



WAUCtalk

WAUC Wisconsin All-computer Users Club

February 2014

I'm Just Saying...

President's
Message

Volume 31 No. 2

February

- 20 Q&A SIG, Thur., 7:00 PM**
Speedway Station, 60th & Layton
- 26 Investment Tracking SIG, Wed., 7:00 PM**
McDonald's, 5040 S. 76th St.
- 27 Tablets Plus SIG, Thur., 7:00 PM**
Wendy's, 7707 W. Layton Ave.

March

- 6 WAUC General Meeting, Thur., 7:00 PM**
Jackson Park Lutheran Church
4535 W. Oklahoma Ave.
Subject: David Hoover, Cutting the Cord: Computer Options for TV
- 6 Exec. Bd. Meeting, Thur., 6:15 PM**
Jackson Park Lutheran Church
- 10 Deadline for submitting articles for WAUCtalk**
- 12 Mac SIG, Wed., 7:00 PM**
Villas at the Station, 8935 S. Wood Creek Dr., Oak Creek
- 13 Tutorial SIG, Thur., 7:00 PM**
Speedway Station, 60th & Layton
- 17 WAUC Lunch, Mon., 1 PM, Old Country Buffet, 4902 S. 74th**
RSVP: rgdurand@yahoo.com
- 20 Q&A SIG, Thur., 7:00 PM**
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Future Presentations:

- April: Peter Lee, Digitizing Music
- May: Jere Minich on Printers (by Skype)
- Sept.: Abby Stokes on Tablets and everything that's new

When You Want to Learn How

Hello WAUC Members:

Well, we're sure in a long, hard, and cold winter, aren't we? As I said at our most recent General Meeting, at least on that evening we didn't have a blizzard that was so bad that we had to call off the meeting, as happened last year. But it was just one of the coldest days we've had this winter and all of you who attended deserve recognition and appreciation for showing up anyway. We had the same situation with most of our SIGs in the month of January and it did impact attendance. Hopefully the worst of this winter is about over and WAUC activities as well as life in general can get back to normal.

If you are reading this, thank you very much, because it means you have renewed your membership to WAUC. Per the WAUC Bylaws, membership benefits expire if membership is not renewed by the February General Meeting. For those who have not renewed, it's still not too late. Renewals are accepted any time and once completed, we'll make sure that any missing back issues of WAUCtalk and the WAUC Bulletin will be emailed to you.

Also, we want to remind everyone to make sure that WAUC has your up-to-date email address and contact information. If you notice you are no longer getting your WAUC publications, please let us know and we'll double-check your membership and email address and send you any missing issues.



Now that this has been addressed, I want to return to the topic of learning about computers. One thing I have found out the hard way is that sometimes knowledge just has to be demanded. On a number of occasions, I have paid good money for educational classes, showed up and patiently waited to be filled up with the useful knowledge I was seeking, and when the class was over, I had more questions than when I started.

Or, don't you just love how this happens? Software companies

March meeting, from David Hoover " I intend to cover:

- "cord cutting": what it is, and how users can take advantage of new options:
- various computer or set-top TV add-on devices (Netflix/Prime/Roku/Chromecast) to accomplish that task.
- The various content consumption devices (pc's/tablets/phones) and their pros and cons."

From the WAUC ByLaws Article 2 – Purposes

The purpose of WAUC shall be to provide an educational forum for people interested in learning about small computer systems. In fulfilling this purpose, WAUC shall provide educational programs for members and the public, establish and maintain a library of software, provide publications as the club shall find useful, and engage in other educational, social and charitable activities as the membership may from time to time determine. However, neither WAUC nor any group or agency acting on its behalf or under its auspices shall engage in any form of political lobbying or in activities prohibited by law.

Raffle Items for March 2014

- WAUC sweatshirt choice of size/ color
- 4 port USB Hub
- O'Reilly computer book, "iPad The Missing Manual"
- O'Reilly computer book, "Step by Step Microsoft Office 2013"
- Adjustable Printer Stand
- PC Tool Kit
- 8gb Flash Drive
- Audio Video Selector

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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provide pages and pages of printed safety and warranty information and then for instructions one gets something like, "When the Install screen appears, follow the prompts." What do the prompts mean? How does one decide which of the offered alternatives to select? Blank out. Or has anyone ever said to you as a new computer user, "Oh, just download such and such a program for that"? I have heard this myself and managed to download what was suggested and then found myself flummoxed. Why isn't anything happening? Oh, you're saying the downloaded program has to be installed first. Now, how do I find what I downloaded, which downloaded file is for installing, what drive and folder should the program be installed to, how is the installation carried out, how should it be set up, how does the program work, etc? The questions can just cascade.

These are probably the most extreme examples that can be cited but the point is that one must be aware that this can happen and when it does, one must be prepared, however tedious and frustrating it may become, to obtain step by step detailed instructions. The answers may be in manuals or computer books or in the "Help" file or from telephone tech support, and sometimes from another computer user or club member.

And if the answers are things you already know and/or are not helping, make sure you identify exactly what you are trying to find out and keep looking and asking questions. In the search for knowledge, be demanding both of your sources and of yourself.

And if you are the one helping someone else with a computer situation, try to find out how much he already knows and then give step by step instructions as detailed as seems necessary. As I've written in these pages before, there is much technical background knowledge that is just not worth pursuing for the average computer user.

But if you pick your battles and can narrow down what you really need to know, usually in the way of detailed instructions, you can concentrate your efforts and go all out to get what you need to know.

WAUC Forever!

Richard Durand
WAUC President

Bylaw Change Proposed

At the WAUC General Meeting for January 2014, held on January 2nd, an amendment to the WAUC Bylaws was introduced by WAUC member Ginny Splinter. The procedure for amending the WAUC Bylaws is found in Article 11 and is quoted here:

Article 11 – Amendments

Section 1. The bylaws may be amended or revised by an affirmative vote of two thirds of all members at a meeting designated for that purpose. Copies of proposed amendments shall be given a public reading at least one meeting prior to the time when said amendments are to be voted on.

Notification of this meeting shall appear in WAUCtalk at least one month prior to the hearing.

The amendment proposed has to do with the office of Member-at-Large. The current WAUC Bylaw for this officer position is as follows:

ByLaw Amendment, cont'd

Article 5.

F. The Member-At-Large to the Executive Board shall:

1. Serve as an ombudsman between the Membership and the Executive Board.

PROPOSED AMENDMENT TO THE WAUC BYLAWS:

The elected position of Member at Large, as described and required in the WAUC Bylaws, Article 5, shall be eliminated.

This amendment to the Bylaws was proposed because the office is presently vacant and is no longer considered necessary for the functioning of WAUC.

Having been introduced at the January General Meeting, it was discussed at the next General Meeting in February, and will be voted on at the General Meeting in March. This should fulfill the amendment process required by Article 11, as quoted above. Please read, study, and think about this proposed change in the WAUC Bylaws, and be prepared to vote at the March General Meeting.

Thank you.

Submitted by

Richard Durand
WAUC President

Board Meeting Minutes-- Question of Sweatshirts

The WAUC Board met on February 6th, 2014. Present were President Richard Durand, Vice-President Gary Kohler, Treasurer Bill Gierach, Board Meeting Secretary Richard Reinhard, Program Chairperson John Schoenfeld, Newsletter Editor Julia Rice, and former Board Officers Bruce Kosbab and Tom Hermann.

Per Julia Rice, the next deadline for submitting reports for WAUCtalk would be February 12th. It was mentioned that the balance from the Treasurer's reports should appear in the General Meeting minutes. Richard Durand needed the updated membership list for 2014 as soon as possible.

There was a discussion about what to do with the remaining door prizes. The consensus was to award them one more time as usual for the meeting this month and then decide what to do with any remaining.

John Schoenfeld reported that presentations in the coming months are:

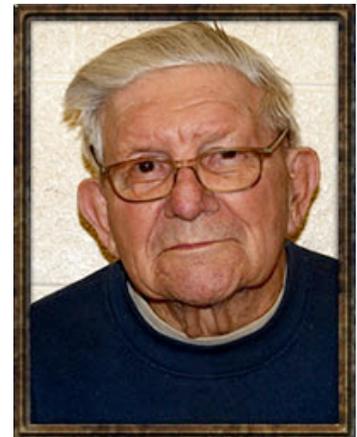
- Feb.-Bill Gierach-anonymity on the web
- Mar. -David Hoover-Roku
- Apr. -Peter Lee-digitizing music
- May -Jere Minich of APCUG-printers
- Aug. -Club Picnic
- Sep. -Abby Stokes of APCUG-Tablets

An email was received from APCUG requesting videos of club activities.

In response to a member's request, there was a discussion about whether the WAUC sweatshirts should be sold and, if so, how much should be charged. There is still a good supply of WAUC sweatshirts and WAUC has not sold any in a long time as they are reserved as raffle prizes and for awarding most valued members. Richard Durand had inquired about how much WAUC paid to have them made and how much they used to be sold for. To the best of anyone's memory, they were acquired for from \$12 to \$18 each. It was agreed that the WAUC sweatshirts will be offered to the membership at \$12 each.

There was discussion about the proposed Bylaw eliminating the office of Member-at-Large. There appeared to be no opposition to the change.

Submitted by



Richard Reinhard
Board Meeting Secretary

General Meeting Minutes--Browse Internet Anonymously

The meeting was called to order at 7:00 p.m. on Feb. 6. New member Jim Hempel was introduced. There was one guest present, Audrey, a friend of WAUC member Louise Dahms. It was announced that the new website is up and running.

The Treasurer's report was made and the ending balance was \$2,646.41. Members were reminded to see the Treasurer, Bill Gierach, to renew their membership and to make sure that WAUC has their correct email address and contact information. Bruce Kosbab announced that memberships and renewals for Sam's Club are now being accepted. The deadline is the end of March and the price has gone up to \$45.00 per year. Please see Bruce Kosbab if interested.

WAUC Program Chairperson John Schoenfeld reviewed the upcoming presentations scheduled and announced that the latest presentation to be scheduled will be by Mr. David Hoover, who will speak in March on the Roku product and other alternatives to watching TV programs on the computer.

Richard Durand had the APCUG website opened up and projected on the screen to show the many online presentations available from APCUG. The members expressed the most interest in the topics of Cloud Computing and Computer Maintenance.

The meeting returned to the topic of the amendment to the club Bylaws which was introduced at the January General Meeting, which dealt with the elimination of the office of Member at Large. Several minutes were devoted to discussing this proposed amendment. Per the amendment process of the WAUC Bylaws, it will be voted on at the following General Meeting which will be the March meeting.

That completed, the club schedule for the month of February was reviewed. There will be a hamfest on February 15th at which computer equipment will be available. The Mac SIG has not met for two months due to winter weather but will meet again on February 12th to watch instructional videos on the Mac operating system. The Tutorial SIG last met on January 9th and began viewing the tutorial program on the newest operating system, Windows 8.1. Bill Gierach showed that this operating system has now been installed on the WAUC laptop so procedures can be demonstrated when the SIG next meets on February 13th. Julia Rice reminded everyone that the WAUC Luncheon for the month will be held on Monday, February 17th, 1:00 p.m., Old Country Buffet, a change from having it on a Wednesday as was the previous practice. The Q & A SIG last met on January 16th and dealt with many user issues including how to use anti-virus software, how to archive emails, selecting privacy settings for Internet

browsers, and much more. The SIG will meet again on February 20th. The Investment SIG did not meet in December 2013 but met again on January 22nd, discussing the markets informally, looking up stock symbols, viewing Internet videos about investing, and will meet again on February 26th. The Tablet Plus SIG met on January 23rd, one of the coldest days of the month, and used a tablet to place a call via Skype to the WAUC webmaster, Tom Livermore, now in Arizona where it was 75 degrees. The SIG will meet again on February 27th.

The CD of the Month and the Raffle prizes were described and it was announced that WAUC sweatshirts are available for \$12 each. Member Ray Jamroze was not present at the meeting but had sent an email warning everyone to be extra careful of hacking and other computer mischief during the Winter Olympics being held this month.

After the business meeting, Bill Gierach introduced the software program Tor and Tor Browser Bundle. The subtitle of Tor is Anonymity Online. By searching on the Internet using Tor, your traffic cannot be tracked: those looking to see who is searching for certain websites cannot find your server.

What occurs is that your search goes through a few encrypted servers that are connected in such a way that they cannot be backtracked. Tor is a mesh of "proxy servers." Your search goes through a number of relays before it gets to the website you are seeking. Any one route is good for only ten minutes; the next search goes through a different route. There is no encryption on the first and last steps; that is where one would have safety and security concerns.

Bill showed us the website with download instructions. If you do not want Tor, you can download Tor Browser Bundle. Part of the presentation was a YouTube session by Eli the Computer Guy.

Bill commented that it is obnoxious to use because it slows up at every step. He did not know whether it could be trusted. He also commented that the laws of the nation still apply if you are using the Internet for illegal purposes.

After the presentation, it was announced that the remaining door prizes laid out in the back are available to any interested members. If there are still any remaining door prizes, they will be freely distributed again at the next meeting and then that will be it for the WAUC door prizes.

*Respectfully submitted by
Richard Reinhard*

Dr. Seuss on Computers

If a packet hits a pocket on a socket on a port.
And the bus is interrupted at a very last resort.
And the access of the memory makes your floppy disk abort.
Then the socket packet pocket has an error to report.

If your cursor finds a menu item followed by a dash.
And the double-clicking icon puts your window in the trash.
And your data is corrupted cause the index doesn't hash.
Then your situation's hopeless, and your system's gonna crash!

If the label on the cable on the table at your house.
Says the network is connected to the button on your mouse.
But our packets want to tunnel unto another protocol.
That's repeatedly rejected by the printer down the hall.

And your screen is all distorted by the side effects of gauss.
So your icons in the window are as wavy as a souse.
Then you may as well reboot and go out with a bang.
'Cuz sure as I'm a poet, the bugger's gonna hang!

When the copy of your floppy's getting sloppy in the disk.
And the macrocode instructions cause unnecessary risk.
Then you'll have to flash the memory and you'll want to RAM
your ROM.
Quickly turn off the computer and be sure to tell your Mom!

(Editor's Note: I asked Bill Gierach where he found this and he replied.)

The piece is part of a longer poem written by Gene Ziegler in 1994 and titled "A Grandchild's Guide to Using Grandpa's Computer". The complete poem, was available on Gene Ziegler's website.

In a history of the poem on the same web page, Gene explains:

Unfortunately, the Internet being what it is, some scoundrel whose editing skills exceeded his or her ethical standards edited the poem, reduced it by half, removed my name, and recirculated it under the title "If Dr. Seuss were a Technical Writer", attributed to the ever prolific "Anonymous."

After he discovered that his work had been stolen, Gene Ziegler wrote another, very witty poem entitled "Hang the Information Highwayman!" in which he eloquently condemns the plagiarist.

Goodbye XP

By Dick Maybach, Member, Brookdale Computer Users' Group, NJ

October 2013 issue, BUG Bytes

www.bcug.com

n2nd (@) att.net

On April 8, 2014 Microsoft will stop supporting Windows XP and Office 2003. After that date there will be no new security updates, non-security hot-fixes, free or paid assisted support options, or on-line technical content updates. However, all your

software will continue to work just as well as it did on April 7, so you needn't panic, but it would be prudent to come up with a rational transition plan. There are three choices: (1) continue to use XP, but take some precautions, (2) keep your present hardware, but upgrade the software, and (3) purchase new hardware and software. The hardware and software vendors as well as the media in which they advertise prefer that you take the third approach, but let's consider all of them.

There are many advantages to staying with XP, which may not hold with the other two approaches.

- Your present hardware works with it.
- Your present applications run under it.
- It supports your present peripherals.
- You don't have to learn anything new.
- It costs less than the alternatives.

The main disadvantage is that as time goes on, you become increasingly more vulnerable to attack over the Internet and by malware. You can reduce this and its consequences by the following.

- Before April 8, 2014, use Microsoft Update to install the latest patches to all your Microsoft software.
- Update all your anti-malware software, and check that the vendor will continue to support it for XP after April 8. If not, change to a vendor that will.
- If you are connected to the Internet through a router, install the latest firmware in it. If your PC connects directly to your ISP's modem, purchase a hardware router, and update its firmware if necessary. For good measure, if you haven't already, install a software XP firewall.
- Be very careful about what you download, and avoid doing it if possible.
- Review your backup program; improve it if needed, and resolve to follow it rigorously.

The wording on the MS Website implies that old patches will remain available, but why take a chance? Update your software early, as the download rate may slow near the deadline. At the present time, about 35 per cent of the computers in the world use XP. This is a sizable market for anti-malware vendors, and I would expect them to continue supporting XP for some time. Your first line of defense against Internet aggression is your router and its firewall. Most likely, your ISP's modem also includes a firewall, but how careful are you about keeping it up-to-date? You don't know.

With your own router, you have ability to keep it up to date, and as a result, having one is desirable even if you have only one PC. Despite all your precautions, as time goes on, and the bad guys find more XP vulnerabilities, your risk will increase. Be wary of any download, including e-mail attachments from friends. The best malware defense is to keep it off your PC. Your last defense is your backup program. Any information you haven't backed up on an external drive is one mouse click or one device failure away from trash. Although its most important to back up your data, you should in addition make an image backup of everything on your hard disk, because once XP becomes an orphan, applications and drivers for it will become increasingly difficult to find.

The second alternative is to keep your hardware, but change your operating system.

- Your vulnerability will be less than if you stay with XP.
- If your PC is old, it may not support some current operating systems.
- Your present applications may not run under the new OS.
- Drivers may not be available for some of your peripherals, requiring you to replace the devices.
- You will have to take care during the transition not to lose any data.
- You will have to learn new ways of working.

The hazard with this approach is that to install a new operating system, you generally must format your hard disk, but you must first insure that all your data is safe and readable by the applications in your new OS. For example, if all your financial records are stored in Quicken files and there is no financial program available in your new operating system that can understand them, you essentially have lost all your financial records. A second problem is to insure that your current hardware supports the new operating system before you format your disk. If you are considering a newer version of Windows, run the Windows Upgrade Advisor (available at <http://windows.microsoft.com/is-is/windows/downloads/upgrade-advisor> for Windows 7). Don't forget to check your peripherals; I found that there was no Windows 7 driver for my scanner and had to buy a new one when I upgraded from XP. If your PC is compatible except for insufficient RAM, this is an inexpensive upgrade, even if done by a shop. (You should have at least one Gigabyte of RAM, even if you stay with XP.)

Consider Linux, especially for a secondary PC. I've converted two XP machines to Xubuntu (<http://xubuntu.org/>), which is more responsive than XP on old hardware. It has the advantage that you can try it out with a "live-CD," which is bootable from a CD drive. It will be slow in this mode, but since it doesn't make any changes to the hard disk, you are just a reboot away from XP. While running Xubuntu, all the

files on your hard disk are available, so you can check whether Linux applications can read them. (Instructions on how to create a live CD or DVD in Windows are available at <http://www.ubuntu.com/download/help/try-ubuntu-before-you-install>.) If you have room on your disk or can add a second one, consider a dual-boot system in which you can run either system. (All your Windows files will be accessible in Linux, and Windows applications are available that can read Linux disk partitions.) However, Linux is not Windows, which means there are many differences between the two systems. Try to find a sympathetic, experienced Linux user to help you get started, especially if you are less than comfortable in adventure mode.

The third alternative, buying new hardware and software is the easy and safe, but expensive. You are probably best off to purchase new components. XP-era processors, RAM, displays, and hard disks are woefully inadequate for any current OS. Keyboards and mice now cost just a few dollars, and your old ones may use obsolete connectors. You can keep your printer and scanner if drivers are available for the new OS; your old speakers will be fine.

- Your old PC with your data, applications, and peripherals remains available for use.
- You will probably have to purchase new applications for your new OS and probably some new peripherals, especially if the existing ones are several years old.
- There will be a learning curve for the new system.

Spend some extra money; in particular, get more RAM and a larger disk than you think you can get by with.

I haven't considered a piecemeal hardware upgrade, because I don't think it's cost-effective. Most modern CPUs are incompatible with XP-era motherboards; new motherboards are usually incompatible with XP-era cases and expansion cards; and old RAM is incompatible with both modern CPUs and motherboards. My preference is to get a new PC up and running with all the essential software installed, and keep the old PC operating until you are comfortable with the new one and are sure that it has all the applications you need and that all your data has been successfully transferred to it.

**If at first you don't
succeed, call it
version 1.0.**

T shirt

Google Translate

By Bill Crowe, 2nd Vice President, Sarasota PCUG, FL
October 2013 issue, PC Monitor
www.spcug.org
editor (at) spcug.org

Google Translate is a simple mobile translation tool that supports more than 60 languages, and even speaks some of your translations aloud. With its dead-simple interface and variety of input options, it's perfect for pumping out translations in a pinch. To use Google Translate, select your input and output languages, then choose a method for entering your text. You can type text using your mobile device's keyboard or say the words aloud. The translation will appear quickly and in some cases it will speak the words in the translated language. The only drawback for this iPad/iPhone application, at this time, is that you must have an internet connection to use it.



APCUG's FREE 2014 Winter Virtual Technology Conference

APCUG's FREE 2014 Winter Virtual Technology Conference (VTC) will be held on Saturday, February 22, from 1:00 pm – 5:00 pm Eastern time. The sessions are 50 minutes in length and offer attendees the opportunity to ask questions via a chat window. Videos from earlier conferences can be found on APCUG's YouTube channel www.youtube.com/apcugvideos.

To register for this VTC, please click on the below link: <http://bit.ly/APCUG-2014-Winter-VTC-Registration>

Spread the word by forwarding this e-mail to your members. VTCs are a great way for your members to expand their technology experience and be introduced to new skills. Below are the sessions that are currently scheduled.

<http://bit.ly/APCUG-2014-Winter-VTC> This link is where you can view the presenter bios and, after the conference, you can download the handouts and get links to the videos.

If you would like further information, send an email to virtualconferences@apcug.org

TRACK 1

So You've Got a New Computer. Now What? **Bob Gostischa, Avast**

A new computer is a wonderful new tool but can also be a source of real frustration. Turning this new addition into your friend and something that will make your life easier is what this presentation is all about. This presentation focuses on normal computer users,

rather than "IT geeks," and clearly explains the following topics:

- Installing avast! Free on your new computer so you're protected against virus, worms, Trojans, rootkits
- Removing pre-installed unwanted/unneeded programs before you've ever used the computer
- Setting up a backup routine to prevent a disaster - before it happens
- Creating a bootable System Recovery USB thumb drive or CD / DVD
- Computer safety tips
- Other free software used to create layered protection
- Features and benefits of Avast's free antivirus program
- Android Smartphone and Tablet safety and protection recommendations

Quick & Beautiful Web Pages **Jim Evans, Director, APCUG**

Sometimes you just need a simple one-page web page. You don't want to bother with messy HTML, your friend of a friend expert is too busy and those so-called easy website creation sites are a pain. Well, there are solutions and they are free. In this session, we will look at:

- About.me – Remember business cards? Yeah, they are still around, but this is a web version. You can have your group's logo, a picture, contact information and even a description of you or your group.
- Tackk.com – Remember the flyers you used to post on bulletin boards? Now there is web version. Got a great meeting coming up and want to promote with information, directions,

map and pictures? In just a few minutes you can have a professional looking flyer that you can share on the web and via email.

A Comparison of Windows 7, 8, and 8.1
Francis Chao, Member, Tucson Computer Society, AZ

At the present time, you have a choice between running Windows 7, 8, and 8.1. Your selection between these operating systems should depend on the differences in their various features. Francis will explore those features.

User Group Session: APCUG and Your \$50
Judy Taylour, President, SCV Computer Club; Chair, APCUG Board of Advisors

Your user group has rejoined APCUG for another year but is it using all of the benefits that are offered to member groups? This presentation will show you about those benefits; maybe you will find some that you aren't using and your members will find worthwhile.

TRACK 2

Manage your Passwords with RoboForm Pro
Dave Gerber, Director, APCUG

We're always told to use a different password for each account and sometimes we feel that our brains are full and can't remember one more. If you need to manage your passwords, RoboForm remembers them so you don't have to. RoboForm has been around since 1999 and has millions of users worldwide. The RoboForm Identities feature lets you securely store your name, address, email, credit cards, and all other personal information which

makes it super simple to fill in forms. RoboForm runs on Windows, Mac, Linux, and Windows USB drives.

They also have apps for most popular mobile phones including the iPhone, Android, and Blackberry. Dave has arranged with RoboForm to give away five copies of their Pro program. All presentation attendees are asked to sign-in with their name and user group to be eligible for the drawing.

What do I do now with my old XP Computer?
Stew Botoff, Linux SIG Leader, Tampa Bay Computer Society

This April Windows XP® goes away. Has your computer become slow and slower? Should you buy a new computer?

Give your legacy hardware new life by installing Linux on it. Make a silk purse out of a sow's ear. The conversion is simple and most Windows tasks are duplicated using free open source applications.

Stew will show you how simple it is for a Windows person to switch: walking you through a full conversion is less than an hour. You'll gain a more secure connection on the Internet that no longer requires antivirus solutions. Plus, the conversion is free of cost except an hour of your time.

iPad in the Classroom, How We Can Learn More on the iPad

Greg West, APCUG Advisor, Regions 6 and International; Chair, Marketing Committee
Virtual Technical Conference Committee

www.apcug.org
www.facebook.com/APCUG
www.twitter.com/apcug
www.youtube.com/apcugvideos

Filter Out Junk Email with Outlook 2010

By Lynn Page, Editor, Crystal River Users Group, Florida
 November 2013 Issue, CRUG Newsletter
www.crug.com
 lpage46 (at) tampabay.rr.com

I have used Outlook for my email since my first version of Office (97). I keep my junk email protection level at high and have Outlook disable links in messages considered to be phishing and warn me about suspicious domain names.

Outlook's junk email filter is designed to keep spam and junk from getting to the inbox. It is on by default and will place the junk in its own folder. One of the default options is to have Outlook automatically delete suspected junk but it only takes a second to open the junk folder and glance to be sure something wanted didn't end up there. I changed the filtering protection from the default level to high.

Junk Email Options

To control Junk Email options while in Mail on Home tab in the Delete group click the down arrow by Junk. On the dialog box Options tab select the level of protection desired. Selecting No Automatic Filtering turns the junk email filter off but you can still block senders and that email goes into the Junk folder.

The Safe Senders tab lists email addressed that you trust and have noted so. Email addresses and/or domain names in this list are never considered junk, regardless of message content.

The Safe Recipients tab lets you add an email address you use for a mailing or distribution list. All email sent to that address is never considered junk. I use this for my Corel PaintShop Pro Groups.

All email from addresses or domain names on the Blocked Senders list are automatically considered junk.

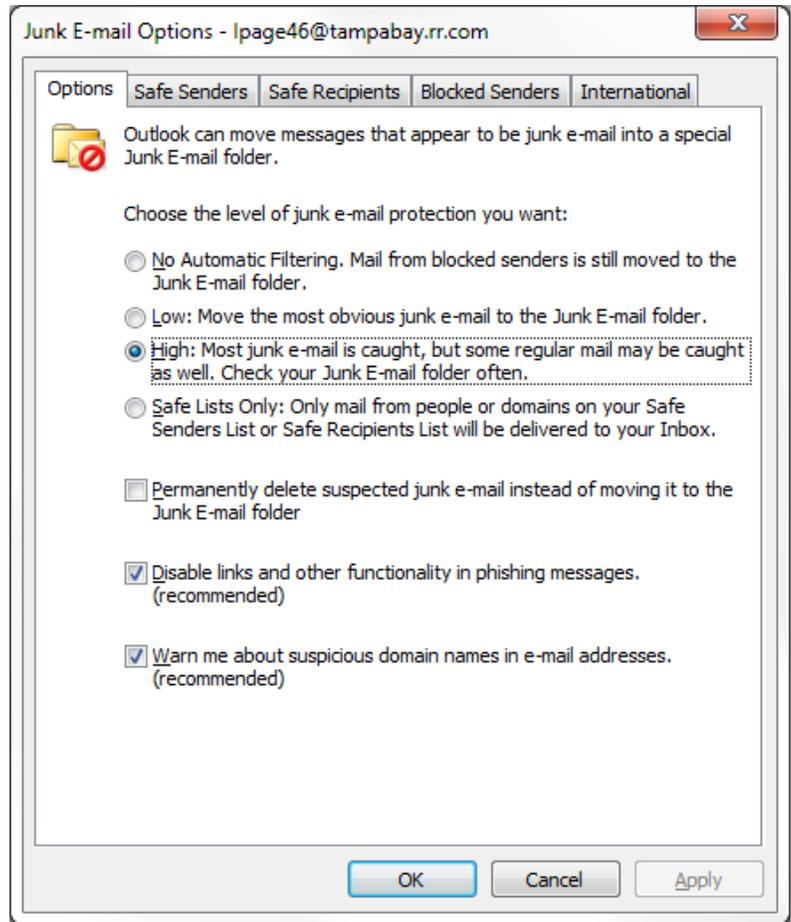
Add Senders to Safe Senders List

I mentioned that I keep the filter set to high so occasionally Outlook flags message I want as junk. That is not a problem. For an occasional email I simply drag it from the Junk to the Inbox. If the email is from someone I expect to continue to receive email from I add the address to the Safe Senders List. Simply select the email in the Junk folder and in the Junk drop down menu (Home tab Delete group) select Not Junk and respond as required.

Block a Sender

Conversely a few times email slips through from someone I do not know and I don't want to continue receiving messages from them. In this case select the message and, in the Junk drop down menu, select Block Sender.

There are 10 types of people in the world: those who understand binary, and those who don't.
- Unknown



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 \$25.00 to cover dues from January 1st through December 31, 2014 to:

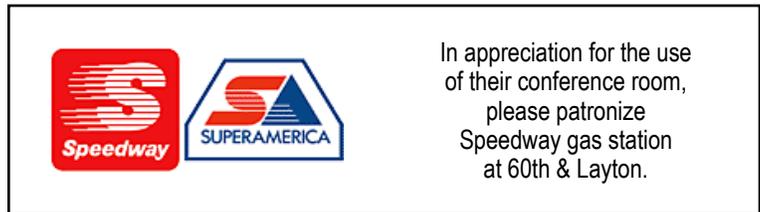
Wisconsin All-computers Users Club Paid by: New Member
P.O. Box 340241 Cash Renewal
Milwaukee, WI 53234-0241 Check **Do Not** include me in any special mailings.

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

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