

August 2010

Lake County Area Computer Enthusiasts

Volume 27, Issue 4

# July Barbeque



July 10, 2010 was busy. Many of our club members had several commitments that day. The 35 or so that attended the LCACE picnic were rewarded with a pleasant after-

noon. Mike McEnery and Julio Rivera circulated with their cameras to record the event.

The weather was great - Jack Frost even made an appearance! Our host/chef, Fred Barnett, performed like a pro. Our hostess, Liz Barnett, warmly welcomed everyone and organized the huge buffet we created. Liz also cooked and baked for us. In addition to all of this, Fred and Liz had preparation and clean up duty. They did a wonderful job.

The club provided hot dogs, hamburgers, rolls, condiments, utensils and soda. Those that were curious about the gallons of yellow liquid we drank will be happy to know it was Crystal Lite Lemonade. Again, we proved that LCACE has some great cooks! Betsy Alleman won the 50/50 raffle. Winnie Frost passed out our Holiday Party raffle tickets to those that could hardly wait to get their hands on them.

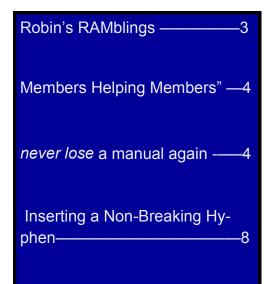
Some members discovered the complexities of getting to the Alleghany Road address, when they were on the south side of Route 120.

The Barnett's back yard has a pretty steep hill. Jay Bitterman proved what a well balanced person he is. He put his chair legs on two round sticks, trying to level the ground and it worked!

Lester Larkin, on the other hand, provided live entertainment with his acrobatic act. He flipped over backwards. He and his chair rolled down the hill. (He refused to re-create this event for Julio's camera.) And, yes, it's true - Lester does eat something other than fish sandwiches!

Thank you, Liz and Fred for so graciously sharing your home with us. Your hospitality was very much appreciated.

Donna Lee Kalinoski



# Microsoft Offers Free Online Version of Office

by Ira Wilsker

WEBSITE: http://www.live.com (Click on "Office")

In the over 10 years I have been writing this weekly column I have used the Microsoft Word installed on my desktop computer for all but a handful of the columns. There were a few columns I wrote while using Open Office as a topic of the column; one column was typed using Google Docs and saved as a Word file to send to my editor. Today I am using Microsoft's recently released Word Web App, which is one of the several Office utilities now available for free at www.live.com. Since these applications are online, they can be accessed from anywhere the user has internet access, and are utilized in a browser window. From the live.com webpage,

dow. From the live.com webpage, the office applications can be utilized by clicking on the "Office" link at the top of the page. Word, Excel,



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Send articles to editor@lcace.org

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Lake County Area Computer Enthusiasts LCACE c/o Group Ambassador "J.J." Johnson <u>Membership</u>

Membership in LCACE is open to all individuals and families interested in personal computing. Annual dues are \$20.00 per individual/family. Associate membership is only \$10.00 (out of state, unable to attend meetings). Membership includes a one year subscription to the *LCACE News Journal* and access to all club libraries and functions. Applications for membership may be obtained at the monthly meeting, by request on the club hotline, and are now available on our web site at - <u>http://www.lcace.org</u>.

#### <u>Meetings</u>

LCACE meetings are usually held on Saturdays at the Grayslake Area Public Library, 100 Library Lane, Grayslake, Illinois. The meeting room opens at noon and the formal meeting begins at 12:30 p.m. All meetings are open to the public. Bring a friend!

#### <u>Advertising</u>

Ad rates per issue: Full page - \$25, Half page - \$15, Quarter page - \$10, Business Card - \$5. Discounts are available on advance purchase of multiple issues. Please send camera-ready copy and payment to the club address by the 21st of the month preceding publication. For more information on ad pricing, please call our Hotline. Ads are FREE to all paid members.

#### <u>Notice</u>

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I hope everyone is having a wonderful summer! Wendy Warden demonstrated the use of digital nature photography at our June meeting. Despite technical glitches, we all learned a great deal from Wendy's spirited presentation. Lester Larkin and Henry Henriksen took home portable office kits, our door prizes donated by the Grayslake Area Public Library.

Two new members joined at the June meeting: Carolyn Lewis and Harriet Rudnit. Carolyn is a camera enthusiast who would like to learn more about what to do with her photographs when she puts them on her computer. Harriet is a retired teacher and a Mac owner who uses some Windows applications. Carolyn and Harriet, welcome to LCACE!

Everyone, if you haven't already done so, it's time to pay your LCACE dues.

We owe a huge thank you to Liz and Fred Barnett for graciously offering to host the club picnic on July 10<sup>th</sup>; it was a rousing success.

We have great programs scheduled for 2010 and 2011:

August 14-Best Buy of Mundelein will present the latest in technology

September 11-Show and Tell and Ask the Gurus

October 9-Virtual machines presented by Julio Rivera and Fred Barnett

November 6-Robin Seidenberg will present "My Uncle, the Hollywood Producer" which the Grayslake Area Public Library will co-sponsor

December 4-Holiday party-State Bank of the Lakes-1-5 p.m. Save the date!

January 8, 2011-Show and tell and ask the gurus

We have very exciting news. This year we will have <u>five</u> holiday raffle prizes:

1<sup>st</sup> **prize-HP 17" Notebook** with Intel Core 2 Duo T6600 Processor, 4GB of RAM, 320GB hard drive, webcam and microphone, LightScribe SuperMulti 8X DVD±R/RW with Double Layer Support, 5-in-1 integrated digital media reader, and Windows 7.

2<sup>nd</sup> prize-Acer Aspire One 10.1" Netbook with Intel Atom N450 processor, 1GB of RAM, 160GB hard drive, and Windows 7 Starter.

#### 3<sup>rd</sup> prize-Apple iPod Touch-8GB

4<sup>th</sup> prize-VuPoint Magic Wand Scanner

#### 5<sup>th</sup> prize-One year LCACE membership

Tickets are \$1 each; 6 for \$5, and 25 for \$20. The more tickets you buy, the better your chances of winning one of these fabulous prizes. Winners do not need to be present so plan to sell tickets to out of town family and friends.

Raffle tickets will be available for sale at our August meeting. In addition to buying tickets for yourself, please plan to pick up tickets to sell. The person who sells the winning first prize ticket and also the person who sells the most tickets will receive a prize at the holiday party.

Happy computing!

DigitalCorner Four Rules of Composition Thirds Rule of odds Rule of space Viewpoint Need to know more, ask your club



Need to know more, ask your club's photography Guru.

# **"Members Helping Members"**

#### (Spend money)

Submitted by Gypsy D. Katz

#### EzGear AV Cable for iPod with USB



Here's another case of "Members Helping Members." While visiting Milwaukee Computer Society last weekend, Rick (president) gave a presentation of his new iPod. In order to display the videos stored on his iPod, he used a cable he purchased which allowed him to connect to the club projector. Upon returning home, I

immediately ordered one for my iPod/iPad.

The ezGear Video Cable for new iPod, iPhone and IPad allows me to play movies, music videos, TV shows, My Tube Clips, or Pictures stored on my iPod/iPad can now be displayed on any TV or my projector. The ezGear Video Cable is part of the made for iPod program and incorporates Apple's Dock Connector with the new Authentication chip. The included a USB connector that allows me to keep my iPod/iPad powered while I watch. The USB connector can also be connected to my computer to sync my iPod or iPhone with iTunes.

#### ioSafe Solo 1.5 TB Hard Drive

ioSafe Solo is both fireproof and waterproof.



This single hard drive has a capacity of 1.5TB and is surrounded in metal that measures  $11 \times 7.1 \times 5$  inches that provides a protective layer around the drive. On the waterproof side it can be dunked for 3 days in up to 10 feet of water without causing damage to the

drive inside. On the fireproof side of things the drive can withstand temperatures up to 1550 degrees Fahrenheit for up to 30 minutes.

The ioSafe Solo weighs 15lbs making it rather heavy duty which is exactly what it wants to achieve. The benefits of having a waterproof and fireproof drive is that you know your data will always be safe in the unfortunate event there is a fire or water issue.

If you suffer a drive accident then you need to ship the burned out or dunked enclosure to ioSafe who will recover the data that is kept completely safe on the drive within. When buying the drive you get access to 1 years of service which can be extended all the way to 5 years for a cost of \$89. ioSafe also offer extra warranty on the drive as standard that allows for a \$1000 service to recover the data.

In my opinion the ioSafe is great. It might lack a few connectivity features, but it can be safely dunked in 10 feet of water for 3 days or subject to flames for 30 minutes at a temperature of 1550 degrees F, you are getting peace of mind. Of course such security doesn't come cheap. The 1.5TB model costs \$199.99 through Costco. Yes, they are more expensive then standard external drives, but should you lose data due to fire or water incidents

# *never lose* a manual again

by Linda Gonse, ORCOPUG

I just found my old Sharp PDA, discovered it was still working, and decided to put it to use again. The downside was the manual was gone. An Internet search showed the original manual available, but prices ranged from \$20 to \$39! The Sharp device began to look obsolete to me. Then, I discovered retrevo.com. It boasts a library of more than 100,000 downloadable manuals from more than 1,000 brands of consumer electronics for consumer electronics searchable by category and brand at http://www.retrevo.com/samples/index.html. My manual was there and it was free. In seconds, I downloaded it. There are more than 100 categories to search for manuals:

There are more than 100 categories you can search for manuals:

2-way Radio	Air Conditioner		Amp Bin-
ocular	Blender	Boombox	
Bread Maker	CD Player	CRT TV	Calculator
	Camcorders	Car Amplifier	
Car Receiver	Car Video	Cell Phone	Clock Radio
Coffee Maker		r	Controller

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# Lake County Area

# **Computer Enthusiasts**

"Members Helping Members"

1st Prize:

#### HP 17" Notebook

- Core Duo T6600 processor
- 4GB of RAM
- 320GB hard drive

## **2nd Prize:**





#### Acer Aspire One 10.1" Netbook

- Intel Atom N450
- 1GB of RAM
- 160GB hard drive
- Windows 7 starter **3rd Prize:**

#### Apple iPod Touch-8GB

A great music and video player, pocket computer and thousands of other uses.

# **4th Prize:**

#### VuPoint wand scanner

Fast and convenient way to scan, archive & organize for your personal use.

# **5th Prize:**

**1-Year's Membership LCACE** 

Tickets: \$1 each, 6 for \$5, or 25 for \$20

# Drawing December 4, 2010

### WINNER NEED NOT BE PRESENT

# HAPPY BIRTHDAY

# GEORGE BECHT ROBIN SEIDENBERG LESLIE SALSBURG



Time to clean out your closet. Bring it to the meeting and place it on the **FOR SALE** or **FREEBIE** tables. All items placed on the FOR SALE table MUST have your name and asking price attached to it. If you just want to get it out of your closet, then place it on the FREEBIE table and hope one of your club members has a better home for it. All items not sold or taken must be reclaimed by the end of the meet-



(Continued from page 4)

Copier		DVD Players	DVR
	Desktop	Digital Camera	
Digital Photo F	rame	Dishwasher	
Game	Dryer	Fax Machine	Film Camera
Food Processo	or		GPS
	GPS Accesso	ory	Game Boy
	Game Conso		
Game Cube G	ame	Gaming Access	sorv
		Publishing	-
	Headphone	•	
Heating Coolin	•	Home Theater	Hub
_	Karaoke Syst	em	Keyboard
	LCD TV		-
Labeling Syste	m	Laptop	MP3 Acces-
sory		Microwave	
System	-		
Monitor	Mouse	Multifunction Pr	rinter
	Music Keyboa	ard	NIC
	Network Adap	oter	
Nintendo DS L	ite	Oven	PBX
		PDA Accessory	PS2 Game
Plasma TV		) Player	
	Printer	•	
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Radar Detector		Radio	Range
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	Speaker		
Speaker System		Storage	Subwoofer
	Switch	TV	Tablet
Tape Deck	Telephone	Telescope	Turntable
	VCR	Vacuum	
Voice Recorde	er	Washer	Watch
	Wii Game	Wireless Route	er
	Xbox Game		
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Another benefit of the site is that it also will store your manuals for you. Is that great or what?

At retrevo.com again later I learned that over 4 million people visit the site every month to get help with decisions about the gadgets they buy. Retrevo is NOT a retailer and does not sell consumer electronics, but it uses artificial intelligence to analyze and visually summarize more than 50 million real-time data points from across the web; and gives shoppers comprehensive, unbiased, up-to-date product information about what products to buy as well as when and where to buy them.

#### (Continued from page 1)

PowerPoint, and OneNote are currently available. Registration is required in order to use the Microsoft Live utilities, but registration is fast and free. For those users who may need access to the primary components of Microsoft Office, but do not have it installed on their computers, this service from Live is a viable alternative.

I started by using Live's Word Web App to type this column. The "ribbon" or menu at the top of the browser window is reminiscent of the one in Word 2007, but does not have quite as many choices as the full version of Word 2007 on my computer. While all of the major func-

tions are available, many of the enhancements and "bells and whistles" are not available on the web version. The top line menu choices are "File", "Home", "Insert", and "View". Above the ribbon are small icons to save and undo. Clicking on the "File" tab gives the user choices to open, save, share, close, properties, feedback, and privacy. As I am typing this, I am periodically saving the file in the default .docx (Word 2007) format to Microsoft's SkyDrive, which is Microsoft's server



sometimes referred to as "in the cloud". Once saved to the SkyDrive, I can access this file from anywhere.

The default tab on the Word Web App is "Home" which displays the simplified Word 2007 ribbon (menu) with the ubiquitous copy, paste, fonts, formatting, spell check, and another feature which is not in the computer based version of Word, "Open in Word". This "Open in Word" will connect to the Word installed on the computer, and open the document in the computer based Word, but only if a compatible browser is being used. I am using Firefox as my browser as I type this, and clicking on the "Open in Word" icon on the ribbon displays a message that my browser is not compatible. Another anomaly (browser incompatibility) occurred when I tried to copy some text by painting it, right clicking and going to "copy". A window opened that said, "Your browser does not allow access to the clipboard. Use the keyboard shortcuts for cut, copy, and paste instead." Using the keyboard commands CTRL-C allowed me to copy the text I wanted, and CTRL-V allowed me to paste it where I wanted it. This inability to work nicely with some browsers other than Microsoft's lowers my opinions of this product: while it is not a fatal defect. I do not like the idea of being compelled to use Internet Explorer in order to utilize all of the features of the Word Web App. The

"Insert" tab on the ribbon allows the user to insert a table, picture, clip art or links. The "View" tab offers the user the choice of an "Editing View" and a "Reading View". One important item missing from the menu is a "Print" button; I could not find any easy way to print a document, other than using the browser print function.

While Word may be one of the most widely used applications, Excel and PowerPoint are also very widely used. The online version of Excel can be accessed by clicking on the Excel icon on the Live - Office web page. The Excel Web App looks much like a simplified version of the full computer based version of Excel, and uses the same interface and commands. By default,

> files are saved to the Sky-Drive in the Excel 2007 .xlsx format. The first thing I noticed on the Excel Web App is that the formula bar (Fx) does not pull down to display the list of available formulae. also found that the auto-fill functions where dates and cells could be auto-filled by clicking on the corner of a cell and dragging does not work, at least when used in Firefox. The ribbon bar on the Excel Web App looks much like a simplified Excel 2007 menu bar, but lacks some of

the choices available on the computer installed version. As with the other Microsoft Web Apps, the spreadsheet can be shared as desired. Also as with the Word App, the icon "Open in Excel" will generate an error. According to the online help, none of the Web Apps will open the computer's Office if using Firefox and Office 2003 or Office 2007; Microsoft's recommended fix is to install Office 2010. The online help also says that the 64 -bit version of Internet Explorer is not supported, and that browsers other than Internet Explorer and Firefox are not supported at all. That means that it may be difficult or impossible for the many users of Chrome, Safari, Opera, and other browsers to utilize these otherwise useful Web Apps.

I do a lot of PowerPoint presentations, and I was especially interested to try the PowerPoint Web App. As with the other apps, it saves in the Office 2007 formats, in this case .pptx. The screen looks familiar, but much simplified from the full version of PowerPoint. One item obviously missing from the ribbon (menu) is the "save" button; that is because the PowerPoint Web App automatically saves the presentation. Another feature that is missing is the ability to right click on an image or text box in a slide to add animations or special effects. I easily

#### (Continued from page 7)

inserted an image into a slide, and was given a choice of eight picture styles or frames, but could not animate or otherwise add the special effects that I sometimes use in the full version. Other than using some of the more sophisticated features of the full version of PowerPoint, the Web App version is adequate for simple PowerPoint presentations.

I will admit that I do not use Microsoft's OneNote, but it is available as a Web App. Looking much like a Word document, with the addition of a calendar line, when shared, it also shows the other authors and page versions that were accessed and modified. OneNote also allows for images, clipart, links, and tables to be inserted, which can provide a richer user experience. Like Word, the ribbon (menu) in OneNote allows the user to implement traditional formatting and fonts as desired. I could see where OneNote would be useful for taking notes and sharing content. As with PowerPoint, there is no "save" button, as OneNote documents are automatically saved.

If the user desires to import a document or image on his computer in the appropriate Web App, the user would click on the SkyDrive link at the top of the Office page, and then "Add Files". The user can then drag and drop files from his computer into the "Add Files" browser window, or files can be uploaded to SkyDrive by clicking on "Select documents from your computer". Documents and other files stored on SkyDrive can be downloaded individually in native format, or all of the files can be downloaded together as a single ZIP file from Sky-Drive. I experimented with SkyDrive and the Web Apps and found that this may be a viable choice either as a primary or backup method of doing presentations or working on documents away from my home or office computer, providing there is good internet access. Clicking on the SkyDrive "More" link allows the user to view a file's properties, or delete it from SkyDrive.

One of the strengths of using web applications like these is the ability to work together or collaborate on projects. By clicking on FILE - SHARE others can be authorized to access the file. The share choices can be controlled with a slider that ranges from "Just me" to "Some friends", "Friends", "My friends and their friends", and "Everyone (public)". Specific people can be added to those eligible to share by name or by email address.

While not as feature rich as the full versions of Office, the free Web Apps versions at live.com do offer a viable alternative to those who do not have Office installed on their computers, or who need a portable version of those applications. Many users will find these Web Apps quite useful.

## Inserting a Non-Breaking Hyphen

When Microsoft Word calculates line length and wraps text to the next line, it tries to wrap (or *break*) the line at a space or a hyphen—a dash. Sometimes, however, you may not want Word to break a line at a dash. For instance, dashes are used in telephone numbers, and you might not want a line to break in the middle of a telephone number.

The answer is to use non-breaking hyphens instead of regular dashes when you don't want Word to break a line at the hyphen. To do this, hold down the **CTRL** and **SHIFT** keys as you type the dash (this is the same as typing **CTRL** and an underscore). Word will then not break the line at that point.

You can also insert a non-breaking hyphen by following these steps:

- Choose Symbol from the Insert menu or, in Word 2007, display the Insert tab of the ribbon, click Symbol in the Symbols group, and finally click More Symbols. This displays the Insert Symbol dialog box.
- ? X Symbol Symbols Special Characters Shortcut key: Character: En Dash Ctrl+Num · Ctrl+Shift+\_ Nonbreaking Hyphen Optional Hyphen Em Space En Space Ctrl+-1/4 Em Space Ctrl+Shift+Space Nonbreaking Space Copyright Registered Trademark Section © ® Alt+Ctrl+C Alt+Ctrl+R Alt+Ctrl+T ş Paragraph Ellipsis Alt+Ctrl+. Single Opening Quote Single Closing Quote Double Opening Quote Ctrl+`, Ctrl+',' Ctrl+`,' AutoCorrect... Shortcut Key... Insert Cancel
- 2. Click on the Special Characters tab.

The Special Characters tab of the Symbol dialog box.

- 3. Highlight the Nonbreaking Hyphen character.
- 4. Click on Insert.
- 5. Close the dialog box by clicking on Cancel.

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Phone: 847.623.3815

Web Site: http://www.lcace.org



http://lcace.org/PhotoAlbums.htm

Serving Lake County, Illinois



# **NEXT MEETING**

Show and Tell and Ask the Gurus

# August 14, 2010

# at the Grayslake Library

# Best Buy of Mundelein will present the latest in technology

Lake County Area Computer Enthusiasts 409 S. Elmwood Avenue Waukegan, IL 60085

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