THE PRINTER

Chesapeake PC Users Group, Inc.

PRESIDENT'S CORNER

BRING YOUR LAPTOP WITH YOU TO THE NEXT MEETING!

Fall is Here!

It's time to get serious about our meetings and figure out what these contraptions can do for us. We have a lot going on over the next few months so I hope that you are able to attend as many meetings as possible.

TechNet - *We have a couple left and we'll be getting more!*
For those who are interested in a Microsoft TechNet subscription, the subscriptions are available. The cost is $50 per subscription, which will give you a 2 year subscription to Microsoft TechNet. (There are only 3 keys per product in the latest TechNet.)

REMEMBER TO BRING YOUR LAPTOP WITH YOU TO THE NEXT MEETING!
If you have a laptop, please bring it to future meetings to 'follow along' with the presentation. We have a wireless router that keeps an open Wi-Fi connection and if necessary, we can connect your laptop to the projector and allow you to show any issues or questions that you may have.

Upcoming meeting topics

October 10 – Windows 8! The latest Windows installment should be released by this time and we can preview the changes on several different platforms (tablet, laptop, and PC).

November 14 – Representatives from BG&E's IT Department will be doing a presentation on their new smart meters (these representatives won't be able to address problems with bills or outages)

December 12 – Leo Kotschenreuther will present Portable Audio Players and Craig Barlow will present Multi-boot Systems

January 9, 2013 – Sam Shepherd will present Windows 7 Tips and Tricks and Dave Mauriello will present Photo Retouching Software

February 13, 2013 – Our annual elections take place. Joyce Shue will be presenting Live Drive and the Importance of Doing a Backup

March 13, 2013 – *(Tenetively)* User Utilities and Tech Toys That We Can't Live Without presented by the board members and anyone else who would like to share

April 10, 2013 – *(Tenetively)* Another visit from Gabe Goldberg, our APCUG representative from Region 2.

See you at the next meeting!

Michael

THE PRINTER   *October*   *2012*   **ChPCUG dues are $40 per year**   *www.chpcug.org /*

Cyber Security - cont'd

encoded in digital photographs posted online to locate homes, cars, valuables, and children for the purposes of victimization. An old cliché' says "Don't do anything that you would not want your grandmother to read in the newspaper," and that applies to social media postings as well.

Number six from Microsoft says, "Take extra steps to help keep kids safer online." Online safety and security must be a family effort, and incorporate some mix of guidance and monitoring. Microsoft suggests that, " (Parents) negotiate clear guidelines for web and online game use that fit your kids' maturity and your family's values. Pay attention to what kids do and who they meet online." Pedophiles and identity thieves troll chat rooms, social networking websites, blogs, and other online resources looking for potential victims. Parents and children need to be cognizant of the risks and educated in what to watch for that may indicate potential risks to children. Children must never disclose personal information to anyone, especially others who claim to be the same age and gender as the child (pedophiles often pretend to be a child in order to gain the confidence of the potential victim). Identity thieves try to gain the trust of children and trick them into disclosing private family information; residential burglars will do the same, asking the child about vacation or dinner plans; "We are going out for pizza and then a movie" tells the burglar that the house may be a good target. Children should never go to meet someone face to face that they met online, unless under the direct supervision and participation of a parent.

There are a number of National Cyber Security Awareness Month events posted online (staysafeonline.org/ncsam/events), several of which will be streamed free over the internet. There are also free materials available for parents, teachers, children, and businesses that can be used in a variety of environments for educating others (staysafeonline.org/ncsam). While October is officially National Cyber Security Awareness Month, every month should be a NCSAM. Stop, think, and connect properly, and stay safe online.

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October is National Cyber Security Awareness Month

by
Ira Wilsker

WEBSITES:

http://www.dhs.gov/national-cyber-security-awareness-month

http://staysafeonline.org/ncsam

http://staysafeonline.org/ncec/   (Educational information K-12 and College)

http://msisac.cisecurity.org

http://www.stopthinkconnect.org

http://www.prnewswire.com/news-releases/new-national-cyber-security-awareness-month-web-portal-
offers-wealth-of-resources-to-stay-safe-online-169306026.html

http://staysafeonline.org/ncsam/events

https://www.facebook.com/staysafeonline

http://www.prweb.com/releases/cybersecuritytraining/cybersecurityconference/prweb9920629.htm

http://www.microsoft.com/security/resources/cybersecurity.aspx

Regular readers of this column are well aware that one of the most frequent topics covered is cyber security. Most computer users are blissfully unaware of the degree of cyber crime that is currently taking place, and the current threats to our computing safety. Virtually all computing devices are at substantial risk, regardless of operating system; Mac computers have recently become the targets of a large number of types of malware; Android devices, smart phones and tablets, are now being attacked at alarming rates; iOS devices (iPhones and Apple tablets) are likewise falling prey to malware attacks; Windows powered devices continue to be widely targeted due to the prominence of Microsoft operating systems (XP, Vista, Windows 7, and now Windows 8). According to Troels Oerting, the new chief of the European Union's (EU) European Cybercrime Centre (as quoted on EUobserver.com, September 17, 2012), " There is no absolute security, it is a myth." Oerting went on to describe, " ... that more than 200 billion spam emails are being sent every day and that 46 new malicious codes aimed to steal online data are being created every second. Foreign intelligence services are among the long list of culprits who increasingly use the Internet to steal data to gain inside advantages on trade. Activists, hackers and organised crime are also becoming more active."

Cyber security is a concern and a necessity at all levels. While computers and networks operated by governments, businesses, academia, and other associations and agencies have been prime targets of cyber attack, the number and rate of attacks on privately owned personal computers and smart devices has become explosively endemic. While cyber security and safety is a responsibility of all computer and smart device users, the federal government along with a variety of private and public partners has promoted "National Cyber Security Awareness Month" (NCSAM) for many years. Traditionally, the President of the United States had inaugurated NCSAM with a presidential declaration calling on everyone to be aware of cyber security, and to take all appropriate precautions to secure their digital devices from attack. During October, 2012, there will again be a national effort to encourage and promote cyber security.

This year, the lead federal agency promoting Cyber Security Awareness Month will be the Department of Homeland Security (DHS), which will be coordinating events and activities with the National Cyber Security Alliance (NCSA) and the Multi-State Information Sharing and Analysis Center (MS-ISAC). According to the DHS, this joint operation, " ... encourages Americans to ACT – Achieve Cybersecurity Together – reflecting the interconnectedness of the modern world and the responsibility each of us in securing cyberspace."

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Cyber Security Awareness Month - cont'd

One may ask himself, "So what can I really do to help the cyber security effort?" The various agencies working together have come up with a list of actions and activities all computer and smart device users should implement. One of several behaviors encouraged by the alliance is to "STOP, THINK, CONNECT" (stopthinkconnect. org). According to the alliance, all users should: "STOP: Before you use the Internet, take time to understand the risks and learn how to spot potential problems. THINK: Take a moment to be certain the path ahead is clear. Watch for warning signs and consider how your actions online could impact your safety, or your family's. CONNECT: Enjoy the Internet with greater confidence, knowing you've taken the right steps to safeguard yourself and your computer. Protect yourself and help keep the web a safer place for everyone."

There are several definitive steps that users can take to implement and improve the security of their digital devices. According to a Microsoft webpage devoted to the National Cyber Security Awareness Month (www.microsoft.com/security/resources/cybersecurity.aspx), there are six major practices that we should all accomplish in order to improve our cyber safety and security. Microsoft's first recommendation is to defend your computer by strengthening your computer's defenses, and not to be tricked into downloading malicious software. While these first recommendations may seem to be common sense for most computer users, these recommendations are also some of the least implemented. In order to defend our computers and other devices from attack, we need to keep all software (especially web browsers) up to date; install legitimate and comprehensive security software and keep it current with the latest updates (most security publishers now push hourly or continuous updates); use and never turn off the firewall; be sure to have a hard to guess password on your router (and my urging to implement the highest level of encryption available on your wireless access point or device); and to use USB and other flash memory devices

cautiously, as they have become a major vector for passing malware between computers and other devices. Microsoft also warns, "Think before you open attachments or click links in an email message, an instant message (IM), or on a social network, even if you know the sender." Much of the spam and malware being disseminated appears to come from someone we know, as their computers, instant messaging account, address books, or email accounts have been hijacked, and used to spread malware and spam to others, under the guise that it is OK because it is from someone you know. Another component of this second recommendation is to never click on links or buttons that appear in pop-up windows.

Identity theft and related financial crimes has become a huge source of revenue for cyber crooks the world over, and Microsoft covers this in its second recommendation, "Protect Sensitive Information." Microsoft warns users that before they enter any sensitive data on a website or online form, look for indications that the webpage is secure, such as the web address beginning with "https" rather than "http", and some indication from the browser that the connection is secure. Most browsers use a padlock (clearly open or closed) or some similar indication of a secure connection. Another common trick to steal personal information, such as usernames, passwords, banking and credit card information, and other personal information is commonly referred to as "Phishing", where identity thieves attempt to trick the user into disclosing personal information. Much of this phishing is by way of emails informing the user that their email account will be locked unless they respond with their username and password; apparently legimate (but false) contacts from retailers, credit card companies, banks and other institutions asking for personal credit card or bank account information; offers of riches in exchange for helping some foreign official or widow to place investments in this country; foreign lottery winnings; and a

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Cyber Security Awareness Month - cont'd

variety of other scams. One of the latest common scams is known as "ransomware", where the user's computer is locked, and a warning from the FBI or other law enforcement agency appears on the screen informing the user that unless he pays a "fine", typically $200, his computer will remain locked, and he will be prosecuted for several felonies, including possessing child pornography.

Similar requests for personal information that can be abused often arrives in instant messages or social networking postings. Another common email scam is a post apparently from a friend or relative that claims they lost their wallet, checkbook, passport, return airline tickets, and credit cards while visiting a foreign country, and are stranded unable to return home. This recognizable friend or relative then asks you to make him a loan and wire a large sum of money to him such that he can get home; of course, "I will pay you back as soon as I get home." The problem is that this is a complete fraud, and that friend or relative overseas is a name stolen from a hijacked email account or address book! Also be aware of phone calls claiming to be from Microsoft (or a recognizable computer security company) telling you that your computer is infected with a virus, and that either for free or for a fee charged to your credit card, they will remotely access your computer and clean it for you, "so please give us remote access to your computer". Not just will they not clean your computer of malware, but they will likely plant malware on your computer as well as access and steal all of your personal data and information on your machine.

Third on Microsoft's list of recommendations is to create strong passwords, and keep them secret. Passwords should be complex long phrases, consisting of upper case (capital) and lower case letters, along with numbers and symbols. These passwords should not be easy for other to guess like permutations of your name, address, phone number, kids names and birthdays; pets' names; and other information

that can be easily obtained through public or online resources. It is also necessary to utilize different passwords on different websites, such that if one website is compromised, it will not adversely impact your passwords and accounts on other websites. Microsoft emphasizes that it is especially important to use different complex passwords on websites that contain your financial information, such as banking, credit card, and shopping websites.

Number four from Microsoft is "Take charge of your online safety and reputation. Discover what is on the Internet about you and periodically evaluate what you find." What others say about you online in social networking services, blogs, and even eBay user ratings can adversely impact your online reputation. It is important to both maintain a positive online reputation, and correct erroneous postings about you, but be careful not to fall into someone's trap and disclose too much personal information.

In its fifth security recommendation, Microsoft urges that users exercise care when using social networks, such as Facebook and Twitter. All of the legitimate social networking services offer "settings" or "options" where users can set and manage their privacy and security settings. Users should control who can access their private information, what private information is available, and how others can search for your information. It may often be very appropriate to block other people from viewing your information. In addition to Microsoft's suggestions, I would also add do not post information that you are out of town, on vacation, or even at a movie or at dinner, as burglars and other literal crooks read Facebook and Twitter looking for empty homes to burglarize. Turn off the GPS in your digital camera or Smartphone before taking pictures that you want to post on a social networking site, such as Facebook, or otherwise strip off the GPS information, as crooks and pedophiles have been well known to use the GPS information.

The Tip Corner – August 2012

Bill Sheff, Novice SIG Coordinator, Lehigh Valley Computer Group, PA
August 2012 issue, The LVCG Journal
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Restore Last Tab

Ever accidently close the last tab and realize you needed it? Just click Ctrl+Shift+T and your last closed tab will open up. This works in Mozilla Firefox, Google Chrome and Internet Explorer. Try it out.

CD or not CD which side is up?

There are two sides to a CD. A shiny side and a label side. The shiny side of the disc is the side that holds the data and is the side that the CD player reads. Thus it seems that to protect the disk, you would put the CD label down, shiny side up. However, let's review what we know about a CD.

A CD starts with a soft, thick plastic polycarbonate disk that stores the data; the little pieces of data are called "pits." These pits (millions of them) are "pressed" into the plastic, from the center of the disk outward. CDs are read by a tiny focused light called a laser. On top of the data, a thin reflective spray of aluminum coating is applied. (Some manufacturers use gold or silver instead of aluminum.) This layer acts kind of like a mirror and reflects the laser back (after it has read the data) to the CD player's detector. This is the play side of the disk; it is the shiny side. On top of that layer, an ultra-thin hard layer of plastic coating is applied. It seals and protects the reflective coating underneath and forms the surface that the label can be applied to. Finally, the label is applied.

Now here's the important part: The label itself is very thin – ultra thin – and offers little-to-no protection for your CD. If you scratch your CD on the shiny side, it may become distorted and can skip, or keep playing the same spot over and over, or just freeze until you hit the table or shelf it's playing on to make the CD continue. It could be dirt or a scratch. If it's on the shiny side and it hasn't gone too deep, you can generally go a long way towards fixing it by cleaning it or getting some CD scratch remover.

However, since the reflective layer is so near the surface of the label side, it is a lot easier to damage. And if you damage the label side of a CD, you have yourself another coaster. No way to fix it. This makes it seem as if you should place the CD shiny side down.

However, if you damage the shiny side badly enough, it makes the CD unreadable. It is a bit harder to damage than the other side, but that doesn't really matter, the point is that it can be damaged beyond repair if you put it down on that side. This makes it seem as if you should place the CD shiny side up.

So what's the answer? Neither! You should always put it back in its case. Both sides can be equally as damaging to data on a CD.

Expanded Windows 7 Defrag Options

Windows 7′s defrag utility has a lot more going for it than previous versions, but you have to know where to look to find the good stuff. To access some of the more interesting options like parallel defragging (defrag two separate hard drives at once) and progress reports, you need to use the command line version.

It's not that hard, just click Start, and in the search box type cmd. In the list that appears above, right-click the cmd icon and select "Run as administrator." The command window should open up.

Type defrag and press Enter. This will bring up a list of switches you can use along with the defrag command. Simply type the command with a / and the letter of the switch you'd like to use. For example, if I want to defrag all volumes I'd type defrag /c. Multiple switches can be used, too, so if you want to defrag all volumes at normal priority I'd type: defrag /c /h

Experiment a bit and see if you can come up with a combination you like! There is also a neat little program called Smart Defrag. It is free and offers a screen with many options that could help you to a better defrag. Google it and download.

Get rid of the blue vertical lines on the left side of forwarded email.

Those blue vertical lines are generated by some e-mail clients. They can create bad formatted text and are not just annoying but can be hard to get rid of. However, there are a few tricks that can speed up your ability to remove these annoyances without resorting to using a third party "e-mail cleaner" program. Here are some methods to remove vertical lines in some of the most common e-mail programs and services.

Microsoft Outlook: Despite possibly having the most options for formatting e-mail of any e-mail program or service available, Outlook has, surprisingly, the simplest method of removing vertical lines from forwarded e-mails. First: Open the e-mail you wish to forward, select the content directly in front/to the right of your vertical line (s) in the body of the e-mail message, and press Ctrl+C to copy the highlighted contents to your clipboard. Then create a new blank e-mail message. Then, Paste (press Ctrl+V) your copied e-mail into the new e-mail message. Your e-mail message will be pasted into the new message window with most, if not all, vertical lines gone. If any vertical lines remain, simply copy any text and images with said vertical lines still attached, and paste the copied content into the same e-mail just above the content you just copied. Repeat until all vertical lines are gone. Finally, delete any duplicate or unnecessary text/images beneath your newly cleaned content, and send your e-mail.

There is another way in Outlook to do this which is even easier. Outlook has keyboard shortcuts to "Clear Formatting": CTRL+SHIFT+Z or CTRL+SPACEBAR. Either of these methods will remove the blue vertical line.

In Windows Live Mail, which is the latest evolution of Outlook Express, there is a push button solution to removing these email annoyances. Simply select your e-mail and press the forward button to open it in the standard "Send E-mail" editor. Then, place your cursor directly in front of (to the right of) the vertical line you wish to remove. At the top of your e-mail editor, select the Message tab if it is not already selected. Various message formatting options will appear. Find and click the Clear formatting button just next to the font size and style fields.

Once all vertical lines have been cleared, you will likely be left with a bit of margin space to the right of your e-mail content. To remove this, simply select the message content you wish to forward, copy it (Ctrl+C), and paste it (Ctrl+V) at the beginning of your message. Delete the old content beneath your freshly formatted message, and hit Send.

Capitalization

Should you capitalize the word "Internet"? What about "e-mail"? Do you use a hyphen or not? Ever wondered about that? Here is the answer: The Internet is actually considered to be a proper noun and in the English language, most proper nouns are capitalized. So, in short, the word Internet should always begin with a capital letter. If you haven't been using a capital, don't worry, you're not the only one. As far as the term e-mail goes, it is accepted with and without a hyphen. However, according to the Merriam-Webster Dictionary, the correct spelling is actually e-mail, with a hyphen. Why? Because the word e-mail is composed of two different words (electronic and mail), so the hyphen helps separate them for a more technical spelling. Who knew? Now, go on and spread the word.

Tablet or Laptop, a Popular Question ...and "Cool App Reviews"

by
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Unless you are a "hard core" computer gamer, you can now officially say goodbye to the laptop.

The day of computer frustration is coming to an end. The answer to pulling your hair out as you are trying to figure out why the laptop is so hard to use is called: "touch pads".

I recall clearly, back on the APCUG/FAPCUG technology cruise this past January where 400 plus geeks road the seas and clicked on computers in various seminars. Wait, that's not correct. It wasn't computers these everyday people were using. No, it was touch screen devices. Mostly iPads I must admit. This too is strange as the group was 99.9% Windows users. The average age in the 400 plus crowd was, shall I say, more than 50+. Most of them said they cannot believe the difference and ease when they switched from a laptop or desktop to a tablet.

Most people on the tech cruise, who recently bought a tablet and still owned a laptop/desktop computer, said that they "hardly ever use their computer anymore." The hot topic on the ship was the app. People were constantly sharing newfound apps for their tablets.

So what makes these tablets so popular? Price, ease of use, two click downloads for software, portability, and low price is enticing laptop/desktop are just a few of the factors enticing people to switch. Here are some tips when shopping for a tablet:

1. Test drive several. Ask friends who own them what they suggest. Do online searches for reviews.
2. Decide what exactly you are going to use it for then decide on the size. I wouldn't worry too much about the hard drive size as most of what we do on computer is heading to the cloud and soon, you won't need software programs for your devices.
3. Make sure the tablet of choice as an USB slot for thumb drives, cameras, and other such devices. ITworld.com suggests "Decide on the operating system. The three main choices these days are iOS, Android or Blackberry Tablet OS. Do a bit of research on all three and pick the one that will work the best for you."

One final word...Most people will tell you once they bought a tablet their other computers became lonely. Just ask anyone who owns a tablet and they'll tell you they "hardly use" their computers anymore because the tablet is "so much easier to use and less hassle."

Forester.com researchers predict "Tablets will cannibalize netbooks, and outselling them starting in 2012. In 2015, 23% of all PCs sold to consumers in Happy hunting. Oh yes, one more thing. The tablet to watch is Samsung, once the amazing new Windows 8 "Surface" hits the streets. Then you will have a tough decision for sure: Do I want to be a "Mac or a PC" lol. Have fun!

Cool App Reviews...
"AppZilla 2" won the App of the year award in 2011.

I finally broke down and bought an app for my iPhone, AppZilla 2, it nicely slid onto my iPad after syncing with my iCloud (fodder for a future article on iCloud). Ninety-nine cents is a fair price to pay for an app that houses 120 apps with just one click. Some of the Apps within this App included: Google software, Apple reports this app "surpasses 3 million downloads to date!" AppZilla 2 works on the iPhone, iPad, and iPod touch. Sorry droid users you only get 40 Apps right now!

With 150 apps in one App, it will take

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"Cool App Reviews" - cont'd

some time to test drive them all. YES, you heard correctly, one software application houses 150 software applications. Some are kinda corny but still fun. As a Google user of Docs, now called Google Drive, Gmail and many of Google's software program, I like the way this app has corralled all the Google products for ease of use. They call this the "utility" app and rightfully so, as there are levels, app for flashlight mode on your phone, path finder so you never get lost, night vision, password keeper, parking meter reminder with alarm, police scanner for many cities, and many more I haven't tried but sure will. I give this app a 10+. For a listing of all the 150 Apps you can go here: http://fossilsoftware.com/

Free Online Conferencing Software
by Ira Wilsker

WEBSITES:

http://www.teamviewer.com/en/index.aspx
http://www.techsupportalert.com/content/skype-forgotten-free-desktop-sharing-app.htm
http://www.skype.com

In recent months I have done several presentations for organizations outside of my local area. While a few have been live presentations, requiring significant travel time and expense, most have been done remotely over the internet using a variety of free software utilities. While the free use of most of these software utilities is often expressly limited to personal use, commercial use is available for a nominal fee; this nominal fee for commercial use is but a tiny fraction of what a distant face-to-face meeting would cost.

Most of these distant presentations that I have done originate from my home, and are for non-profit computer clubs on a variety of topics. While I have mostly used the free version of one particular software utility, I have just recently started to experiment with another.

The utility that I have been using the most is the "Online Meeting and Online Presentation" build of Team Viewer, available from teamviewer.com. Versions of Team Viewer are available for Windows (also certified for Windows 8), Apple operating systems (Macs), and Linux computers. For smart device users, including smart phones and tablets, there are also free versions of Team Viewer for iPhone, iPad, and Android devices. These free downloads are for private use only (the

business version is not free), and can have up to 25 remote participants. Since this virtual meeting is conducted entirely online, including both audio and video, there are no location restrictions, and no travel expense. While I have exclusively shown PowerPoint presentations with a voice overlay at these presentations, it also can be used for other purposes such as family meetings, training and educational purposes, and the joint production of documents or other projects.

After downloading and installing Team Viewer, the program is opened and a selection of tabbed options is available; Remote Control, and Meeting. I select the Meeting tab, which opens and displays "Host Meeting" with a button that says "Start Instant Meeting." A new window opens which displays a unique meeting ID number, which can be sent to the other participants. The other people participating must also download and install the free version of Team Viewer, install it, open it, and click on the "Meeting Tab", enter the "Meeting ID" that I gave them, and the meeting is joined.

On my computer monitor is the control screen that allows me to determine what is displayed on the other participants' screens. For my PowerPoint presentations I select the "Presentation screen" feature which displays my screen on the remote computers; since I have PowerPoint loaded and running, the others see only my PowerPoint presentation. On the "Screen

Free Conferencing Software - cont'd

Sharing" bar is a small gear-looking icon that displays the screen sharing options; while the default settings (no need to select anything) are typically totally adequate for most presentations, options are shown to optimize display speed and quality, as well as to record the meeting. Other selection bars are available, which offer additional features such as exchange files during the presentation ("File Box" bar); show videos or camera images ("My Video"); control the audio ("Voice over IP"); conduct a conference call ("Conference call", there is a five cent per minute charge), and an online drawing feature ("Whiteboard").

When I am the presenter, I create a meeting ID and send it to the participants, typically the host at a distant computer club meeting. I open my PowerPoint, and they see precisely what is on my computer screen. I have had great success using the built in VoIP (Voice over IP) function to be able to speak to the remote viewers and listen to their comments and questions. The integral VoIP function allows the presenter to control his audio output and input between microphone and speakers; it may take some tweaking to get the microphone and speaker to work well together such that feedback and barrel echo is minimized or eliminated. While a high quality dedicated microphone delivers the best voice quality, it must be positioned to minimize picking up the sound from the computer's speaker. The VoIP control in Team Meeting has a pair of volume sliders (microphone and speakers) to manipulate for optimal sound. On several presentations I have used a good quality boom headset (headphones and a microphone in one unit) in order to minimize any feedback sounds, but still allow me to hear the audiences' questions and comments.

For group presentations in front of an audience, I conduct the presentation from my home computer, and the host typically has a computer (almost always a laptop or notebook computer with Windows, Linux, or a Mac) connected to the internet, a video projector, speakers, and a microphone. With this type of setup, the audience can see my PowerPoint on a large screen, hear my voice through the remote speakers, and I can hear their questions and comments over my headphones or speakers. Based on experience with this arrangement, I strongly recommend a brief rehearsal prior to the event to insure that everything works well together, especially the sound system on both ends.

While I have no significant experience using it, Skype (skype.com) offers a free internet conference function. According to a posting on TechSupportAlert.com, "Skype - The Forgotten Free Desktop Sharing App", Skype has a little known feature that enables free remote presentations between Skype enabled devices. The basic version of Skype is available for free for almost all intelligent devices and computers with an internet connection, including devices running Windows, Mac, Linux, Android, iPad, iPhone, Symbian, and Windows Phone. As long as Skype is installed on both ends, calls and what Skype calls "screen sharing" is free.

Screen sharing has multiple uses, ranging from remotely helping someone fix his computer to performing remote presentations. According to the Skype website, screen sharing is as simple as 1 - 2 - 3. The first step is to register (free), download and install Skype. Since there is a version of Skype for almost every computer or smart device, this should not be a problem. Step two is to make a call or video call (free between devices with Skype). The third and final step in completing a "shared screen" is to press the "+" (plus) button on the menu, and select "Share Screens". While I have not personally done a presentation using Skype, I am aware that Skype is among the most widely used remote presentation utilities. One common example is the live video news reports from distant countries that is shown routinely on the TV news.

Between Skype and Team Viewer, it may be quite possible and practical to have remote, live presentations without the expense and time needed to travel to the remote locations. Both of these products are worthy of a try.

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from the Secretary's Desk....
Board of Director's Meeting Minutes September 19, 2011

The meeting convened at 7:00 pm.

In attendance were the following: The Mikes (Young, Regimenti, & DeLucia), Betsy Fravel, Craig Barlow, Sam Shepard, Bill Somers and Joyce Shue

Upcoming Meeting Topics

The following is a tentative schedule of meeting topics. The meetings are subject to change or rearrangement:

- October 10 – Mike Young will present Windows 8
- November 14 – representatives from BG&E will be doing a presentation on the new smart meters (these representatives won't be able to address problems with bills or outages)
- December 12 – Leo Kotschenreuther will present Portable Audio Players and Craig Barlow will present Multi-boot Systems
- January – Sam Shepherd will present Windows 7 Tips and Tricks and Dave Mauriello will present Photo Retouching Software
- February – Joyce Shue will be presenting Live Drive and the Importance of Doing a Backup
- March – not announced at this time
- April – User Utilities and Tech Toys That We Can't Live Without presented by the board members and anyone else who would like to share

SIGs

- The October 7 meeting topic will be Home Energy Analysis and the EmPower Maryland program.

Finances

- The finances are stable

New Business

- Mike Young shared examples of three different weights (light to heavy) black sweatshirts with the club's logo. The board approved the purchase of the sweatshirt with Fran Damratowski doing the final selection. These will be given to members who donate their time to working in the computer refurbishing center. Some extras may be available for purchase by club members.
- Possible future meeting topics - Joyce will check into getting a photography instructor to do a presentation or someone on Identity Theft. Mike Regimenti will check with Gabe Goldberg, Advisor of Region 2 (DC, DE, MD, NJ, VA) Association of Personal Computer User Group about speaking at one of our meetings.
- If there is enough interest a computer build will take place in the spring – maybe the March timeframe. This is a two day project and will take place at the Refurbishing Center in Crownsville.
- It is time to renew the club's post office box and Kathy Walker was able to negotiate a rate of $20 per month if purchased for two years. The board agreed that this was a good rate and it was approved for a two year contract.
- There won't be a Board of Directors meeting in November.

The meeting was adjourned at 9:00 pm.

**The Next Regular Meeting will be at
The Severn River Middle School**

Wednesday
October 10th, 2012

**Meeting will be held in the large meeting room.
It starts at 7:00 P.M. with club business
and a short discussion period.**

You're invited to a presentation

on

Windows 8

by

Mike Young

**Members and their friends are welcome to
come, ask questions and become enlightened.**

How to Find: Severn River Middle School

SRMS is close to the Arnold, MD campus of the Anne Arundel Community College. From Annapolis and points south, take Rte 2 (Ritchie Highway) north about 3 miles from the intersection of Rt. 50, **turn right on College Parkway**. At the first light, turn left on Peninsula Farm Road. (Of course, if you are coming from points North, you would turn left onto College Parkway) about a half-mile down the road the large SRMS school building, set back off a large two level parking lot, will be visible on your right. Park here and go to the main entrance. Signs will be posted to direct you to the **Large Group Room** where we will be meeting.

**How to find: The Technology SIG, A ChPCUG
Special Interest Group****

The meetings are held at the SRMS in the Library.

Chesapeake PC Users Group

**1783 Forest Drive #285
Annapolis, MD 21401**

FIRST CLASS

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Note: *The date above your name on the mailing label is the expiration date of your membership. Contact the Membership Chairman (page 2, column 2) to update.*

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