THE WINDOW

WE DO WINDOWS

COME DO WINDOWS WITH US

www.shreve.net/~cbwug

CADDO-BOSSIER WINDOWS USER GROUP

Shreveport – Bossier City
Louisiana

Volume 8 No 11   Caddo-Bossier Windows User Group Newsletter   November 2006

October Meeting
By Glenda Conradi

Allen Marsalis Introduces his new business NRWS to the group

Our Guest speaker for the October 12 meeting was Allen Marsalis, President of Shreveport Bossier Live and founder and former owner of ShreveNet Internet provider.

Allen introduced us to his new business NRWS, an affordable and easy to use Web hosting site that will be a great asset for businesses and individuals. You create and update your Web site on line, no need to purchase any software. Allen also told us about Shreveport.com, another of his new ventures. It is a free service that allows you to set up, or join groups to express opinions, share knowledge or promote business, and more. Allen was joined by Bubba McMillian Vice President of Shreveport Bossier Live.

November Program
By Glenda Conradi

In November Keyvan Shardar, president of Fix My PC, has agreed to come and share his vast knowledge, of what is going on in the Computer world, with us.

Keyvan is going to tell us some ways to protect our computers from viruses, spam, spyware, Trojans and identity theft with some of the best programs available to do the job. He can tell us what his company installs on the computers they sell.

Keyvan also said he would tell us some ways to get prepared for the new Microsoft operating system, Vista. Come and bring a friend.

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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C-B WUG's Web Address
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Club Officers
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Board Members at Large
David Huckabee
    (*dhuckabee@msn.com*)

~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~

Before Using Disk Defragmenter

Before you defrag your hard drive be sure you empty all folders, such as the temp, temporary internet files, cookies, recycle bin and delete all unwanted email from all folders.

Then, compress the mail folders by using File-Folder-Compact all folders. Shut down your screen saver (and all programs) before running Defragmenter.

If you have programs running in the background while you are trying to defrag your hard drive they will often make defrag hang up or take forever to complete the defragmentation.

President's Page

Caddo-Bossier Windows Users Group October Meeting

On the first cool evening of the year there was a very good turnout for the meeting tonight. Our program was very interesting and informative. Allen Marsalis gave the presentation about the new endeavor called Net Reach Web Sites (NRWS). This web site will enable anyone to create a web site without the necessity of know how to do html or how to use a program like Microsoft Front Page or Dream Weaver. The site is available for anyone that wants to set up a web site for commercial ventures as well as an individual that wants to have a personal web site. His program tonight was the first exposure for his venture in the Shreveport area. The web site allows an individual to have a 30 day free trial so you can learn how to set up a web site and do everything on line. He stated that there are over 200 templates from which to choose from to start a web page. All changes can be made on line instantly with these changes being posted on the web page immediately. The group also provided Allen with some points to consider regarding some future features for the web site. Alan also told us about his web site Shreveport. com and instructed us on how to sign up for use of the site. Glenda made the announcement of the upcoming ComputerSheaux on November 11, 2006 and requested help for the group table. Charlie Byrd gave us the Treasurers report. We had two volunteers to start off with. We had questions about the use of Netscape and its latest update which is version 8.1.2. We reminded all about the latest Windows Updates that were released on October 10, 2006. There were 16 of the updates if you have Office 2003 or eleven with out Office 2003. The door prize winners were David Huckabee the gel mouse pad and Allen Marsalis the Microsoft stress ball. Congratulations to our winners. Allen Marsalis also joined the group with evening.

I remind you that our newsletter is on our web site and encourage everyone to visit the site and read the newsletters both current and past issues. There are good articles and tips which do help us in our computing endeavors.

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Bernie Conradi, President Caddo-Bossier Windows Users Group.

In Your Own Words

Jay Graff

I'll be the first one to tell you that my handwriting stinks. It was never that great to begin with and since I have been involved with computers, it seems to have gotten even worse, if that is even possible. It is almost as if I have forgotten how to write anything that is not computer generated. I have always wondered and thought it would be neat if I could have a font that is a likeness of my handwriting. I checked out a few a number of years ago, but they were both expensive and complicated to figure out. My one concession was to scan my signature (on a good day) and save it, so now that when I make a document in word, I can sign it with my own signature. But hold on here, I am getting ahead of myself and straying just a bit. I received an email recently that had an item about doing just what I am talking about, making a true type font from your own handwriting. There is one company that will do just that. Here's how it works…..once you log on, you are prompted to print out a template and enlarge it so that it fits an 8X10 sheet of paper. Then you fill each square with every character in your own handwriting. Here is where I tried to be (not always successful) careful. They give you dots and you are not supposed to let your character roam below. This is so that theoretically the characters will have some kind of flow when they are presented in a sentence or word. Once you have done this, you are prompted to scan and save the scan. At this point you need to make sure that you don't use too high a resolution because you will then need to upload it to them. If the file is too big, it won't be able to be sent. After you send the file to them, you are able to preview what your font will look like. From the time you upload it till you can see it only takes le ss than a minute. If you like it, you can

pay for it with a credit card and download your new font. Best of all, it is really cheap They only charge you $9 for each font that you generate. Your font is even copywrited so that no one else can use it without your permission, although I would be honored if anyone wanted to use my chicken scratching. If you like what you see you can order it or keep trying till you get one that you like.

I decided to keep mine for now, although I could certainly try again later if I wished. The end results were not as great as I would have liked, but it is like taking a picture, You imagine in your mind how great that picture is but when you see it, it doesn't quite come out the way you thought it would. Still, as strange as it seems, the one thing I can say is that it is really in my own words and writing. If you think that this may be something you might like, you can check it out at www.fontifier,com .

Show Hidden Files

Files can be hidden individually, or as part of a folder (or entire folder tree) that is hidden. The Operating System may also treat "system" files as hidden.

To see "all" hidden files, click "Tools/Folder Options/View" in Windows Explorer, the tool you use for navigating your hard drive. (not Internet Explorer.)

Check "Show hidden files and folders," and UNcheck "Hide protected operating system files." (it is also a good idea to UNcheck "Hide extensions for known file types.")

Click the "Apply to all folders" button at the top of the Window.

Now you should be able to see all hidden and system files and folders, everywhere on your hard drive.

Door Prizes Winners for October 2006 Meeting

David Huckabee and Allen Marsalis

The October door prizes were a won by David Huckabee, a Gel Mouse Pad and new member Allen Marsalis, a Microsoft stress ball. All Caddo-Bossier Windows User Group club members in attendance are eligible to win door prizes at the monthly meetings.

Using Internet Explorer 7 (Part 1)

By David M. Huckabee

A new browser is available from Microsoft. This browser has been under test for some time and is now available in final form – this browser is Internet Explorer 7 (IE7). You may go to www.microsoft.com and look in the Downloads area to get this new version or the next time you go to Windows Update you will get that option. This is not a small download (14.8 MB), so it will take a while to download and install. If you are not on a fast internet connection you might want a friend to download and save it to CD for you. When installing the package you must be connected to the internet because it will verify that you have a valid copy of Windows XP or Windows Vista.

Once you have IE7 installed, you will be presented with the option to turn on the anti-phishing filter, it is recommended that you turn this on. When you start IE7 you will notice that a lot of things have been moved and you need to get familiar, again, with the things you use in your browser.

There is a webpage that runs once the first time you start IE7. This allows you to set your search provider. You can select the Live Search and/or add other search providers. The little window on the right-top line is the one you click and fill-in to search. The magnifying glass icon to the right starts the search. The down button to its right selects the search engine to use, allows you to add other search engines, set the default search engine, and allows you to find the words you typed on this page.

You have heard a lot about tabbed browsing. That is the tab just above the web page. I'll try to explain how to use it. Tabbed browsing allows you to open multiple websites in a single browser window. You can open web pages or links on new tabs, and switch between them by clicking on the tab. If you have more than one tab open, you can use **Quick Tabs** (the little button with four squares to the left of the tabs) to easily switch to other tabs. This gives you a large thumbnail of the web pages that are open and you can select the page you want to see or close. To close a tab, click the **X** on the tab.

To open a new tab, click the **New Tab** button on the tab row or press **CTRL+T**. To open a new tab when you follow a link on a web page, press **CTRL** as you click the link, or right-click the link and select **Open in New Tab**.

If you would like to have a group of web pages open so that you can select or use them without searching for their addresses, you can use tabbed browsing. Open each page that you want to open at the same time in its own separate tab. Click the **X** in each tab that you don't want to open in a group. To save this group of tabs, click the **Add to Favorites** (the gold star with the blue +) button, then **Add Tab Group to Favorites**. Give the group a name, select the folder that you want the group to be stored in, and then click **Add**.

To open a saved group of tabs, click the **Favorites Center** (the gold star) button, then click the **Favorites** Button. Navigate to the folder that contains the tab group you want to open, and then click the blue arrow to the right of the folder name. All of the web pages will open on separate tabs. If you don't care to use tabbed browsing you may turn it off:

1. In Internet Explorer, click the **Tools** button, click **Internet Options**.
2. Click the **General** tab, in the **Tabs** section, click **Settings**.
3. Clear the **Enable Tabbed Browsing** check box.
4. Click **OK** twice.
5. Close Internet Explorer, and then open it again.

There are some web pages that will look different with IE7, next month I will address this problem and other new features.

DID YOU KNOW?

You can change the size of Icons on your Desktop

Right-click on the Desktop. Choose Properties from the context menu. On the Appearance tab look in the Item list box. Once you find the Icon you can choose the size from the Size box. Hit the Apply button. If you are satisfied with the results click OK.