

Award-Winning Newsletter of the North Orange County Computer Club\*

Vol 38 • No 3

March 2013

# Main Meeting, March 3

Dr. Robert Wenzlaff will talk about Automotive Computer Control Systems (See page 3). Big prizes for our March raffles (such as a Samsung laser printer) (See page 4) February winners' pix (Page 17)

We will not have a Consignment Table or E-Waste Collection during the March 2013 meeting.

(See page 6)

Plan Ahead: Main Meeting Speakers for April! (see page 3)

# Special Interest Group (SIG) & Main Meeting

### 9:00 a.m.

NOCCC website:	Firm Fut
	2:00 p.m. Ma
Apple products, projects, & problems.	
Apple Devices: NewScience 127	
more topies about the Emux operating system.	PC hardware & soft
Linux AdministrationScience 131 More topics about the Linux operating system	Advanced PC Q
Linux Administration Science 121	12:30 p.m.
For newbies who need help with their hardware, etc.	Database applicatio
Beginners PC Q & A Irvine Hall	Microsoft Acces
10:30 a.m.	Brown bag lunch ou
Reviews & Consignment Tables, Coffee & Donuts: Irvine Hall Lobby	PIG SIG
Three parts of the Microsoft Office Suite plus Open Office.	12:00 Noon
Microsoft Word, Excel, and OutlookScience 306	
Topics about digital photography.	Access & Excel VB
Beginners Digital PhotographyScience 131A	Access/Excel VE
Different computer topics each month.	This SIG discusses
Exploring New Technology: NewScience 109	Mobile Computir
Visual ProgrammingScience 111 Visual Basic, Visual BasicScript, Visual C++ and Visual J++.	Understanding C Help with Microsof
Virtualization under Linux by Terry Dickson. Beginner's Qs.	Tabletop photograp
Linux for Desktop UsersScience 131	Advanced Digita

http://www.noccc.org

### 10:30 a.m.

Advanced Digital Photography	Science 131A
Tabletop photography& POP filters demos.	
Understanding Operating Systems	Science 111
Help with Microsoft Windows operating systems.	
Mobile Computing	Science 109
This SIG discusses mobile devices.	
Access/Excel VBA	Science 306
Access & Excel VBA code.	
12:00 Noon	
PIG SIGHashi	nger Courtvard
Brown bag lunch outside Irvine Hall.	<u>.</u>
Microsoft Access	Science 306
Database applications and more.	
12:30 p.m.	
Advanced PC Q & A	Irvine Hall
PC hardware & software topics and the Internet.	
-	
2:00 p.m. Main Meeting	Irvine Hall.

Firm Future Meeting Dates in 2013: April 7, May 5



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#### **VOLUNTEERS NEEDED**

The following positions are available: **Social Media Contacts** – *Maintain and write articles for the newsletter*.

**Contributing Editors -** *Write articles for the newsletter.* 

**Commercial Advertising** - Obtains ads from vendors for the newsletter.

Classified Advertising - Obtains computer-related, non-commercial ads for

the newsletter free to NOCCC members.

EST. 1976

Contact editor@noccc.org or (714) 779-1936.

Celebrating 36 years of "Friends Helping Friends"

# March 3 Main Meeting 2 p.m. Irvine Hall



The March presentation, *Automotive Computer Control Systems*, will outline the reasons for computer control. **Dr. Robert Wenzlaff** will discuss the inputs and outputs, and give an overview of how the system works for best economy and perform-

ance. OBD-II will be covered briefly, and what that "Check Engine" light means. Fault codes and consumer diagnostic procedure will be discussed briefly.

Dr. Robert Wenzlaff, or Bob, as he prefers to be called, has been in the automotive repair business all his adult life. His professional involvement began in 1959 when he graduated from the automotive trade program at Ferris State University in Big Rapids, Michigan. Following that, he worked at a Chrysler-Plymouth dealership in Grand Rapids, Michigan, a Buick dealership, and an Olds-Cadillac dealership, both in Benton Harbor, Michigan. Bob returned to Ferris to complete his bachelor's degree in Trade-Technical Teaching, and then taught there for four years before he came to California. He worked at a Chrysler-Plymouth dealership in Burbank, and Burch Ford in La Habra before beginning his career at Fullerton College (FC). He taught in the Automotive Technology program at FC, specializing in automotive electrical, electronic, and computer control systems from 1967-2005, working closely with **Dallas Hazleton**, an NOCCC Board member.

To keep up to date, Bob attended many technical short-term courses with automobile manufacturers and equipment manufacturers.

Bob has a master's degree from the University of Michigan, a doctorate from Nova University in Fort Lauderdale, Florida, and is an ASE-certified master technician.

# **President's Message**

By Dr. Don Armstrong, NOCCC



Thanks to February's presentation, I think we all have a very good idea of how social units evolved slowly but are now developing much faster, stimulated by social networking and new computer tools.

On Friday Feb 8, 2013, I met with the **Dr. Michael** 

Fahy, Associate Dean of the School of Computational Science,

and the student chosen for our 2012 scholarship to Chapman. The plan is to present the award to **Ms. Alexandria Smith** at the April 7<sup>th</sup> Main Meeting. Following the award, Ms. Smith will present computing information and use from the viewpoint of young people. She will help us see the current tools of computing as they are used by her generation, both for social and professional development. Possibly, at some future time we will hear about her master's degree studies and what she intends to do with her knowledge and abilities. She is interested in genetics research. Hopefully, she will invite some of her classmates and friends to attend one or more of our meetings that day.

I also met with **Christina Alexopoulos**, the Chapman staff person who coordinates our meeting rooms and other things. We will continue with the rooms we have been using. She also approved the unlocking of the men's room in the basement near the lecture hall, and the use (on Sunday during the meeting) of Hashinger Parking Lot for handicapped members with an appropriate placard. There are five or six blue-lined spaces.

Computer News items that you may have noted: **Michael Dell** of the Dell Computer Company wants to take the company private. He plans to improve it without having to comply with the requirements of a corporation and stockholders.

TIME Magazine had a cover story on unmanned aerial vehicles or *drones* (February 11, 2013). Not only that they are military weapons but also that they are finding domestic search and surveillance applications. One of the cited mini-aircraft costs about \$300 and is controlled with an app on your smart phone. The author thinks drones are one of the genuinely transformative technologies to emerge in the past 10 years. Life for our grandchildren will be different.

I am looking forward to March 3, 2013, and the Main Meeting Presentation by **Dr. Bob Wenzlaff** who will help us to understand the improved and complex functions of our cars. Bring your friends and family for information and discussion that is not otherwise available to most of us.

See you in March & April.

# Future Main Meeting Speakers

# **Plan Ahead to Attend!**

**April 7:** We will have a Chapman graduate student, Alexandria Smith, discuss computing information and use from the perspective of young people.(See President's message.)

#### THE MARCH 2013 CLUB RAFFLES PRIZES



#### **GENERAL DRAWING PRIZES\*:**

- \* Samsung ML-2545 Laser Printer
- ✤ Bluetooth Cell Phone Headset
- \* Angry Birds Portable Speaker
- \* AC Delco Emergency Kit of Batteries
- \* Retractable Ear Buds
- ✤ 9 LED Flashlight
- ✤ LED Keychain Light

\* Parking stubs are good for two raffle tickets each! See the article immediately below this list!

#### **MEMBERS-ONLY DRAWING PRIZES:** (Wear your NOCCC Badge and get a free ticket! Wear your NOCCC shirt too & get a 2<sup>nd</sup> free ticket! )

- \* 32 GB USB Thumb Drive
- \* Imation 50-Pac DVD+R Discs
- \* Angry Birds Portable Speaker
- \* AC Delco Emergency Kit of Batteries
- ✤ 32 CD Travel Case
- \* Retractable Ear Buds

#### **Save Your Parking Permits!**

**T**o offset the cost of parking in the **Lastinger Underground Parking Structure**, the NOCCC Board approved a motion to give each member two NOCCC General Drawing raffle tickets in exchange for the Lastinger-parking permit. Turn the bottom-half "receipt" part of your permit to the Rafflemeister on the same day or hold it until the next meeting. **Gerry Resch**, **the Raffle Leader**, will exchange it for two raffle tickets.

The reason for this is that the NOCCC Board has found that some people are not attending meetings or not renewing their memberships because of the parking situation. Chapman University has allowed us to park in the Lastinger Parking Structure under Wilson Field for only \$2 for the whole day of our meeting; normally \$2 is good for only two hours. The advantages of parking there are clear; you don't have to drive around looking for a legal spot (remember, don't park on the private home side of the street), the car doesn't get hot and you don't have to parallel park. There is even an elevator available to get down to the parking area.

# **Membership Benefits**

As a valued member, we bring you a section of discounts and offers as part of the entire "Benefit of Belonging." (Caveat: we are unable to endorse these companies, but make these offers available as a service to our members.)

#### **User Group Offers - Software and Hardware**

**User Group Relations** – You can now order the latest release of **Acronis True Image 2013** from **Gene Barlow** for only \$25 (download) or \$25 plus S&H (on a CD). This top-rated backup utility has many new features and will work with Windows 8. Use the following link for special pricing for user group members: www.ugr.com/TrueImage.html.

**Techsmith** - You can get **SnagIt 11**, an outstanding screen capture program, and **Camtasia** Studio 8, to quickly record, edit and publish multimedia demos and presentations, bundle for \$269, an \$81 savings: https://store.techsmith.com/government.asp. You can download SnagIt 11 alone for \$42.95.

#### **User Group Offers - Books and Magazines**

**Pearson Education** Products including Prentice Hall Professional, Addison-Wesley Professional, IBM Press, Exam Cram, Que Publishing, and Cisco Press. Get 35% off list price by purchasing directly from the publisher combo site: **www.informit.com/join**. Sign in or create an account. Enter the membership code "USERGROUP" (all caps). Select your items and check out. You are required to register and apply the code once, but you must be logged in to receive the special pricing.

O'Reilly Books - Get 40% off all books and videos from O'Reilly, Microsoft Press, Pragmatic Bookshelf, and SitePoint, or 50 % off books you purchase directly from O'Reilly. Just use code DSUG when ordering online, www.oreilly.com/store/, or by phone, (800) 998-9938. Free ground shipping on orders \$29.95 or more in the US. If for any reason you are not completely satisfied with your purchase, you can return it to O'Reilly and get your money back: see www.oreilly.com/oreilly/cs/guarantee. A return shipping label is included with every direct purchase and directions are posted online in case you misplace it.

**Peachpit Press Books Discount** - Get 35% off by joining the Peachpit Club. Use the following hyperlink to sign up: http://memberservices.informit.com/my\_account/login.aspx?partner=52 to sign up as a member. User group members should note that once you have become a Peachpit Club member, you might use your user group coupon code ON TOP of the permanent savings you earn as a member of the club. Just log into the site before you make a purchase to ensure this permanent discount will be in effect, and then enter coupon code UE-23AA-PEUF (casesensitive) at checkout! This coupon code is an exclusive offer that may not be used in conjunction with any other coupon codes. The offer applies to all titles at peachpit.com including New Riders, Macromedia Press, Adobe Press, and Peachpit.

Free Internet Libraries - Upon retiring from college teaching/administration, Walter Antoniotti began developing Free Internet Libraries for students, teachers, and professionals. (http://www.businessbookmall.com/Free Internet Libraries.htm) Of special interest to PC users are these free computer libraries:

Free Business Software (http://www.businessbookmall.com/Free Business Software Internet Library.htm) **Free Software Tutorials** 

(http://www.businessbookmall.com/Software Tutorials Internet Li brary.htm) **Excel Internet Library** 

(http://www.businessbookmall.com/Microsoft\_Excel\_Directions\_For\_ Beginners.htm)

#### 2<sup>nd</sup> Annual Computer Technology Conference

#### http://www.comptechconf.com/

For computer users of all capabilities.

At Radisson Fort McDowell Resort & Casino, Scottsdale, AZ.

April 4, 5, 6, 2013.

#### Have You Checked Out the NOCCC Website Lately?

Great looking, Easy to navigate, Orange Bytes Archive from 2002 to date, and Adding New Features.

Rudy is developing a members-only page. As of Feb. 4<sup>th</sup>, we have a working "pure" log-in capability using a member's badge number and email address from the club's database.

You can assist by trying all of the buttons and text fields on the "log-in" page. Give it a stress test. Try a "bad" login. Try to hack your way in. Then send an email to webmaster Rudy (rblauter@cs.com) stating what browser you used and what worked and what didn't work.

In the meantime, Rudy will be working on appropriate material for the members-only page. Suggestions are welcome.

#### **NOCCC Coffee Mugs**

By Steven Breitbart, NOCCC Secretary

**C** ome years ago, we gave coffee mugs as a gift to our Speakers. A photo of the mug is shown below. It occurred to me that NOCCC members might like to get a mug for themselves. If we ordered new, updated mugs they would be microwavable-safe plastic. If you have an interest, send an email to secretary@NOCCC.org.



#### Sixty Tips for Creative iPhone Photography

Book Review by Dr. Robert Kelly, NOCCC



t seems that everywhere we go these days, if we take the time to look, there will be someone taking a picture with a cell phone. Almost all cell phones come with a camera and most are able to take short video clips. As the cell phone has evolved, the quality of the associated cameras has also increased to the point where many will provide the user with a photograph of 8 megapixels or more. Gerhard Rossback of Rocky Nook was offered the opportunity to publish a book on the subject of iPhone photography.

(Continued on page 23)

### **Consignment Table**

The NOCCC Consignment Table in the **lobby of Irvine Hall will not be** available during the **MARCH 2013** meeting. It is open on even months, the same as the E-Waste collection.

For your information:

- Only current members can place items for sale, but non-members are welcome to purchase items from the table. This is a great place to get some money for your surplus computer items, and help the NOCCC at the same time.
- The consignment table operates on a 90/10% basis — with the owner getting 90%, and the Club treasury 10%.
- 3) You can fill out a Consignment Table User List and item tags at the table: The user list and each tag must contain:
  - a) Seller's name
  - b) Seller's NOCCC membership number
  - c) Item name and description
  - d) Item asking price
- 4) The seller may pick up all items and/or money at any time, but no later than 2 p.m. on the day of sale. Any items and/or money not picked up by 2 p.m. will become the property of NOCCC and will be subject to disposal at the Club's discretion. The club has no storage room available for unsold items
- 5) NOCCC is NOT RESPONSIBLE in any way for items bought and/or sold at the Consignment Table. Each item is placed and sold on an AS-IS BASIS.

# **E-Waste Collection**

California disposal laws have made it illegal to put monitors and computers in the regular trash. **Omni Technics, Inc.** will be at our regular meetings to collect E-Waste **on even months**, so bring your "junk" in April. Check their web site for more information: **http://www.ca-recycle.com/.** Or, call (562) 627-1910.

# **NOCCC Officers**

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5		
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	<b>.</b> , <b>...</b> . <b>...</b>	
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University Liaison		
Dr. Don Armstrong	773-1187	president@noccc.org

Chapman U. Campus Security 997-6763 open locked rooms, problems



# **NOCCC Help Volunteers**

The **Help Line** is in the true spirit of the NOCCC, which is to help others to learn more about computers. The following is a list of Help Line subjects that an NOCCC volunteer is able to help you deal with. Call (714) 779-1936 or e-mail Ted Littman at helpline@noccc.org with additions, deletions, or corrections. Most volunteers prefer being contacted by e-mail. Mention **NOCCC** in the Subject line.

Apple II	Gerry Resch	714-772-6667	gerry@gerryresch.com
Corel Draw	Larry Klees		larryklees@yahoo.com
Digital Photography	Larry Klees		larryklees@yahoo.com
Excel	Gerry Resch	714-772-6667	gerry@gerryresch.com
GPS Navigation	Bob DeWolf	714-879-8269	rsdewolf@adelphia.net
Linux	Bob Palmer	714-749-0385	bpalmer@rccauto.com
Lotus 1-2-3	Gerry Resch	714-772-6667	gerry@gerryresch.com
Microsoft Office	John Heenan	714-998-7660	treasurer@noccc.org
PC Hardware	Jim Sanders	714-544-3589	jsanders@ligasmicro.com
Photo editing & Pshop	Larry Klees		larryklees@yahoo.com
QuickBooks - all ver.	Linda Russell	909-949-4930	qbqueen@verizon.net
Tcl/Tk & UNIX	Bob DeWolf	714-879-8269	rsdewolf@adelphia.net
Windows 7, Vista & XP	Jim Sanders	714-544-3589	jsanders@ligasmicro.com
Windows 9X & XP	John Heenan	714-998-7660	treasurer@noccc.org
WiFi & Networking	Jim Sanders	714-544-3589	jsanders@ligasmicro.com

Do you want to be an NOCCC Help Volunteer and assist other members with computing subjects that you know well? If so, please contact Ted Littman at editor@noccc.org or call (714) 779-1936.

# **SIG Leaders**

Contact the SIG leaders by e-mail, preferably, rather than by telephone.

SIG	BLDG	RM.	TIME	LEADER	E-MAIL	PHONE
Linux for Desktop/Admin	Science	131	9:00/10:30	Bob Palmer*	bpalmer@rccauto.com	(714) 749-0385
Beginner's Digital Photography	Science	127	9:00	.John Krill	noccc.bgphotosig@gmail.com	(949) 497-8658
Visual Programming	Science	111	9:00	Anson Chapman	aec@cclift.com	(909) 860-9515
Exploring New Technology	Science	109	9:00	Ben Lochtenbergh	bal@msn.com	(949) 653-2545
Apple Devices	Science	127	10:30	Rick Thues	. imentor@mac.com	(714) 728-3224
Word, Excel, & Outlook	Science	306		Tia Christian	lwilliams_00@yahoo.com	(714) 263-6105
Mobile Computing	Science	109		Ben Lochtenbergh	bal@msn.com	(949) 653-2545
Access/Excel VBA	Science	306		Bob Dickson	robertbdickson@socal.rr.com	(714) 539-1304
Advanced Digital Photography	Science	127		Larry Klees	larryklees@yahoo.com	(714) 879-7962
Understanding OS's	Science	111		Charlie Moore	mooreca@roadrunner.com	(714) 529-9071
Access	Science	306		Bob Dickson	robertbdickson@socal.rr.com	(714) 539-1304
PC Q&A	Irvine Hall		0:30/12:30	Jim Sanders	jsanders@ligasmicro.com	(714) 544-3589

Please report SIG changes to editor@noccc.org,

\*Contact for Linux SIGs

Contact the SIG leaders by e-mail, preferably, rather than by telephone.

# **Computer Talk**

# Word Tips

#### Copyright © 2013 by Sharon Parq Associates, Inc. Reprinted by permission. Thousands of free Microsoft Word tips can be found online at http://word.tips.net

#### **Changing How Links are Activated**

Fay has two documents linked to each other—a form linked to an information document. On her work PC when she hovers the mouse pointer over the link it shows as a "pointer hand." On her PC at home she doesn't get the hand, but can right-click and select to open the link. Fay is wondering why the behavior is different on the two systems and what she can do to fix her home PC.

The behavior difference that Fay notes is actually controlled by a configuration setting within Word. Click the Office button and then choose Word Options. Click Advanced and display the Editing Options portion of the options. (This is the options at the very top of the advanced options.) (See Figure 1.)



#### Figure 1. Advanced options in Word.

Pay attention to the setting named Use CTRL+Click to Follow Hyperlink. If this check box is selected then Word requires the use of the **Ctrl** key to activate the link. (Or, as Fay did, rightclicking the link and selecting to open it.) If the check box is unselected then you'll get the "pointer hand" and be able to simply click on a link to follow it.

*WordTips* is your source for cost-effective Microsoft Word training. (Microsoft Word is the most popular word processing software in the world.) This tip (6052) applies to MS Word versions: 2007.

#### **Removing a List**

There may be times when you want to remove the list formatting you previously applied to some of your text. For instance, you may have a numbered list that you want to reformat as regular text. Word provides an easy way for you to remove list formatting:

- 1. Select the list items you want to no longer be a part of the list. It doesn't matter if it is a numbered or bulleted list.
- 2. Make sure the Home tab of the ribbon is displayed.
- 3. If the list is a numbered list, click on the Numbering tool, in the Paragraph group.
- 4. If the list is a bulleted list, click on the Bullets tool, in the Paragraph group.

If you remove the bullets or numbering from only a portion of the list, the remainder of the list maintains the list formatting. If required, Word adjusts the numbering on any remaining part of a numbered list.

Word does provide another way you can remove a list: All you need to do is select the paragraphs you want to affect and then press Ctrl+Q. This shortcut returns the paragraph formatting to whatever is defined by the underlying style applied to the paragraphs.

*WordTips* is your source for cost-effective Microsoft Word training. (Microsoft Word is the most popular word processing software in the world.) This tip (743) applies to MS Word versions: 2007 | 2010.

#### **Specifying Font Styles**

Word allows you to format your documents in many different ways. One of the ways you can format the characters within your document is through the use of font styles. The phrase "font styles" is easy to confuse with "character styles" and "paragraph styles." In Word these latter two phrases refer to styles you can define to indicate how characters and paragraphs should look. Font styles, on the other hand, are not style definitions at all; they are variations of a font that indicate different ways that font can appear. While you can define a character or paragraph style, you cannot define a font style at all.

You probably already know that you can use different fonts for displaying characters. Each font typically comes with a number of styles in which it can be displayed. For instance, if you format a character as bold, then you have specified the Bold font style.

If you want to see the available font styles for a particular font, follow these steps:

- 1. Select the text you want to affect.
- 2. Press **Ctrl+D** to display the Font dialog box. (See Figure 2.)

Eont:	Font style:	<u>S</u> ize:
+Body	Regular	11
+Body +Headings Aharoni Albertus Extra Bold Albertus Medium	Regular     Italic     Bold     Bold Italic	8 A 9 10 10 12 T
Font color:	Underline style: Ur	nderline color:
Automatic 💌	(none) 🔻	Automatic 💌
ffects		
Strikethrough	Shado <u>w</u>	S <u>m</u> all caps
Superscript	Emboss	Hidden
Subscript	Engrave	
review		
	а	
This is the body theme font	The current document	t theme defines which font will be used
mana are bouy arente forte	The current document	e areane actimes which for e will be used

Figure 2. The Font dialog box.

- 3. From the Font list, select the font you want to use.
- 4. Examine the Font Style list to see which styles are available for the font.
- 5. When you are done, click on OK.

You should note that different fonts have different font styles available. The most common font styles are Regular, Italic, Bold, and BoldItalic. This is not the limit, however, and not every font will include these four. Indeed, the styles available for a particular font are entirely up to the font designer.

*WordTips* is your source for cost-effective Microsoft Word training. (Microsoft Word is the most popular word processing software in the world.) This tip (7113) applies to MS Word versions: 2007.

#### **Too Many Temporary Files**

When you use Word, you may have noticed that it creates many temporary files as the program is running. Word does this as a document management scheme—to help improve speed and versatility while editing a document. These files are saved in several different places on your hard drive. The most common place is in the folder where the original document is located.

Some people mistakenly think you can change where Word stores temporary files. If you look at the File Locations tab of the Options dialog box, you can see that there are no settings for temporary files, other than AutoRecover files. (These are not, technically, temporary files. Word creates many more temporary files than just AutoRecover files.) All the other temporary files created by Word are either placed in the system temporary directory (set by the Windows TEMP system environment) or in the folder where the original document (the one related to the temporary files) is located.

When you use the Open dialog box to look for a document, you may see two types of temporary files in a directory. The first **March 2013** 

uses the same document name as an open document, has a dollar sign as the first character, and uses the DOC file name extension. Word uses this temporary file, again, for document management. The other type of temporary file uses a seemingly random file name with an extension of TMP. These files are created for a wide variety of reasons and purposes, so a large number of them can appear very quickly.

It should be noted that you will only see the TMP temporary files if you have the Files of Type setting in the Open dialog box set to All Files. If you find the TMP files distracting (most people do), you should set the Files of Type setting to a different file type. The TMP files are no longer displayed, and you can more easily focus on the files you need to work with. If you cannot do this (for instance, you routinely work with files that have a different file extension than DOC), then there is no way around wading through the TMP files in your directory.

Theoretically, Word is supposed to delete all of its temporary files when you exit the program. Long-time Word users know that this is not always the case. It is very possible to have TMP files left strewn about your hard drive. Once you have exited Word, it is perfectly OK to delete these files. Typically they are left if Word hangs, if you exit the program abnormally, or if you left a large number of items in the Clipboard when you ended the program.

For more information on how Word uses temporary files, refer to this Knowledge Base article:

#### http://support.microsoft.com/?kbid=211632

*WordTips* is your source for cost-effective Microsoft Word training. (Microsoft Word is the most popular word processing software in the world.) This tip (1389) applies to Microsoft Word versions: 97 | 2000 | 2002 | 2003.

#### **Creating Two Versions of the Same Document**

Barry is a teacher and likes to use Word to create handouts for his class. He also uses Word to create detailed notes for him to teach from. The detailed notes document is a superset of the handout. Barry is searching for the best way to "marry" the handout document to the detailed notes document so that if he makes a change to the handout it is also reflected in his notes. He has tried using only one document for everything and formatting his detailed notes as hidden text, but that doesn't always work. (For instance, a numbered list will have missing numbers in the handout if he hides some of it.) His detailed notes are interspersed among the handout text, so he can't simply have a master/subdocument.

Actually, you've thought about two good approaches, but there are others. The hidden text approach might still be possible; the only difference is in how you prepare the text in your document. For instance, instead of putting your notes in their own paragraphs (which would entail them having their own numbers in a numbered list), you could make the notes part of the previous paragraph by pressing **Shift+Enter** at the end of the student portion of the text. Your note then won't get its own number, and you can still hide it so you can control printing.

Another option is to forego the hidden text and put your notes into comments. Word allows you to turn off the display and printing of comments in much the same way as you do with hidden text.

Closely related to comments is to use all the markup tools enabled through Track Changes. In your document you can activate Track Changes when you are ready to put in your own notes. They then show in the document as "added" text. Word allows you to print your document with or without markup visible, so you can print it with or without the added text (your notes).

There is another advantage to the Track Changes approach, as well. If you add something in your notes that you later decide you want visible in the student handout, all you need to do is select that something and then "accept" the revision for what you selected. It then becomes part of the original document and will be printed on the handout.

While you noted that using master and subdocuments doesn't work well for your needs, there is a parallel approach that may be adaptable—use the INCLUDETEXT field instead. Your notes could be in a number of small documents (call them subdocuments, if you want), and then you place INCLUDETEXT fields in the student handout to indicate where those insertions should occur. If you want, you could even place your notes in a single document, bookmark the various chunks, and then use multiple INCLUDETEXT fields with a bookmark parameter to reference the chunks in the notes file. Within the student handout you can format the fields as hidden text and then print with or without hidden text visible to get your desired printout.

You might also look to augment Word with another program. In Word 2010 you can use OneNote to assemble your notes and link them to your student handout. This process is best described in this tutorial from Microsoft:

#### http://office.microsoft.com/en-ca/onenote/better-together-wordand-onenote-HA102737477.aspx

Finally, you can abandon Word altogether and use a different program that may be more suited to what you want to do. For instance you might use PowerPoint to actually create the handouts and notes. While we most often think of PowerPoint as a way to make overhead slides, a slide could just as easily be formatted to represent a piece of paper. Your student handout would be made in the "slides" portion of the presentation and you can then add notes to each slide, as desired. When it comes time to print you can choose to either print just the slides (for the students) or the slides and notes (for you).

*WordTips* is your source for cost-effective Microsoft Word training. (Microsoft Word is the most popular word processing software in the world.) This tip (12433) applies to Microsoft Word versions: 97 | 2000 | 2002 | 2003.

# **Excel Tips**

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#### Generating a Web Page

Creating a new Web page from an existing workbook is very easy in Excel. All you need to do is load and display the information you want used as your source material and then click **F12** to display the Save As dialog box. Make sure you then change the Save As Type drop-down in the Save As dialog box to Web Page. (See Figure 1.)

Bownloads     Recent Places     Forms     Date modified     Type     Forms     1/18/2010 3:55 PM     File fo     Documents     Music     File pame     Videos     Videos	Size
Videos     III       File game:     Budget.htm       Save as type:     Web Page (".htm;".html)       Authors:     Alien L. Wyatt     Tags: Add a tag	
Save as type: [Web Page (*htm;*.htm]) Authors: Allen L. Wyatt Tags: Add a tag	
Authors: Allen L. Wyatt Tags: Add a tag	
Save:  Save:  Selection: Sheet  Page title:  Change Title  Save: Thumbnail	

#### Figure 1. The Save As dialog box.

If you have used Excel for a while, you probably noticed right away that there are some differences between this incarnation of the Save As dialog box and the normal one used for saving information to a new workbook file. In this case, Excel includes additional controls that allow you to specify how it should create your Web page.

Using the controls in the Save As dialog box to indicate a file name and directory should be pretty straight-forward. You need to indicate in the middle of the dialog box what you want saved in your Web page, however. You can specify to save either the entire workbook or you can save the worksheets you selected before displaying the Save As dialog box.

In addition, if you choose to save just a worksheet, you can specify that the output be made interactive. This means that others who access the Web page can utilize the information in much the same way as they could with a native Excel file, provided they have a compatible version of Excel on their system.

Notice, as well, that you can specify a page title for your Web page. The page title is displayed by a browser at the top of the page, in the title bar. To change the page title, click your mouse on the Change Title button.

When you are ready to save your Web page, simply click on the Save button. Excel generates the HTML output file according to your specifications. You can then place the generated Web page file on a Web server for all the world to see.

People viewing your page don't need to have Excel; they just need to have a standard Web browser. Exactly how your information is displayed may differ from one browser to another. Standards within the Web leave it up to browser to determine how characteristics are displayed. Thus, one browser may display columns or fonts or bold text a bit differently than is done in a different browser. It is impossible for Excel to anticipate and overcome these differences. *ExcelTips* is your source for cost-effective Microsoft Excel training. This tip (186) applies to MS Excel versions: 2007 | 2010.

#### **Counting with PivotTables**

Suppose you have a data table set up in Excel that represents your club membership. In the first column are the names of club members. In the second column are the cities in which the members live. If you want to find out how many people live in each city, there are several methods you can choose. One method is to create a PivotTable.

To create a PivotTable on your data, follow these steps:

- 1. Select a cell within your data table.
- 2. Make sure the Insert tab of the ribbon is displayed.
- 3. In the Tables group, click the PivotTable tool.
- 4. Excel displays the Create PivotTable dialog box. (See Figure 2.)

Choose the data that yo	pu want to analyze
Select a table or rate	ange
<u>T</u> able/Range:	Sheet1!\$A\$1:\$D\$577
🔘 Use an external da	ata source
Choose Conr	nection
Connection na	me:
Choose where you wan	t the PivotTable report to be placed
New Worksheet	
C Existing Workshee	t
C Existing Workshee	(
Location:	

Figure 2. The Create PivotTable dialog box.

- 5. In the Range box, make sure your entire data table is selected, then click on OK. Excel creates an empty PivotTable worksheet.
- 6. Drag the City field from the field list to the Row Labels area.
- 7. Drag the Name field from the field list to the Values area. Your PivotTable is complete.

*ExcelTips* is your source for cost-effective Microsoft Excel training. This tip (6160) applies to MS Excel versions: 2007 | 2010.

#### **Underlining Text in Cells**

Everyone knows that you can underline text by simply selecting what you want underlined and then clicking on the Underline tool on the ribbon or toolbar. This adds a single underline. If you want a double underline, click the down-arrow at the right of the Underline tool and select Double Underline.

If you want any fancier underlines, you must display the Font tab of the Format Cells dialog box. (Display the Home tab of the ribbon and click the small icon at the bottom-right of the Font group.)

*ExcelTips* is your source for cost-effective Microsoft Excel training. This tip (6610) applies to MS Excel versions: 2007.

#### Weird Mouse Shortcut

There's an interesting little shortcut you can use to navigate around your worksheet, if you like to use the mouse quite a bit. When you select a cell, Excel places a bold outline around that cell. If you double-click on one of the borders of the cell, Excel moves the cell selection in the direction indicated by the border you double-clicked.

That may sound confusing, but try this to get an idea of how this shortcut operates:

- 1. Select a cell in the middle of a data table in a work-sheet.
- Double-click the bottom border of the selected cell. (Don't double-click the fill handle; make sure you only double-click on the border.)

That's it. Did you notice that Excel selected the last cell in the column that has anything in it? The same thing happens if you click on the other sides of selection border: double-click the left side to jump left, the top side to jump up, and the right side to jump right.

You may be tempted to think that double-clicking the selection border is the same as holding down the **Ctrl** key as you press one of the directional arrows on the keyboard. If the cell you originally have selected is within a data table, then the two approaches (mouse and keyboard) do have the same effect. If the original cell is outside of a data table, however, then the effect is not the same.

For instance, select an unused cell to the right of your data table. There should be several empty columns between the cell you select and the edge of the data table. If you hold down the **Ctrl** key as you press the **Left Arrow**, then Excel selects the next cell in that row, to the left, that has something in it. In other words, it selects the cell that is at the right edge of your data table in that row.

If, instead, you double-click the left selection border for the cell, then the first occupied cell is not selected. Instead, Excel selects the cell just to the right of the first occupied cell. In other words, it selects the last empty cell before the edge of the data table in that row.

Spend some time playing around with this method of navigation. You may be surprised by how Excel moves the cell selection.

*ExcelTips* is your source for cost-effective Microsoft Excel training. This tip (664) applies to MS Excel versions: 2007 | 2010.

#### Deleting Every X Rows without a Macro

When working with data retrieved from another source—such as another user or from an external program—you may have a need to remove certain rows from the data. It is not unusual, for instance, to have the need to remove every third row or every fifth row. The following general steps allow you to delete every X rows without using a macro.

- 1. Insert two columns (A and B) on the far left side of the worksheet.
- 2. In the new column A, use AutoFill to sequentially number the rows from 1 to the end.

- 3. In cell B1 (assuming you have no header row), enter the formula =**MOD**(A1,3). (This formula assumes that you want to delete every third row. If you want to delete some other multiple of rows, substitute that number in place of the 3 in the formula.)
- 4. Copy the formula downward to all the other cells in the B column.
- 5. Display the Data tab of the ribbon.
- 6. Click the Filter tool, in the Sort & Filter group. Excel displays small drop-down arrows beside the header row cells.
- 7. Using the drop-down list in column B, select the 0. Now, only those rows with a zero in column B appear.
- 8. Select all the displayed rows and delete them.
- 9. Turn off AutoFilter. (Repeat steps 5 and 6 to do this.)
- 10. Delete columns A and B.

*ExcelTips* is your source for cost-effective Microsoft Excel training. This tip (6123) applies to MS Excel versions: 2007 | 2010.

#### **Cycling through Colors**

Excel provides a tool you can use to cycle through the available font colors. The tool is not available by default, but must be added by following these steps:

- 1. Display the Excel Options dialog box. (In Excel 2007 click the Office button and then click Excel Options. In Excel 2010 display the File tab of the ribbon and click Options.)
- 2. Click the Customize option (Excel 2007) or Quick Access Toolbar option (Excel 2010) at the left side of the dialog box. (See Figure 3.)



**Figure 3.** The Customize option of the Excel Options dialog box.

- 3. In the Choose Commands From drop-down list, choose All Commands.
- 4. In the list of commands, click once on Cycle Font Colors.
- 5. Click the Add button. The command is copied to the right side of the dialog box.

6. Click OK. The Cycle Font Colors tool is now on the Quick Access Toolbar.

Now, whenever you click on the Cycle Font Color tool, the font color in the selected cells will change. Click again, and the color changes again. Keep clicking, and eventually the font colors repeat.

*ExcelTips* is your source for cost-effective Microsoft Excel training. This tip (6130) applies to MS Excel versions: 2007 | 2010.

#### Using Text Boxes

A *text box* is a special kind of graphics object that is nothing but a box that can contain text. You can place any text in them you desire, using the same techniques you use to add text to a cell. The way in which you add a text box depends on the version of Excel you are using.

Here's how you can create a text box:

- 1. Make sure the Insert tab of the ribbon is selected.
- 2. Click on the Text Box tool in the Text group. When you move the mouse cursor into the worksheet area, you'll notice that it changes to a different type of insertion pointer.
- 3. Click at a corner of where you want the text box to appear and, while holding down the mouse button, drag to the opposite corner.
- 4. Release the mouse button.
- 5. Start typing the text you want in the text box.

Once you create the text box and start typing, the text box remains selected. When you want to work with other parts of your worksheet, simply use the mouse to select those parts.

*ExcelTips* is your source for cost-effective Microsoft Excel training. This tip (6128) applies to MS Excel versions: 2007 | 2010.



#### How to Backup iTunes

If you've spent years (and your hard earned cash) building your iTunes library, it makes good sense to ensure that it's safely backed up. There are several ways to make backups of your iTunes library. Unfortunately, some are incomplete or cumbersome. It's important to understand the differences in order to choose a backup method that's right for you. Here's what you need to know about backing up your iTunes music, movie and audiobook collection.

Read more:

http://askbobrankin.com/how\_to\_backup\_itunes.html#ixzz2 GJTTTrlS

# **Reviews Editor's Corner**

# **Products Available for Review**

The NOCCC regularly receives copies of books and sometimes software from vendors for our review. We can also request specific products for you to review. These reviews are published in this newsletter, the Orange Bytes. Then, you get to keep



the book or software. If you are interested in doing a review, please send an e-mail to reviews@noccc.org and provide your membership number, phone number, and e-mail address. You can pick up the product from Richard Miller in the lobby of Irvine Hall between 9 A.M. and Noon at the regular monthly NOCCC meeting.

### **Note to Reviewers**

- You have 2 months to submit a review. Due-cause time extensions must be requested from the Reviews Editor.
- You must leave a security deposit (check, credit card number, or cash equal to the product's list value.), returnable upon our receiving an acceptable review.
- If you decide to return the product without reviewing, there is a \$2 penalty after the first month and a \$5 penalty after the second month.
- Guidelines for preparing your review are spelled out at http://www.noccc.org/. Click News, Site Tech Info.

### Books

#### **Social Networking & Internet**

**New:** On Top of the Cloud: How CEO's Leverage New Technologies to Drive Change & Build Value Across the Enterprise – Authored by Hunter Muller from John Wiley & Sons. MSRP=\$65.

**Mom Blogging for Dummies** – Learn how to set up your blog and use it to sell your products & services. From Wendy Piersall from Wiley. MSRP=\$25.

**Computers for Seniors for Dummies** - By Nancy Avior. From Wiley. MSRP \$50.

**The Digital Afterlife** – How to secure your digital assets for your heirs. By Evan Carroll & John Romano from New Riders. MSRP=\$25.

**The New Technology Elite** – By Vinnie Mirchandani. From Wiley. MSRP=\$50.

#### **Digital Photography & Design**

**Photoshop CS6 Quick Start Guide** - By Weinman & Hove. From Wiley. MSRP=\$40.

**New: The Photoshop Elements 10 Book for Digital Photographers** – Authored by Scott Kelby & Matt Kloskowiski from New Riders. MSRP=\$50.

**New:** Adobe Photoshop Elements 10 Classroom in a Book – The official training workbook from Adobe Systems. From Adobe Press/Peachpit Press. MSRP=\$45.

**The Portrait Photography Course** – Principles, practices, & techniques. By Mark Jenkison, from Peachpit Press. MSRP=\$40.

**Professional Portrait Retouching Techniques for Photographers using Photoshop** – Learn how the pros do it. By Scott Kelby, from New Riders. MSRP=\$50.

**Canon PowerShot G12** – From snapshots to great shots by Jeff Carlson from Peachpit Press. MSRP=\$25.

Adobe In Design CS5 Classroom in a Book - By Olav Kvorn & David Blatner. From Peachpit Press. MSRP=\$55.

Adobe "Real World In Design CS4 - The book covers the waterfront in Adobe's 'New Design Suite.' By Kvorn & Blatner. From Peachpit Press. MSRP=\$50.

**New: The iPhone Book** – By Scott Kelby & Terry White. From Peachpit Press. MSRP=\$25.

**Picture Perfect Practice** – By Robert Valenzuela. From New Riders. MSRP=\$45.

# Orange Bytes in Color and More at the NOCCC Website.

The latest issues of the Orange Bytes (as well as past issues) are available in PDF format, **in color** and with **live** internal and external links. There is no user name or password needed. Go to our website: http://www.noccc.org/.

# **Views from NOCCC Members**

### Don't Put My Mind into a Computer and Other Technological Fears

#### By Steven Breitbart, NOCCC

I was reminded of a story I heard that some Air Force pilots were shutting off the heads-up display in their helmets while flying some of our advanced airplanes. Apparently, they felt they were being given too much information, too quickly. It doesn't surprise me; information overload seems to be so prevalent lately.

You may ask, what gave me the idea to write this article? I recently heard about some upcoming technology and some predictions by the futurist, Ray Kurzweil. The upcoming technology is called Google Glass or Google Glasses. This is a computer in a device that almost looks like glasses for one eye - except the lens appears to be about the size of a postage stamp. It will get information from the Internet on whatever you look at and then, I guess, somehow instruct the computer to find out about the item, be it a store window, building, bus route, or person. We already have problems with too much multitasking.

People have been so intent on talking, texting, or playing games on their Smartphones that they forget to look where they are going and get into an accident, due to a vehicle, another person, irregular sidewalks or open gratings. If a product like Google Glass becomes popular, I expect similar problems. Despite the laws against it, I still see a lot of people holding a phone up to their ears while driving, which increases the probability of an accident. The computer controls being installed in some vehicles are sufficiently complex to give the driver even more distractions.

While I am on the subject of cars, California just passed a law to allow testing of Google's self-driving car, albeit with a human passenger required as a safety measure. What I want to know is if there is no human in the car, why is the car out driving around?

Note that Ray Kurzweil is not the only person predicting the future. I was told that Kurzweil has predicted that by 2029 (apologies to Dr. Kurzweil if the dates are wrong.), we will reach a level when a conversation with a computer will be indistinguishable from a conversation with a human (known as the Turing test). The computers may or may not be mobile, as in an android. But, I suspect that many, many millions of jobs will be lost when people are replaced with computers. Initially, any type of customer support personnel that we now contact via phone or Internet comes to mind. It could possibly include janitors (imagine a robot vacuum cleaner and other such tools hooked up to a computer) and teachers. The computer could project a lesson on a screen or onto many screens. How would it handle misbehaving students? I hesitate to guess. Could it reach the level of doctors, lawyers and engineers? Again, I hesitate to guess. Companies will probably jump on this because

computers do not require breaks, health benefits, vacations, or unions. Even lights and heating may not be needed most of the time. I think it's even possible that a majority of humans in technologically developed countries will become unemployed. How will we make a living?

I was also told that Kurzweil predicted that by 2045 we will be able to put a human consciousness into a computer. Just because we can do something doesn't mean we should. The possibility of a consciousness in a computer raises even more issues. If the computer is mobile, could the consciousness/computer walk outside, and react with emotion at a sunrise or sunset? Could the consciousness/computer enjoy the aroma of coffee or pizza? Could it eat and drink? If not mobile, then would it live in a virtual reality world along with other individuals who have had their consciousness put into a computer? Could the consciousness live as long as there are parts to replace the ones that wear out and electricity to keep the whole thing running? Assuming, of course, that there is someone or another computer to do the repairs and maintenance in the real world. One storm like Hurricane Sandy could put millions off line, into a virtual coma, for weeks. Other questions are who pays for the new parts and who pays for the electricity? Would the leading cause of virtual death be power failures? Would we be paying for perpetual care for our own consciousness instead of for cemetery plots? Regardless of mobility, would the consciousness produce anything at all or pursue scientific or even artistic development? Are we creating our own Matrix?

Having one's consciousness in a computer may be a godsend to many people with debilitating diseases or war injuries, so their quality of life is not good. But I do not want it for myself. I want to see, hear, touch, taste and smell with the senses I was born with. A European singer called Plastic Bertrand had a song around 1980 entitled "Ca Plane Por Moi" which I am told, translates into "This Life for Me." My sentiments exactly.

#### Some Recommended Technical Sources

By Ted Littman, NOCCC Editor



Need expert tech support? Ask Bob about Computers or the Internet!

http://askbobrankin.com/

"Bob Rankin is a <u>translator for the technology impaired</u> -- a writer and computer programmer who enjoys exploring the Internet and explaining technology in plain English. His work has appeared in Computer World, NY Newsday, and other publications. Bob is also publisher of Internet TOURBUS, author of several computer books, and creator of the Lowfat Linux tutorial."

Sign up for the free AskBobRankin Updates email newsletter http://askbobrankin.com/subscribe.html.



This free web site provides essential news, tips, and tricks for Windows, Firefox, and IE-weekly. In addition, you can subscribe to their free weekly email at

https://windowssecrets.com/subscribe/. You also can sign up for their "paid content" email newsletter by making <u>any</u> financial contribution!

Editor in chief **Tracey Capen** was the executive editor of reviews at PC World magazine for 10 years, from 1995 to 2005. He was InfoWorld's managing editor of reviews from 1993 to 1995 and worked in the magazine's test center and as networking editor from 1989 to 1992. **Fred Langa** is senior editor and weekly contributor to the LangaList Plus column. His LangaList Newsletter merged with Windows Secrets on Nov. 16, 2006. Prior to that, Fred was editor of Byte Magazine (1987 to 1991) and editorial director of CMP Media (1991 to 1996), overseeing Windows Magazine and others

### Microsoft At home & At work

Microsoft provides an assortment of online help and how-to articles, and tips covering not only their hardware, software, and Internet products, but just about everything having to do with PCs: http://www.microsoft.com/en/us/sitemap.aspx. You also can subscribe to a number of email newsletters that contain hot links to online articles:

https://profile.microsoft.com/RegSysProfileCenter/SubCntDefa ult.aspx?lcid=1033.



your one-stop resource center for Internet security.

You can find a lot of useful information from Symantec-Norton on protecting your computers and mobile devices from security threats at: http://us.norton.com/clubnorton/promo.

# February 3, 2013 Main Meeting Report

By Steven Breitbart, NOCCC; Photo by Jim Sanders, NOCCC

#### Club Business

**P**resident Don Armstrong opened the meeting. He told us that the Chapman University graduate student chosen to receive the NOCCC scholarship for 2012 will be contacted this week. He will try to arrange a presentation from her in April.



The Random Access portion of the meeting followed. Muriel Fitzsimmons mentioned that the Orange County Genealogical



Society will be holding a 50<sup>th</sup> anniversary Genealogy BASH on Saturday, March 2, 2013. For more information go to www.occgs.com. Gerry Resch reminded people not to park on the residential side of the local streets; parking for non-residents only is allowed on the university side.

#### Main Speaker

Don then introduced **Rick Theus**, our Apple SIG leader, who spoke to us about Social Technology. Rick is known as the iMentor and he provides "Troubleshooting & Private Instruction" to people with all manner of Apple products. His web site is theiMentor.com, email address iMentor@mac.com.



Rick started by saying that communication is everything and that social technology didn't start recently. The first type of social technology was the cave, which was a relatively safe area for families. He then described the advances in social technology by citing some major milestones in the development of civilization. These milestones were fire, the water pump, being able to build houses, especially where groups of people could meet, as in churches. People told stories and exchanged information at different locations and for different occasions. Rick mentioned the role of alcoholic beverages and the places where you drink: bars and social clubs. He then added businessman's clubs, the home porch, soda fountains, theaters, town squares, music and vehicles. Each advance, each invention, allowed increasing social interaction between people.

In the modern era, we have had incredible inventions that enable even more social interaction over increasing distances such as the telephone, television, which replaced the home fire, and finally the computer. A later development was the personal computer, which required a DOS (Disk Operating System). Then XEROX PARC (Palo Alto Research Center) developed the desktop concept, a metaphor for an actual office. XEROX did not want to develop this concept and sold it to Apple, who popularized the GUI (Graphical User Interface). Rick said that Microsoft also bought into this approach, made it more useable and different from the Apple desktop, which they had to prove in court. More important, the computer was now another example of social technology. This was soon followed by the Internet, which allows for free communication with many people using chat rooms, email, etc. The computer allows more social interaction, especially now that we can exchange videos which are hard to fake.

Rick mentioned that Steve Jobs said that the Internet is what computers are going to be. The current Mac OS, version X, was originally developed at Next, and is based on BSD which, in turn, is based on Unix. In general, the desktop is becoming unified. Both the latest update of the Mac OS (Mountain Lion) and Windows 8 allow for the use of hand gestures and will be good for the desktop, laptop table and phone based computers. A device available now, called the Leap Motion, is a small box that sits in front of the keyboard and enables the user to use large hand gestures to control the computer.

There are now about 600 million web sites on the Internet and more than one trillion links exist. These links can be compared to synapses in the brain. We can create a "universe" in the Internet. Each person can have a second life in a virtual universe, representing him or herself with an avatar. A virtual desktop can be developed that would appear to be the same as your home computer, but actually be part of a web site. As it is now, we can start up a computer and have the browser open immediately and go to Facebook or Twitter. Applications that are equivalent to Microsoft Office applications will be available, but they will also be based in the Internet.

Rick stated that everyone is becoming connected. Browsers are the dumb terminals of our time and the Internet is the mainframe computer. There is a lot that can be done using the Internet. Examples include expansive information on Wikipedia, shopping, recreation using Internet-based games, which is becoming the new golf course. In World of Warcraft, for example, users can pick a good or bad team. Rick demonstrated a web site where he sketched "NOCCC" and a pile of rocks, submitted it, and got back a sketch of a snowman.

One of the latest examples of a milestone in social technology is the iPhone and other Smartphones, which are computers shrunk down to the size of a phone.

Google is testing a device called Google Glass (also called Google Glasses), which is a device that is even more sophisticated than a Smartphone. It is worn on the head, similar to eyeglasses for one eye. Rick showed a short film about Google Glass. Just by looking at something, the eyeglasses would give you information about it, obtained from the Internet. The information appears to float in the air but is actually displayed or projected on a tiny screen that is mostly transparent so you can still see the real world. If you look at a person, facial recognition software will tell you the name and other details about the person. You could also make and receive phone calls while using the Google Glass.

Rick then spoke about Ray Kurzweil, the futurist who has been hired by Google. We are now close to simulating a human brain. Kurzweil says that by 2029 we will reach a singularity, when a conversation with a computer will be indistinguishable from a conversation with a human. Kurzweil also predicted that by 2045 we will be able to put a human consciousness into a computer.

Rick concluded by taking questions from the audience. He said, among other things, that a computer is a "car" that lets you go anywhere in the world and he demonstrated translation using Google Translate.

Another interesting meeting. See you next month.

# February 3, 2013 Raffle Winners



**Giok Tan** Canon Color Printer



**Dallas Hazleton** *Coby CD Player* 



**Carl Rau** *Travel Case* 

Photos by Jim Sanders, NOCCC



**Giok Tan** Coby CD Player



**Linda Russell** *Power Center* 



**Jim Sanders** *Bluetooth Earpiece* 



Rudy Lauterbach LED Keychain



Ben Lochtenbergh Power Center



Steven Breitbart LED Flashlight

# **SIG Meeting Reports**

# Beginner's Digital Photography

By John Krill, SIG Leader

#### **Purchasing a Camera:**

We talked about cameras and where you search for them; getting reliable reviews for cameras; and where you should purchase them.

*Price:* Lets face it, we all set a maximum price for anything we buy, so why not cameras. The best Web site for finding what's available in a price range is B & H Photo Video:

http://www.bhphotovideo.com. On the front page below Photography, select Digital Cameras. I leave it up to you to go through the various options you have on the left sidebar. Scroll down the left sidebar and there is a price selector. You can even put in your own price range.

*Reviews:* You've selected a number of cameras that could work for you. Before you leave B & H, you can read customer reviews of the cameras. Just remember, the owner of a camera may be complaining about something that either doesn't apply to the camera or they are using the camera correctly. That's why I go to Digital Photography Review, www.dpreview.com. Most cameras are there. If it's a new model, they may not have a complete review.

Handling the camera before buying: You can't grab a camera off the Web, but you can go into a Best Buy, Target, Fry's Electronics, etc. to pick up a camera and at least see if it handles the way you want. They may have what you want but in most cases, they only carry two or three brands. Same with the better camera stores, like Samy's Camera, they carry a limited number of manufacturers and even then it's again a limited number of models. So go to the store's Web site first and see what they are selling before making that trip down to the store.

*Buying:* I'll leave this one to you. The big advantage of the Web is the variety of camera types available. This is not the case with big box stores. But, with camera stores you can have them order a camera for you. Then again they have to be selling that manufacture's goods.

#### **Questions:**

Keep bringing in your questions. It really is the fun part of being a SIG Leader – answering questions.

#### **March Meeting:**

How do you keep track of your photos? What do you do with them? Do you make Prints? Create a Slide Show?

We'll try to answer those questions for you. **18** 



#### Standard Stuff That Is Always In This Report

This report should be up on the SIG's Blog. I may go into greater detail and I will include screen shots as well.

If you have a special request for information regarding digital photography, let me know. E-mail me using the address listed below.

Check out the SIG Blog for other information and maybe info on what we will discuss at the next meeting.

As always, we will answer any and all questions.

We had 7 members at our January SIG meeting. Hope to see you at the next meeting.

**Note:** I am using a new Web location for the photos I take at the meeting. I now upload the photos I take to Microsoft SkyDrive. A link will be put here every month to the folder location with the current month's photos.

SkyDrive Photos for the January 2013 Club Meeting: http://sdrv.ms/UQcmbR

SIG Blog: http://nocccbgphotosig.wordpress.com/

Email: noccc.bgphotosig@gmail.com

This SIG meets in Science 131A at 9:00 a.m.

# **Advanced Digital Photography**

#### By Larry Klees, SIG Leader

The February meeting was devoted to the follow up of the tabletop photography we did at the January meeting.

Some of the members were kind enough to upload a few of these photos to NOCCC\_DP group on Flickr so we could all see them at the meeting.



If you would like to see these you can go to your account at flickr.com (If you don't have a Flickr account, it only takes a few minutes to open a free one.) Once you are logged into Flickr, look near the upper right corner of the page for the search window and click on the magnifying glass. Then, next to the new search window, click on the word "Groups," type noccc\_dp in the window and click the search button. Finally, click on the orange NOCCC icon and you are there. It's much easier than it sounds. Alternatively, try putting

#### http://www.flickr.com/groups/noccc\_dp/

into your URL line for most of the same viewing ability. There you will find thumbnails of several photos of a rubber duck, a mineral called a desert rose, and some coins. I was quite pleased at the variations in the photos of the same subject by different photographers. (If you click on a thumbnail, it will take you to a larger copy of that image. If you then click on that image, it will be enlarged further and placed on a black background. Back spacing or clicking on the browser's back arrow will get you back again.)

The discussions at the February meeting explored how and why these differences were achieved. For example, one of the rubber duck shots was fairly dark to give the background a starry night effect while another of the same duck and background was a more normal exposure to make it easier to print. (Many printers have a difficult time with darker colors.)

There were three pictures of the desert rose, all with the same mineral on, the same pedestal, with the same black water glass background. The first photo was a close-up to emphasize the details. The second was just a strait shot with good reflections on the water glass. The third changed the color of the desert rose and its reflection from a sandy color to a beautiful rose color.

A variety of lighting techniques were used on the coins with cameras and a flatbed scanner.

All members participated in the discussions which were interesting, educational and filled the entire meeting.

**The March meeting** will have a demonstration of, what I call, the POP filter followed by a demonstration of how to tame highlights in your photos.

The POP operation can be performed with most high-end photo editing programs and takes only seconds to perform on better computers. With just a few mouse clicks and a final slider adjustment, it enhances colors, sharpness & contrast, and generally compensates for a general lackluster appearance that many photos possess.





Don't miss the POP filter demo as you will not find it anywhere in writing.

This SIG meets in Science 131A at 10:30 a.m.

# PC Q&A

#### By Jim Sanders, SIG Leader

At the February meeting, I introduced the audience to a

program that is called Universal Boot CD for Windows. That is actually abbreviated as, UBCD4Win. The website is: http://www.ubcd4win.com.

What is UBCD4Win? UBCD4Win is a bootable

recovery CD that contains software used for repairing, restoring, or diagnosing almost any computer



problem. For those of you who were not at the meeting, I'm sure that the preceding sentence actually says it all. But, some people may have trouble relating to that, so let me expand on it a little bit. Let's say you encounter a fairly common problem, you turn on your computer, it starts to boot, it gets to a certain point and either hangs or gives you the infamous blue screen of death. A not uncommon cause of this is a file that is corrupted on your hard disk. For me, trying to diagnose that is not much of a problem because I have several computers around and could take the hard disk out of the one that failed and test it in another machine. If you only have one computer, that's a little difficult to do. That's where UBCD4Win comes in very handy. So how do you get the UBCD4Win CD? One method is to go to the above website and download the ISO file. The ISO file is an image of the CD. Once you have downloaded that image, you can burn your own CD from that image using any one of a number of different programs. I happen to like and prefer the Nero suite of programs. If you are using Windows 7, you can use the built-in capability to do that as follows:

First, insert a recordable CD-R Disc into your disc burner.

- 1. Open Computer by clicking the Start button <sup>(Q)</sup>, and then clicking Computer.
- 2. In Windows Explorer, find the disc image file you downloaded, and then double-click it.
- 3. If you have more than one disc burner, from the Disc burner list in Windows Disc Image Burner, click the burner that you want to use.
- 4. (Optional, but I always do this.) If you want to verify that the disc image was burned correctly to the disc, select the Verify disc after burning check box.

If the integrity of disc image file is critical (for example, the disc image file contains a firmware update), you really, really should select this check box.

5. Click Burn to burn the disc.

In order to use the CD that you just burned, you need to make sure that the boot priority setting in your BIOS tries to boot from the optical drive, be it a CD or a DVD drive, before it attempts to boot from the hard disk. How you do that varies a great deal from one machine to the next and you should look up how to do it on your particular computer.

As silly as it may seem to say so, you don't have to wait for your computer to fail before you try use the CD that you just created. Quite the contrary, I highly recommend that once you have created the CD you actually try it. There are a number of programs that are available for you to use once it has booted from CD. One of the first ones that you might try is Windows Explorer. And I can almost hear somebody say, "But I can't boot to Windows, how can I run Windows Explorer?" The answer is that when you boot from the CD it actually boots a limited version of Windows XP. There are a number of standard Windows XP programs that are available to run once you boot from CD. There are also a number of DOS programs that you could run by invoking the CMD command.

When I say a number of programs, I am talking over 130 builtin to this CD when you boot it. There is some redundancy, that is, in some cases there is more than one program that has a similar or overlapping set of functions. But, if you can successfully boot this program you know that most of your computer is working reasonably well. One of the things that is very useful, in a number of situations that I have encountered, is that you can use the built-in WordPad program to read information on the hard disk that you couldn't access because your computer wouldn't boot. You also have the ability to copy files to an external USB hard disk. Perhaps one of the more useful aspects of being able to use this program, is that at least for most machines, you will be able to use Internet Explorer to access the Internet and search for help on the problem that you are experiencing. That of course includes, help on using all the tools that are available to you on the CD.

At the March meeting, I will spend a little more time on how to use some of the applications that are included with the CD. If you happen to know someone who is paranoid about surfing the net, this program provides a pretty good answer to the question of "How can I surf the Internet without getting viruses and Trojans?" You can boot this program without having a hard disk attached to the system. So everything is in RAMdisk and when you shut down the system, any malware that might have gone into your computer from the Internet evaporates into the ether when your memory chips are deprived of the electrons from the power supply that you just shut down. Be sure to bring your questions and problems to the March meeting, and who knows, we might even find an answer. See you then.

Jim's two SIGs meet in the Irvine Hall at 10:30 a.m. and 12:30 p.m., respectively. The first is the Beginner's PC Q & A and the second is for everything and everyone else.

# **Visual Programming**

Anson Chapman, SIG Leader

This SIG is lead by Anson Chapman and is a continuing discussion group about computer programming using Visual Basic, Visual Basic Script, Visual C, Visual C++ and Visual J++ for Beginners.



#### This SIG meets in Science 111 at 9:00 a.m.

### **Understanding Operating Systems**

#### Charlie Moore, SIG Leader

This SIG is lead by Charlie Moore and is a continuing discussion group about Operating Systems for computers.

This SIG meets in Science 111 at 10:30 a.m.



# Linux Desktop & Administrator

Tommy Crenshaw, Acting SIG Leader; Bob Palmer, Contact Person



The Linux SIG Consists of a group of people interested in Linux (also known as GNU/Linux to a certain group of people not there) and Open Source software. Linux is similar to Unix, which was used on the old main-frame computers of days gone by. It was started by Linus Torvalds who lived in Finland at the time (1991). Hence the name LIN - UX (Linus Unix).

Linux started out as a way to convert Main-Frame Unix to micro-computers. Linux is an operating system. An operating system is what all of your other programs run on. Windows is also an operating system. Apple Computers have used a variety of operating systems over the years, the latest of which is more similar to Linux than to Windows. So, Linus Torvalds, built a working operating system, and found that another person named Richard Stallman was also working on a system he called GNU (GNU is Not Unix). Stallman had spent a great deal of time and effort on GNU, but had not yet developed a working operating system. Almost all of the software he had developed was compatible with Unix, and therefore also compatible with Linux. Best of all, Stallman believed, and still believes, that all software should be free to anyone. GNU programs were a perfect fit for the Linux operating, and the combination of "free" Linux with "free" GNU programs became the basis of what most people now refer to as Linux. Richard Stallman and his fellows prefer to refer to it as GNU/Linux since GNU programs were an important part of what makes Linux usable, including a C compiler referred to as GCC which made the expansion of programs available to Linux possible. In the meantime Stallman's group finally came out with their own operating system which they call the HURD (pronounced herd).

In the beginning it took a high degree of technical skills to work with Linux. It was definitely for techies. The quality of programs and accessibility has improved to the point that Linux is a viable alternative to Windows. There is still a group of people who like digging into the works (Techies) but there is now a large group of users who use Linux because they just like the way it works! The Linux SIG caters to both groups. We enjoy finding out new things to do with Linux, and we like the fact that most of the programs are free. There are versions of Linux ("spins") that cater to every taste from techie to newbie. If you use Windows primarily for gaming, then you may not care for Linux.

There are games for Linux, and there are ways of playing Windows games under Linux.

Linux can pretty much match all other aspects of Windows feature for feature. It is Linux machines that are used to run most of the Internet backbone, and Linux machines are used in the scientific community (notably, CERN and The Large Hadron Collider). Linux is used in appliances, industrial equipment, and even cell-phones. Most of the largest and fastest supercomputers also run under Linux. So, if you are feeling adventurous, try coming to next month's Linux SIGs. Take a walk on the wild side.

#### These SIGs meet in Science 131 at 9:00 a.m. and 10:30 a.m.

#### **Confucius Says:**

Always do right. This will gratify some people and astonish the rest.

Before you embark on a journey of revenge, dig two graves.

### **Exploring New Technology**

#### By Ben Lochtenbergh, SIG Leader

decided BYO was a suitable topic for this New Technology SIG. The meeting was about Building Your Own PC. The turnout was respectable with several attendees having built their own PC in the past. I myself am looking at acquiring my next desktop computer this year. I could buy one or build one, but have some very special



requirements that I've not seen assembled in the stores or on the Internet.



I came prepared with my specs. As it turned out, there was a lot of valuable input from the attendees, way beyond what could be handled in 90 minutes. This is very **encouraging**! We all learned some valuable new ideas that need to be followed up on and possibly presented in a future SIG.

Needless to say, we didn't complete specifying my PC or any PC. At the end of the meeting I rattled some of my specifications. We learned much from each other!

The 9-slide presentation will be emailed to those on the list, but a preview and post view of each month's topic can now be had since December on the NOCCC Evernote account in the ENT-SIG Notebook.

If someone **wants to present**, he'll be welcome at this SIG, but it should be a new topic.

This SIG meets in Science 109 at 9:00 a.m.

### **Mobile Computing SIG**

By Ben Lochtenbergh, SIG Leader

The February attendance was better than January's. Ed Koran was missing again. Richard Miller was sick. Steven Breitbart did the Consignment Table; and Rudy Lauterbach took out a book for review!

We looked at current mobile computing news. **Installing an App** on my XOOM tablet was the main event. We secured the HDMI projector from the club, had a few hurdles to overcome but got it going. Next time we should be faster, even though part of the problem was **having no patience** to let the projector warm up. A longer power cord was needed. Steven Breitbart fetched one with some effort, but Gerry Resch found the best solution, simply use the extension cord already in the room. Thanks for your help fellas.



Figure 1: Two screens, the App name, and the NOCCC HDMI projector in Science 109.

Anyway, we had two screens going at the same time again. Kaz Adachi brought his HDMI projector too just in case we needed it. Thanks Kaz. The reason we need an HDMI projector is that the XOOM tablet output is HDMI, not VGA as the overhead projector requires. The XOOM attached to my home TV, with several HDMI ports, works fine.

The App download didn't go as smooth as expected. I had no problem doing it a week before on my DROID Smartphone. It's too early to blame Google, but the Google App Store tried to sell Open Signal books instead of showing the App list. After a few minutes, I noticed a little green triangle on the top left of the screen. After touching it, it opened up a combo box with an Apps item as one of the choices. We saw the desired OpenSignal App immediately. Figure 1.

It is a **free App with 4.2 stars**. We read the description: "The best toolkit for improving your cellular and Wi-Fi signal." "Maps of Wi-Fi hotspots near you." "Tracking your data usage and spending." "Map-and-radar views of nearby cell towers." The App uses a database of tower and wireless router locations that is crowd sourced so that locations can be calculated by triangulation. We viewed a video, installed the App, ran the App, and were impressed by the advances that were made since ten years ago when people had to drive through "sniffing" a neighborhood to find Wi-Fi hotspots.

At Chapman, the OpenSignal map was too boring. We saw more than 20 routers all with the same name "Chapman." Therefore, after the meeting and Super bowl XLII, I walked my neighborhood taking my DROID Smartphone with this App running. The map showed where I walked at all times. The App showed how many routers it found and when in range a blue line pointing to it. When I lost my (home) Wi-Fi signal it told me so. If I click on a neighbor's signal it'll ask for a password. When I left the house, the battery was 70%, after 20 minutes it was 5%. It seems fair to conclude that this App needs many watts.

I'm looking forward to the next Main Meeting March 3 at 2 pm featuring **the ultimate mobile computer**.

This SIG meets in Science 109 at 10:30 am.

# **Apple Products**

*By Rick Thues, SIG Leader* This new SIG is lead by Rick Thues, known throughout So-

Cal as the "iMentor." He will help you with products, projects, & problems from Apple computers to mobile devices (iPods, iPads, iPhones), and TVs.

Learn more about your present and future Apple

devices from an expert. Rick is a member of the Apple Consult-

ants network and an expert Macintosh computer user, trainer, installer, & troubleshooter. He serves on the Q&A panels at SMOG Macintosh User Group and Laguna Woods Macintosh User Group.

This SIG meets in Science 127 at 10:30 a.m.

# **Microsoft Office**

#### Tia Christian, SIG Leader

These sessions are open forums for problems incurred using Microsoft Word, Excel, Outlook versions 2003 to 2007, and Open Office and their resolutions. During these SIG sessions, different topics will be discussed during each session on



these four software applications and their functionalities.

This SIG meets in Science 306 at 9:00 a.m.

#### Visual Basic for Applications (Access/Excel VBA)

#### By Bob Dickson, SIG Leader

The February session was spent on working with trend lines in graphs. Excel has a lot of them. Typically, I've used the linear trend line. It's good but Excel has several trend lines that can be used to better convey 'what's happening' with the numbers in the graph. Just having a page full of dots or bars or columns or lines is useful, indeed even essential, to manag-



ing the application. But, the chart only shows 'history': what already happened. What about the future? What will happen in the next period? While a crystal ball would be useful to answer that question, they are in short supply so we typically look at the past and try to predict the future. The assumption is that the next period will generally follow along the same lines as the past. So, Excel can simulate that crystal ball by including a trend line in the graph and extending it into the next period. The 'trick' is to figure which trend line to use. The linear trend line is good in situations where the activity generally increases of decreases at a typical or standard rate. Where the numbers vary widely then the trend line isn't useful for predicting the next period. In the case worked on during the session the preferred trend line was the polynomial trend line which better follows changes in the line due to swings in the data. The next step was to calculate the rate of change in the numbers by subtracting the current period from the previous period and building a table of the week-toweek change. The changes were charted, and then the trend line was calculated for that chart. That produced an excellent picture of the rate of change in the activity rather than just the amount of change week to week. That chart conveyed very useful information to help analyze what was happening with this activity.

Orange Bytes

This session didn't get into any VBA coding but it was an interesting and educational exercise in one more feature in Excel, the "Swiss army knife of business applications."

This SIG meets in Science 306 at 10:30 a.m.

#### **Microsoft Access**

#### By Bob Dickson, SIG Leader

No activity in this session concerning Access. The whole time was spent studying and working on charts and trend lines in Excel (see other article). Got a question about using a database to help manage your data? Have you developed a neat database app that you are willing to share with others and to display your creative talent? Come up to Sci 306 at noon - 1:30 pm and let's have some fun working with the Access app. Or let's just discuss why use a database rather than use tables in Excel or some other app. The Access database may be just the solution you need to solve that data problem you have been searching for a solution to. Hope to see you.

#### This SIG meets in Science 306 at Noon.

#### From the Desk of the Membership Chairman

#### By Ben Lochtenbergh, bal@msn.com

We had another presentation by one of our own, this time by Rick Thues a **new member** to our club. I liked the presentation very much. This is again how NOCCC presentations used to be in the past and hopefully are going to be in the future. Members have a lot to offer to other members, whether they realize it or not, if not in person then by association. A timely publicized meeting on the cover of the Orange Bytes is the best way to go! No last minute cancellations or



unscheduled changes have occurred since we have Dr. Don Armstrong as president.

Rick brings Apple product information back into the realm of our club and thus providing a broader experience for all the members. That on a Super Bowl Sunday!

#### (Continued from page 5)

An established young photographer, Martina Holmberg was asked to take on the assignment of producing the book. Ms. Holmberg did not own an iPhone when she agreed to take on the project. She felt that the iPhone camera was of low resolution and offered little in the way of features that a serious photographer would use in creating good pictures. With some doubts about the eventual success of the project, she set out to take a few pictures with her new iPhone. She did take a few photos, 600 or so over a two-week period, and was completely taken with the simplicity of using the camera and, more importantly, the ability to produce good photographs. She said in her for-

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ward to the edition that the camera's limitations allowed her to direct her focus fully to the subject of the photo. The end result of her experimentation with the iPhone camera is this book of 60 short tips of creative and technical suggestions for getting the most out of the phone's camera.

The book is structured around seven chapters devoted to some aspect of using the iPhone camera. The chapters themselves are divided into approximately 10 subsections, which present the readers with a specific activity or technique to explore with their iPhone camera. Titles of the chapters include "Opportunities in Limitations," "Develop Your Eye," and "Pictures from Everyday Life." When I began to read the book, I found myself reading the chapters and subsections like I would any novel or nonfiction book. I made through about a third of the book before I realized that the book wasn't written to simply be read from front cover to back cover. The author really intended for the reader to take the information contained in a chapter and the subsections and go out and take pictures. I then went back to the start of the book and proceeded to read the material again followed by going out and trying to take pictures using the suggestions from the book.

One of the most valuable aspects of this book is the list of apps available from the iTunes App Store for the iPhone camera. A total of 41 apps was used by the author to take the photos that appear in the book. The apps included several that provide the user with the ability to edit photos on the phone. Another group of apps were devoted to providing effects that make a photo look like it was taken with an old box camera. Others allow the user to select special lighting effects, borders, or film development techniques such as solarized photos. There is a complete list contained in an appendix with small descriptions of the features each app provides. Just having a list of apps is a nice feature, but almost all of the photos in the book list the app that was used to enhance the photo. A list of apps and a demonstration of the way the apps can be used to improve the photos taken by an iPhone is very useful. Unfortunately, the author does not provide any explanations concerning the use of the individual apps. This is a major issue since I found that only a select few apps have available any instructions on their use.

Another nice feature of the book is the inclusion of two gallery sections of iPhone photos taken by Dominique James and by Betinna and Uwe Steinmuller. The pictures contained in these sections show the power and artistry that can be attained with the iPhone camera when it is used by a professional photographer.

I recommend this book to anyone who owns an iPhone and is interested in exploring the use of the iPhone camera. I enjoyed randomly opening the book to a page, studying the photograph. and reading the accompanying description of the technique used to capture the photo. The real enjoyment came when I went out and took a picture using the suggestions and discovered that my iPhone camera can actually produce pictures that are as good as my Canon D30.

Author Martina Holmberg, Copyright 2012 by Rocky Nook, Inc. ISBN 978-1-937538-12-5, MSRP=\$ 25. http://www.rockynook.com/book/0/168/sixty-tips-for-creative-iphonephotography.html

# **Club Business**

### **Transportation Information**

#### **Meeting Information**

The NOCCC meetings are held at Chapman University, in the Hashinger Science Center and Irvine Hall, near the northwest corner of Center Street and Palm Avenue.

#### **Parking Information**

Most of this information is on the back cover. For more information, see **www.chapman.edu/map/parking.asp**. A map of the Chapman University campus is also available at **www.chapman.edu/map/map.pdf**.

#### Bus

Several Orange County Transportation Authority (OCTA) buses service Chapman University. Route 54 runs East and West on Chapman Ave. The 59 runs North and South on Glassell Avenue, but doesn't start early enough for the 9:00 a.m. SIGs. Get the most current information or use a trip planner at **www.octa.net**. OCTA also has a Consumer Information Center at (714) 636-7433 (RIDE).

#### Railroad

Metrolink trains can get you to the NOCCC meeting from the Inland Empire. There are stops in the cities of Riverside, Corona, and Anaheim Hills. Parking your vehicle is free at the train station. (See M on map below.)

On Sundays, Inland Empire-Orange County Line train 859 leaves San Bernardino destined for Orange County at 8:55 am. For the return trip, train 858 leaves nearby Orange Metrolink at 3:15 pm and train 860 leaves at 5:35 pm. The Metrolink station is four-and-a-half blocks from Chapman University. For specifics regarding your trip, check the web site: http://www.metrolinktrains.com or call 1-800-371-5465.



# Board Meeting Minutes February 4, 2013

The NOCCC Board held its regular monthly meeting at President Don Armstrong's residence on Monday, Feb. 4, 2013.

Present were: Dr. Don Armstrong, Steven Breitbart, Dallas Hazleton, John Heenan, Larry Klees, Rudy Lauterbach, Ted Littman, Gerry Resch and Jim Sanders. Not Present: Tia Christian, Ben Lochtenbergh, and Richard Miller.

#### Secretary's Report – Steven Breitbart

No errors were found in the Minutes of the January BOD meeting, which appears in the February 2013 Orange Bytes newsletter. Gerry Resch moved to approve the minutes, Ted Littman seconded the motion and it passed unanimously.

#### Treasurer's Report by John Heenan

Revenue from yesterday's meeting: The coffee and donuts/cookies tables had a gross of \$25. Cost for the coffee and donuts was \$20.89. The Consignment table sales netted \$6.10. Raffle ticket sales were \$67.00, well above average. Two members renewed for one year, one person renewed for three years and 2 people joined, bringing in \$230.00. Net for the day was \$307.21. As of February 1, 2013, membership is at 134, down 5 from last month.

The unit cost of the January Orange Bytes printed newsletter was \$1.86. Ten extra copies were ordered, which cost \$5.15 for USPS Priority shipping. For 147 total copies ordered, the total expense was \$272.99. A year ago, the print newsletter cost was \$333.91 for 200 copies or \$1.67 per copy.

#### **Membership Report**

No report since Ben Lochtenbergh was not present.

#### SIG Report by Dallas Hazleton

Attendance at SIGs was as follows: Linux for Desktop Users 5, Apple Devices 11, Advanced Digital Photography 4, Understanding Operating Systems 4, Mobile Computing 5, Access/Excel VBA 1, Microsoft Access 1, Advanced PC Q&A 17, and Main Meeting 30. He noted that the Apple SIG was popular. Larry commented that he met a prospective member.

#### Editor's report by Ted Littman

Inputs for the March Orange Bytes are due Saturday, February 9, 2013. He also mentioned that the list of "honorary" recipients (particularly those at Chapman U.) who get a printed copy of the Orange Bytes needs to be updated. Steven mentioned he would like to write an Op-ed type article for the Bytes. John said he is holding the deposit checks of people who have taken books out for review, of which several are months overdue. However, he needs to check with Richard Miller on whether to cash them as he is running the Reviews desk. Ted Littman said to check out the web site TED, which stands for Technology,

Entertainment, Design (www.ted.com) for interesting articles on "ideas worth spreading." Richard Miller recommended this site. It has lots of fascinating videos.

#### Web Site by Rudy Lauterbach

Rudy said that he added a new *Members Only* page and uses a cookie to control access which requires a member's membership number and email address. For additional information, see the article on page 5 of this newsletter. He also recommended that we set our browsers to prohibit third party cookies.

#### **Public Relations**

No report since Tia Christian was not present. Don asked if there is someone else who would like to volunteer to do this job.

#### **February General Meeting**

We had a few minor problems with the facilities, specifically troubles getting doors, elevators and restrooms opened. Jim said that the rooms we get to use are specified in our contract with Chapman University. Someone mentioned that Bob Dickson used to email the Security department at Chapman several days before the meeting to remind them to open the doors for us. Jim suggested that we fax them instead.

The storage closet was also a problem. A new lock was put on one of the cabinets. The combination that was given to us did not work so we could not open the cabinet after the meeting.

#### **Raffle by Gerry Resch**

Good prizes generated a good income at the February 3, 2013 meeting. Gerry asked several Board members at the February meeting if we could give out a member's only raffle ticket to people who wear their NOCCC shirts in addition to the ticket given out for wearing the NOCCC badge. A formal motion was made for this proposal. It was seconded by Larry and passed unanimously. Ted said he would put a notice in this newsletter.

#### March Schedule by Don Armstrong

Dr. Robert Wenzlaff, a retired teacher from Fullerton College, will be speaking about computers in your car. Dr. Wenzlaff and his wife attended the meeting on February 3 to see the facilities.

#### **Future Main Meetings**

Hopefully, our April speaker will be the Chapman University graduate student who will be getting the 2012 NOCCC scholarship. Don said she will do a presentation about her research and the types of classes she takes. Don also suggested that we consider the subjects we want to learn about in order to find additional speakers. In response to a question, Don mentioned that we can give a speaker an honorarium of up to \$100, if necessary.

Steven brought up that we used to give our speakers coffee mugs as a way of saying thank you for coming and speaking to us. Jim said a few of those mugs are still available, but if we have new ones made, they should be plastic and microwave safe.

Ted suggested as possible speakers member Ed Schwartz (Stomp the PC Club & Ed's Tips, http://edwardns.com/blog/), someone from Kingston Memory and Western Digital, both of

which are local companies. Jim suggested Visio, also a local company.

#### **Old Business**

John Heenan has created a survey for people who have not renewed. Board members have been asked to suggest additional questions for the survey and other revisions as well. Jim had NOCCC business cards for the Board members.

#### **New Business**

None.

Jim Sanders made a motion to adjourn the meeting. It was seconded by Ted and passed un7animously. The meeting was adjourned at 9:17 pm.

# **NOCCC Bylaws**

The club's Bylaws are available at our website: www.noccc.org/bylaws/

### Thanks to Our New & Renewed Members by February 2, 2013

- Soe Delaney (new)
- **\*** Kevin Chang (Renew-3 yr.)
- \* Richard Black (Renew-1 yr.)
- **Steven Breitbart**
- Dan Coakley
- **\*** Tommy Crenshaw
- Harry Dice
- Sohn Heenan
- Dennis Jones
- Sohn Krill
- Sid Liptz
- Gary Miller
- **\*** Howard Phillips
- Douglas Steiner
- ✤ John Szary
- Betsy Vigus

#### **NOCCC Fee Schedule**

The fee schedule has been set up to increase club membership, attract people with an interest in computing, and attract local computer-related businesses to place ads in the Orange Bytes with or without becoming NOCCC members. We are also offering members the opportunity to help our club financially by making donations that should be incometax deductible since we are chartered as a non-profit 501(c)(3) organization. Donors will be acknowledged in the Orange Bytes and the Membership level will be shown on the Member's Badge. Your regular dues is tax deductible!

Membership Level (\$)	1 Year	3 Years
Individual Member		90
Each Additional Family Member		40
Full-Time* Enrolled College Student		
Enrolled High School Student		
*Minimum 12 Semester Hours		
Business Member + Ad (Business Card)	180	
Business Member + Ad (1/4 Page, 1/2 Page)	465 ,	800
Business Member + Ad (Full Page)	1,475	

Membership Donations (\$)

Contributing Member	15
Supporting Member	. 100
Advocate Member	. 250
Patron Member	. 500

# **Pig SIG Open to All**

Meet us outside **Irvine Hall** from about noon to 12:30 p.m. There are several benches where NOCCC people gather, eat and chat. Just look for the member badges, grab a chair and



join in! This is an informal group; so many different subjects are discussed. It's a great opportunity to mix, mingle, and network!

75

Free coffee & tea at the March meeting!

Donuts \$1/Each & Cookies \$.50/Each No Freebies!

Put your dollars & quarters in the collection can.

# FREE AD SPACE

If you are an NOCCC member, and have a computer-related, non-commercial or "Talent Available" ad that you would like to have placed in this newsletter or on the NOCCC web site, send an e-mail with a copy of your business card or ad to the NOCCC Editor at editor@noccc.org

# Your Business Card would look good here!!

For information about advertising in the Bytes, contact:

editor@noccc.org

Classified ads by NOCCC members cost \$5 for 1 - 25 words and \$10 for 26 - 50 words.

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5959 Palmer Blvd. Sarasota, FL 34232—28 800-533-1031

# MasterCard



# **Membership Renewal**

When you turn in your renewal with this form & cash or check, include your membership number & name, and only demographics that changed since the last renewal.

Memberships also may be renewed by credit card at: https://ipn.intuit.com/pay/NorthOccc

To stay up-to-date with Club news & have full access to the NOCCC web site, send e-mail address changes to membership@noccc.org

### Commercial display advertisements are welcome, contact editor@noccc.org.

#### RATES

One Page Vertical	7.0" x 9.5" .	\$150
Half-page Horizontal	7.0" x 5.0".	\$80
Half-page Vertical	3.5" x 9.5" .	\$80
Quarter-page	3.5" x 5.0" .	\$45
Business Card	3.5" x 2.0" .	\$ 15
Center Spread	14.0" x 9.5" .	\$300

#### **Deadline: Tenth of the month**

Discounts: 3months=10%, 6=15%, 12=20% If you are interested in advertising in the publications of multiple User Groups throughout the region or nationally, you can learn more by contacting http://www.apcug.org

Readers, please tell our advertisers that you saw their ad in the *Orange Bytes* 

QUICK MEMBERSHIP APPLICATION/RENEWAL		
Date: I am a new member		
This is a renewal; my membership number is		
PLEASE PRINT!		
Name		
Address		
City		
State Zip Phone ()		
email		
Fees: see page 26 for fee schedule; \$35 for single membership.		
Since the North Orange County Computer Club is incorporated as a 501 (c) (3)		
organization, checks are 100% tax deductible when made payable to North		
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Club and mail with your application to:		
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Orange, CA 92857		



# Are You an NOCCC Member?

#### Consider all that you get with membership and Join Now!

- Meetings. Keep up with what's going on in the computer world. Hear outstanding industry representatives make presentations of the latest and greatest in computer products.
- Special Interest Groups. Our SIGs cover a broad spectrum of computer issues. Whether you are a beginner or a power user, attend the lectures and demonstrations, and share your knowledge about computers.
- **Raffle Drawings**. We have distributed thousands of dollars worth of hardware, software, and books as prizes at our Main Meeting.
- Consignment Table. We have a consignment table during even-month meetings, in which members can sell or buy all kinds of computer & software items.
- Get help with your current computer problems. In the Random Access portion of the Main Meeting, you may ask your question of the entire assemblage. More than likely, someone will have the answer.
- **NOCCC Help Line.** NOCCC volunteers, experts in their fields, are ready to assist you with your computer problems. They can be contacted by email or by telephone.
- The *Orange Bytes* Newsletter. Our award-winning newsletter reports on club activities and provides articles about current computer issues and reviews of software and books.
- **Product Reviews.** Write a review for the *Orange Bytes* and keep the software, hardware, book, or CD!
- Volunteer Work. We have numerous interesting assignments available. As an all-volunteer organization, you can join with other members in a variety of activities: solicit newsletter ads, write articles for our newsletter, conduct a seminar, run a SIG, give a Main Meeting presentation, show new members around, join a committee, assist in setting up the meeting or participate in computer-related community volunteer work.

Become an NOCCC member by signing up at the Reviews/Membership Desk during a general meeting, usually the first Sunday of the month. Or simply fill out the form on the reverse side of this page and send it in.

**Meeting Information** — The NOCCC meeting is held at Chapman University, in the Hashinger Science Center and Irvine Hall, near the northwest corner of N. Center St. and E. Palm Ave.

**Parking Information** - Chapman University's main parking lot is the underground Lastinger Parking Structure under Wilson field on the north side of the campus. Enter from Walnut Avenue, just east of Glassell Street. Parking is not free on Sunday, even if the gate is up. **However, the permit vending machine is about 100 feet south of the entry area. There are other machines elsewhere in the lot.** Find one, buy a permit, and put it on your dashboard. Do not park in any other lot, in a reserved space, or back into a space.

Free street parking also is available on the campus-side of the streets only. Parking in front of any residential housing will result in an expensive parking ticket. A City of Orange public parking lot, located on the southwest corner of E. Maple and N. Orange, is also free and only 2 blocks from the meeting. For more information, see the Transportation Information section.

