



WE DO WINDOWS  
**THE WINDOW**  
 COME DO WINDOWS WITH US



**CADDO-BOSSIER  
 WINDOWS  
 USER GROUP**

Shreveport – Bossier City  
 Louisiana

[www.shreve.net/~cbwug](http://www.shreve.net/~cbwug)

Volume 4, No 4

Caddo-Bossier Windows User Group Newsletter

April, 2002



## Caddo-Bossier Windows User Group

The Caddo-Bossier Windows User Group held their first meeting in February of 1997 in the conference room of Marshall and Associates on Shreveport-Barksdale Hwy. and continued to meet there until June of 2001 when it relocated to Podnuh's Bar-B-Q a few blocks down the road.

As the name implies, the group concentrates on the Windows operating system and is fortunate to have as members some highly trained professionals who share their knowledge and expertise with the group.

This has given the group the opportunity to explore and learn much more about their computers and operating systems than would otherwise be possible.

Even though very high tech information is freely shared the basics are also covered if there are mem-

bers just starting out with a new computer.

The meetings are of a casual nature and members are given the opportunity to ask questions and contribute from their experiences. One of the unique things about this group is the opportunity for members to actually witness repairs, installation of hardware and even the construction of a new computer from scratch. Occasionally a member will experience a problem with their computer and they are asked to bring it in so the group can observe the troubleshooting that takes place to diagnose the problem and find the solution. It may be a bad hard drive or something that is easily fixed right at the meeting.

The club's purpose is to educate and provide information about all aspects of Windows operating systems.

### \*MEETINGS\*

Thursday April 11, 2002

Thursday May 9, 2002

#### Podnuh's Bar-B-Q

1146 Shreveport-Barksdale Hwy  
 Shreveport, Louisiana

*Meetings 2nd Thursday of each month  
 7 p.m.*



**MARK YOUR CALENDAR**

Newsletter reproduction  
 compliments of Office Depot  
 East 70th-Shreveport

### Ark-La-Tex Computer Sheaux

~Sheaux Dates~

~2002 Dates~

February 16, 2002

May 11, 2002

August 10, 2002

November 9, 2002



[www.computersheaux.org](http://www.computersheaux.org)

### ~Contents~

C-B W U G .....	1
Sheaux Dates .....	1
Newsletter Reproduction .....	1
Club Information .....	2
Thank You .....	2
President's Page.....	2
Quick Tip.....	2
Trade Off.....	3
Door Prize Winners .....	3
Getting Started With XP .....	3
Backups .....	4
Belarc Advisor .....	4
Web Sites .....	4

**THE WINDOW**

Published by  
Caddo-Bossier Windows User Group

**Co-Editors**

Glenda Conradi (glenda@conradi.com)  
Jay Graff (jay@jayGraff.com)

Submit articles for newsletter, in RTF file format, by last day of month to Glenda and Jay.

The opinions expressed in the articles in this newsletter are not necessarily those of the editors or publisher. Mention of products by their trade name does not in any way constitute endorsement by the editors or publisher.

The Caddo-Bossier Windows User Group is a tax exempt, non-profit club.

Membership Dues.  
Full: \$12.00 a year  
Spouse: \$6.00 a year (voting privileges)  
Student: \$6.00 a year (no voting privileges)

**C-B WUG's Web Address**  
[www.shreve.net/~cbwug](http://www.shreve.net/~cbwug)

**Club Officers**

**President** Bernie Conradi  
(bernie@conradi.com)

**Vice-President** Wayne Ebert  
(CBWUG@shreve.net)

**Secretary** Glenda Conradi  
(glenda@conradi.com)

**Treasurer** Keith O'Kelley  
(kokelley@sport.rr.com)

**Program Director** Mark Reeves  
(markcr@msn.com)

**~Thank You~**

*We want to express our gratitude to:*

**Podnuh's Bar-B-Q** 1146 Shreveport-Barksdale Hwy for letting our group hold our monthly meetings in a private dining room in their restaurant

**ShreveNet, Inc.** for generously providing an email account and internet access for C-BWUG

**ShreveNet, Inc.** – For providing web space for our club.

**BancorpSouth** on Youree Drive for providing us with a checking account at no charge.

**~A QUICK TIP~****Adjust Your Double Click**

Do you have difficulty getting the mouse's double click to perform the action you want it to do and have to keep double clicking to get it to take? Sometimes you just don't seem to be able to click fast enough or slow enough and it can get a little frustrating.

Take control of your double click speed and choose what is most effective for you.

In the Control Panel double click the Mouse icon. In the Mouse Properties box that comes up select the Buttons tab by left clicking on it. Drag the slider under Double Click Speed to the left for slower or to the right for faster clicks. You can test the speed of your double click by double clicking in the test box beside the slider bar. Be sure and click Apply.

**President's Page****Caddo-Bossier Windows Users Group Meeting**

March 14, 2002

We had one guest this evening his name was Michael Price. Welcome Michael, we are pleased to have you and hope you will return. We had the Treasurers report and a thank you was offered by David Huckabee for those that volunteer their time at the ComputerSheaux and the LifeShare Blood Drive. Again, thank you very much. The program consisted of a question and answer session for the entire evening. We had questions about printer issues, the use of removable hard drives, backing up your hard drive, internet slow downs, removing Find Fast from the start up because it uses a large amount of resources, the use of Belarc Advisor and what it tells you, editing the Windows registry with extreme caution, how to back up your registry, creating an icon for regedit for your programs group, use of the Systems Properties to set the performance of your computer, and the use of the program Registry Clean. The door prizes this evening were: HiFi Stereo Speakers won by Darryl Strange and a software package called Personal Organization Suite won by Kristie Sanders. I would like to encourage the members to send me an email and give us some ideas as to future programs. You can send me an email to bernie@conradi.com and I will ensure that Mark, our Program Director, gets the information.

If you have something that you think the rest of the group would be interested in, please do not hesitate to submit an article about it. Send your newsletter articles to both Jay Graff and Glenda Conradi.

### Trade Off

By Jay Graff

OK, I'm the guy that wrote the article a couple of months ago complaining about how much all of the stuff that was supposed to protect you and keep your computer running smoothly was slowing me down.

But since then, I have had a change of heart (of sorts). Let me start at the beginning, or at least from the point where I was inspired to write the article.

I am running Windows 98SE and I was having some shutdown problems I thought I had them pretty much worked out until I installed Norton Anti-Virus on my system. Not only was it slowed considerably (it checks all of your system files on start up) but my shutdown problems returned in a **BIG** way. Actually, I was not able to shut down at all. I tried all of the usual tricks, but nothing seemed to work.

After discovering that Norton was indeed the culprit, I uninstalled it and things were back to semi-normal again, which is my usual situation. But then I ran into an even bigger problem. Since I no longer had Norton, I was at risk for getting any number of viruses, running the gamut from annoying to downright destructive.

Soon after I removed Norton, I was one day unable to access my Windows Explorer. It wasn't only Explorer, I could not go to control panel or anything that was remotely associated with Windows Explorer. Since I use it a lot, I was in deep trouble. I took it to my trusty repair guy, never even considering it could have been a virus that caused my problem. I guess during the course of his diagnostics, he ran a virus scan and found around 20 viruses or so. He repaired most of them, quarantined the others and I was back in business.

But this was a wake up call to me. Once I mentioned that my whole life is governed by the last crisis that I go through and this was no exception. Now, I have Norton running in the background with Auto protect turned on. Since I do lots of downloading

from the web, this is the wisest choice. It has already paid off catching at least 3 viruses that I picked up. I used to work with a guy that said that life was one big trade-off. He believed there were trade-offs in almost any situation and this is a perfect example. My machine is still a bit slow, but now at least I know that I am pretty much protected from most bugs as long as I keep my virus definitions up to date. Some may eventually get through, but I figure a routine periodic scan should catch any that do.

BTW, about my shutdown problems? I would still have them, except that I have figured out a way around them. Now, when I go to shut down, I tell it to reboot in DOS mode. As soon as I see a black screen, I power down. I don't know if this can cause any problems down the road, but at least it is not hanging there, waiting for stuff to close.

### GETTING STARTED WITH XP

#### Change Your Pointer

Are you tired of the generic arrow or hour glass pointers that are set up as the default in Windows?

How about changing them to one of the offerings in Windows XP's alternative pointer schemes. A number of options are available including Reptiles, Nature, Dinosaurs and many others.

Click on Start

Click on Control Panel

Click "Mouse"

Select the Pointers tab

Click the down arrow by Schemes

Select a scheme to preview the pointers that are included in it.

Click on the scheme of your choice

Click Apply

Click OK and you should now have the scheme of your choice on your desktop.

### Door Prizes Winners for March 2002 Meeting



*Darryl Strange and Kristie Sanders*

The door prize winners at the March 14 membership meeting were members Darryl Strange who won a set of HiFi Stereo Speakers and Kristie Sanders who won My Personal Organization Suite software.

All Caddo-Bossier Windows User Group club members in attendance are eligible to win door prizes at the monthly meetings.



## Backups

By Jack Burke

Just recently I was working with a friend's computer on a serious problem after a virus had attacked his system. This got me to thinking about one of my favorite topics again...backups! I hadn't revisited this topic in quite some time and I thought that it was important to reinforce it once more.

Generally speaking, any backup is a good one provided you have something in the event of a catastrophe. For a long time I have had a two pronged approach. My first line of defense, in the event of a major problem, was my Norton's Zip Rescue which walked me through a recovery procedure. If that did not work then I ensured that I had a Boot Disk as well as all of my essential data stored on separate media.

On one occasion I had to go to the second extreme. I had to reformat my drive and completely reinstall my applications. Then I put all of the backed up data back onto the system. Although very effective, it was incredibly time consuming.

Recently I bought another Zip drive, using a USB connection, and thereby lost my capacity for Zip Rescue and half of my two pronged approach. It made me nervous and got me to thinking again about the sufficiency of my backup plan. There have been some recent advances in backup programs and I would like to expose you to one method in particular.

Imaging has become the gold standard of backups. What it provides is full protection in the event of a major problem or drive failure. It is relatively inexpensive and creates an exact image of your drive; thus provides complete protection. When you restore an image you are putting the hard disk back in exactly the same state as it was when the image was made. It is steps ahead of some of the system restore programs that



## Belarc Advisor

By Wayne Ebert



Previous articles addressed the variety of tools available in Windows to automatically generate reports on hardware installed on your computer. During a discussion at a meeting, Ed Waites mentioned a Web Site that provided Software as well as Hardware information. Below is the where and how to for [www.belarc.com](http://www.belarc.com)'s download of their Advisor. This is a FREE for personal use application that installs on your PC's hard drive. The professional version is for Local Area Network [LAN] administrators.

The Advisor works with your browser as an add-in. There is help available if your browser has not been integrated in to the Advisor. Simply connect to the internet and enter [www.belarc.com](http://www.belarc.com) in the To: block and press the Enter key. When the page displays, click on Download in the left pane. Note the resulting

page displays "The basic Advisor is downloading NOW" in color. This takes 4 minutes or less but watch the Internet connection icon on the lower left of your desktop as no other action is displayed. Once downloaded, click Yes to install. Next, if applicable, click the If portable box. Click Install to activate the install wizard. The Advisor generates the report automatically. The next display has a link, "click here to see your installed hardware and software", that will display the 2 or 3 page report. If you intend to save this information to your word processing application, minimize your browser and load your word processor. Return to your browser to copy and paste the report. Note that there is an asterisk after the installed software's title that you can click on to open the folder in which the software is installed.

are on the market which simply return your system to a prior state...not necessarily an error free state!

I decided that this was the level of protection which I wanted for my computer. I invested in a program and am quite happy with the results. I'm aware of about three utilities on the market and you might check the reviews before making a purchase...Norton's Ghost, PowerQuest's Drive Image, and Vcom's Drive Works. I now use imaging as my primary means of protection and supplement it with my data backups.

I'll repeat what I said a couple of years ago in a column here, "any backup is a good backup provided you are using the procedure on a regular basis." Everyone has to evaluate their own circumstances. However, if you are looking for the gold standard then I would look at imaging...that's about as good as it gets!

## ~Web Sites~

### Stomp Out Windows Annoyances

[www.annoyances.org](http://www.annoyances.org)

*(a collection of information assembled for and by actual users of Microsoft Windows)*

### Font Collections

[www.larabiefonts.com](http://www.larabiefonts.com)

[www.pizzadude.dk](http://www.pizzadude.dk)

[www.fontface.com/fonts](http://www.fontface.com/fonts)

*(a lot of fonts to pick from, many free)*

### Puzzles

[www.jigzone.com](http://www.jigzone.com)

[www.puzzlechoice.com/](http://www.puzzlechoice.com/)

*(jigsaw, crossword, word find & more)*



## DID YOU KNOW?

One of the fastest ways to add items to your Start Menu is to drag and drop a file, folder, or shortcut on to the "Start" button!