



WE DO WINDOWS
THE WINDOW
 COME DO WINDOWS WITH US



CADDO-BOSSIER
 WINDOWS
 USER GROUP

Shreveport – Bossier City
 Louisiana

www.shreve.net/~cbwug

Volume 8 No 6

Caddo-Bossier Windows User Group Newsletter

June 2006

May Meeting

By Glenda Conradi



Bob Franklin and Jim Wertz participated in a dual program in May

In May we enjoyed a dual program. Jim Wertz shared with us a slide show of some outstanding pictures he has taken in several states during his travels and Bob Franklin brought us up to date on the latest things we need to know about sending emails. He explained how email works, talked about email etiquette, showed some settings you can change to fit your preferences, ex-

plained the difference between POP and IMAP. Bob showed a diagram of how email is sent and how the services work, he told about email clients such as Netscape, IE, AOL etc., he also explained the sending formats including Plain Text, HTML and HTML Lite (AOL), and gave us some do's and dont's for sending email. It was a very interesting and informative evening.

June Program

By Glenda Conradi

The June program will be presented by Bernie Conradi. He will be sharing with us some material provided by Microsoft Mindshare on Windows Live One Care, the automatic, self-updating subscription service from Microsoft that provides virus scanning, firewalls and PC

tune-ups. Also included in the program will be the new Microsoft Windows Defender, a no-cost solution that provides real-time protection from spyware for your PC and lets you have more control over your computer. Hope to see you there.

MEETINGS

Thursday June 8, 2006

Thursday July 13, 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

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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~**Drag Copy Of A File**

1. To drag a copy of a file to another folder, single-click the file in question, press and hold the Ctrl key as you drag and drop the file to the target location.

2. To select several files at once, single-click one of the files intended, press and hold the Ctrl key while clicking the remaining files you wish to choose. To copy all these files to

another location, continue holding the Ctrl key as you drag and drop the files to the target location.

3. To bypass the Recycle Bin, and immediately delete a files or folder, Press and Hold the Shift key as you drag the item to be deleted into the Recycle Bin.

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

The program was very entertaining and informative. Glenda started the meeting with announcement of the upcoming Computer Sheaux and the purpose of the Sheaux and some of its history. She also informed us of some seminars that are going to be conducted during the Sheaux. After the announcements Jim Wertz provided us with some entertaining commentary and very good and interesting pictures of places he has been on his travels since his retirement. Thank you Jim for sharing the pictures of your travels with us. We all enjoyed the show. Then Bob Franklin provided a very informative presentation on how email works, how the messages travel over the internet and what the real names of all the funny terms we hear. Like the terms: smtp (simple mail transfer protocol); pop (post office protocol); html (hypertext markup language); imap (internet message access protocol); etc. Bob also gave us some "dos" and "don'ts" to think about when using your email. Some examples were do not use all capitals, do use normal formatting that you use when writing a letter, and do not type your email in one continuous paragraph with no punctuation etc.

Bob also fielded a number of questions regarding email forwarding, addressing, replying to an email and Glenda's question about not being able to edit an email that she is trying to forward.

We have since discovered the setting in Thunderbird which allows this procedure. Bob did show us how to click on the tools menu and select "forwarding inline".

The door prizes this month were a Microsoft Mindshare T-shirt won by Bob Franklin and a ream of paper won by Rick LaCour. Congratulations to the winners.

I encourage everyone to surf to the CBWUG web page and check out the newsletters past and present. There are a lot of good tips and informative articles.

Bernie Conradi, President Caddo-Bossier Windows Users Group.

In Use Ports/Connections

by Wayne Ebert

The frequent flashing of the firewall icon indicated that either an inbound or outbound internet connections were being made and this was very good information. However, that sip of information, like the first sip of coffee in the morning, demanded more. The next question, how much more detailed information could I use, could not be answered until examples of the information the applications produced were reviewed. After some serious searching on the internet the standalone utility CurrPorts from www.nirsoft.net was selected. This utility works as a standalone executable with Windows 2000 and Windows XP but does not require any installation process or additional DLLs. Simply copy the file [cports.exe] to any folder and run it. If you have Windows NT you have to download and install psapi.dll in your system 32 directory.

Though you can use this utility with Windows 98/ME, not all of the features are available. CurrPorts displays the list of all currently opened TCP/IP and UDP ports on your computer. For each port in the list, information about the process that opened the port, including the process name, file description, the time the process was created, and the user that created it is displayed. The applications without version information and icons are marked in pink as suspicious ports owned by unidentified applications. Also, CurrPorts allows you to close unwanted connections, kill the process that opened the ports, and save the

information to the clipboard or to HTML, XML or tab-delimited text files.

If you don't want to view all the available columns, or you want to change the order of the columns on the screen and in the files you save, select "Choose Column" from the View menu, and select the desired columns and their order. In order to sort the list by specific column, click on the header of the desired column.

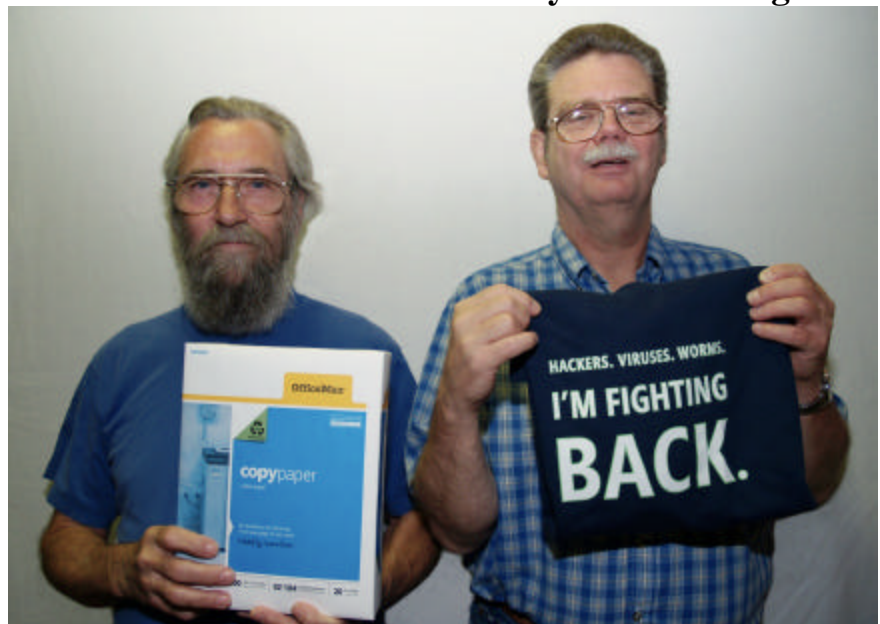
As indicated in the description at <http://www.nirsoft.net/utills/cports.html> this utility is released as freeware and is provided "AS IS" without any warranty. Suggest you review this document and then click on "Download CurrPorts" on page 5.

GETTING STARTED WITH XP

Make a Slide Show of a Folder

1. In Windows XP open any folder of digital images.
2. On the left side of the folder, you should see a Task Pane filled with common activities (If Windows Explorer is in its default configuration). The first section is labeled Picture Tasks, and headlining that box is a command called "View as a slide show." Just click it, and your pictures will appear as a slide show on your PC screen. If you just sit back and watch, the slide show will automatically advance, one image every few seconds. If you don't see the Picture Tasks option, click View, Filmstrip and you can manually go from one image to the next. You can also right-click on any one of the images for additional options (print, edit, and so on).
3. You can also click on the forward, back, and pause controls at the top right of the screen to control the slide show.
4. Keep in mind that Windows XP can only play the images in a single folder as a slide show.

Door Prizes Winners for May 2006 Meeting



Rick LaCour and Bob Franklin

The May door prizes were a won by members Rick LaCour, a ream of paper and Bob Franklin, a Microsoft T-Shirt. All Caddo-Bossier Windows User Group club members in attendance are eligible to win door prizes at the monthly meetings.

Windows XP Irritations

By David M. Huckabee

Don't you just hate it when Windows XP does things repeatedly that you wish you could turn off? Some of these things may require a Windows Registry modification. Let's not get into that, messing with the Registry requires a lot of care and, even then, can cause a lot of problems.

When you install a new program, Windows XP decided that it would be nice to highlight the new program in your Start menu's list of programs.

To turn this off:

1. Click on the Start button.
2. Click the Control Panel. (If you don't see this option, then your Start menu is in the classic mode. In that case, click Settings, and then select the Control Panel.)
3. If the Control Panel is in the Category view, click Appearances and Themes category, and then click the Taskbar and Start Menu icon. If the control Panel is in classic view, double-click the Taskbar and Start Menu icon.
4. Click the Start Menu tab.
5. Click the Customize button.
6. Click the Advanced tab.
7. Under the Start Menu Settings heading, remove the checkmark from the Highlight Newly Installed Programs box.
8. Click OK.
9. Click Apply.
10. Click OK.

When you get an error condition and are asked for permission to report the problem to Microsoft via the Internet, I find it irritating because Microsoft has seen this condition thousands of times so I click Don't Send. To turn this error reporting OFF:

1. Right-click on My Computer.
2. Properties.
3. Click the Advanced tab.
4. Click the Error Reporting button in the lower-right corner of this window.

5. Select the option to Disable Error Reporting. If you still want to be notified when a serious error occurs, put a checkmark in the But Notify Me When Critical Errors Occur box, otherwise you will not be notified with an error message.

Microsoft has made some utilities available that will help make things easier without the uncertainty of editing the Registry. These utilities are called Powertoys, available at: www.microsoft.com/windowsxp/downloads/powertoys/xppowertoys.mspx. The most powerful Powertoy is Tweak UI. There are things in this download that allow you to make changes without having to edit the Registry.

One major irritation, for me, is those annoying balloon tips. To rid yourself of these, use Tweak UI. Click on Taskbar and Start menu, and uncheck the box next to Enable balloon tips.

While you are at the Taskbar and Start menu box, click on each selection and read the explanation at the bottom of the box. While a lot of the selections of Tweak UI have built-in Help, there are some that don't have Help, BE CAREFUL. If you make a selection that you don't like, run Tweak UI again and either check or uncheck to get it back to its original state.

When you change the resolution on your monitor, Windows XP sometimes scrambles the placement of your icons. Don't you wish you could save their position like you had it? There is a free program that will do just that – it is Icon Keeper by Enterra Software www.enterra-soft.com/products/iconkeeper/index.shtml. This will let you save and restore those icons to their positions you are accustomed to.

I know that you sometimes get irritated at what Windows XP does, but maybe these tips will make things better.

~Web Sites~

Windows XP Quick Tips

<http://www.amset.info/windows/winxp-quickies.asp>

(This site provides a variety of tips.)

Microsoft Windows Live OneCare

<http://www.pcmag.com/article2/0,1759,1969479,00.asp>

(Microsoft released the final version of Windows Live OneCare. Subscribe or sign up for a 90-day free trial.)

Microsoft Templates For Word

<http://office.microsoft.com/en-us/templates/CT061993411033.aspx>

(Find templates, downloads and much more at this Microsoft site.)

Free Nationwide Directory Assistance

<http://www.free411.com/>

(Search online for residential or business phone listings. You will find the same service that you get when you call 411.)

One Look Dictionary Search

<http://www.onelook.com/>

(Searches many dictionaries to find definitions, and translations.)

Computer Stupidities

<http://www.rinkworks.com/stupid/>

(For your entertainment, a large collection of stories and anecdotes about clueless computer users.)

Phylotaxis

<http://www.phylotaxis.com/>

(Phylotaxis is an exploration of the space where science meets culture. Click on one of many pictures in a big collection of pictures and you will be taken to a link with a brief description of the picture; if you want to read more click on the link.)



DID YOU KNOW?

To Show Hidden Files and Folders:

1. Click Start --> My Computer.
2. Click Tools --> Folder Options --> and choose the View tab.
3. Under the Advanced Options field, check the option that reads Show hidden files and folders.