



WE DO WINDOWS
THE WINDOW
 COME DO WINDOWS WITH US



**CADDO-BOSSIER
 WINDOWS
 USER GROUP**

Shreveport – Bossier City
 Louisiana

www.cbwug.com

Volume 11 No 10

Caddo-Bossier Windows User Group Newsletter

October 2009

September Meeting

By Glenda Conradi



C-B WUG Group

Bernie Conradi gave the September program after a lengthy question and answer session. He went over the different Windows Key shortcuts, such as holding down the Windows key while you press the letter E to open Windows Explorer, or My Computer. Next he

gave a presentation covering Acronis True Image, a program that backs up your computer, and he explained the importance of keeping good backups of all of your data and files in case the unthinkable happens and you lose everything due to a computer crash or hard drive failure.

October Program

We will have another open meeting in October, the type of meeting the membership recently voted to have on a regular basis, with an occasional guest speaker.

Bernie plans to lead the program and will have a lot of good Windows information, and also plans to give

an up date on the new Microsoft Windows 7 operating system that is scheduled to be released on October 22nd.

Your questions are encouraged, someone usually has the answer.

Please join us and bring a friend. Everyone is welcome.

MEETINGS

Thursday Oct. 8, 2009

Thursday Nov. 12, 2009

Podnuh's Bar-B-Q

1146 Shreveport-Barksdale Hwy

Shreveport, Louisiana

Meetings 2nd Thursday of each month

7 p.m.



MARK YOUR CALENDAR



Bernie Conradi

We want to thank Bernie Conradi for presenting the program in September

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THE WINDOW

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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~

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~**Print Picture From Web Page**

You can print a picture on a web page without saving it.

With Internet Explorer right-click the image and select "Print Picture".

With Firefox right-click on the

image and choose "View Image".

This will bring the picture up in its own window, then you can print the page by going to the File menu and selecting Print.

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

Mr. Dale Letsinger joined our group this evening. Welcome Dale! Glenda read a thank you note from Francine Huckabee, about the donation to the local blood bank. Then for the question and answer portion of the meeting we had numerous questions and solutions. Carole White started things off with a question about deleted files, then Charlie Byrd asked about how to get rid of unwanted tool bars in Firefox, it was suggested he go to Tools, then Add Ons and then highlight the tool bar he wants to remove and uninstall it. Jerry Jones asked about Google Earth and what was the latest version. We went to Google Earth on line and looked at the latest available download, which was Version 5. Jerry also had a question about downloading photos to his hard drive. Glenda gave him a very long description on how to do it. Basically, she suggested that he remove the card from his camera and insert it in the card reader of his computer and then copy the pictures from one drive to the other. That way he can put them in the folder of his choosing. Sherry Petty asked about how her mouse could be moving around without her doing it. It was suggested that someone else was controlling her computer from a remote location and that she should turn off that function. It was also suggested that she could have a virus or some sort of malware. We demonstrated how to turn off remote access to her computer. She also asked about Search Engines and a number of people said that they liked the new Bing from Microsoft. We started the program this month with a "Hot Key Refresher Course". It was a reminder on how to use the Windows Key and the shortcuts that go with it. Next we had a Power Point Presentation on the program Acronis True Image Home 2009 Edition. This program is a very good backup program and can be used to restore a hard drive that has crashed. Plus, it has many other functions that we did not have time to cover. We viewed the presentation and then loaded the program and demonstrated what the image looks like, and how you could mount the image to retrieve just one file or folder. It was also recommended that you always have two backups.

The door prizes for this month were as cell phone case donated by Carole White and won by Clyde Santifer, and a 4 gig thumb drive won by Carole White.

Bernie Conradi, President Caddo-Bossier Windows Users Group.

Preach To The Choir

by Jay Graff

This is not really a new subject. Actually, I have been hearing this since I have been computing, longer than I care to admit. The theme is always to **MAKE SURE YOU HAVE A CURRENT (and good) BACKUP**. I have tried to practice this, but I am not as diligent as I should be. Sometimes I will go a month or two before I get around to doing it. The following is a true story which profoundly illustrates the wisdom of this. At the beginning of this year I purchased two computers to replace the ones I had. One is a giant that would do anything, only do it faster and better. The other was one made by a (supposedly) super manufacturer. Long story short: My new big one developed problems, probably a burnt out fan, but it started freezing up on me. I sent it away (twice) for repairs, but during the course of talking with Tech Support, I had to do a factory restore. This wiped out everything I had on my hard drive. No big deal, I still had the other one that I could use, right??? **WRONG!!!** One day I was trying to download something while it was doing an update and the whole thing crashed. I could not get it to boot at all. It would not even boot in safe mode. I figured that one of the windows files really got corrupted, but the bottom line is that I was left with my only remaining computer dead as well as the first one which was in Indiana somewhere. With computer number two I had one option, do a factory restore on **THIS** one as well. When the other one started acting up, I was careful not to put too much on either one, but one thing I did and I am glad I did, was to backup the data on both computers. Granted, the backup is more than a month old, but since I was not too active, it was not a big deal. I decided to try and restore the backup I had. I had a restore disk that I made before, so I did not need to reinstall the program As I said, the data was more than a month old, but I have

been running the same data for longer than that. The worse thing that happened was that I had a month's worth of Windows Updates that I had to catch up with. My alternative was to start putting programs back one by one. It might not have been that bad, but getting my same programs back this way was much less traumatic, not to mention quicker. Within a matter of hours, I was back to where I was before the big crash. Not only that, it erased my fears and dread of an occurrence like that happening again. When I get my number one computer back from service, it will be as I first bought it. Now I know exactly how to restore it back again since I have already done it once. Hopefully before long, I will have both up and running like they were before, but I can sleep better at night knowing it is not a big disaster. I know I am preaching to the choir, but it is a fact. So heed my advice. You will be glad you did.

GETTING STARTED TIPS

Menu Shortcut Keys

When you are working in a program the menu bar at the top of the page shows the name of each menu, such as File, Edit, View, Insert, Format and so on. Each menu name has an underlined letter in it. The underlined letters are keyboard shortcuts that can let you quickly open that menu by holding down the Alt key and pressing the underlined letter on the keyboard.

You can then navigate the options in the menu using the arrow keys and then the Enter key to perform an action.

For instance, hold down the Alt key and type the letter F to open the file menu. Navigate down the File menu to "Print" using the down arrow key. With the "Print" option highlighted press the Enter key. This will bring up the print box that lets you choose your printer and print options, and print.

Door Prize Winners for September 2009 Meeting



Clyde Santifer and Carole White

The September door prizes were won by Clyde Santifer, a phone case and Carole White, a 4 GB Thumb drive. Carole White donated the phone case. All Caddo-Bossier Windows User Group club members in attendance are eligible to win door prizes at the monthly meetings.

Operating System Chatter...

By Bob Franklin

What's the talk of the town... in regards to operating systems? Well, I guess it all depends on which side of the tracks you live. It just so happens that most of you live on the side with lots of Windows, so ya'll be talking Windows 7. Microsoft has stated that Windows 7 will be released to the general public on October 22, 2009. Windows 7 will include a number of new features and some modified Vista features. Some of Windows 7's new features include touch screen support, speech, and handwriting recognition. Libraries, which are virtual folders that collect content from various locations is likely to be a popular feature for most users. The list of new and modified features goes on and on, so rather than simply reading about them... rush down and purchase a shiny new copy of Windows 7.

On the Open Source Community side there's lots of chatter also. The final stable version of Ubuntu 9.10 will be released on October 29, 2009. Ubuntu 9.10 Desktop Edition gets going faster, with improved start-up times and a streamlined boot experience. Ubuntu Linux is released in 6 month cycles and can be upgraded simply through the up-

date manager, thus there is no need to do a clean install and lose all your settings and programs. For first time users, there are now three ways for you to get Ubuntu. Download the Ubuntu CD installer to your computer and burn a LiveCD. If you don't have a fast Internet connection you may want to consider requesting a free CD. You can use each CD as many times as you like and are free to use it on as many computers as you wish and to pass it on to others.

Chrome OS is a brand new free operating system built around the Google Chrome browser. Chrome OS is a lightweight open source Linux distribution that will initially be targeted at netbooks and later to desktops. There has been lots of talk and speculation about Google's new Chrome Operating System but not very much reliable information on details. Google Chrome OS is being created for people who spend most of their time on the web and enjoy cloud computing. Google Chrome OS will be available for consumers in the second half of 2010 as per the Google blog. We are still waiting for word on an Alpha or Beta release. It is coming... just don't hold your breath!

~Web Sites~

Devices and Drivers

<http://technet.microsoft.com/en-us/updatesmanagement/bb245829.aspx>
(A site that provides links to guidance on how to find and use drivers (including links to news about the latest drivers for Windows Vista)

Progress Bar

<http://www.worldstart.com/tips/tips.php/3903>
(the progress bar to see how far a site has loaded or to see how much longer it has to go.)

Mental Disorders

<http://www.minddisorders.com/>
(The Encyclopedia of Mental Disorders contains comprehensive medical articles on mental disorders and conditions. Over 150 mental disorders are organized alphabetically.)

Spanish Pronunciation

<http://www.studyspanish.com/pronunciation/>
(A free Web site where you can learn to speak Spanish and hear how it is spoken. The first five lessons cover the vowels. In Spanish, the vowels have only one sound each. That's one of the reasons that Spanish words are spelled exactly how they sound.)

First Aid Advice

<http://www.sja.org.uk/sja/first-aid-advice.aspx>
(Everyone should learn at least the basic first aid techniques. You may need to use them at any time at home, at school or work or even while you're traveling. Knowing what to do can make the difference to a person's recovery and you could even save their life.)



DID YOU KNOW?

When you are looking at Web pages, if you have a mouse with a scroll wheel on it, you can hold down the Shift Key on your keyboard and then spin the mouse wheel. In both Internet Explorer and Mozilla Firefox you'll go forward or back a page depending on which way you spin the wheel.



Bernie Conradi, Rick LaCour and Carole White look over a laptop computer after the meeting.