

PC Post



Official Newsletter of the
Modesto PC User Group.
Modesto, California

27 YEARS OF USER HELPING USER
FEBRUARY 2010, VOLUME 28.2

February 25, 2010
Windows 7

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Windows 7 can create a system image - A snapshot of your Windows partition which will contain Windows and all the programs along with settings and files.

Due to a last minute cancellation, we do not have a speaker for this month, but the show must go on. So the Program VP board member Jim Goodman will continue with our Windows 7 discussion.

Upgrading from Windows XP to Windows 7: When you hear the words Clean Install or Format your Hard Drive. Does panic set in, don't worry, your hard drive will thank you for removing the junk off of it.

I can assure you, it's an easy upgrade. All you need is an USB external hard drive and a free program from Microsoft called Windows Easy Transfer.

Also, Leo Laporte, who hosts a radio show every week end talks about how you are a bad, bad person for copying your 4-year-old son a DVD for a back-up.

The group will meet at 6:30 p.m. at Denny's Restaurant, 1525 McHenry Ave., for its Random Access Special Interest Group, featuring questions and problems members are facing. At 7:30 p.m., following dinner, Goodman will make the presentation.

Important Meeting Dates

General Meeting - February 25 - Denny's Restaurant, 1525 McHenry
Board Meeting - March 3 - Ridgeway's Restaurant

Beginner SIG January at Bethel Retirement Community
No date, time will be during day light hours.



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Telephone Number Tracing Can Be Scary

If you know someone's telephone number, how hard would it be to find that person? Well, with Internet resources, it couldn't be easier. Type any telephone number into the Google search bar and you will quickly be given the name and address that relates to that number. Even a bit scarier is the fact that right next to the name and address is the word "map". Just click on that word and the location in question is marked with a big green arrow on a detailed map. One more click and you can see the building with that address from a satellite view. This article will give you the interesting details.



I say this is scary because it is. This information may be put to good use by friends and relatives, but in the hands of a stalker or a criminal, it can be highly dangerous. Imagine how easy it would be to find a woman who lives alone in a rural area. Or think about a child who might innocently give out their telephone number and have a pervert be able to find their exact location so easily.

If you think that you are exempt from this because you have an unlisted or unpublished number, think again. Google states, "Our phone and address listings are gathered by a third party provider, which collects telephone directories and other public records available elsewhere on the web." It is the "other public records" that might get your telephone number into these listings. They use everything from public utility records, court records, and property records, to business records. I was able to easily find the names and addresses of several people who have unlisted telephone numbers.

Because of privacy complaints, Google has initiated a way to be removed from this reverse telephone lookup. Just search for your telephone number in google and click on the link with your name. You will be taken to another page with an obvious removal link.

Yet, if you want to remove your name and address from the entire Web, you should be prepared to settle in for a long, tedious task. Removing my telephone number from Google was easy. Unfortunately, I quickly found more than a dozen other places that had my telephone number listed including Yahoo, InfoSpace, Intelius, AnyWho, and addresses.com. Each one of these has a different method for removing your name and number, and often the process is quite convoluted. At Yahoo, there was an obvious "Remove my Listing" link. But the link went to the Yahoo help pages, which were not at all helpful. It took me about 30 minutes of searching to find the correct removal link.
(<http://phone.people.yahoo.com/py/psPhoneSupp.py>)

Although most of the major search sites did not have listings for cell phones, I found that I could get the names and addresses for many cell phones numbers at Intelius for just \$14.95. Getting your name and address out of Intelius is even more complicated than removing it from some other websites. To opt out of Intelius they require that you fax them a copy of your driver's license or a notarized form proving your identity.

Even if you take the time to eliminate your name and address from all the directories that you find today, you might appear in some new directory tomorrow. Yet, if you want to guard your privacy, it may be worth the effort to eliminate yourself from as many of the directories as possible. It may also be time to realize that a simple thing like a telephone number can now lead to more personal identification than you ever imagined. Perhaps we need to start guarding our telephone number as carefully as we do our social security number.

- Google PhoneBook - Visit <http://www.google.com/intl/en/help/pbremoval.html>
- InfoSpace - You can delete your listing by searching the InfoSpace White Pages to find your listing. Once you have located it, click the update or remove link.
- Switchboard.com - To remove your listing, search for it at Switchboard.com then click the Update your listing link beside it. You can also send your listing (include name, address, and phone number) to webmaster@switchboard.com This e-mail address is being protected from spambots, you need JavaScript enabled to view it and enter Delete in the Subject field.
- Yahoo People Search - Visit <http://help.yahoo.com//us/yahoo/yps/listings/yps-06.html>
- Verizon SuperPages - Visit http://www.whitepages.com/10866/cust_serv/removal_form
- WhitePages.com - To remove a listing, search for it at WhitePages.com. Then click on Privacy Concerns? Remove this listing from WhitePages.com at the bottom of the page.
- AnyWho - Visit http://www.anywho.com/help/privacy_list.html
- Addresses.com - <http://www.addresses.com/feedback.php>
- Intelius/Intelifinder - Visit <http://find.intelius.com/emailcontact.php> or contact Customer Service at 425-974-6100.
- ZabaSearch - Send an email to info@zabasearch.com This e-mail address is being protected from spambots, you need JavaScript enabled to view it and you will receive instructions on how to remove your listing from their database.
- AOL White Pages - powered by Infospace (see above)
- Lycos WhoWhere - powered by Verizon SuperPages (see above)

Backing Up and Restoring Files

December 2010 issue, Boca Bits, the monthly magazine of The Boca Raton Computer Society, Inc.

By Ron Hirsch, Member and Contributing Editor, BRCS, Florida

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If I had to pick a single area where most computer users are extremely lacking, it's in the area of backing up and preserving the documents and other items that they generate during the course of their computer activities. Most people just dismiss the subject with "Oh I don't

really have anything of importance, and even if I do, I can always redo it easily." These people may only use their computer for the Internet and e-mail. But, redoing your address book and bookmark listing can be a task in itself.

And, if you use a program such as Quicken or Money, you have lots of financial info that would be a real job to rebuild if all your files were lost. I reminded a friend about backing up his Quicken stuff, and he said that he really didn't have to, as Quicken always backs things up automatically, which it does. But it backs things up onto the same hard drive, into a different folder. So, about 6 months later when his hard drive failed, his backup was worthless, and he was a very unhappy person.

WHAT DOES BACKUP REALLY MEAN?

Backup is the generation of duplicate files, often onto a removable medium, for all the things that you have generated on your machine. Generally, these are files that you have produced, not the program files which came on the CD. These duplicate files must be stored on something which can be separated from your machine, and definitely separated from your internal system hard drive.

Since most people have only one hard drive, it does not make good sense to backup onto that same drive. And, if you have your main drive partitioned into say a C and D drive, you will still lose your backup if the drive fails. If however, you have a second hard drive on your computer, you are much safer storing your backups there.

There are online services which offer "online backup" at a small cost, or no cost. This can offer access from another computer, when you might need that data. But I personally don't want my private data et al on an online computer, where it is possibly subject to being hacked or having that operation go out of business.

NOTE: This article is only discussing backup of your personal files and data - it is not addressing a complete backup of your system drive, including your operating system (probably Windows). That is a separate topic which will be covered in another article.

The backup media should be stored in a place where they it will not become lost, stolen, or damaged. When I was in business (many years ago), we backed up all our files every day, with a rotating system of seven tapes. Copies were stored in a fireproof safe, and periodically, we placed a current copy in our safety deposit box at the bank. Just putting copies on the shelf doesn't protect against their loss in case of a fire. Obviously, most users don't have to go to such extremes. But, for important information, it's a good idea to periodically put a backup copy into a secure and fireproof place, such as a home safe, or your safety deposit box.

In order to be able to follow and use the material in this article, you must be conversant with using Windows Explorer, or a similar file manager. Earlier this year, I presented several articles on this activity, with several exercises on the subject. If you are not familiar with using a file manager to copy files and add new folders and subfolders, I would suggest that you bone up on this subject first, and then get back to this article.

WHAT DO I HAVE TO DO FIRST

First of all, the typical user who has programs in which files are saved, generally has no idea where they are. So, the first thing to learn is just that. When you are in a program such as Quicken, your files are generally saved in the same folder as the Quicken program. Other programs may use the My Documents folder, My Files folder, the Documents and Settings folder, or a special folder that the program has set up to store things.

I personally set my own folders for storing things. And, fortunately, most programs allow the user to specify where things are stored. In WordPerfect, I have a master folder set up, name WPWIN. Under that I have about 56 subfolders for all the categories that I have defined. There is a folder named "BocaBits", which holds all the articles I've written for this publication. One of the main advantages of having your personal files organized in a master folder is that they are easier to copy to a backup medium. Just copy the main folder, specify to include the subfolders (if that is needed), and everything underneath will be copied. This is far easier than having to locate many different folders, and copy from each one individually.

Remember, using subfolders is a must. Some years back, one of my friends stored all his files for all his programs in the same folder, with no subfolders. Finding a file to use was almost like looking for a needle in a haystack. And, name your files using descriptive long filenames which all operating systems since Windows 95 can use. Which is easier to find "Letter to Jack re the new building.doc" or "let2jreb.doc"?

Here are some steps that I would suggest users consider - change the names to suite your desires.

1. Add a new folder on your C: drive, and call it "All My Stuff" (without the quotes.)
2. Add as many subfolders under it as you need. For example, (assuming you have these programs) add one for Word, Quicken, Money, Excel, etc.. Then, add as many subfolders under each of the main subfolders you've added. For example, the "Word" folder can have subfolders named "Letters", "Faxes", "IRS correspondence", etc.. (Don't use the quote marks - they are used here for clarity.)
3. Then in each of those programs go into "preferences" or "settings", or wherever is appropriate, and set your new path and folder name there as the place to keep stuff. In something like Quicken, it wants its files where it specifies, but when you call for a backup in Quicken, you can specify the path/folder. So this folder you set up will always have duplicates of Quicken's files, ready to be copied out to the removable media you choose.
4. For programs such as Outlook Express or AOL, it's a good idea to save your address book, and your bookmarks. Finding the names of these files, and where they are located will be a good exercise for you in using Windows Explorer, and learning more about your browser.

NOTE: It is not absolutely necessary to do all of these previous steps if you're willing to do your backup work with all your files where they are now. These steps are just offered to make your job of backing up easier. If this is the case, you can skip to the section entitled "WHAT MEDIUM SHOULD I USE TO BACK THINGS UP."

HOW DO I GET MY EXISTING FILES INTO THESE NEW FOLDERS

If you don't know or can't find where the program stores the files you create, go into the program, generate a new document, and do a save on it. When the "save" window comes up, it may well show you the path/folder that the program uses. So you can now go to that folder, and find all the stuff you have done previously. While you're in the "save" window, you can now specify your new repository for your files in this program, assuming it will cooperate.

If this does not happen, do a search in Windows (START>SEARCH) to find that file, and the location path will be available there.

Rather than move the existing files, I'd copy them into the new folder you set up. That way, if there are any "goofs" (perish forbid), nothing has really been lost. In the case of a program like Quicken, just open Quicken, and press CTRL+B. This should open the backup window, and you can type in the path/folder you've just made.

Later on, when you know that everything has been safely copied into your new folder tree, you can safely delete the files in their original locations if you want to do so.

When you've done this for all your important stuff, you will now have a new "filing cabinet" with "drawers" for all your important files.

WHAT MEDIUM SHOULD I USE TO BACK THINGS UP?

In the "olden days", the choices were fairly limited. Floppy disks and tapes were about it. These days, those two media are not the ones of choice. Floppies have limited storage space, and most people don't have a tape drive, nor should they bother to get one these days.

The two choices that I would recommend are external USB drives, which many people have or flash drives familiar with these inexpensive now transporting, and ZIP drive, or use a



which many people also may have. If you're not devices, you should become familiar - they are very and are the perfect media for backing up purposes, archiving files. Or you can use a ZIP disk, if you have a CD rewritable disk.

To "burn" a CD, you must be familiar with this process. If you have a recordable or rewriteable drive on your machine, there should be handle copying files. Usually this utility is on the CD hardware. But, it's possible that the utility wasn't factory. Check through the manual or help files to



a software utility to that came with your loaded on at the learn more about this.

Remember, once you get into the habit of backing things up, you can feel more comfortable about not losing lots of time and effort trying to reconstruct things. And, when you get a new computer, your new machine can take the backup medium you used, and copy it all (as desired) onto the hard drive of the new machine.

ONE FURTHER RECOMMENDATION TO SAVE YOUR "STUFF"

One area that most users don't bother to consider, is the use of an uninterruptible power supply (UPS). These units plug into your wall outlet, and then the computer and monitor plug into it. Many don't feel that this is of any value to them, but I'll bet that they've had a crash during a power
your computer and
an extended one, or
to allow you to keep
off, but to allow you
fashion. Or, when
you lose the work
second blink can wipe out what you're working on. And, if you haven't just saved it, you've lost it.



blink. The primary use of such a device is to keep monitor running when there is a power failure, either momentary power blink. The purpose of a UPS is not working for an extended period when the power goes to save your work, and shut down in an orderly the power "blinks", your system doesn't crash, and that you have on screen. Even a one tenth of a

Furthermore, all computers should be connected via a high end surge protector to protect against line fluctuations and power surges. A UPS is also just about the best protection that you can use here. And, these days, UPS units are available for not much more than the cost of a good surge protector. Check Costo for some good values here. A capacity of 300-500 VA is a reasonable range for most home computers. Remember, as a minimum, you need to have your computer and monitor connected via the UPS. Without a monitor, your computer isn't good for much.

So, HAPPY backing up - try it. The day will definitely come when you'll be glad you did. And once you get to be an expert at it, you can impress your friends by teaching them.

If you find this material useful, you may want to download this article in PDF format, from our web site www.brcs.org. This allows readers to keep the material either as a PDF file, and/or print it out, and place it in a looseleaf notebook for future reference.

This and That or Things That May Interest You

By Lynn Page, Editor, Crystal River Users Group, Florida

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Windows 7

Shake

Minimize all windows but one whit shake, click and hold down on the title bar and shake to maximize that windows and minimize all others. Shake again to restore all.

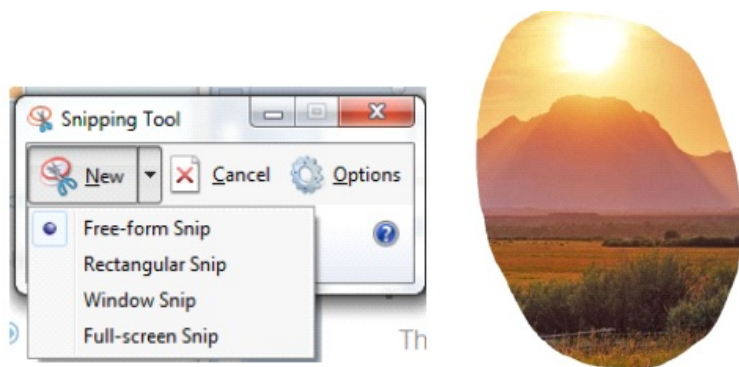
Snap

Snap can display two windows side by side with each filling half of the screen. With one window active press and hold the Windows key while hitting the left or right arrow key. The window snaps to that side. Do the same with the other window but press the other arrow key while holding the Windows key down.

To maximize a window with press and hold down the Windows key while hitting the up arrow key. To restore the window hold the Windows key and hit the down arrow button.

Snipping Tool

The snipping tool has been improved in Windows 7. You can snip a whole window, a rectangular section of the screen, or draw a freehand outline with your mouse or tablet pen. You can save it as a graphic file or annotate with basic drawing tools. And you no longer have the red snipping border.



Windows Mail

Windows Mail can handle a variety of different accounts. So you can set up a single personal email account, or add a work or other personal accounts and even newsgroups. With multiple accounts I like to put each account in a separate folder.

Add a User Account

In Windows Mail click Accounts in the Tools drop down menu. Click the Add button select the type of account to add, click Next, and then follow the instructions inputting the logon and server information for the email account.

Delete a User Account

In Windows Mail click Accounts in the Tools drop down menu. Select the account to remove and then click Remove.

Blocked Email Attachments

To protect your computer from file attachments that are commonly used to spread email viruses Windows Mail blocks certain types of files, like: .exe, .pif, and .scr files. When Windows Mail blocks an attachment, the Information bar displays a message notifying you and listing the attachment that was blocked.

To access blocked attachments close the message with the attachment. Then in the Tools drop down menu select Options. Click the Security tab and clear the Do not allow Attachments to be saved or opened that could potentially be a virus check box. Next reopen the message. Once you access the attachment it is better to repeat the process and block the attachments again.

Junk Mail Folder

Windows Mail's junk email filter is designed to catch obvious spam and move them to the Junk e?mail folder. helps manage your Inbox to keep it free of unwanted email.

Change the Junk Email Protection Level

In the Tools drop down menu click Junk e?mail Options and set the protection level you want:

Move a Message from the Junk Email Folder to the Inbox

Open the Junk email folder and select the message to move to the Inbox. In the toolbar point to Junk email and click Mark as Not Junk in the drop down menu. The message is moved to your Inbox.

Add Sender to the Blocked Senders List

Select a message from the sender to add to the Blocked Senders list. On the toolbar point to Junk email and then click Add Sender to Blocked Senders List. This blocks all future messages from that specific sender.

Add Sender to the Safe Senders List

Select a message from the sender to add to the Safe Senders list. On the toolbar point to Junk email, and then click Add Sender to Safe Senders List. This allows all future messages from that specific sender.

Correct File Associations

If files are opening in the wrong application find one of the files and right click it. Then in Windows Vista, select Open With and then Choose Default Program. From the list of programs select the program to use. Or Browse to add a program to the list. Click to check the Always use the selected program to open this kind of file box and then click OK. In Windows XP, after right clicking the file select Open With. Then find the program to use. or Browse to find another program. Again, check Always use the selected program to open this kind of file and click OK.

Office 2007

Format Painter

The Format Painter is an easy way to copy formatting you want to duplicate on other text. Select the text to copy the format from, click the Format Painter button and then select the text to format. To apply the same formatting to more than one item, select the text with the formatting, double-click Format Painter, and then select each word, phrase, or paragraph you want to apply formatting to. When finished, click the Format Painter again or press ESC. Format Painter is available in most Office programs.

Create a Theme from a Document

Themes are a valuable asset in Word and other Office files. A theme is a combination of theme colors, theme fonts, and theme effects. When you have generated a document with just the perfect formatting you may want to use it again. So save the formatting as a custom theme. With the document open on the Page Layout tab, in the Themes group, click Themes. At the bottom of the menu, click Save Current Theme. Provide a file name and click save.

Use a Theme from another Document

If you didn't create a theme from a document you can still use it as a theme for a new document. Open the document that you want to apply a different theme to and on the Page Layout tab, in the Themes group, click Themes. At the bottom of the menu, click Browse for Themes. In the Choose Theme or Themed Document dialog box, select the 2007 Office document that contains the theme to apply, and click Open.

Controlling System Restore

By Vinny LaBash, Contributing Columnist, Sarasota PCUG, Florida
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Did a shareware application you were enamored of turn out to be an unmitigated disaster? Perhaps a device driver installation, system update or modification to a registry key went bad, and your system wandered into an alternate universe. Windows has a utility called System Restore that takes a picture, called a Restore Point, of your system before certain types of operations are started. System Restore is a very handy feature that allows you to go back in time to erase actions you have come to regret. If a problem occurs you can revert back to the way things were, and all is well again.

System Restore, for all its utility and convenience, has its drawbacks. Some argue that if there is not enough free disk space, System Restore will fail to create a restore point, so an unsuspecting person may discover that there is no restore point available when trying to put things back to normal. There is also no way to make a permanent restore point that will not get deleted after a time when automatic restore points need the disk space. This could be a predicament if a problem is intermittent.

It is possible that System Restore may be responsible for your disk drive running out of room. While today's super-sized drives make that less likely than a few years ago running out of disk space could still happen, especially if you load up your system with videos. You can reduce that likelihood even further by configuring System Restore properly.

The snapshots we talked about in the first paragraph are taken by a built-in program called the Volume Snapshot Service (VSS). There is no way to access this utility in the standard Windows Graphical Utility Interface (GUI). This means you can't get to it with a menu option. You need to open a Command Prompt window with elevated administrator privileges.

Click on the Start orb located down at the bottom left corner of your screen, select All Programs, and open the Accessories folder. Right click on the Command Prompt icon, and then select Run as Administrator from the menu. That will open up a Command Prompt window with enough authority to configure System Restore.

Before doing any configuration, let's take some time to understand how System Restore works. You can do this with the vssadmin tool. At the Command Prompt type vssadmin /? (Press Enter after typing a command.)

You see a list of all the commands supported by the utility.

(Note: Shadow copy = Restore Point)

Enter the command vssadmin list shadows

This displays a list of all the restore points currently on the system.

The list shadowstorage command displays the amount of disk drive space currently being used to store restore points, how much space is set aside to accommodate restore points, and the maximum permitted size for restore points.

To see what's available on your own system, at the Command Prompt type:

Vssadmin list shadowstorage

Take a few minutes to understand the way the information is displayed. If there is enough free disk space you can store up to 64 restore points before Windows automatically starts deleting old restore points to accommodate new ones.

Making backups is an essential task, but there is no reason why Windows should be allowed to consume every available byte of storage with System Restore points. The default settings allow Windows to run amok but you can reset the maximum value with the resize shadowstorage command.

Here is an example:

```
Vssadmin resize shadowstorage /for=c: /on=c: /maxsize = 12GB
```

The /for= switch specifies the disk drive where the storage space is to be resized.

The /on= switch tells Windows where to save the Restore Point.

The /maxsize= switch tells Windows how much space it can use for Restore Points.

If you don't specify a maximum size you are giving Windows permission to do anything it wants. The minimum size is 1GB. I have seen references stating that the minimum size can be as low as 300MB, but I could not verify that information.

After entering the resize command the system needs to be restarted to take effect. Configuring System Restore points won't solve every problem you may have with Windows, but it will give you more control of how Windows allocates resources.

Computer Humor



Word of the Month

Partition. A partition is a section of a hard disk. When you format a hard disk, you can usually choose the number of partitions you want. The computer will recognize each partition as a separate disk, and each will show up under "My Computer" (Windows) or on the desktop (Macintosh).

So why would you want to create multiple partitions? Well, there are two main reasons. One is if you want to have multiple operating systems on your computer. Typically, an operating system needs to be installed on its own partition so that it won't conflict with other operating systems on the machine. The other reason is that multiple partitions can improve the efficiency of your hard disk. On larger disks, the cluster or block size (which is the minimum amount of space a file can take up), is larger than on small disks. This can result in a waste of disk space if you have a lot of small files. So creating multiple partitions can actually give you more space. Yep, more room for all those MP3s. "Partition" can also be used as a verb, meaning to create multiple partitions.

WUBI?

What the Heck is a WUBI?

By Jim McKnight, Director, Los Angeles Computer Society, CA
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The Windows-based Ubuntu Installer (WUBI) is a program that allows you to install and remove Ubuntu-Linux from within Microsoft Windows (98, 2000, XP, Vista, or Windows 7). WUBI automatically creates a dual boot option that lets a Microsoft Windows user try Ubuntu without risking any data loss due to disk formatting or partitioning. Normally, installing Ubuntu or any version of Linux on a system that is also running Windows is intimidating and very risky. Total failure to boot Windows is a common result.

WUBI to the rescue: The WUBI installer is now included on every Ubuntu Live CD and easily installs Ubuntu INSIDE of windows (all versions), and in the same partition (drive letter) as Windows if you like. The install process is like any other program installed in Windows. Installing this way is sooooo easy. Also, when you want to remove Ubuntu, you just go to Add/Remove Programs and remove it like any other program running under Windows.

Dual-boot: After the installation, a new (dual) boot option screen appears right after power up, allowing you to select whether you want to run either Windows standalone or Ubuntu standalone.

Wow, what a great way to play with Linux/Ubuntu without the hassle of partitioning the hard drive and dealing with those messy dual-boot managers like GRUB or GAG. Yuck (Yes, those are real acronyms. Not the Yuck. It just means yuck).

To start the process, you need an Ubuntu Live (Install) CD that you or a friend has downloaded and burned. You can also go to the Ubuntu website and have them mail you a free CD (10 weeks).

To install Ubuntu using WUBI, just insert the "Ubuntu Install CD" while Windows is running. Do not boot the CD. The CD should start. If not, go to My Computer, open the CD and click on wubi.exe. When you see the opening window, simply select "Install Inside Windows". After that, you answer a few questions about what drive letter, and how much drive space you want to allow for Ubuntu.

That's it!

I have tried this under XP and Windows 7 and it is flawless.

NOTES:

- Hibernation is not supported when installing Ubuntu via WUBI (for either Windows or Ubuntu).
- Follow these links for detailed WUBI operating instructions:

<http://wiki.ubuntu.com/WubiGuide> and here:

<http://help.ubuntu.com/community/Wubi>

- Ubuntu 32 bit can run under Windows 32 bit or Windows 64 bit.



Smart Computing Tips & Fun Facts

www.smartcomputing.com

Notebook Buying Tip: Battery Life

We put up with a lot for the convenience of portable computing. A typical notebook's keyboard isn't ergonomically optimal, and it's easy to get a kink in your neck when you're peering down at a screen on your lap. And let's not forget that you can buy a faster desktop computer for a lower price.

At the end of the day, if your mobile computer isn't so mobile, you're not going to experience many of the benefits of the portable computing paradigm. Buy a laptop that will run for several hours on a battery charge, so you'll be able to make the most of computing unplugged.

Get To Know The Win7 User Interface

Windows Vista users will be more familiar than Windows XP users with Windows 7's UI (user interface), but even they get to learn a few new features. Aside from the improved Taskbar, there are subtle new features, including Jump Lists and Peek. Jump Lists offer a quick way to access frequently used files associated with a specific application in the Taskbar. Right-click an application's icon in the Taskbar and a pop-up menu will display the Jump List for that application.

Peek lets you quickly view the contents of an open window without switching applications or windows within an application; to do this, simply roll your pointer over an application's icon in the Taskbar. You can also let your pointer hover in the bottom-right corner of the screen to use the Peek feature's "show Desktop" capability.

Change The Windows XP Recycle Bin Size

By default, the Recycle Bin uses approximately 10% of the available space on your hard drive. When you exceed this allocation, the Recycle Bin will automatically delete its older files to make room for the newly deleted ones. The files that have been in the Recycle Bin the longest are the first to go. If you want to increase the size of the Recycle Bin to avoid this, or if you want to reduce its size to recapture unused disk space, right-click the Recycle Bin and select Properties. To separately configure each drive's Recycle Bin, make sure you select the radio button next to Configure Drives Independently. Click the tab associated with the drive you'd like to make changes on. Finally, move the slider to the correct size (given as a percentage of overall drive space) and click Apply.

The Club's Meeting Place

Our general meeting and the Random Access Special Interest Group are held at the Denny's at 1525 McHenry Avenue

Free classifieds for members. Email the text to the editor at scvjudy@usa.net

Need help hooking up that new PC, or installing DSL-Cable?
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Appointed Positions

<i>SIG Coordinator</i>	<i>Jim Goodman</i>	<i>579.0122</i>	<i>sig@mpcug.net</i>
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PC Post

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Join The Modesto PC User Group

To join MPCUG (or just get more information about us, go to our Website and fill out the new member form or mail your check to: MPCUG, P.O. Box 5122, Modesto, CA 95352-5122. Membership is just \$24 a year and includes 12 issues of the PC Post along with participation in all meetings and events. You will also receive E-mail advising you of extra events or news.

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The PC Post is published online 12 times per year and is available to all group members as a membership benefit. Annual group membership dues are \$24.00.

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