



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



**CADDO-BOSSIER  
 WINDOWS  
 USER GROUP**

Shreveport – Bossier City  
 Louisiana

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

Volume 11 No 6

Caddo-Bossier Windows User Group Newsletter

June 2009

**May Meeting**

*By Glenda Conradi*



*Group Listens to Richard Conradi's Presentation*

Member, Richard Conradi, with After Hours Computer Specialist, LLC was our guest speaker in May. The meeting started with a very active question and answer session that ranged from trying to locate a lost file, problems with using the Internet, not being able to get emails that you know have been sent to you, having to wait a long time for one popular Internet browser to load, and other problems members were experienc-

ing. After the question and answer session Richard gave a very enlightening program on the popular online networking site, Facebook. He showed how to set up a Facebook account, all the things you can do when you are a member, how to add pictures and add friends and much more. Time ran out before he was able to even touch on twitter, and other online networking sites. Maybe we can get him to come back and show us more.

**June Program**

*By Glenda Conradi*

Please join us in June and learn more about ways to improve your computing. There will also

be answers to questions that have been asked at previous meetings. Visitors welcome.

**\*MEETINGS\***

Thursday June 11, 2009

Thursday July 9, 2009

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

1146 Shreveport-Barksdale Hwy

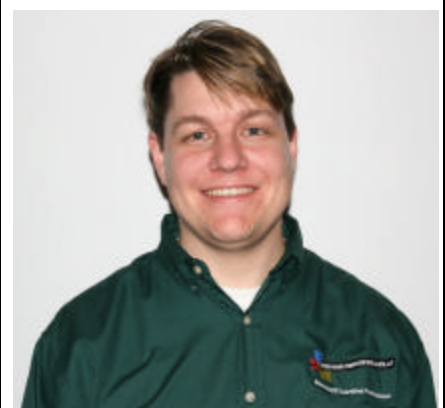
Shreveport, Louisiana

*Meetings 2nd Thursday of each month*

7 p.m.



**MARK YOUR CALENDAR**



We want to thank Richard Conradi for presenting the May program on how to utilize Facebook, a very popular online networking site.

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## THE WINDOW

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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  
Student: \$6.00 a year.

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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.

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

**~A QUICK TIP~****Shortcut For Deleting Line of Text**

There is a quick shortcut for deleting a whole line of text you've just finished, because it doesn't look right, or you want to say something else. Instead of continuously pressing the backspace key, put your cursor at the

beginning of the line you want to delete and press Shift+End. Then press delete or backspace to delete the whole sentence. Because your cursor is at the beginning of the line, you can just start typing again.

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

We had a nearly full house at this month's meeting. It is very good to see a good crowd for our meetings. Steve Burroughs was a guest this evening; he was accompanied by Kyle Widener. We have known Steve since the days of the Commodore Users Group. Larry and Nyla Farley joined the group this evening. Welcome Larry and Nyla. Glenda made the usual announcements and offered some ink cartridges that were donated, to anyone who had a printer that could use them. They were some HP and Brother ink cartridges. The questions for this month were the loss of a file by Larry Farley. He said he saved the file but could not locate it on his computer with numerous searches. Richard suggested it look in the recent documents on the bottom of the File menu. Carole White had a problem after installing a network card. The computer asks for a password and she did not know how to resolve the issue. It was suggested she use the F8 key on boot up and see if she could gain access and reset the password in Safe Mode. I read a problem from Billy Walker about receiving mail using Windows Mail and AT&T DSL. Richard stated that there is a problem and it would take some research to figure out what is happening. Clyde Santifer said his Firefox was slow to load and was looking for ideas to speed it up. He got several. Richard Conradi, of After Hours Computer Specialists, presented the program this evening on social networking sites and how to use them. Most of the evening was taken up by Richard showing the ins and outs of Face Book. The door prizes for this month were a pack of 50 DVD plus Rs won by Fred Kocher and a can of air won by Joe Blase. Congratulations to our winners. Our next meeting will be June 11, 2009.

Bernie Conradi, President Caddo-Bossier Windows Users Group.

## ROCKETDOCK

by Jay Graff

Let's face it; I am a big fan of Windows Vista. Sometimes it seems hard to get used to some of the newer features, but overall, I would give it a pretty high rating. One of those things I had to get used to (but now cannot do without) is the Windows Sidebar. I have not put a lot of things there, but the ones there have proven to be most useful. I have a digital clock as well as the usage gauges. The one I used the most is a thing called the App Launcher. Mine contained about 4 or 5 of my most use apps. It seemed like I was constantly going to it. Recently though, it seemed to change and either slow down or quit working altogether. That is when I decided to fire it and go looking for a new one. At first I went looking for a Yahoo Widget. I have one of those too in the same place. That one is a scrolling text box that I use for a constant reminder. Anyway, I could not find a suitable Widget, but in my search, I stumbled across a program called RocketDock. It is a free program that puts one or more icons in a panel, much like App Launcher did. The one and probably only thing I don't like about it is that you only have the choice of 4 locations, top, bottom, left or right on your desktop. But other than that minor inconvenience, you have a lot of control over the way it works. Since I had that limited option, I decided to put mine at the top. The very first thing I did was to get rid of most of the icons already present. At first I was slightly taken aback. When you hover over one of the icons, it gets very large until you click on it and move away. I made mine much smaller than the original size, plus I lowered the opacity. I put the same icons I had in the App Launcher in it, plus a couple others. Adding shortcuts could not be easier. All you do is drag it from where it is and let go of your mouse. It automatically appears in there. There are still features that I have not ex-

plored, but one I like is the one that it will mark any application in there with a little black arrow indicating that the program is still open. I tried it with Skype and it worked fine. Seems like I am constantly forgetting that I had it open, so this will serve as a good reminder. Another thing that you should be mindful of is that at the right end of the dock, there is a separator and to the right of that is your recycle bin icon. Normally I would not keep this item here, and if you right click on it, or even click, it, you will either open it or have the option to do other things, depending on how you did it. At first I thought it could not be removed, but after further checking, discovered that you could it you want to. I opted to keep it for the time being. If this seems like something you might be interested in, you can check it out at:

[www.rocketdock.com](http://www.rocketdock.com)  
Enjoy

## GETTING STARTED TIPS

### Disable Desktop Cleanup

If you would like to disable Desktop Cleanup you can do so by following these steps.

Right click on the desktop and choose "Properties". A Display Properties box will come up. Click on the Desktop tab which is the second tab on the left, then click on the "Customize Desktop" button. This will bring up the Desktop Items box. Click on the first tab, which is the General tab.

Under the "General" tab you'll see Desktop Cleanup towards the bottom of the window. Just uncheck the "Run Desktop Cleanup Wizard every 60 days" selection and click OK. You can follow the same steps, but click on Clean Desktop Now, when you are ready to clean the desk top.

## Door Prizes Winners for April 2009 Meeting



Joe Blasé and Fred Kocher and

The May door prizes were won by Joe Blase, a can of compressed air & Fred Kocher, a pack of 50 DVD plus Rs. All Caddo-Bossier Windows User Group club members in attendance are eligible to win door prizes at the monthly meetings.



## E-mail Woes

By Bob Franklin

Have you noticed that Outlook Express or Windows Mail feels sluggish when starting, or when changing folders. Performance issues such as these usually mean that some minor corruption has occurred to the message store folder. Compacting all folders in Outlook Express usually repairs mild corruption and returns mail to normal. Don't confuse compacting a folder with compressing a folder.

Mail messages are stored on the hard drive in a message store folder. Outlook Express stores them in .DBX files. Windows Mail now stores them in WindowsMail.MSMMessageStore file. When a message is deleted or moved to a different folder, the space that message occupied remains in use. The messages are just marked as deleted or moved, thus these message folders can grow to an enormous size. To solve the problem of store folders growing out of control, one must compact mail store folders periodically. In Outlook Express choose File > Folders > Compact All Folders, to free up the space previously occupied by deleted or moved messages.

Vista and Windows Mail does not have the Compact All Folders option. Microsoft decided their users are not smart enough to handle that task, so every 100 times you close Windows Mail a window pops up, "Windows Mail can compact the message store. This can take a few minutes." with the options of "OK or Cancel". Microsoft made it simple for the simpleton. What if you want to compact your mail store folders before the magic 100th time Windows Mail closes? It takes a few clicks, but there is a way to compact messages right away. Se-

lect Tools from the Options menu, click the Advanced tab, and click the Maintenance button. Find the line that says Compact the database on shutdown every 100 runs. With that option checked, change it from 100 to 1, and click OK, OK. When you shut down Windows Mail, it will offer to compact messages; click OK. To stop the offer to compact messages every time Windows Mail closes, go back into the Maintenance dialog and set the interval back to 100 or whatever interval you prefer.

Compacting your folders periodically is a must to keep your mail functioning flawlessly. And remember, when you delete, or move messages, the space they had used remains until you compact the message store folder. Do not archive mail in default folders. They will eventually become corrupt and you may lose mail. Create your own user defined folders for storing mail. Empty Deleted Items folder regularly. Keep user created folders under 100MB, and Default folders as empty as possible.



### In Remembrance Of



**David Minor Huckabee**

We offer our condolences to David's wife Francine, and their family. David was a dear friend to many of us and contributed so much to our group. David will be deeply missed.

## ~Web Sites~

### Bing

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

*(Bing is Microsoft's answer to Google. It is a live search engine that finds and organizes the answers you need so you can make faster, more informed decisions.)*

### SmartPlanet

<http://www.smartplanet.com>

*(CBS Interactive has unveiled a new website dedicated to people who realize the need to make our world a better place to live, for all of us, and for generations to come.)*

### ZDNet Newsletters

[http://nl.zdnet.com/acct\\_mgmt.sc?brand=zdnet&urs\\_auth=1](http://nl.zdnet.com/acct_mgmt.sc?brand=zdnet&urs_auth=1)

*(Sign up for ZDNet newsletters, product watch, downloads, tech updates and more.)*

### Ehow

[http://www.ehow.com/guide\\_12-home-garden.html](http://www.ehow.com/guide_12-home-garden.html)

*(How to do just about everything. Tips on home improvement, house keeping, pests control, weeds, gardening, arts and entertainment fashion, electronics, education, computers and many other subjects. The list goes on and on.)*

### Bing Maps

<http://www.bing.com/maps/>

*(Explore the Earth with interactive maps, directions and traffic, satellite and aerial images, bird's eye view, 3D maps and 3D cities. Search addresses, yellow pages, white pages and more. (Bing maps was previously Live Search Maps, Windows Live Maps and Windows Live Local))*



### **DID YOU KNOW?**

If you delete something you have just typed, and decide you want it back, you can press Ctrl-Y. This key combination will bring back the mistake you thought you made if you do it right after you have deleted it.