



# WAUCtalk

WAUC Wisconsin All-computer Users Club

July 2016

MEMBERS HELPING MEMBERS

Volume 33 No. 7

## July

**21 Q&A SIG, Thur., 7:00 PM**  
Speedway Station, 60th & Layton Ave.

**Investment Tracking SIG, 7:00 PM**  
Next meeting in September.

**28 Tablets Plus SIG, Thur., iPad 6:30 PM**  
**Android 7:00 PM**  
Clement Manor, Rm 107,  
9405 W. Howard

## August

**4 WAUC General Meeting, Thur., 7:00 PM**  
Jackson Park Lutheran Church  
4535 W. Oklahoma Ave.  
**Summer Picnic**

**4 Exec. Bd. Meeting, 6:15**

**9 Deadline for submitting articles for WAUCtalk**

**10 MacSIG, Wed. 6:30 PM**  
Clement Manor, Rm 107,  
9405 W. Howard

**11 Tutorial SIG: Thur., 7:00 PM**  
Speedway Station, 60th & Layton Ave.

**15 WAUC Lunch, Mon., 1 PM, Old Country Buffet, 4902 S. 74th**  
RSVP: [rgdurand@yahoo.com](mailto:rgdurand@yahoo.com)

**18 Q&A SIG, Thur., 7:00 PM**  
Speedway Station, 60th & Layton Ave.

**Investment Tracking SIG**  
Next meeting in September

**25 Tablets Plus SIG, Thur., iPad 6:30 PM**  
**Android 7:00 PMN**  
Clement Manor, Rm 107,  
9405 W. Howard

### Future Presentations:

**September: Tammy Begotka on eBay**

## General Meeting

August 4, 2016, 7:00 PM

Jackson Park Lutheran Church



The summer picnic could be even more fun than the monthly lunch pictured here.

## Table of Contents

- 1 Calendar, Table of Contents
- 2 *OneNote is a perfect computer junk drawer* by John Weigle
- 4 Q&A Sig: *Sewing Machine Run by Computer*
- 5 *Kindle to Roku* in Tablet SIG
- 5 Treasurer's Report
- 6 Board Plans Picnic
- 7 Steve Parker Presents Mac: General Meeting
- 8 Masthead, *How to Use CD of Month*, Raffle Items, CD of the Month list
- 9 Articles Available, Application Blank
- 10 One-on-one Service, APCUG logo

## OneNote is a perfect computer junk drawer

By John Weigle, Editor, Channel Islands PC Users Group, CA

March 2016 issue, The Outer Edge

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Microsoft's OneNote is a fantastic tool to save and recover information, Toby Scott said as he introduced a program on the software. Simply put, he said, it's "a retrieval system for a pile of garbage that you didn't know whether you needed it or not, but you're a collector of garbage, and you threw it up there, and it's there."

The free Microsoft program, formerly part of the Microsoft Office suite, doesn't immediately show its value because it's fairly easy to remember something for a few days, he said. But the longer someone uses the program, the more it shows its value.

Remembering something from a year ago or longer — Scott has been using the program since 2008 — is much harder, but OneNote's search program makes it easy to find such information.

People have to understand what OneNote is — and is not — to use it effectively, he said. It is not a backup program or an organizer. It is a place to put free form data in all kinds of formats, it's a note taker, and it's a note clipper. He also described it as a junk drawer that's easy to find things in.

OneNote works somewhat like a file cabinet that contains notebooks, tabbed subject files and pages, all of which can be easily searched. Scott has notebooks for CIPCUG, Lions Club, and Ventura County Computers, among others, but he tends to put things he's saving in whatever folder is open because the program's search function makes it so easy to find documents, he said. That means he doesn't have to spend lots of time moving files around.

Every time he goes to the doctor and gets any papers, such as blood test results, he said, he stores them in OneNote. He can use his phone as a scanner, take a picture of the document and send it to OneNote, which can read text in graphics formats. OneNote's tabs and pages can be password-protected, but notebooks can't be. At least with OneNote 2013, you cannot password protect entire files — only tabs. "It's not perfect encryption, but it's pretty good encryption," he said.

To demonstrate how OneNote saves things, Scott took a picture of the audience with his Windows phone before the presentation started and sent it to OneNote, where it was easy to find. He also photographed a Sudoku puzzle from a newspaper

page and did the same thing.

"The only advantage to OneNote is if you use it," he emphasized. After a few years of regular use, your whole life is on it. All his passwords are in an encrypted OneNote file, for example.

Another advantage of OneNote, he said, is that if a user downloads material from a website, OneNote includes the URL so it's easy to find the site again. That feature was useful when the family was planning a trip to Utah. Scott copied lots of Web pages to OneNote, but if he didn't copy enough of the page — like whether a hotel or motel had a swimming pool — finding the answer by going back to the site was simple.

OneNote is similar to Evernote (<https://evernote.com/>), Scott said. Evernote has better organizational skills, but OneNote has better capturing tools. Users can embed all kinds of things. It can handle PowerPoint presentations, but Scott prefers to save those separately, with just a link in OneNote if he's going to make a presentation.

Outlook users can save email conversations and threads in OneNote, he added, making it easier to find the messages than searching through hundreds of emails.

Scott said that, although he was aware of OneNote, he didn't grasp its value until he attended a technical conference with 200 others to learn about the newest Intel chip. The speaker was asked about some aspect of the chip and said he didn't remember the answer but could find out quickly. He used OneNote to find the information and realized that everyone in the audience was amazed by the program. He switched his discussion to OneNote, saying, "It's way more important to your lives than the latest Intel chip."

Apps for OneNote are available for tablets and smartphones, and the full program is available for desktop and laptop computers. OneNote stores files on the user's computer and in the cloud. Smartphones and tablets with more limited storage space will get pointers to all files but can download only the ones they want to use at the moment, he said.

Files can be moved to OneNote by dragging and dropping, copying and pasting and "throwing" them with some other tools. Scott uses Office Lens, an app that turns a smartphone into a scanner and can send photos to OneNote. More information about it is available at <https://blogs.office.com/2014/03/17/office-lens-a-onenote-scanner-for-your-pocket>.

A member of the audience asked if business cards placed in OneNote could easily be transferred to Outlook, and Scott said OCR (optical character recognition) software would be needed to do that.

Users can, however, tell OneNote to pull the text from a picture when they put it in OneNote, but that doesn't always work.

OneNote adds two icons to the taskbar, but one of them shouldn't be placed there, Scott said in answer to a question. The icon is for a program that sends things to OneNote, but there's no user interface for it, so there's no reason to put it on the taskbar. Well-behaved programs don't automatically put their icons on the taskbar or start menu, but it's easy to add them manually. Users can add OneNote to the "send to" menu.

OneNote's search function looks at titles and pages and can handle AND/OR Boolean searches. Using the Windows search engine to find such material is "an exercise in growing old fast" in comparison, Scott said. OneNote can't handle wild cards.

Some text-manipulation tools and other add-ins are available to use in OneNote, and Scott now generally writes things in OneNote and copies and pastes them into Word documents to send them to someone. If the recipient asks him much later about what he wrote, he can find it easily in OneNote.

OneNote does not work on XP machines (the version included in Office 2003 will work) but does on every version of Windows after that.

Asked about OneNote use on smartphones, Scott said that most people run out of random access memory, not storage space, unless they have lots of music, videos and pictures. Lots of apps running in the background can complicate the use of OneNote. He suggested downloading an app that closes all running apps for whatever phone you use to solve that problem. People using a phone or tablet don't have to show everything, he said.

#### On the Web:

- Download OneNote at <http://www.onenote.com/Download>
- For Dummies guide to OneNote: <http://www.dummies.com/how-to/computers-software/ms-office/OneNote-2013.html>
- OneNote 2013 Quick Start Guide: <https://support.office.com/en-us/article/OneNote-2013-Quick-Start-Guide-AB75BE1A-06E2-4B0F-BE5D-8652F1FAC102>
- OneNote tutorials: <http://www.lynda.com/OneNote-training-tutorials/266-0.html>
- OneNote books: [http://www.amazon.com/s/ref=nb\\_sb\\_noss?url=search-alias%3Daps&field-keywords=microsoft+onenote+books](http://www.amazon.com/s/ref=nb_sb_noss?url=search-alias%3Daps&field-keywords=microsoft+onenote+books)
- OneNote apps: Go to any of the app stores and search for OneNote

#### SIDEBAR

#### Toby's OneNote notes

##### First Impressions:

- What isn't OneNote? It isn't an organizer or backup program.
- What is OneNote? It's a place to store random bits of data so you can find it at a later date. It doesn't seem too useful. It isn't useful until you have been using it for months. You can remember data from yesterday, but need a program to find data from last year.
- Where can I get my data to insert into OneNote?
- Type it in
- Import files (Word, Excel, PowerPoint, websites, pictures, etc.). PowerPoint isn't all that great in OneNote. I just put a link in OneNote and leave the PDF outside. Alternatively, you can open the PDF, select all, copy the contents of the file and then paste into OneNote. Basically, any way you enter data into Word, Excel, email, etc. you can use to enter data into OneNote.
- Send from phone camera or email directly to OneNote. Office Lens will take pictures from your smart phone and paste them into a page on OneNote. This way you can use your phone as a mobile document scanner. Also, you can send one or more email messages to OneNote for documentation and retrieval.
- How do I find my data?
- Organized like tabbed notebooks. The file is the book, the tabs across the top are the section dividers and the lists along the side are individual pages.
- Search tool. Search in the upper-right will find any word or combination of words. "cipcug AND program" will find any page that has both the word cipcug (upper, lower or mixed case) and the word program. The AND has to be in capitals so search knows it is an operator and not one of the words to search for.
- Data is available everywhere you want.
- Sync to desktop, notebook, tablet, phone: I like to use my desktop computers to do any serious data creation, but it is nice to be able to bring up OneNote on my phone to make minor changes to a page while visiting customers. When I get back to the office, my changes are on my computer.
- Recover data from Recycle Bin (in OneNote)

#### SECOND SIDEBAR

##### OneNote and OneDrive

- Microsoft's continued use of similar names for different products continues with these two products.
- OneDrive was formerly called SkyDrive, but the name was changed because of a lawsuit in England.

- OneNote is the program into which you store data. OneDrive (or Google Drive, Dropbox or other) is a cloud storage program. Things that you create (like OneNote files) and that are stored in our local computer's OneDrive folder are automatically synchronized with the version of the file in the cloud. This way, you can create documents on your desktop and then access them with your smartphone while on the road — and even make minor changes, which will be there when you get back home. OneDrive is the glue that allows you to work on the same document from multiple computers, tablets and phones
- 2014 blog post puts it this way: "SkyDrive recently announced a name change to OneDrive. We're excited that OneNote and OneDrive now share a similar name since we also share a similar promise. OneDrive is the one place for all your most important stuff, including photos, videos, and documents, and OneNote is the one place for all your notes. Together, OneNote and OneDrive enable you to access your notes on all your devices." (<https://blogs.office.com/2014/02/21/onenote-and-onedrive-one-happy-family/>)

## Q&A SIG: Sewing Machine Run by Computer

Those present on June 16<sup>th</sup>, 2016 were Pat Koehler, Don Skarda, Jim Hempel, Richard Durand, Miriam Davis, Bob and Terry Harvey, Bill Gierich, Marcia Zientek, Dolores Dettmann, and Phil Walker.

Pat has a Brother embroidery sewing machine (PC8500) and needs the drivers for Windows 10. She looked online and somehow got hooked up with some shady company called FixIt, LLC. They remotely connected to her computer and said they were going to help her download the latest drivers for her Brother machine but first they had to clean her computer system. Pat was on the phone with them for four hours and they said they charged her \$150. It's a long story but in the end they refunded her money and she was advised to cancel that credit card. The moral of the story is do not let anyone remotely connect to your computer unless you are very familiar with them.

We took a look at the most recent CDOM and someone wanted to see how "Privacy Eraser" worked. Bill opened the program and informed us this would be a great program to use before discarding a computer's hard drive. Miriam asked if only the files you have deleted would be written over and the answer was, "Yes." If you hold down the SHIFT KEY and DEL you will permanently remove the file you have highlighted. Things that are in the RECYCLE BIN are recoverable. If you have uninstalled a program it will be deleted.

Phil has a laptop computer with a dead Ethernet connection. Is there any way of replacing it or would it

be cost prohibitive? Bill recommends getting a CAT5 to USB connector. The cost would be approximately \$3. I have a dead headphone jack on my laptop. Is there something like that for me? Yes, I should get a USB external stereo adapter. Cost approximately \$6.

I have been unhappy with the price increases by Time Warner Cable and my monthly cable bill is now \$197 per month. While at Best Buy and talking with their salesman, he shared with me he uses a device called Nvidia Shield. The cost of this device is approximately \$180 and uses an app called KODI and streams television and movies. We looked online at <https://shield.nvidia.com/android-tv/shield-androidtv-vs-appletv-vs-roku-vs-firetv> for more information and comparison of Roku, Apple TV, etc. We also looked at a video on youtube.com. We hope to have more information forthcoming.

It was 9:00 and half of the group packed up and left. Those of us still there watched Bill transfer data from a hard drive from Don's laptop to the club's laptop then to another device.. We were all amazed at how little the hard drive was yet it was 500GB. Bill was using an external SATA/PATA/IDE drive to a USB 2.0 adapter converter. Cost under \$10.

Richard asked how to see the file extensions visible in a Windows XP computer. The directions are basically the same in any version of Windows. From Windows CONTROL PANEL, click on TOOLS, FOLDER OPTIONS, VIEW, scroll down to the folder that reads HIDDEN FILES AND FOLDERS, put a dot beside SHOW HIDDEN FILES, FOLDERS, AND DRIVES. Click on OK.

We packed up ourselves and left Speedway at 10:20. If you weren't there, you really missed it.

*Terry Harvey*

## Kindle to Roku in Tablet SIG

We had a full house tonight, June 2016, in the Android room at Clement Manor. WAUC members included Jan Mlagan, Don Gardner, Richard Durand, Bill Gierich, Pat Koehler, Marcia Zientek, Lucille Stahl, Jim Hempel and me, Terry Harvey. We were joined by guests Janice Rochwerger and Regine Barry.

Janice just received her Kindle Fire HD 7 and we got her all registered on that device and she started downloading free books as she doesn't have Wi-Fi at home.

Tonight we learned how to copy and paste on our devices. We had a variety of Kindle Fire devices and they are all set up a little differently. We had a few Samsung devices, a Nook, and various other tablets and smart phones. I have a Samsung tablet, a Kindle Fire HD 6, and an LG smart phone so all my instructions are from those devices. Long tap a word to select and drag the handles to the front of the word or sequence of words and drag the other handle to the end of the word or sequence of words. You should now see the words COPY or CLIPBOARD, and click on COPY. Long tap the area you would like to PASTE to and tap on PASTE. You may only paste if you have already copied something.

When using MAPS on your smart phone, you can save using your data if you enter your parameters in while in a Wi-Fi area. If you lose your signal you will still be able to see where you are going as well as saving data on your data plan. Also, go into APPLICATION MANAGER, APPS, MAP and make sure ON SD CARD is highlighted. Your map will then be saved but it won't use the internal memory.

We looked at a fun game called WORD TO WORD ASSOCIATION.

Jim explained "streaming." Streaming is a technique for transferring data so that it can be processed as a steady and continuous stream. At the Q & A SIG last week I recanted a recent experience at Best Buy I had with a sales associate. Jim read an article on CNET.com which spoke of true television streaming and on gaming streaming. R True TV streaming can easily be accomplished using a device such as a Roku, Amazon, or Apple TV. Gaming streaming would be used with such devices as an XBOX, Apple TV, etc. At the SIG last week I mentioned there were many movies and much in music on youtube.com. Marcia has been watching movies there with great success except for one,

Jim brought a great television and hooked up his Roku Streaming Stick. He showed us how to pair it using my LG smart phone. He showed us how to look at photos and videos from our smart phones. Go to SETTINGS, SHARE AND CONNECT, scroll down to MIRACAST and turn it ON. It will search for a device and we clicked on ROKU. Once connected we were able to see everything on my phone.

*Terry Harvey*

### Treasurer's Report June 2016

Beginning balance: \$1,623.71

**INCOME**

Dues: \$37.50

Raffle: \$7.00

CDOM: \$31.00

Total INCOME: \$75.50

**EXPENSE**

Newsletter: \$3.00

Internet Connect Fee: 5.28

Raffle Expense: \$0

Supplies: \$18.08

Total EXPENSE: \$26.36

**Ending balance: \$1,672.85**

## Board Plans Picnic

The WAUC Board Meeting for July 2016 was called to order on time at 6:15 PM on July 7<sup>th</sup>. Present were Vice-President Gary Kohler, Treasurer Bill Gierach, General Meeting Secretary Richard Durand, and WAUCtalk Editor Julia Rice. Julia showed everyone a printed copy of the most recent issue of WAUCtalk. It was composed using a new program, Swift Publisher. Julia stated that the next deadline for article submission will be July 12<sup>th</sup>.

About this time we were joined by Bruce Kosbab, former WAUC President and current editor of the WAUC Bulletin. Richard reported that the annual WAUC Membership Directory is up to date with the information currently available. It awaits the receiving of updates for any new members and any new photo files from the WAUC photographer, Marcia Zientek. Ideally it should be sent out to the members around August 1<sup>st</sup> to 3<sup>rd</sup>. Richard also sent a draft of a WAUC Calendar for the year to the Board members in an Excel spreadsheet format. After receiving comments for improvements, the file will be sent to the members. Creating the calendar in Excel is something different that hopefully will be well received. If so, Bruce can forward templates for future years.

There are still four WAUC sweatshirts remaining. Richard said he looked online and it appears that the cost of getting more sweatshirts would be prohibitive. Bill offered that he might be able to come up with sweatshirts a lot more reasonably with the use of iron-on transfers. The Board decided to consult the members at the General Meeting about more club sweatshirts before proceeding any further. Bill passed along a copy of the current Treasurer's Report to Julia for inclusion in the next issue of WAUCtalk. The past two reports appearing in WAUCtalk have included the sale of the same sweatshirt for \$5.00 and Bill reported he has located the discrepancy and corrected it.

The current Bulletin had just been sent out the previous evening, due to a necessary email exchange for the correction of dates in the included schedule. Going forward, Bruce said he will have the next issue ready by July 28<sup>th</sup> and the planned send-out date will be August 1<sup>st</sup>.

The main topic of the Board Meeting were the planning of the upcoming August picnic. Richard offered that Marilyn Schrader has

agreed to once again play keyboard and lead the club in singing. Gary reported that there will again be Bingo played at the picnic. Julia said that due to the current membership and expected attendance, we could plan on setting up only five tables. That way, there would be more people at each table and each table would not have to wait as long for their number to be called, a point well taken and accepted. The topic of how many hot dogs and brats was revisited. Julia recalled a previous picnic where we ran out before everyone went through the



line so the Board reaffirmed its previous decision to order six pounds of each. The amount of soda and beverages to be obtained was also revisited and just to be sure there will be enough, it was agreed to get an additional twelve pack of soda. After some discussion, Richard suggested that the additional flavor be A & W Creme Soda, traditional for picnics, and this was enthusiastically agreed to.

Bill stated that the club expense for the picnic last year was somewhat over \$200.00 and that if this amount could be maintained in the current year, the club treasury could handle it. Therefore the Board opposed asking for an additional \$1.00 or \$2.00 per member for the picnic. However, as in previous years, WAUC will gratefully accept donations. The Board also agreed to ask for a show of hands at the upcoming General Meeting to get an idea of what the attendance will be at the picnic. These were the main topics discussed. The Board Meeting was adjourned at 6:50 PM.

*Richard Durand*  
WAUC General Meeting Secretary

## Steve Parker Presents Mac

The General Meeting July 7th was called to order by Vice-President Gary Kohler at 7:05 PM. We welcomed guests Janice Rochwerger and our presenter, Steve Parker. Treasurer Bill Gierach was asked to give the Treasurer's Report, the details of which can be found on page 5. Membership dues are now \$12.50. The WAUC Membership Directory is in process and as scheduled, will be sent out in early August. Gary apologized for the late sending out of the WAUC Bulletin, due to communication delays. Measures have been taken to make it more timely.

For the upcoming picnic, members were asked to sign up at the registration table for what they will be bringing. Upon a requested show of hands, virtually all in attendance indicated that they will be attending the WAUC picnic next month. Marcia Zientek commented that WAUC should receive donations for any guests that attend. Richard Durand clarified that WAUC will ask for donations, paid to the Treasurer, from any who did not bring a dish to pass and for any guests.

Gary went over the schedule of events for the upcoming month. After the General Meeting, all members are invited for the traditional informal get-together held at Wendy's on 43<sup>rd</sup> and Lincoln. The Mac SIG did not meet last month but will meet again this month at Clement Manor this coming Wednesday July 13<sup>th</sup>. Per Peter Lee, the members will review the material from tonight's presentation about the Mac. The Tutorial SIG met last month and completed another chapter in the Professor Teaches Windows 10 tutorial program. Richard Durand elaborated about how in the second half of the SIG, Windows 10 was opened up on the club laptop and the members present asked a lot of questions with the answers demonstrated in the operating system itself. Louise Dahms reminded that the upgrade is still free until July 29<sup>th</sup>. Don Gardner however, said that he now has Windows 10 but his old backup software from Acronis won't run on this new system. The Tutorial SIG will meet again next Thursday, July 14<sup>th</sup>, at Speedway.

The WAUC Lunch will be held again at Old Country Buffet in Greenfield at 1:00 PM, Monday July 18<sup>th</sup>. At the Q & A SIG last month, members discussed how to deal with computer phone scammers, how to find drivers for computer accessories, how to use the CD of the Month, how to set the detail listing in Windows Explorer, and the new product for entertainment streaming, nVidia Shield, was investigated. The Q & A SIG for July will be held on July 21<sup>st</sup> at Speedway. At the Tablet SIG last month, Louise Dahms said the iPad users had a Q & A session about the systems interface. Over in the other room for Android users, Marcia Zientek described how the high point was a demo by Jim Hempel on how to use one's Roku streaming video stick to stream photos from one's phone or tablet to a

flat TV screen so that everyone in a group can see them at once. Jim brought his own TV screen and set it up for this. For a photography hobbyist like Marcia, this was something really worthwhile. The next Tablets Plus SIG will be held at Clement Manor on July 28<sup>th</sup>.

The WAUC Program Chairperson, Terry Harvey, was not present so Richard Durand reported on upcoming presentations. Tonight our presenter Mr. Steve Parker will speak about the Mac computer and next month we will have our annual picnic. Tammy Begotka will return in September to speak about selling on Ebay, and Eli Kelling will return in October and November to speak about Google services.

Gary announced that there are still some sweatshirts for sale and asked for a show of hands on how many would be interested in WAUC getting more sweatshirts. There was no interest from anyone, so WAUC will not pursue the idea. Richard Durand described the raffle prizes and Bill Gierach described the contents of the CD of the Month. Gary took the opportunity to tell about how he received a scam letter from a self-described law firm offering legal assistance. That's a new angle that everyone needs to watch out for.

After the break and the raffle drawing, Gary introduced our presenter for the evening, Mr. Steve Parker. **See photo on page 6.** Steve has been working in computers since the sixties. He has experience with main frames and many types of personal computers but his favorite, which he was here to speak about, is the Apple Macintosh, or Mac. In fact, he has had eight different Macs in a period of 32 years. Steve was well prepared with a slide presentation. The Apple equivalent to MS Power Point is Keynote, though Steve might have been using Power Point as the MS Office apps also will now run on a Mac.

At this point, per Steve, the choice between a PC and a Mac really comes down to a personal preference about the Operating System and interface, as both are very capable. Steve still likes the Mac and showed everyone the differences between the two. Steve showed the Mac Internet browser, known as Safari, and how it has a "Reader" function, that hides ads and other extraneous graphics and lets one just read the content of a web page. Steve finished with a the playing of a short video about the four basic skills one should master to run a Mac: drag and drop, using menus on the menu bar, opening up and using context menus, and copying and pasting. The WAUC General Meeting for July 2016 adjourned at 9:00 PM.

Respectfully submitted,

*Richard Durand*  
WAUC General Meeting Secretary

## WAUC

WAUCtalk is a monthly publication of the Wisconsin All-computer Users Club. WAUC is a computer club dedicated to promoting and instructing the use of computers to WAUC members. Membership in WAUC is \$25 per year (\$12.50 if applying after June 1). WAUCtalk is emailed to all WAUC members.

Free advertising is available to WAUC members. We are not responsible for omissions or errors.

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### Raffle Items for August

- 16 Gb USB Flash Drive
- 7-Function Digital Multimeter
- CD Stomper Pro Labeling System
- 16 Gb Sandisk micro SDHC memory card with adaptor

## CD of Month July 2016

### Audio, Image & Video Tools:

Paint.NET 4.0.10 - Paint.NET is free image and photo manipulation application for the Windows platform.  
 Spotify 1.0.32.96 - With Spotify, it's easy to find the right music for every moment.  
 VisiPics 1.31 - The application allows you to search for duplicate images on your computer.  
 VLC Media Player 2.2.4 – Free video playback program that offers robust support for a wide range of video and audio formats, including OGG, MP2, MP3, MP4, DivX, HD codecs like AES3, Raw Dirac.

### Security:

Avast! Free Antivirus 11.2.2262 - Updated, another great anti-virus program, some consider it better than AVG.  
 AVG Free Edition 2016.0.7538 - AVG Anti-Virus Free Edition is trusted antivirus and antispyware program.

## How to Use the CD of the Month

How does one use the **CDOM** and what is it?

To use the **CD** of the **Month**, insert the CD into your CD drive. It may take a few seconds for the CD drive to read it. A box will appear on your screen with a few choices on it.

Chose AUTORUN.EXE. Some computers are set to automatically read the CD. Either way, a menu appears with categories. The categories are usually Documents, Web Tools, Utilities, Images and Video Tools, and Security. I always click on DOCUMENTS first so I can read a short synopsis of each program. Click on any of the categories and more choices will appear.

If you've clicked on a category and it isn't what you want, just click on MAIN MENU to take you back to the beginning. To INSTALL A PROGRAM, CLICK ON THE PROGRAM ON THE MENU, a box will come up asking if you're sure you want to make changes to your system. Answer YES. In a few seconds the program will install itself. It will put an icon on your desktop.

To use the program, just click on it from your desktop. I buy one every month.

Bill works hard to select programs for us and does a great job. These CDOMS have saved me more then once. To purchase a CDOM, see Bill Gierach. The cost is \$5.

*Terry Harvey*

SuperAntiSpyware 6.0.1220 – SuperAntiSpyware features highly advanced Real-Time Protection to ensure protection from installation or re-installation of potential threats as you surf the Internet.

### Utilities:

CutePDF Writer 3.1 - CutePDF Writer will create PDFs from any program's print command.  
 LibreOffice 5.1.4 – An office suite compatible with MS Office 2007, 2010 and 2013.  
 Never 10 - Never 10 is a utility giving users control over whether their Windows 7 or 8.1 will upgrade to Windows 10.  
 Privacy Eraser 4.14 - Privacy Eraser will clean your Internet history & wipe your drives by deleting your data beyond recovery.  
 Recuva 1.53.1087 - Recuva is a utility to restore files that have been accidentally deleted from your computer.  
 Macrium Reflect 6.1.1366- Reflect is a complete disaster recovery backup and restore solution for your home.  
 Unchecky 0.4.3 – Unchecky keeps unwanted programs off your computer by clearing checkboxes during file installations.



**Which of these topics are of interest to you? They are available from APCUG, and we may be able to fit your choice into the next issue. Email with your interest to [ricejulia@hotmail.com](mailto:ricejulia@hotmail.com).**

- A Twisted View, Geof Goodrum: using another monitor in portrait mode
- Apple & Amazon to Vie for Best Streaming Device, Sandy Berger
- Black Fridays Matter, Greg Skalka
- Brokestuff Mountain, Greg Skalka, ‘fixing’ things at home.
- Choosing the Right Computer by Melanie Birnborn,
- Designing and Maintaining Websites, Dick Maybach
- Digital Photography Tips & Tricks, Spike Smith
- Downloading vs. Streaming – What’s the Difference?, Phil Sorrentino
- Enliven Documents with Themes, Nancy DeMarte
- Google and TP-Link are introducing a new router for the smart home, John Pearce
- How to manage passwords and use Dropbox, Meeting Review, Mike Hancock

- How to save money on accessories, Bart Koslow
- Insert and Sign...no need to Swipe – EMV Credit Cards, Phil Sorrentino
- Interesting Internet Finds – Steve Costello
- Internet Browser Tools, Jim Cerny
- Mac Tips, Ernie Cox
- Microsoft Office Apps for Your Apple or Android Devices, Nancy DeMarte
- Musings of an Apple Tyro – October (863 words), November (937 words), December (828 words). Lorrin Garson
- New Year, New Predictions, Greg Skalka
- Streaming Media, Len Nasman
- Tips for Printing a PowerPoint Presentation, Nancy Demarte
- Upgrade to Win 10 – or Not?, Don Coon
- What to Expect in Microsoft Office 2016, Nancy DeMarte
- Word Preview Pane & Cursor Size – ICON Computer Users Group Q&A, Mary Phillips (Approx. 371 words).
- Website Technology, Dick Maybach

## CD of Month July 2016, cont'd

### Web Tools:

Firefox 47.0.1– The latest version of the web browser.  
 Hotspot Shield 5.4.5 - Hotspot Shield is a versatile internet security and privacy solution.  
 Skype 7.25.0.106 - Skype is software for calling other people on their computers or phones.  
 Thunderbird 45.2.0 – Thunderbird is a free email application.  
 WirelessNetView 1.71 - WirelessNetView is a program that monitors any wireless networks within your range.

### Documents:

The PDF version of this Table of Contents.  
 My Disclaimer text file.

**William Gierach**  
 Email: [wdgierach@yahoo.com](mailto:wdgierach@yahoo.com)

**WAUC Membership Application** Date \_\_\_\_\_

Name \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_ e-mail \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

How did you hear about WAUC? \_\_\_\_\_

What do you like to use your computer for? \_\_\_\_\_

What talents do you have that you would like to share? \_\_\_\_\_

To join WAUC, please send completed form along with check for \$12.50 to cover dues from July 1<sup>st</sup> through December 31, 2016 to:

Wisconsin All-computers Users Club      Paid by:                       New Member  
 P.O. Box 340241                                       Cash                                       Renewal  
 Milwaukee, WI 53234-0241                       Check                                       **Do Not** include me in any special mailings.

## WAUC'S ONE-ON-ONE COMPUTER REPAIR SERVICE

All WAUC members qualify to receive WAUC's One-on-One Computer Repair Service. As we have learned all too well, computers often have to be examined to determine exactly what their problems are. What we think might be the problem, might not really be the case. WAUC Treasurer Bill Gierach has been working with personal computers ever since they came along and few can match his experience. If your machine is crashing, running slow, making funny noises, or whatever, let him take a look at it. This is just the first step. Subsequent payment for parts and labor may be necessary, but at least you'll be informed and able to make a better decision.

Computer examinations can be carried out at the WAUC Tutorial SIG, second Thursday of the Month, or the Q & A SIG, third Thursday of the month, both at 7:00 PM, Speedway Station, 60th and Layton in Greenfield, at Bill's home, or at your home. To facilitate this service, please first email, call, or speak to Bill to arrange the best time. Bill can be reached at [wdgierach@yahoo.com](mailto:wdgierach@yahoo.com) or at 414-421-6827.



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# First Class