



WE DO WINDOWS
THE WINDOW
 COME DO WINDOWS WITH US



**CADDO-BOSSIER
 WINDOWS
 USER GROUP**

Shreveport – Bossier City
 Louisiana

www.shreve.net/~cbwug

Volume 4, No 6

Caddo-Bossier Windows User Group Newsletter

June, 2002

May 11 ComputerSheaux

By Glenda Conradi



Wayne Ebert, Phillip Sanders, Ed Waites & Kristie Sanders help at C-B WUG table

The May 11 ComputerSheaux proved to be a big success. Even though it faced some stiff competition with other weekend activities and events, resulting in a lower attendance than was hoped for, those who did attend the Sheaux were delighted to find the hall packed full of a record number of vendors selling all sorts of computer related goodies and services.

Members of all the sponsoring computer clubs worked very hard to keep the Sheaux running smoothly. A big thank you to everyone who spent their day or a portion of it helping at the event.

The Shriners Hospital for Children in Shreveport was thrilled with the donation of \$4,560.00 which

allowed them to obtain many needed items for the children at the hospital.

The Sheaux sponsored blood drive was also a big success.

We look forward to the next Sheaux Saturday, August 10, 2002 and hope you will be able to be there to give us a hand. It is a very rewarding experience.



Joe Blase checks dealer dots

MEETINGS

Thursday June 13, 2002

Thursday July 11, 2002

Podnuh's Bar-B-Q

1146 Shreveport-Barksdale Hwy
 Shreveport, Louisiana

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



MARK YOUR CALENDAR

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 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

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THE WINDOW

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

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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
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~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~**Add a Desktop Toolbar on Your Taskbar**

You can put a desktop toolbar on your taskbar so you can quickly access everything on your desktop with out actually displaying the desktop.

To do this follow these steps.
Right click blank area of taskbar
Click on Toolbars
Select Desktop
If needed, reduce the size of the tool-

bar by clicking the left edge with the left mouse button and dragging until only the word "Desktop" and the double arrow button are visible.

When you want to access items on the desktop click on the double arrow button and select a desktop item in the pop up menu.

President's Page

Caddo-Bossier Windows Users Group Meeting
May 9, 2002

This month's meeting was the question and answer meeting for the quarter and we had numerous questions and a lot of answers and solutions. First of all we had three new members join this month. They were Thelma Windham, Joe & Kelly Pugh. Welcome new members. We hope you will join with us in the journey for knowledge about the computers we are using. Some the questions this month were about virus hoaxes, how to do a fresh and clean install of McAfee; installation of a card reader that freezes up, the loss of scandisk icon from the systems tool folder, what to do to speed up the startup of your computer, what is the proper temperature of the cpu, how to uninstall critical updates downloaded from Windows update, how to set up your virtual memory, how to rid yourself of some of the desktop icons, how to add a send to item to the right click menu, and many other questions and solutions. The door prizes for the month were Family Millennium Suite 100 software package won by Ron Gourley and an I Concepts 2 Button mouse won by Shannon Walls. Congratulations to the winners.

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 Chairman 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 Glenda Conradi and Jay Graff.

Bernie Conradi, President Caddo-Bossier Windows Users Group

Another Point Of View

By Jay Graff

These days, everyone is paranoid about viruses and/or hackers. I know that for the most part, the paranoia is justified, but I would like to play the devil's advocate for a moment and offer another side to this matter.

I have written articles in the past, bemoaning the fact that everything you do to protect your computer ultimately slows it down. There is a good reason for this. Traditionally, PC's do not multi-task very well. Nothing frustrates me more than when I am downloading some music, a pop up window appears and until it is finished, every activity stops. It is just the nature of the PC. I suppose it has a one track mind. Maybe those fortunate enough to have the latest and greatest do not have to put up with this, but most of us are like myself, running machines that are bordering on obsolescence and this is a prevalent problem.

Now, throw into the mix your basic Anti-Virus software, *and* your basic software to tell you when others are trying to access your computer and you have a recipe for disaster.

I don't know how many personal computers there are in the US, but say for arguments sake there are 50 million. If you add all of the computers in the world, let's say for arguments sake there are another 75 million. These numbers are super conservative and there are probably much more than this, but let's say we have a total of around 125 million (give or take a few million). Let's take this one step further and assume that of that 125 million, 25 million have protection software. That leaves 100 million of us unprotected from attack

Now, again for arguments sake, say a hacker was trying to access mine (out of 100 million). I can't get excited about that prospect, but realistically, what would he find on it? He may find some email to my cousin in England, or some files that I have worked on,

but if anyone would ask, I would gladly share them. I can't think of anything that I have, or for that matter anyone I know, that anyone would want or use.

Ah, but what about my secret passwords and stuff you ask. Sure, if someone dug around long enough and hard enough, I suppose they could find that out. I do lots of banking on the internet and have to use one of those secret passwords. I check it quite frequently and so far I have not had any problems.

I take that back, once someone stole a number of a credit card and had a great time in Hong Kong, but that was with a transaction over the telephone, not on the internet.

As I mentioned, I have an uneasy feeling about the possibility, but my solution is to get online only when I need to, then get off as soon as I finish. I may get burned one day, but until then, I guess I will have to remain vulnerable.

GETTING STARTED WITH XP

Easy Way To Move or Copy Files

In Windows XP you can move and copy files from one window rather than drag them across a two paned window in Explorer or from one window to another.

XP Explorer windows offer "Move To" and "Copy To" commands. You may open any folder window and click to select the file or folder you would like to move or copy. If you want to move or copy more than one file or folder hold the Ctrl key down as you click on your choices.

Click the Move To or Copy To toolbar button.

In the window that comes up find the folder you want to move or copy the files or folders to. Click "Move" or "Copy"

Door Prizes Winners for May 2002 Meeting



Ron Gourley and Shannon Walls

Ron Gourley was the winner of a Millennium Family Suite 10 pack software package and Shannon Walls won an I Concepts two button mouse at the May meeting. All Caddo-Bossier Windows User Group club members in attendance are eligible to win door prizes at the monthly meetings.

How to Filter Out Spam

By Wayne Ebert

A feature of most E-mail software is filtering. Filtering is the method to restrict or isolate your e-mail. One danger with filtering is that you may find an e-mail you are anticipating receiving in a filter folder in place of your mail viewing area. Remember, a computer does what you instruct it to do whether you want it too or not. Next, filtering will reduce receipt of undesirable e-mail but not keep all of it out of your in-box.

With Outlook Express 6.x select Tools-Message Rules-Mail then New Mail Rule. Select the conditions for applying the rule from the dialog box. "Subject Line" for example. Select the actions you want the filter to perform. Move to the specified folder can be used to send all e-mails to the specified folder. Next in the rule Description box, click the underlined phrase in "Subject line contains specific words" and fill in the text frequently used in spam such as mortgage, loan, credit, sex, nude, and money. Click the underlined "specified folder". In the Move box, select New Folder and enter the folder's title and click OK twice. Create a name for your rule, and click OK twice. Periodic editing of the filter's

keywords is necessary as new spammers or subject words are activated.

For Netscape Mail 6.1/6.2 select Edit-Message Filters. Select your e-mail account from the Filters for drop-down list and click New. In the Filter Rules dialog box, name the filter, select Any of the following, and set the drop-down list button to Subject and Contains. Click the Text box to the right and type key words. Click the More button to use the next set of drop-down list buttons, select Body and contains. Click their text box and type in more keywords. Under Perform this action, select Move to folder and the appropriate e-mail account, then click New Folder. Type in a name and set "Create as a subfolder of" to the appropriate e-mail address. Click OK three times.

Check your folders regularly for legitimate mail that may have been filtered and edit the rules as required. Should you desire to experiment with a more sophisticated e-mail filter, try a free download of Avir-Mail from www.avirmail.com. Avir-Mail requires more of your time to set it up, but has the ability to scan mail and delete spam before it reaches your computer.



Wayne Ebert gave the gift of life at the ComputerSheaux sponsored blood drive May 11.

~Web Sites~

CD Check

www.elpros.si/CDCheck

(Utility for prevention, detection and recovery of damaged files on CD-ROMs)

Windows 2000 Trainers (XP, too)

www.2000trainers.com/windows

(Free online courses, articles, practice exams, and discussion forums)

Davidware

www.davidware.com

(Windows software, Palm software, information and useful computer and palm tips and tricks)

Gord's World Of Batch Files

www.cableyorkton.com/users/gbraun/batch

(Interested in batch files? You may want to check this sight out if you are)

Five and Dime

www.fiveanddime.net/iconsandcursors.html

(Window registry and system file notes and tips)

Tutorials

www.useforesite.com/tutorials.shtml

(Free JavaScripts, free CGI scripts, tutorials on SSI, HTML, UNIX, and more)

Nerds Unlimited Wallpaper

<http://jelly.fcj.hvu.nl/~quiss/wallppr/wall1.html>

(Windows Desktop Wallpaper)



DID YOU KNOW?

You can eject a C-D ROM or Zip disk without pressing the eject button by right clicking on your C-D or Zip icon in Windows Explorer and selecting eject.



All eyes are on the monitor as Mark and Bernie address questions from the group at the May membership meetings Q & A session.