



WE DO WINDOWS
THE WINDOW
 COME DO WINDOWS WITH US



**CADDO-BOSSIER
 WINDOWS
 USER GROUP**

Shreveport – Bossier City
 Louisiana

www.shreve.net/~cbwug

Volume 10 No 10

Caddo-Bossier Windows User Group Newsletter

October 2008

September Meeting

By Glenda Conradi



Jay Graff shows group his mini computer

Jay Graff connected his "very small" Mini ASUS computer to the projector and gave us a demonstration of how it works. He told us some of the things he uses it for and said it has a small hard drive but he was able to add an SD card that gives him extra memory and he can run all the programs he has on the computer with no problem.

Carole White showed us her

portable hard drive that backs up her computer when she plugs it in. She demonstrated how it works, using a Power Point presentation.

With the short time that was left Bernie gave some tips on some neat things about Windows Vista. He will go into more detail, and cover more at the October meeting.

We hope to see you there.

MEETINGS

Thursday October 9, 2008

Thursday November 13, 2008

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 Bernie Conradi, Carole White and Jay Graff, for presenting the September program.

~ Contents ~

September Meeting1
 October Program.....1
 Club Information.....2
 Thank You.....2
 Quick Tip.....2
 President's Page.....2
 Do The Bounce3
 Getting Started Tips3
 Door Prize Winners3
 Play Time4
 Web Sites4
 Did You Know?4

October Program

By Glenda Conradi

For the October program Bernie Conradi plans to cover some of the features of the Microsoft Vista operating system that makes it much more powerful and easier to use than earlier

versions of Microsoft operating systems. He will be covering a lot of tips that should be very helpful and save time, and will demonstrate how to do things in Vista.

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Membership Dues.
Full: \$12.00 a year
Spouse: \$6.00 a year
Student: \$6.00 a year.

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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

Nationwide Internet 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~**Making Backup Copies Manually**

In Windows you can manually make a backup copy of any file or folder by following these steps:

1. Right-click the file or folder that you want to back up, and then click Copy from the menu.
2. In My Computer, you can right-click

the disk or external hard drive where you want to store the backup copy, and then click Paste from the menu.

After you've copied all the information you want to back up onto your chosen storage format, don't forget to keep it protected.

**Caddo-Bossier Windows Users Group September Meeting**

After the usual announcements we started the evening with the question and answer session. Carolyn Franklin started things off with a question about a keyboard that she seen on the internet. We looked it up and could not determine if it had a Windows Vista driver. We did get a 1-800 number which to call. Jerry Jones told us about zabasearch.com to be used to checkout phone numbers and addresses of people. We tried it and it worked very well for the individuals we put in the search box on the internet. Bob Franklin told us about a program you can use to get your CD keys from your computer. The name of it is "Magic Jelly Bean". This program could be very useful. Clyde Santifer ask about setting up a web page. We went to his school site on the internet and he was able to see how he could possibly set up a sub site for his class there. We also took a quick look at the new web browser called "Chrome", which is put out by Google. We looked at Internet Explorer 8, Beta 2. Both of these programs were installed in the computer so we could get an idea as to how they looked and what they will do. We had two special presentations this evening. One by Jay Graff showing us his ASUS Mini computer. It is a very small computer with a 4 gig solid state hard drive and Jay has added a 32 gig SD card. That gives Jay plenty of storage space and room for the programs he needs on the computer. He demonstrated it and connected it to the projector so we all could see how it looked, and he indicated that the applications he has on it are the portable applications which run very well on the machine and do not take a lot of hard drive space. Carole White was our next presenter that demonstrated the new backup hard drive called "ClickFree"; she had a power point presentation that showed us how it was setup and what files it backs up automatically. She stated that you plug it in to the USB port and it automatically backs up the files that you have selected for it to back up. These programs took most of our time this evening but I covered a few quick items in Windows Vista to complete the time we have. We will have another program later just for our Vista demonstrations. The door prize winners for the month were David Huckabee winning a Microsoft t-shirt, and Bob Franklin a Microsoft Windows Vista Book by Que.

Bernie Conradi, President Caddo-Bossier Windows Users Group

Do The Bounce

by Jay Graff

A long time ago I signed up as a member of the eGroups on Yahoo. For a long time I received postings in my email account. Then suddenly they went away and I never figured out exactly why until recently. What happened to allow me to discover this was that I joined another group and when I signed in, I was informed that my email was bouncing in Yahoo. But I digress.....I have this neat program that I use called Mailwasher. There are different versions of programs that do the same thing, but I happen to like this one the best. When you open it up, it checks your email and displays all of it before you open it on your server. That way you can see it all there and decide what you want to do with it. You can just delete it. You can also blacklist it so (supposedly) you don't get that mail from that person again, or you can bounce it. Ah...that word bounce again. Personally, I usually do all three and they are put in a separate blacklist folder, usually. When I check my mail and see I have 30-40 unwanted emails, sometimes I will do a mass blacklist and just get the ones that are from people I know. Every now and then I will inadvertently blacklist an email that I shouldn't have. This is the reason I quit getting mail from the eGroups. What made this worse was I had no clue what address I mistakenly blacklisted, so there was no way for me to backtrack and find what I did. I thought that may have been the problem, but when I went to Yahoo (before I joined this new group) I checked my email preferences, but could not find any mention of my email bouncing. Actually I don't know how effective these measures are anyway. These guys are no dummies. You can blacklist and bounce the die-hard spammers and they will always find a way to get their garbage back to you. They may use a different address or even a fake

one. I have tried to bounce some and got an error message that the return address was faked and Mailwasher did not know where to bounce TO. Usually when that happens, I just delete it and hope it is a long time till it comes back again. I guess the bottom line is that like any other computer annoyance, like viruses and spyware, spam is part of the computer experience. Admittedly, not a very pleasant part, but it is like a war. You may win some, but there seems to be a never-ending army of spammers with an endless supply of things to fill up your mailbox if you let them. That's why programs like Mailwasher are necessary. This new group I joined recently generates a lot of mail. It's almost a case of be careful what you wish for, but in another way, all I have to do is delete the ones I don't want. All of the mail is an excellent barometer to let me know that the groups are still working OK. If I ever quit getting them, at least I'll know it's time to check the groups for bounced mail.

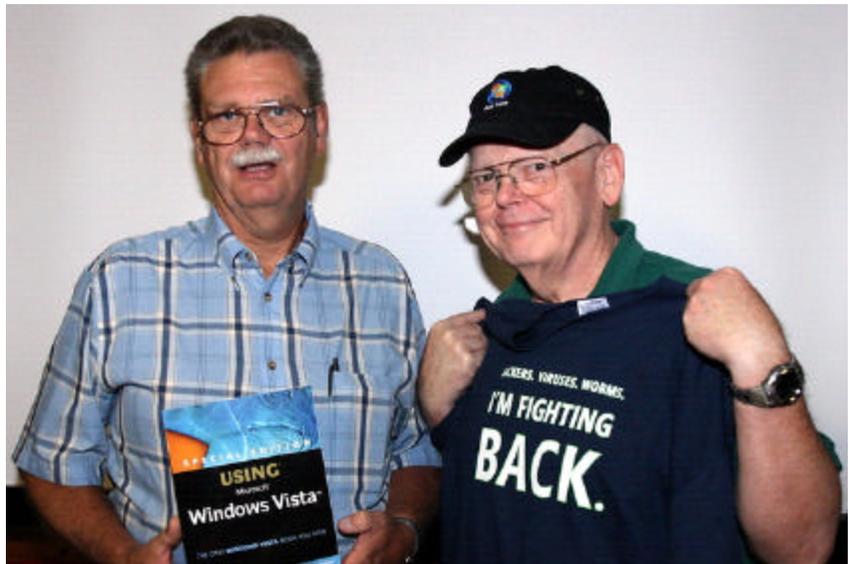
GETTING STARTED TIPS

Create a New Folder in Windows Vista

To create a new folder quickly, click Organize from the folder's toolbar buttons and choose New Folder from the drop-down menu. If you don't spot a toolbar, here's a quick and foolproof method:

1. Right-click inside your folder and choose New.
The right-click will show a menu out the side.
2. Select Folder.
Choose Folder, and a new folder appears in the folder.
Right-click where you want a new folder to appear, choose New, and select Folder from the menu.
3. Type a new name for the folder.
When you begin typing, Windows Vista quickly erases the old name and fills in your new name.
4. Save the new name by either pressing Enter or clicking somewhere away from the name you've just typed.

Door Prizes Winners for September 2008 Meeting



Bob Franklin & David Huckabee

The September door prizes were won by Bob Franklin, a Using Microsoft Windows Vista Book and David Huckabee, a Microsoft T-shirt. All Caddo-Bossier Windows User Group club members in attendance are eligible to win door prizes at the monthly meetings.

Play Time

By Bob Franklin

When you insert a CD into the CD-ROM drive, Windows looks for an autorun.inf file in the root directory of the CD. If an autorun.inf is found, then Windows follows the instructions in that file and ultimately starts the program automatically. If you want to create a CD that auto runs your program, document, PowerPoint presentation or web page, then you need to create an autorun.inf file and place that file in the CD's root directory.

Creating an autorun.inf is a relatively easy task, as it is a three-line text file. You can create and edit autorun.inf files manually using Windows Notepad.

Below is a sample autorun.inf file:
[autorun]
open=start myfile.html
icon=myicon.ico

The first line contains the autorun section. This section starts with a header:[autorun]. The next two lines are commands that tell Windows what to do. In this case, the open command (open=start myfile.html) tells Windows to start the web page myfile.html. If you are starting an executable file with an .exe extension, you can omit the word "start" in the open command. For example to run myfile.exe, use the command open=myfile.exe. The icon command (icon=myicon.ico) specifies

an icon for the CD drive in My Computer or Windows Explorer. The icon file should also reside in the root directory of the CD. To simplify things the icon command can be omitted, as it is an optional command.

To make your own autorun.inf file, simply replace myfile.html with the file that you want to start when the CD is inserted, and replace myicon.ico with the file containing the CD's icon. The autorun.inf file must be in the root directory. However, your icon and program files can be elsewhere on the CD, but be sure to specify the path to each file without the drive letter.

We have just covered the basics of creating an Auto Play CD. There are many more commands and options that can be added to an autorun.inf file to further enhance the Auto Play feature. The autorun.inf file can also be used on USB flash drives. If editing the raw text code in a text editor is not your cup of tea, there are many free programs available for download on the Internet that will allow you to create an autorun.inf file with a few mouse clicks. Karen's Autorun.inf Editor v1.4 might be just for you, <http://www.karenware.com/powertools/ptautorun.asp>.

Ok folks, it's play-time... Auto Play time.

~Web Sites~

Free PDF Converter

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

(doPDF is a free PDF converter for both personal and commercial use. Using doPDF you can create PDF files by selecting the "Print" command from virtually any application. With one click you can convert your Microsoft Excel, Word or PowerPoint documents or your emails and favorite web sites to PDF files.)

Haynesville Shale

<http://www.loga.la/haynesville-shale-education.html>

(Haynesville Shale Education Center, where you can get information about Haynesville Shale activities and explanations about what it is, what might happen if an exploration company is interested in leasing the mineral rights on your property and answers to other questions you may have.)

Computer Technology From AARP

<http://www.aarp.org/learntech/computers/howto/>

(How to guides from AARP covering many subjects about using your computer such as tips on managing your digital images, pumping up your search skills on the Internet, tweaking Windows' taskbar and much more.)

Planning Wiz

<http://v3.planningwiz.com/>

(A fun program to design your own rooms and home if you have a little time to play. It is metric, though)

1001 Free Fonts

<http://www.1001freefonts.com/ice-snow-fonts.php>

(Download Free Fonts for Windows and Macintosh.)



DID YOU KNOW?

You can sort items on your All Programs menu alphabetically

Click Start, click All Programs, and then right-click any folder or icon.

On the shortcut menu, click Sort by Name.



HAPPY HALLOWEEN!

