



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 8 No 1

Caddo-Bossier Windows User Group Newsletter

January 2006

**December Meeting**

*By Glenda Conradi*



*Carolyn Franklin, Bob Franklin, Wayne Ebert & Kay Ebert*

The January meeting started with a very brief business meeting and the election of officers for 2006. Re-elected were: President, Bernie Conradi; Vice President, Wayne Ebert; Secretary, Glenda Conradi and Treasurer, Charlie Byrd. David

Huckabee was re-appointed as Board member at large.

The meeting was then opened to questions, and answers to problems from the members.

We also welcomed new member Kay Ebert.

**January Program**

*By Glenda Conradi*



Richard Conradi will be giving a presentation about what's inside your computer and building a computer at the January meeting, sponsored by Intel. He will explain what you need to know if you think you would like to build your own computer and include information on what may or may not work if you

want to upgrade your existing computer. Even if you do not plan to build or upgrade this will be a good opportunity for you learn a little more about how your computer works.

Richard was lead tech at Gateway Country Store in Shreveport until its closure and is currently the computer technician at CPU in Bossier City, where he builds and repairs computers.

**\*MEETINGS\***

Thursday January 12, 2006

Thursday February 9, 2006

**Podnuh's Bar-B-Q**

1146 Shreveport-Barksdale Hwy  
 Shreveport, Louisiana

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



**MARK YOUR CALENDAR**

**Ark-La-Tex Computer Sheaux**

~Sheaux Dates~

~2006 Dates~

**February 11, 2006**

May 13, 2006

August 12, 2006

November 11, 2006



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

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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 editor 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  
Student: \$6.00 a year.

**C-B WUG's Web Address**  
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**~Thank You~**

**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 and for providing web space for our club.

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

**~A QUICK TIP~****Make Your Computer Beep**

Your keyboard has small lights (LEDs) to indicate if your CAPS, NUM and SCROLL lock keys are on or off. You may accidentally hit one of these locks which might force you to retype.

To make your computer beep whenever any of the lock keys change state:

- \* Go to the Control Panel
- \* Double click Accessibility Options
- \* Turn on the ToggleKeys checkbox
- \* Click OK

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

The December meeting was on a very cold night, and small in attendance. Thanks to all that came out on such a cold evening. Kay Ebert joined the group, becoming our newest member. We want to welcome Kay.

We had the election of officers for the year 2006; they are Bernie Conradi, President; Wayne Ebert, Vice President; Glenda Conradi, Secretary; and Charlie Byrd, Treasurer. Thanks to all of you for your continued support and assistance.

The question and answer session consisted of many questions, some of which were problems with a Logitech mouse, read only files and how to annotate them, the loading of active x programs in IE, and what to do when your computer slows down. I called everyone's attention to David Huckabee's article on the back page of the December newsletter. This article tells about new things coming from Microsoft, which are in beta now but are free to try and use. We also looked at how to view and delete the cache files in Internet Explorer, Netscape, and Firefox. David Huckabee told us about defragging the hard drive and how often to perform this procedure and why we need to do it, particularly for the C Drive. Glenda said we would have three door prizes for the evening since it is the Christmas holidays. The winners were: Christy Sanders, a disk file box; Jim Wertz; McAfee Quick Clean software and Clyde Santifer: a Microsoft morph ball. Glenda told us about the program for the January meeting; Richard Conradi is giving a presentation about what's inside your computer. I am looking forward to this event.

After the general meeting a board meeting was held and one of the items on the agenda was to reconfirm David Huckabee as Board Member At Large; and arrangements were made to insure that the APCUG dues were paid for the year 2006. A request was made for suggestions for subjects for upcoming monthly meetings.

Bernie Conradi, President Caddo-Bossier Windows Users Group.

## Tools in Windows

by Wayne Ebert

Disk Cleanup – Start, Programs, Accessories, System Tools, and Disk Cleanup – Frees hard drive space by eliminating unnecessary files in Win98/Me/2000/XP.

Disk Defragmenter – Open My Computer, right-click a disk icon, select properties, click the Tools tab, and click Defragment Now button –

Organizes hard drive files for improved performance in Win 2000/XP. Registry Editor – Start, click RUN, type in Regedit.exe or Regedit32.exe and press Enter for direct access to the Windows Registry to add, remove, or edit configuration settings in Win95/98/Me/2000/XP

Safe Mode – Press F8 during initial boot [F5 for Win95] – Loads a simplified configuration, so you can circumvent serious system problems and get to your data in Win95/98/Me/2000/XP.

Scan Disk – Open My Computer, right-click a disk icon, select Properties, click the Tools tab, and click Check Now ... button. Checks for and repairs problems with hard drive files in Win2000/XP. For Win95/98/Me click Start, Programs, Accessories, System Tools, and ScanDisk. System Configuration Utility – Start, RUN, type in Msconfig.exe and press Enter. Lets you view and edit startup files and selectively disable setting and application to aid in system troubleshooting in Win98/Me/XP. System File Checker – Start, RUN, type in Sfc.exe /scannow and press Enter in Win2000/XP. Start, Programs, Accessories, System Tools, and System Information; then System File Checker from the Tools menu in Win98/Me. Checks for damaged or missing system files, and lets you replace any changed file with original versions.

System Information – Start, Programs, Accessories, System Tools, and System Information for detailed information on system hardware, software, and settings serves as launching point for various system utilities in

Win98/Me/2000/XP. Alternate is Start, RUN, type in Msinfor32.exe and press Enter.

System Restore – Start, Programs, Accessories, System Tools, and System Restore in WinMe/XP. Lets you undo changes by restoring system setting to a previous state.

Network Diagnostics – Start, Programs, Accessories, System Tools, and System Information; click on Net Diagnostics from the Tools menu. Scans system for network hardware and software configuration information in XP.

Backup – Start, Programs, Accessories, System Tools, and Backup or Start, RUN, type in Msbackup.exe for Win98/ME. Backup.exe for Win95 or Ntbackup.exe for 2000/XP, to protect against system failure by backing up applications and data to tape, disk, or network.

See Article CBWUG NL Tools in Windows

## GETTING STARTED WITH XP

### Empty My Recent Documents

"My Recent Documents" holds the last 15 items that you opened. You can delete individual items by Right-clicking then choosing "Delete"), but the number stays at fifteen. That's because the contents are in a hidden file called "Recent" that is stored in your user profile. With Windows XP you have some options:

To clear this list right-click the Start button, choose "Properties", and then click "Customize". Next click the "Advanced" tab and click "Clear List". This deletes all the files. While you're there, you can also remove "My Recent Documents" from the Start menu by clearing the checkbox for "List My Most Recently Opened Documents"

Before you decide to remove "My Recent Documents" from the Start menu you may want to try using it to quickly open the last documents you have worked with. It can be a real time saver

## Door Prizes Winners for December 2005 Meeting



Clyde Santifer, Jim Wertz and Kristie Sanders

The December door prizes were won by Clyde Santifer, a Microsoft Morph ball; Jim Wertz, Quick Clean software and Kristie Sanders, a disk storage box. All Caddo-Bossier Windows User Group club members in attendance are eligible to win door prizes at the monthly meetings.

## Windows Vista

By David M. Huckabee

Windows Vista is the next version of Microsoft's Windows operating system, superseding Windows XP. It was previously known by its codename Longhorn. Early in June, 2001, the software designers at Microsoft envisioned a minor upgrade to Windows XP. In early 2002 Microsoft decided to make a major upgrade with new security architecture, a hardware 3D-enabled user interface, and many more exciting new features. The scheduled release date is set for late 2006.

A few years back, Microsoft concentrated on two different operating systems, one for the casual or home user and a more robust operating system for business. With the Windows XP operating system, they combined the two into one operating system with a common kernel or core and different features added to suit the intended purpose. That way there is a single team working on the system and if problems occur, then more people are familiar with the system to make corrections.

As it stands now, there will be nine editions available, two of which will be only available in Europe (the N Editions). The N Editions will not contain Windows Media Player as is mandated by European law.

**The Starter Edition** is limited to emerging markets and is severely limited in that it will only allow the user to launch three applications at once and is the only edition that will not support 64-bit processors.

**Home Basic Edition** is similar to Windows XP Home Edition for budget users not requiring advanced media support for home use.

**Home Basic Edition N** is the same as **Home Basic Edition** without Windows Media Player.

**Home Premium Edition** is based on **Home Basic Edition** with more advanced features aimed for the home market segment, such as DVD authoring and HDTV support.

**Professional Edition** is comparable to Windows XP Professional and is aimed at the business market.

**Professional Edition N** is identical to **Professional Edition** without Windows Media Player.

**Small Business Edition** is for the small business that doesn't have an IT staff. It will contain a number of integrated system maintenance features just

server.

**Enterprise Edition** is for the large business and functions like a superset of the **Professional Edition**. It will contain a multilingual interface and Microsoft's Virtual PC system virtualization software.

**Ultimate Edition** will work as a superset of the **Home Edition** and **Professional Edition**. It will contain a game performance tweaker, DVD ripping capabilities, and possibly support special online support for downloadable media. The Ultimate Edition is the top-of-the-line edition of Vista. It is the one for the high-end PC user, gamer, multimedia professional, or PC enthusiast.

Some of the newest features will be the 3D rendering of graphics. There will be scalable live icons (icons can be enlarged or reduced in size). Command bars display only the tasks most appropriate for the files being displayed.

Document Explorer makes working with your files easier. Find your files faster and see what they contain without having to open them.

Windows Flip and Windows Flip 3D. Windows Flip allows you to flip through open windows (with Alt+Tab), providing a thumbnail of each window. With Windows Flip 3D, you use the scroll wheel on your mouse to flip through open windows in a stack to locate and select the one you want to work with.

Windows Vista will have picture editing capabilities built in including video editing. Camera RAW format can be used without an add-in.

Internet Explorer 7 is new to Windows Vista. It provides tabbed browsing and live previews. With Windows Vista's User Account Protection and IE7, IE7 has just enough permission to browse the Web, but not enough to modify your files or settings – keeping your PC safer from Web based attacks. This means that malicious sites can not install software, copy files, or hijack the settings for your browser or search provider.

There are so many other features in Microsoft Windows Vista; there is not enough room here to cover them. I will try to write another article that will cover, in depth, some new features.

There may be additions or subtractions to the released products, after all Vista is still in testing.

## ~Web Sites~

### Friendly Expert Computer Help

[www.pcnineoneone.com/howto.html](http://www.pcnineoneone.com/howto.html)  
(This site contains a lot of good computer tips and information)

### Argali @ White & Yellow

<http://argali.com/>  
(The most complete and reliable search of telephone directories on the Internet. Choice of free or subscription)

### Jux2

<http://www.jux2.com/>  
(A search engine that searches Google, Yahoo! and Ask Jeeves and shows you the best results)

### Calendar Templates

<http://office.microsoft.com/en-us/templates/CT011653371033.aspx>  
(Choose from a variety of calendar templates and print your own)

### Best Photos of the Year 2005

<http://www.time.com/time/yip/2005/>  
(Photographs that reflect occurrences in the year 2005. Be forewarned that a few of these photos may be a bit disturbing)

### Bifaloo

<http://www.blifaloo.com/>  
(Online Games, Optical illusions, fun quizzes and much more)

### Tons of Tangrams

<http://www.gieson.com/Library/projects/games/matter/>  
(Tangrams are old Chinese puzzles that consist of a series of geometric shapes – squares, polygons and triangles. The goal is to fit them together into different shapes)

### Choose News Articles to View

<http://www.tenbyten.org/10x10.html>  
(Get news results for the current time or take a look at the news articles archive.)



### DID YOU KNOW?

Want to rename a shortcut? Just right-click the shortcut and select Rename from the resulting menu. The shortcut's name will now be highlighted. Just type in the new name and you're all set.