LCACE News Journal

February

Members Helping Members

Volume 30—Issue 10

Join us

February 1, 2014

Grayslake Public Library from 12:00 to 3:00pm for a demonstration on:

Acronis True Image Home 2014

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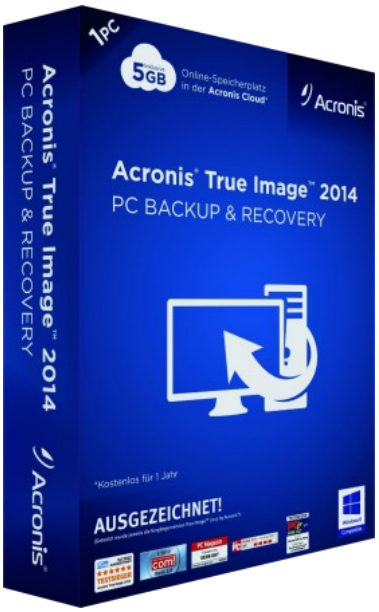
Gene Barlow will demonstrate Acronis True Image Home 2014 at the Lake County Area Computer Enthusiast Meeting .



embedding true type fonts

WORD

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If you create a document that you want to share with others, it is helpful for the other people to have the fonts you use within your document. If they don't have the fonts, then Word substitutes a similar font for the original fonts you used. The result may not be to your liking. One solution is to include the fonts with your document. You can automatically embed some types of fonts by following these steps:

1. Choose Options from the Tools menu. Word displays the Options dialog box.
2. Make sure the Save tab is selected. (Figure 1.)

Figure 1. The Save tab of the Options dialog box.

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(since 1983)

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News Journal

The LCACE News Journal is published eleven times annually. Members are encouraged to submit contributions which will be acknowledged in this newsletter.

Send articles to editor@lcace.org
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Logo designed on an Atari Stacy Laptop in 1989 by Dwight Johnson Jr.

Lake County Area
Computer Enthusiasts

LCACE
c/o Group Ambassador

"J.J." Johnson

Membership

LCACE membership is open to all individuals and families interested in personal computing. Annual dues are $20.00 per individual/family. 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 http://www.lcace.org.

Meetings

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!

Newsletter Submissions

Club members are welcome to submit classified ads, reviews, tips and other articles for publication, to our newsletter editor in Microsoft Word format (.doc). **Publication deadline is the 20th of the month for all ads and articles.** Please do not use tabs or special formatting.

Newsletter Advertising

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 15th of the month preceding publication. For more information on ad pricing, please call our Hotline. Ads are **FREE** to all paid members.

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Please click here ► amazon.com ◄ to help support our club with your on-line purchases

Robin's RAMblings

April 8, 2014 is a date many computer users are dreading because it represents the end of support and updates for *Windows XP* and *Office 2003*. According to Microsoft, if you have an older computer, your machine "might become more vulnerable to security risks and viruses. Also, as more software and hardware manufacturers continue to optimize for more recent versions of Windows, you can expect to encounter greater numbers of apps and devices that do not work with Windows XP."

If you can possibly afford it, many people are recommending the purchase of a new computer. A recent Sunday newspaper included ads for 15"-16" laptops priced from the low $300s.

Windows 8 has had a lot of bad press. On Monday, January 20, Hewlett-Packard announced that they were bringing back *Windows 7* PCs due to "popular demand". In fact this is a promotional gimmick because hardware manufacturers never stopped selling *Windows 7* machines; they just became more difficult to find after the introduction of *Windows 8* and *8.1*.

If you are still using *Office 2003*, you can choose to upgrade to the latest versions, *Office 2013* or *Office 365.* A check on the internet showed that various aftermarket software vendors were offering versions of *Office 2007* and *2010*. There are also free office suites, although admittedly they offer fewer possibilities than *MS Office*: *LibreOffice* (http://www.libreoffice.org), *OpenOffice*, and *Kingsoft Office* (http://www.kingsoftstore.com/) are among these free suites.

LCACE has a three step election process. We take nominations for board positions February 1, and March 1. We elect our board at our April 11th meeting, and then choose our president from the people elected to serve on the board. Please start to think of the people you would like to nominate. You can nominate yourself.

We have exciting programs scheduled for 2014:

February 1, 2014-2014-Acronis True Image Home-2014 webinar– presented by Gene Barlow and nominations

March 1, 2014-Phil Bock will present Windows 8.1 and nominations

April 11, 2014-Elections-LCACE 31st anniversary party

May 14, 2014-

June 14, 2014-

July 12, 2014-Club picnic at Liz and Fred Barnetts' home

December 6, 2014-Holiday party at State Bank of the Lakes-Save the date!

Happy computing!

CLUB LIBRARY

By Winnie Frost

Due to our membership in APCUG, we areable to get free books from O'Reilly Publications. The first person reviewing the book must write a review for our newsletter_ Whoever this is may have the book for 3 months. I have a wait list for each book and will put your name on it; members are put on this list as they make requests: first come, first served. Please do not contact O'Reilly. They wish to only have 1 contact for this service and I am the club librarian.

We also periodically receive e-books via email and I will bring those to meeting to raffle off.

These are the books we have so far:

Creating a Website
Create Your Own Photo Book
Sixty Tips for Creative iPhone Photography
Google help.
Windows 7 Step by Step

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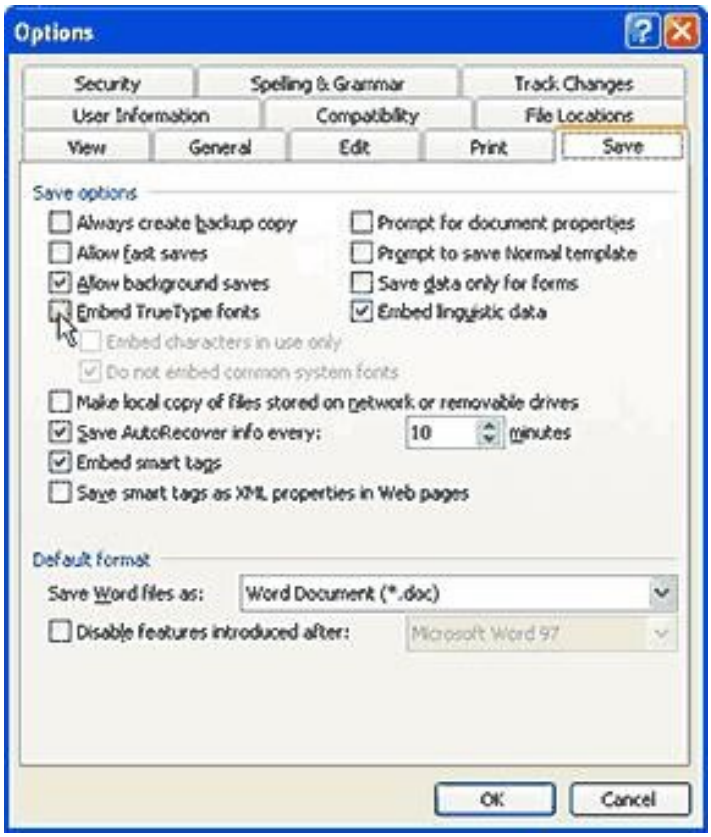

3. Ensure the Embed TrueType Fonts check box is selected.
4. If you will be using a small number of characters in a particular font, choose the Embed Characters In Use Only check box.
5. To save space in the document, choose the Do Not Embed Common System Fonts check box.
6. Click on OK.
7. Work with your documents as normal.

You should realize that embedding fonts can increase the size of your document files. In fact, if you use a lot of fonts, it can increase the size drastically. In addition, not all fonts are “embeddable.” Some fonts are protected by their creators against distribution by embedding. If you are curious about whether a particular font can be embedded, you can either contact the vendor or download a free Font Properties Extension Tool from Microsoft. You can download it at the following address:

http://www.microsoft.com/typography/TrueTypeProperty21. Mspx

The tool updates Windows so it displays more information when you right-click on a font file and choose Properties. One of the pieces of information displayed is whether the font is protected or not. If it is protected, it cannot be embedded in a Word document.

WordTips is your source for cost-effective Microsoft Word training. This tip applies to Microsoft Word versions: 97, 2000, 2002 and 2003 and is at http://word.tips.net/T000558_Embedding_TrueType_Fonts.html

You can find a version of this tip for the ribbon interface of Word (Word 2007 and later) at http://wordribbon.tips.net/T003589_Embedding_TrueType_Fonts.html

L.C.A.C.E. Club Historian

History Report, 1/4/14 Meeting
By Les Larkin
LesLarkin@AIM.com

Hi, boys and girls! It was great to see everyone at the first meeting of the year, with Robin Seidenberg conducting. Our January 4, 2014 meeting was a "Swap Fest and Show n' Tell". There were 'swap' items available, both free, and for purchase. There was also a Door Prize for one of our paid members. This month, the prize was a copy of AVG Anti-virus, won by the Seidenberg’s.

There were 2 "Show n' Tell" presentations at the January meeting. J.J. (Dwight) Johnson showed us his new and exotic electronic photography studio equipment. One thing I took away form J.J.'s presentation, is that if you have any photographic questions involving the latest and greatest gear, ask J.J.

My presentation was for those who have older computer hardware running Windows XP, and who are looking at their options when support for the venerable XP expires on April 8, 2014. Linux is a prime contender to fill that void. But you don't have to give up WinXP functionality for the occasions that you really need it. For many, dual-booting WinXP and Linux on their older hardware will work just great, and cost nothing. If you are thinking about adding Linux to your computer, please feel free to contact me at the above email address.

For the upcoming February 1 Acronis webinar, J.J. volunteered to handle the sales of

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the Acronis licenses, and Bobby Jacobs will operate the Skype connection. Thanks to both of you.

Hope to see you February 1 at our next club meeting.

should I buy a network attached storage device?

by Frank Bollinger
Orange County Users Group January 2014

ToNAS or not to NAS? That was the question I asked myself while planning for a new computer. I've always gone to great lengths to have good data backups. In the days before hard drives, I used to have two boxes of 5 1/4" floppy disks; one for my original files and one for backup copies. After getting my first hard drive, I still used one box of floppies to back up any new or modified files. I eventually converted to flash drives, but was still careful to always have backups. This approach meant saving everything twice, but I never lost a file.

Synology DS209

A network attached storage (NAS) demonstration at an Orange County PC Users' Group meeting a few years ago convinced me to get a NAS at home. Since a NAS is a special hard drive enclosure designed to robustly back up and store files redundantly, it can be a valuable way to protect data.

After research, I bought a Synology DS209, primarily based on good customer reviews and three USB ports. I thought connecting my laser and ink jet printers to USB ports on the NAS might be a convenient way to put them on my home network. I also periodically connected an external hard drive to one of the USB ports to back up the NAS.

Although my main interest is data backup, this NAS (and many others) can also act as a mail or web server and share files on a network. For redundancy, I chose two drives configured to "mirror" each other. Whenever I saved a file to the NAS, it was written to both drives.

Setup was straightforward but, as at least one Amazon.com reviewer mentioned, probably not for a novice. My computer and networking background made the concepts and terminology familiar. The biggest issue for me was that my computer wouldn't always recognize the NAS on daily start up. I had an Ethernet connection and accessed the DS209 by IP address. Synology's technical support recommended "mapping" it to a drive letter, which solved the problem. The only other issue I've had with the DS209 occurred following a power failure. All three of the USB ports died and have not worked since.

The NAS came with backup software but I chose to use a program called "Karen's Replicator" that I read about in the "Windows Secrets" newsletter. I simply set it to copy all new or modified files from my PC hard drive to the NAS once per day.

While planning for my new computer, I wondered if it made sense to continue using the NAS for my backups. As an experiment, I installed a USB3 card (for speed) in my then current PC and connected two external USB3 hard drives. With Karen's Replicator, I scheduled a backup for one drive in the morning and the other in the evening. After running all of these backups for several months, I concluded that the USB3 hard drives were giving me accurate backups without the extra complication of the NAS. I also began alternately swapping a different drive each week and taking the "removed" drive off site for safety. Since I hadn't been using most of the sophisticated features of the NAS, this is the method I'm using with my new computer.

Which method is best for you? Like so many alternatives we encounter, it depends. If you want to share the device with multiple computers, or set up a web or mail server, the NAS is definitely better. If you simply want to backup the data from one PC, the external drives are easier to implement and maintain.

Lake County Area Computer Enthusiasts

Do you have computer questions or need help with your computer?

Visit Lake County Area Computer Enthusiasts' help desk for one on one help

Open to all

11:15 a.m.-12:15 p.m.
Grayslake Area Public Library
Rooms A-C
Saturday, February 1, 2014

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The Artists Guide to GIMP
Windows 8 Out of the Box
Office 2010

NEW December 2013

i Phone - The Missing Manual
Photoshop Elements 12 — The Missing Manual

Books are only lent to paid members. You can e-mail me to get on this list or let me know at a meeting.

L.C.A.C.E.

Hotline

Phone: 847.623.3815
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Members

Have your Web Site Advertised here,
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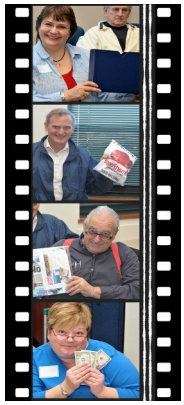
www.pegasusphotos.zenfolio.com

www.RobinSeidenberg.com



Take a good look, you just might see yourself.

http://lcace.org/PhotoAlbums.htm

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