



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



**CADDO-BOSSIER  
 WINDOWS  
 USER GROUP**

Shreveport – Bossier City  
 Louisiana

[www.shreve.net/~cbwug](http://www.shreve.net/~cbwug)

Volume 4, No 9

Caddo-Bossier Windows User Group Newsletter

September, 2002

**August Meeting**

By Glenda Conradi



Bernie Conradi, Frank Page and Wayne Ebert load up equipment after a C-B WUG meeting.

The August meeting was one of our ever popular question and answer sessions. Everyone there had and opportunity to ask questions about problems they may have encountered, provide answers to some of the questions asked or just share information that they felt might be beneficial to others.

The discussions included the mention of a program that allows you to check out websites to see how they are rated. We talked about zipped files and the fact that zipping

a jpg file does not usually decrease its size much. We were told about a registry key that can be used to help speed up your computer. After a lot more questions, answers and suggestions we proceeded to our monthly door prize drawing for members of the club. See their pictures on page three of this public a-tion.

A big thank you to those who stay and help take down and load the equipment we use for the meet-ing.

**ComputerSheaux**

The August 10 ComputerSheaux was another great success with 1040 people attending and \$5,500. Donated to the Shriners Hospital for Children in Shreveport. Thank you to everyone who helped with the Sheaux.

**\*MEETINGS\***

Thursday Sept. 12, 2002

Thursday Oct. 10, 2002

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

1146 Shreveport-Barksdale Hwy  
 Shreveport, Louisiana

Meetings 2nd Thursday of each month  
 7 p.m.



**MARK YOUR CALENDAR**

**Newsletter reproduction  
 compliments of Office Depot  
 East 70th-Shreveport**

**Ark-La-Tex Computer Sheaux**

~Sheaux Dates~

~2002 Dates~

February 16, 2002

May 11, 2002

August 10, 2002

November 9, 2002



[www.computersheaux.org](http://www.computersheaux.org)

**~Contents~**

August Meeting ..... 1  
 Sheaux Dates ..... 1  
 Newsletter Reproduction ..... 1  
 Club Information ..... 2  
 Thank You ..... 2  
 President's Page..... 2  
 Quick Tip..... 2  
 How Times Change ..... 3  
 Door Prize Winners ..... 3  
 Getting Started With XP ..... 3  
 Microsoft Magnifier ..... 4  
 Web Sites ..... 4  
 Did You Know? ..... 4

**THE WINDOW**

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Submit articles for newsletter, in RTF file format, by last day of month to Glenda and Jay.

The opinions expressed in the articles in this newsletter are not necessarily those of the editors or publisher. Mention of products by their trade name does not in any way constitute endorsement by the editors or publisher.

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 (voting privileges)  
Student: \$6.00 a year (no voting privileges)

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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

**ShreveNet, Inc.** for generously providing an email account and internet access for C-BWUG

**ShreveNet, Inc.** – For providing web space for our club.

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

**~A QUICK TIP~****Try These Windows Key Shortcuts**

Most of us are familiar with the first one but did you know about some of the other Windows Key shortcuts?

\*Press Windows Key + E to open Windows Explorer.

\*Press Windows Key once to access the Windows Start menu.

\*Press Windows Key +D to minimize or restore all open windows.

\*Press Windows Key + F to launch File search.

\*Press Windows Key + R to access

the Run dialogue box.

\*Press Windows Key + F1 to access the Help and Support Center.

\*Press Windows Key + Break/Pause key to access the System Properties box.

\*Press Windows Key +Tab to step through taskbar buttons.

\*Press Windows Key + Ctrl key + F to search for another computer on your network.

**President's Page**

**Caddo-Bossier Windows Users Group Meeting**  
August 8, 2002

Our visitors this evening were Bonnie McEwan and Peter Papay. Welcome - come back and see us again. Glenn Price renewed his membership. Welcome back Glen. We had an announcement about the ComputerSheaux on the 10<sup>th</sup> of August. Shannon informed us of a program to check out web sites. The program is called Altera.

The program was the quarterly question and answer session which we always have the meeting just prior to the ComputerSheaux. We had question about zipping and unzipping files and the programs to use to perform this task. Kristie asked about the program Gator and wanted to know how to get rid of it. The freeware program Belarc Advisor was demonstrated. We had questions about the programs MailWasher, GoBack, and some comments on the use of the Restore feature of Windows ME and XP. Then there were questions about backing up your data and computer to a CD and the use of CD-R and CD-RW as to which is the best to use. Mark briefed us on how to clean the head of your tape drive.

The door prizes were a keyboard won by Ed Waites, a set of speakers won by Frank Page and a wrist pad won by Glenn Price.

I would like to encourage the members to send me an email and give us some ideas as to future programs. You can send me an email to bernie@conradi.com and I will ensure that Mark our Program Chairman gets the information. If you have something that you think the rest of the group would be interested in, please do not hesitate to submit an article about it. Send your newsletter articles to Glenda Conradi and Jay Graff.

*Bernie Conradi, President Caddo-Bossier Windows Users Group*

## How Times Change

*By Jay Graff*

I will never forget the first time I tried to change the registration on my car. It was soon after we arrived in Louisiana and it took me almost 5 hours before I was finished. It was a real nightmare and ever since I think I would rather take a sharp stick in the eye than go through that again.

But I have to admit, since that first time, things have gotten better. The last time we had to deal with them was when we moved and had to change the addresses on our drivers license. We were in and out in about 45 minutes. Still not great, but I thought it was a tremendous improvement.

At least until the last encounter I had..... It was time to renew the registration for my truck and on the renewal form was a web address. WWW.expresslane.org.

Since I am a sucker for anything that has to do with the internet, I decided to try it. As I alluded to at the top, my, how times have changed. I went to that site and was amazed at how efficient they have made it.

When you first log on, you are presented with a menu with a myriad of options. You can inquire about custom tags, renew your drivers license or registration or you can even check your driving record. There is also information on how to call someone on voice for further information.

Since I was interested in renewing my vehicle registration, I chose that option. When I was sent the renewal form, they also included a renewal number that you must have if you want to renew that way. I entered it and the rest of the process was really easy and painless.

If you choose to renew this way, there are a couple of things you should

know. First of all, if you renew online or via their toll free telephone number, you are charged \$1.00 more. To me, this was a no brainer. It was well worth the extra dollar. Secondly, the only way you can pay is with a credit card. This may scare some people away, but I have never had any problem buying anything online, so this was not an issue with me.

Oh, by the way, I received my new decal in the mail in around 3-4 days. I remember in the past, it took at least 2 weeks. (not that I needed it that quick, my registration expired in July)

So if you haven't had to renew anything yet, just hang in there. The next time you do, you will be also be given the option to renew online. I can tell you from experience that it is quick and painless.

## GETTING STARTED WITH XP

### Show Icons

Now that you have moved up to the XP operating system you will find that by default some of the desktop icons that you were used to seeing automatically in Windows 98 and ME are hidden in Windows XP.

If you would like to have those icons displayed when you open Windows XP you can easily put them on your desktop.

Just follow these simple steps

\*Right click on the desktop.

\*Click Properties

\*Click on Desktop tab

\*Click Customize desktop

\*On the General tab choose the icons you want to place on the desktop

## Door Prizes Winners for August 2002 Meeting



*Frank Page, Glenn Price and Ed Waites with their door prizes*

At the August meeting Frank Page won a set of Spin 50 speakers, Glenn Price won a wrist pad and Ed Waites won a computer keyboard. All Caddo-Bossier Windows User Group club members in attendance are eligible to win door prizes at the monthly meetings.

## Microsoft Magnifier

By Wayne Ebert

They keep telling me to "Read the fine print!" so rather than explaining my vision impairment I ask; How? Use the magnifier that is part of Windows was the answer. Again I ask; How? Click on *Help* and then the Index tab of the help screen. With Windows 98, for example, type in the word *magnifier*, *starting* and you will automatically be scrolled down to the word *starting* in the Index listing. Then click on the *Display* button. To determine if the magnifier is installed, click on *Click here to Start Microsoft Magnifier* link to start the magnifier. If the Accessibility Options were not installed you will have to install them from your Windows installation CD. Clicking on the Related Subject in the lower portion of the display takes you to the Add/Remove Programs Properties of the Windows Setup Tab. Have your Windows installation CD ready and follow the prompts. Once installed, There are eight Options to select from on the Magnifier Settings screen. They are: Magnification level, Follow Mouse cursor, Follow keyboard focus, Follow text editing, Invert colors, Use High Contrast mode, Start Minimized, and Show Magnifier. Click on the check boxes you intend to use after you set the magnification level to at least 2. You may change these settings to fit your needs. If you intend to use this frequently, suggest you click on the

Start Minimized check box. Doing so places the magnifier icon on the left side of your Task Bar along with the other minimized applications that can be started with a single icon click. You will notice the started application button displayed to the right of the minimized icon on the Task Bar. To close, Right click the application button and select Close. There are a number of actions and changes that can be accomplished by holding down the *Windows logo key* and pressing, for example, the *PRINT SCREEN* key to copy the screen to the Clipboard, including the mouse cursor. To copy the screen to the Clipboard, without the mouse cursor use the *Windows logo* and *SCROLL LOCK* keys. While holding down the *Windows logo* key press the *DOWN ARROW* key to decrease magnification, the *UP ARROW* key to increase the magnification, the *PAGE DOWN* key will toggle Follow mouse cursor, and the *PAGE UP* will toggle Invert Colors. Suggest you press the F1 key or click on *Start*, then *Help* and review the other changes you can accomplish as outlined in the Magnifier Help screens. If you do not intend to use the magnifier frequently, have it running minimized, you can access and start the magnifier by clicking *Start*, pointing to Programs, point to Accessories, point to Accessibility, and then clicking Microsoft Magnifier.

## Our Table at the ComputerSheaux



Charles Byrd & Glenn Price pose for the camera and Shannon Walls talks to some visitors to the ComputerSheaux about the Caddo-Bossier Windows User Group



Ed Waites and Darryl Strange drawing the name of the next door prize winner

### ~Web Sites~

#### Multibooting with Windows XP

[www.microsoft.com/windowsxp/pro/using/howto/gettingstarted/multiboot.asp](http://www.microsoft.com/windowsxp/pro/using/howto/gettingstarted/multiboot.asp)  
(Install two or more operating systems on your computer, and then choose the one that you want to use each time you restart )

#### Classic Comic Book Ads

[www.tomheroes.com/Comic%20Ads/comicads.htm](http://www.tomheroes.com/Comic%20Ads/comicads.htm)  
(Ads from old comic books)

#### Virus Detection and Prevention Tips

[http://dispatch.mcafee.com/virus\\_tips.asp?cid=1593](http://dispatch.mcafee.com/virus_tips.asp?cid=1593)  
(Some good tips from McAfee )

#### Simple Blueprints

[www.smallblueprinter.com](http://www.smallblueprinter.com)  
(A program that lets you draw out your house blueprints or floor plan on a very basic level )

#### HOAXBUSTERS

<http://hoaxbusters.ciac.org/>  
(describes hoaxes and chain letters found on the Internet, discuss how to recognize hoaxes, what to do about them, & some of the history of hoaxes)

#### FontRenamer

<http://www.neuber.com/free/fontrenamer/index.html>  
(renames truetype font files (\*.ttf) to the real name of the typefaces)



### DID YOU KNOW?

On September 9 Microsoft released Windows XP Service Pack 1 (SP1) which includes all of the security patches currently available via Windows Update.