued from page 7

involved in providing the backbone technology for recycling of raw materials in conjunction with the State of Michigan's Waste Management. The pilot project began in 1999 with its primary objective to manage sites for electronic waste disposal from home users and small businesses. These first sites serve as a "test" bed for creating economically feasible recovery of outdated but dangerous equipment. Sony continues to expand its recycling and eventually hopes to oversee worldwide recycle centers.

Today IBM and HP operate programs that deal directly with home users and small office users. IBM states up front that only volume management, not one PC user all alone, can meet the challenge of the PC end-of-life syndrome. HP opened its service center recently, clearly cognizant of the California problem.

Both companies charge a fee (which includes the shipping cost). Usable Pentium level machines are refurbished and donated to charities; other machines have their parts stripped for reuse and the remainder broken down for mining of the raw materials. Both companies accept PCs and PC peripherals from any manufacturer and neither company requires that you be the owner of one of their PCs in order to use the service. Both firms require that you provide the shipping box and pack the PC yourself. Be careful: You cannot ship monitors with broken glass or loose batteries.

The IBM PC Recycling Service, allows any home user or small business to send their unwanted PC and peripherals in for a total fee of \$29.99 per box. If IBM determines your Pentium level machine is refurbishable, IBM sends you a tax-notice of your charitable donation. To use the IBM service, go to www.ibm.com/shop, or call 888-746-7426. The quick reference part number is 06F'7513. Then pack your PC into a box and take it to a UPS drop-off point along with the purchased IBM certificate. UPS takes it from there to a national recycle center and you get a confirmation letter back from IBM in about 6-8 weeks. Note: The \$29.99 is per "box" - Box must weigh less than 69 pounds. The average PC + printer weighs in at 60 pounds.

Hewlett-Packard's "The HP Planet Partners' Take-Back Program" will accept PCs and periph-

erals from any manufacturer. The pricing ranges from \$17 to \$34 based on each piece you decide to send back. You pack the PC, pay the quote price and they come and pick it up within two days. You can use as many boxes as you need. Sample pricing: The tower is \$21; the CRT monitor is \$29, an ink printer is \$17. PCs that can be refurbished are donated to charities, but you do not receive a donation statement. What cannot be refurbished or reused is broken down in HP's own plant.

The HP recycling plant is located in Roseville, northern California. The HP Plant is operated in conjunction with a subsidiary of Noranda, a major Canadian mining corporation. Like many recent endeavors, the Roseville plant takes pride in the technology that it has developed to deal with efficiently managing the end-of-the-life of a PC. It started off in its early days using car shredders, but cars and computers are not the same size and breaking down PCs so that they can be profitably mined for usable materials requires engineers to come up with new designs and new machines. Once the PC is stripped of reusable parts, the "carcass" is then shredded by a special PC chewer and ends up in pieces the size of a quarter. Separators and gigantic magnets then swoosh in to pick out the valuable metals and plastics.

The recycle center nearest to Mission Viejo, accepting computers and peripherals, is located in San Juan Capistrano at 32250 La Pata Ave., off the Ortega Highway. It is open Tuesday through Saturday, 9 AM to 1 PM. No fees are required.

Tech Mart

Hand-Size Handycam

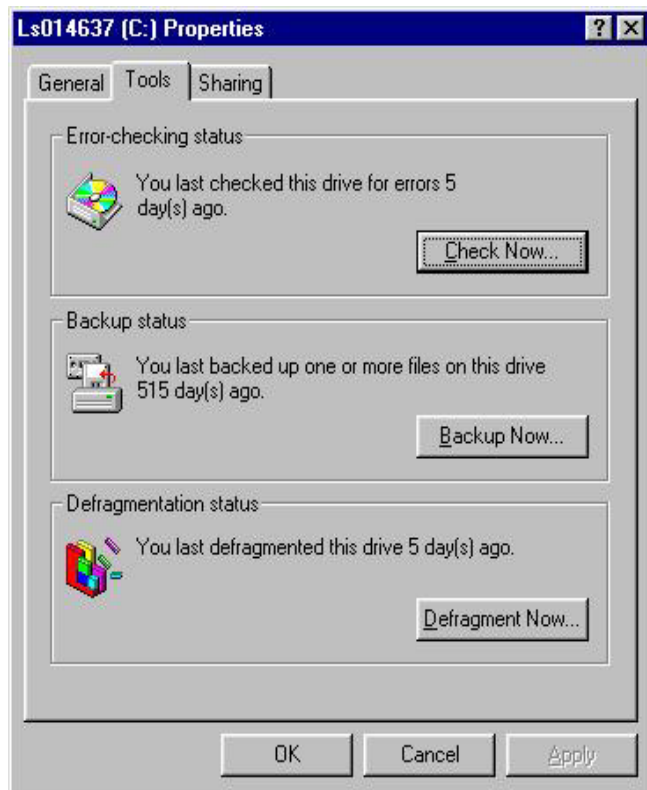


Sony's newest digital camcorder elicits plenty of oohs and ahhs when people see it: The DCR-IP7BT Handycam is so tiny it can fit in a shirt pocket. That's because its 2-by-4-by-3-inch case—a smidgen larger than two packs of playing cards back to back—holds Sony's new MicroMV-format tapes. By far, it's the smallest camcorder Sony has introduced thus far. However what's not so tiny is its price at \$1699.

Answers, continued from page 4

then if more data remains the next available empty sector is located and writing continues. Even if you don't create and store a lot of new files on your hard drive, just performing simple tasks like surfing the web or reading and writing e-mail results in hundreds of files being deleted and added to your hard drive. The results of this over time is that your computer will take longer and longer to load programs before you can perform a task.

To start the defrag process on your hard drive,



left click on the My Computer icon on your Windows Desktop, right click the drive you wish to defrag and select Properties from the bottom of the pop up menu that appears. When the Properties window is displayed, click on the Tools tab and you will see how long it has been since the last time the defrag process was performed. As a rule of thumb, you should probably defragment your hard drive about once a month, more often if you are a heavy user and less often if you seldom access the Internet or read e-mail. To start defrag, shut down any other programs that are running and click on the Defragment Now action button.

Since the defragmentation process is reorganizing all the files on your hard drive, occasion-

ally you may get a warning message that the process has restarted x number of times because other programs are trying to write to the hard drive. If this happens, stop the process, restart your computer in safe mode and then restart defrag. To boot your computer in Safe Mode, hold down the F8 key while Windows is starting up and select menu choice #3 – Safe Mode. This will allow your computer to start with a minimal set of drivers so that functions like Internet access and virus checking will be temporarily disabled and not interfere with the defrag process. Once defragmentation is completed, restart your computer in normal mode and you should notice a considerable improvement in speed.

From the President, Continued from page 2

directive our July 10th meeting will be an outdoor social. We will have box lunches made up by a local restaurant, drinks to quench your thirst, and topping it all a bocce contest. We will have the honor of having the man who was instrumental in Palmia acquiring the bocce court, Ben Morigiello, manage our contest. There will be cash prizes given so be sure to get some practice in before the second Wednesday of July. There will be a nominal charge for club members; you may bring a guest, but their cost will be a bit higher. It pays to be a club member! More information will be given about this picnic at our May meeting.

Our new computer, as well as our other computers, is available for our members' use. It is strongly recommended that the user have adequate knowledge of computers. It is also recommended you take classes in computers!

At the Wednesday, May 8th meeting we will continue the question and answer period at 7 P.M (one half hour prior to the beginning of our meeting). This mini-meeting will be off stage. I am looking forward to seeing you at our official meeting start of 7:30 PM.

We will conclude no later than 9:00 PM. We then invite all attendees to avail themselves of freshly made Starbucks coffee and delicious desserts. It is a great time to socialize with your fellow club members and guests.

SURF OUR WEB SITE AT — <www.Palmia.org>.

Dear Tech Support

Submitted by Ethel Karabin

Last year I upgraded from Boyfriend 5.0 to Husband 1.0 and noticed a slow down in the performance of the flower and jewelry applications that had operated flawlessly under the Boyfriend 5.0 system. In addition, Husband 1.0 uninstalled many other valuable programs, such as Romance 9.9, but installed undesirable programs such as NFL 7.4, NBA 3.2 and NHL 4.1. Conversation 8.0 also no longer runs and Housecleaning 2.6 simply crashes the system. I've tried running Nagging 5.3 to fix these problems, but to no avail. What can I do? Signed, Desperate.

Dear Desperate, First, keep in mind that Boyfriend 5.0 was an entertainment package, while Husband 1.0 is an operating system. Try to enter the command: C:/I THOUGHT YOU LOVED ME and install Tears 6.2. Husband 1.0 should then automatically run the applications: Guilt 3.3 and

Flowers 7.5. But remember, overuse can cause Husband 1.0 to default to such background applications as Grumpy Silence 2.5, Happy Hour 7.0, or Beer 6.1. Please remember that Beer 6.1 is a very bad program that will create Snoring Loudly. WAV files.

DO NOT install Mother-in-law 1.0 or reinstall another Boyfriend program. These are not supported applications and will crash Husband 1.0. It could also potentially cause Husband 1.0 to default to the program: Girlfriend 9.2, which runs in the background and has been known to introduce potentially serious viruses into the Operating System. In summary, Husband 1.0 is a great program, but it does have a limited memory and can't learn new applications quickly. You might consider buying additional software to enhance its system performance. I personally recommend Hot Food 3.0 and Single Malt Scotch 4.5 combined with such applications as Boob Job 3.6D and that old standby ...Lingerie 6.9 (which have both been credited with improved performance of its hardware).

Good Luck, Tech Support



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Secretary's Message

By Bill Reinholtz

Our President, Don Yenché, called the April 10th meeting to order. Joe Lebovitz had hosted a question and answer session from 7:00 to 7:30 prior to the meeting.

Don made announcements concerning the WEB site contest, the classes to start 4/20, and the SIG groups. He also mentioned that future programs would include one on computer memory, a presentation by Jeff Levy, and one on voice recognition for word processing. In addition a picnic with activities such as bocce ball is being planned for July.

Don then called on Vice President Richard Jenkins to introduce the evening's program. Richard introduced Jeff Price who is a Reference Librarian at Mission Viejo Library. Jeff discussed and demonstrated several search techniques to use with the Internet. Everyone enjoyed the program and learned much about Google (his favorite) and Yahoo, as well as Dogpile to mention just a few.

After the program, Herb Sax won the 50/50 drawing and Seymour Meyer won the door prize.

The meeting ended with all enjoying coffee and delicious candy and pastry treats.

Be a User Friendly Pro-Active Friend. We're waiting to hear from you!

◆ Write articles to publish

◆ Leave material at the Clubhouse

◆ Let us know what you like to read

◆ Send clippings of general interest

Tips, Continued from page 10

page in Microsoft Internet Explorer—you can type two periods into the Address Bar and then Press Enter. (Shades of MS-DOS where the double period gets you to the parent directory.)

Deleting Problems

If, while attempting to empty the recycle bin, you receive an odd error, you may have inadvertently opened a file or folder that has a share lock on a file or folder that you are attempting to delete. This usually occurs when attempting to browse your hard drive in Explorer. Close Explorer and then retry emptying the Recycle Bin.

Cookie Monster!

Cookies are small files placed onto your computer by Web sites to keep track of various types of information. Some are completely benign, some are helpful, and others are invasion of privacy. How can you tell the difference?

Right click the IE (Internet Explorer) icon and click Properties. Click the 'View files' button. Up will pop a list of the various cookies (and other files) that have been placed

onto your computer as you have been surfing the net. If you see file names from sites you know and trust, leave them alone; the others you can selectively delete. Remember that some cookies contain information that may be helping you as you surf, such as loading up a page faster. Be selective when deleting!

Netscape 6.2 Keyboard Shortcuts

Here is a list of uncommon Netscape 6.2 shortcuts. Give these a try—they can speed up your browsing.

CTRL + B = Open bookmarks

CTRL + F = Find on this page

CTRL + H = Open history

CTRL + M = Compose e-mail

CTRL + N = Open new browser window

CTRL + O = Open local file in browser

CTRL + P = Open Print dialog

CTRL + R = Refresh page

CTRL + U = Open HTML code
of current location

