



**NEWSLETTER**  
**SAUK COMPUTER USER GROUP**  
**USER HELPING USER**

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MINUTES: SCUG CLUB MEETING MAY 9, 2009

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The May 9, 2009 meeting began with the question and answer session conducted by Art and Neal. A short discussion on who had updated to Internet Explorer 8. There was mixed feeling, some had good luck and some did not.

Terry MacLennan asked members if they would be interested in the Spelling Bee at the senior center for those over 50 years old. If you are interested give Terry a call.

A brochure about SCUG was passed around for the members to comment on. Everyone thought it was very well put together. Myron and Terry have reworked the computer lab at the Senior Center and it is much neater and easier to use.

The business meeting began at 2:10p.m. There were approxi-

mately 25 members present. We had three guests: Norma and Jerry Wolf and Glenda MacLennan.

One correction to the minutes published, Joe Schmitt gave a presentation before the meeting.

Treasurer Marion Braun presented the income and expenses for the month of April. Marion is moving in June and we need a new treasurer. Terry nominated Myron for treasurer and Harry seconded it. Myron is thinking about it. Please notify Neal if you are interested in finishing Marion's term.

A question was asked where and when we could dispose of used equipment. Tom thought Lee or Ogle County will possibly have something the end of September.

Tom suggested we should try the county websites for more in-

formation. The June program will be on You Tube by Tom Cartwright.

Terry found some videos on computers, would anyone be interested?

The meeting was adjourned on a motion by Ken. The raffle was held next, Neal passed out the many nice raffle items.

The program was given by Glenda MacLennan on finding discount rates for cruise and travel. Cruises are not as costly as you would think. Glenda showed a number of different sites to check prices for cruises, hotels and air fares.

Respectfully submitted by Darla Stigall for Angela Rester

Club Information

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Joe Fornero

The board has voted on the final four potential names for our newsletter. Now it is up to the entire membership to choose the new name. Think about it and be ready to vote at the June meeting. We would like to thank everyone who took time to submit an entry. The lucky member who submitted the winning name will receive 5 free drawing tickets to both the July drawing and the Christmas giveaway. The names are:

1. The Computer Vision
2. The Computer Connection
3. SCUG News
4. Bits and Bytes

## WCSC DRAWING

The Whiteside County Senior Center Computer Lab is holding a drawing to generate some funds to help pay for our four new computers. First and Second Prizes are complete Windows 98 machines with keyboard, mouse and monitor. Third Prize is \$20. The computers are in usable condition but no longer fit the needs of the lab. There will be only 100 tickets sold at \$3 each or 2 for \$5. The drawing itself will be held as soon as possible after the last ticket is sold. The winners will be notified by phone.

(Editors Note: Myron & Terry have done an excellent job upgrading the computer lab and working out a deal with Unique Computer for getting the new computers, why not buy a ticket and thank them for all their work.)

## REMOVE THUMB DRIVES QUICKLY BY KIM KOMANDO

If you're like me, you probably have several thumb drives. They're great for toting around your documents.

Not only are thumb drives convenient, they're more durable than CDs and floppy discs. Still, you need to remove them correctly from the USB port.

Windows has the Safely Remove Hardware option. But this is cumbersome. You get several dialog boxes before you can eject a drive. And then there's the aggravating mes-

sage you get when the drive is ready to be removed. If this annoys you, try USB Disk Ejector.

This free program is simple and fast to use. It opens a window on your desktop showing all the drives connected to your USB ports. Just click one to remove it safely. Or, press the corresponding letter on your keyboard. No more annoying dialog boxes and messages! USB Disk Ejector even works with external hard drives,

iPods and other USB gadgets.

**Cost:** Free

**Link:** [quick.mixnmojo.com](http://quick.mixnmojo.com)

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[www.komando.com](http://www.komando.com)

(Note doesn't work with Vista)

# BOARD MEETING MINUTES

MAY 19, 2009

The meeting was held at the home of Terry MacLennan. Members present were Neal Shipley, Don Haag, Tom Cartwright, Joe Fornero, Dane Neiderman, Terry and our newly nominated Treasurer Myron Kliment.

The June meeting presentation will be on You Tube by Tom Cartwright. For those interested in seeing some of the material he has posted you can visit his channel at JAZZ61021.

Possible future presentations include a demonstration by Betty in August of Ubuntu, a free operating system by Linux. This is the system used by the Dixon Library as it is point and click user-friendly. She will also demonstrate how to dual boot. The September meeting will have a demonstration of the free Open Office by Terry.

The board extended a thank you to Darla for filling in for Angela at the May meeting.

Discussion of the Treasurer position and the duties and responsibilities that include banking rules which must be followed were discussed. A

report will be made to the club membership at the June meeting. Additional nominations for the position will also be accepted.

Drawing for the month of June will be a thumb drive and for the July picnic meeting will be a dual-layer DVD burner!!

Considerable discussion was held about our upcoming public demonstration at the mall which has been tentatively set for sometime in September. A committee was set up to actually put the details of the show together with Joe F. as Chairman assisted by Neal, Terry and Tom. Any members who wish to be directly involved in setting up the show are encouraged to volunteer.

Discussion was held of the submitted names for the newsletter and after a vote the following four names were selected to come before the membership for a final choice: The Computer Vision, The Computer Connection,

SCUG News and Bits and Bytes.

Motion by Joe seconded by Myron to adjourn. Carried.

Respectfully submitted  
Terry MacLennan  
Acting Secretary

# Size Things Up

## How To Find A Font That Fits

By Joanna Safford

Reading information in Windows Vista and Internet browsers can become problematic when you have difficulty viewing the fonts, icons, and menus. Both Vista and Internet Explorer allow you to change text sizes so you can more easily read windows and Web pages.

### ■ Changing Font Sizes

In Vista, you can modify the text that appears in the windows **you're using, the Start menu, the Taskbar, and other programs.** Click Start, Control Panel, Appearance And Personalization, and then Personalization. Click Adjust Font Size (DPI) in the Task pane. By changing the scale of the dpi, or dots per inch, you can decrease or increase the size of the text.

There are two text size choices: Default Scale (96 DPI) and Larger Scale (129 DPI). To enlarge text and other items, click Larger Scale (129 DPI).

You also have the option to select from other dpi settings. At the bottom of the DPI Scaling window, click Custom DPI. Next, click the drop-down menu and choose one of the four dpi sizes, then click OK. Finally, click OK in the DPI Scaling window.

### ■ Altering Icon Sizes

Vista lets you change the size of your icons on your Desktop, Taskbar, and Explorer. To alter the icon sizes on your Desktop, first minimize all open windows. Next, press the CTRL key and

use the scroll wheel on your mouse to increase or decrease the size of your icons by scrolling up or down. You can also right-click the Desktop, select View, and choose from Large Icons, Medium Icons, or Classic (Small) Icons.

The Quick Launch section of your Taskbar lets you access programs with a single click. You can enlarge the Quick Launch icons via a few simple steps. Begin by unlocking the Taskbar. Right-click the Taskbar area. If you see a check mark by the words Lock The Taskbar, uncheck this option. Next, right-click the area that houses the Quick Launch icons (**but don't click the icons themselves**), click View, and then choose Large or Small Icons.

If the icons in Windows Explorer seem too small to you, click the arrow next to Views to open the list of organizational and size options. Shift the slider to your preferred icon size: Small, Medium, Large, or Extra Large. Alternatively, you can click Views to decide which style works best for you.

### ■ Internet Explorer Text Size

As you're browsing numerous Web sites, you'll undoubtedly come across pages with overly large or far-too-small fonts and icons. IE includes a quick solution for font changes. Click the drop-down arrow on the Page menu and move your mouse cursor over Text Size. Select a font size option from the following choices: Small-

est, Smaller, Medium, Larger, and Largest.

### ■ More Web Options

Keep in mind that certain Web sites provide built-in text size **controls. For instance, if you're a Yahoo! member and use My Yahoo!, you can change the font size of the text on your My Yahoo! page.** To make this alteration, click Change Appearance and Font Size and choose Standard or Large.

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## Magnifier

**The Magnifier tool is ideal for zooming in on particular areas. To activate the Magnifier, click Start, Control Panel, Ease Of Access, Ease Of Access Center, and Start Magnifier. Vista lets you modify the scale, docking position (the location of the magnified region), and tracking (how you want to magnify an area, window, or text) in the Magnifier window.**

The Internet provides a multitude of tools that let you document the moments of your life, share personal experiences, and communicate practical advice. Blogs are the medium of choice for many to share their thoughts and **interests, but blogs aren't the only way for you to express your opinions.** Microblogs are free online services that allow you to send brief updates and reflections (and sometimes images and videos) to a group of friends, family, or even business contacts. Your posts are sent directly to friends that choose to subscribe to your blog, and they can receive the message in a variety of ways, including instant messaging applications, as text messages sent to their mobile phones, or through RSS (Really Simple Syndication) feeds.

#### ■ Fun, Simple & Useful

You can easily post a quick musing or tell your friends **what you're doing or where you're going to be, so a microblog is ideal for planning events and generally keeping in touch with a large group of people who want to know about your everyday life.** To help you follow the short-update format, most microblogs limit the number of characters you can type into a single entry. For instance, Twitter ([twitter.com](http://twitter.com)) and Plurk ([www.plurk.com](http://www.plurk.com))

both limit comments to 140 characters (around one or two sentences). Other microblogging services allow greater space for text.

The informal structure lets you impart glimpses of your current day to those who subscribe to your microblog, and because the content is **sent directly to them, they don't need to make extra effort to keep up-to-date on your life.** On the flip side, you can also subscribe to your **friends' microblogs to see their** broadcasted events, snapshots, and updates. Microblogs are offered as an online service, so you can post or view entries from any computer or mobile phone with Internet access.

Like many other social networking tools, the primary goal of microblogging services is to help you connect with others. But Microblog functionality **isn't merely limited to friends and family.** "If you need to regularly communicate with co-workers or clients, microblogs can help you manage schedules, track the progress of tasks, and instantly update **others about a finished project,**" says Sacks. Many online services also let you share links, images, and files. For example, Yammer ([www.yammer.com](http://www.yammer.com)) is a microblogging service designed for businesses and organizations, and it includes an Attachments feature that lets you attach any file or image with your message. A company is given its own private service, so users only share news and opinions with other workers within the company.

#### ■ Stay Connected Wherever You Are

Microblogs make it easy for you and others to keep in touch because the services send updates directly to your subscriber network via a method of the **subscriber's own choosing.** Those who want to be updated via their computers may receive your posts via email, RSS feed, or by checking their microblogging profiles online. Some microblogging services can also integrate with instant messaging applications, such as MSN Web Messenger, Yahoo! Messenger, or AIM. Mobile phone owners may also choose to receive updates via text message. We should note that text messaging charges will apply to each post you **receive, so you'll want to consider the cost before signing up to receive posts via text message.** There are also a number of first- and third-party applications that can aggregate the updates from multiple microblogging Web sites and let you view and post content on several Web sites from one application on your PC or mobile phone.

### ■ **Need A Quick Response?**

The instant communication of microblogging services lets others respond in minutes, rather than the hours it may take others to view an email or blog. Thus, microblogging can be useful if you need to send directions to a group of people or immediately warn others during an emergency. In fact, several universities, including Pacific University in Oregon, have set up Twitter accounts that students can sign up for, so the university can quickly message all students in case of a school closing or other emergency. Some professors have also begun to use Twitter in the classroom to help students connect with each other for group work and to discuss class topics or resolve homework issues that cause them trouble.

**It's also handy that microblogs maintain a record of your communications.** If you forgot the location at which you were supposed to meet a friend or colleague, you can read through the communications log and find the information you need. Alternatively, everyone in the group can check the log to see which tasks or actions have and **haven't been completed.** For instance, if you're planning a St. Patrick's Day party, you could issue invites, estimate how many people plan to attend, and track what others will bring without needing to call or email all attendees.

### ■ **An Easy Read**

There are many blog sites, such as MySpace ([www.myspace.com](http://www.myspace.com)) and WordPress ([www.wordpress.org](http://www.wordpress.org)), that allow you to network with an online community of friends. Microblogs offer the same kind of online interaction but in a **format that's easier to write and read.**

You can open the microblog and catch up on the lives of several people in a matter of moments. Although reading one to two sentences of content is arguably less meaningful than reading multiple paragraphs of text, people tend to update their microblogs often, and it's easy to read multiple updates during your downtime. The short nature of microblogs also makes it easy (and socially acceptable) to add one-sentence comments to **other peoples' posts.**

### ■ **It's Customizable**

**If you'd prefer to keep your online community small,** nearly all microblogging services let you limit your updates so that only the friends you approve can read your comments. And when **it comes to receiving friends' posts,** you can often choose to receive updates via multiple methods, such as email, RSS feed, and text message, or limit the microblog service to only post updates to your Web site

profile. And if you ever want to block someone from seeing your updates, you can simply remove the user from your friend network.

### ■ **It's Not So Bad Being Trendy**

According to data from Nielsen Online, Twitter was the fastest growing social networking Web site in September 2008, with a 343% year-over-year increase. Based on the overall rise in popularity of microblogging Web sites, **it's quite possible that microblogs will quickly become a part of mainstream culture.** **If you're looking for a simple, fun way to update and keep up-to-date with your friends,** join a microblog and invite your friends to join, too. Then, you can become friends with their friends and grow your own social network community.

*by Nathan Lake*

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## You Don't Have To Take Our Word For It

Here's a short list of popular microblogging Web sites, but because microblogs are a recent trend, you may want to try a few to see which one you like best.

**Twitter** ([twitter.com](http://twitter.com)) lets you social network via Twitter.com, instant message, or text message.

**Plurk** ([www.plurk.com](http://www.plurk.com)) offers microblogs with themed groups that display communication logs with an instant message-like interface.

**Identi.ca** ([www.identi.ca](http://www.identi.ca)) is an open-source microblogging service and social networking tool that broadcasts messages via the Web, RSS (Really Simple Syndication) feeds, or instant messages.

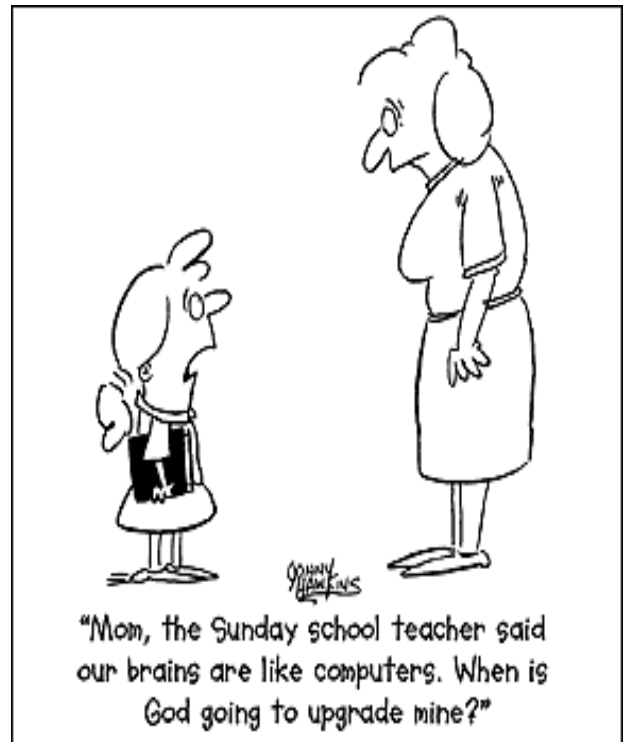
**Tumblr** ([www.tumblr.com](http://www.tumblr.com)) is a microblog publishing tool with a scrapbook-like interface that can handle text, photos, videos, and other content.

**Yurbo** ([www.yurbo.com](http://www.yurbo.com)) provides you RSS feeds, and you're not given a character limit for blog posts.

**MySay** ([www.mysay.com](http://www.mysay.com)) lets you save voice messages, and subscribers can listen to your "posts" via phone or email or by visiting your profile.

**Hictu** ([www.hictu.com](http://www.hictu.com)) is a video microblogging service that also lets you post text and audio.

**Yammer** ([www.yammer.com](http://www.yammer.com)) features threaded discussions over a secure private page. It's designed for businesses that want to communicate quick thoughts and track progress.



By Terry MacLennan

Over the past few months, I have wanted to share files that I have created with other people but some were way too big to send via email. I am too cheap to purchase space online with the numerous companies that offer space online, so I hunted for free ones. Most free ones offer only a limited storage volume but that was sufficient to meet my needs.

The first one I use is called *Dropbox* (<https://www.getdropbox.com/home>) which offers 2.0 GB free for basically an unlimited time. You do have to register, of course, then download the software. It is extremely easy to use and without going into too many details, you basically open the system tray icon then simply drag and drop your file into the Public file. After it is uploaded, it is available for others that you choose to allow to upload. You just right click on the system tray icon, open my *Dropbox* on the menu, double click on the Public file, right click on the particular file, then select *Dropbox* from the menu, then Copy Public Link. Now open your email and paste the link to the person you

wish to download the file, then send. Although it says public link, it is not really public except to the person (s) you choose to send it to. This is the site that I use as an emergency backup for the book that I am writing.

The second one that I now use is called *Scribd* (<http://www.scribd.com/>) which enables the user to publish an unlimited number of documents for true public viewing. After the usual free registration, just start uploading any documents you wish to place online that anyone can see and download. Just type in a short description of the article, select a category and sub-category that it fits into, plus add a selection of keywords or phrases that will help in a search within *Scribd*. Google and Yahoo bots will within a few days find the item and a search there will eventually find your item. A word of warning – **don't post copyrighted material** unless you are the owner. For example, SCUG could start putting out our newsletter online for all to see. Currently, I have about 30 items of my own work available online on *Scribd*

under the username of [afvet64](#). Some are Powerpoints while others are Word documents. This site accepts numerous file formats including text, images, pdf, Open Office and Excel as well as the other mentioned ones.

This later site is a terrific resource of information. There is a tremendous volume of documents on just about any subject you can think of and most is available to download to your computer.

I want to mention that there are numerous file storage and file sharing sites online and these just happen to be the two that I use. I am sure by searching around or asking some of the other members, one would find many others which might suit your needs.

SPELL CHECKER  
ANY OLDY BUT A  
GOODY

I halve a spelling checker, It came with my pea see. It plainly marks four my revue Mis- takes I dew knot sea.

Eye strike a key and type a word And weight four it two say Weather eye am wrong oar write It shows me strait aweigh.

As soon as a mist ache is maid It nose bee fore two long And eye can put the era rite Its rarely ever wrong.

I've scent this massage threw it, And I'm shore your pleased too no Its letter prefect in every weigh; My checker tolled me sew.

**Monitor Your Accounts Online:** To protect yourself from identity theft, check your bank accounts and credit cards online every day - if anything strange happens with one of your accounts, such as a purchase you didn't make, you'll notice it within a day or two. According to the 2009 Identity Fraud Survey Report from Javelin Strategy And Research, most people typically don't realize they've been the victim of an identity theft until 34 days after the initial crime; what's more sobering is that if someone else discovers the breach, typically 102 days have transpired since the criminal first invaded your account.

**Clean Your Touch screen:** Devices with touchscreens, such as an iPod touch,

a GPS (global positioning system) unit, and even some camera LCDs (liquid-crystal displays), often get pretty dirty and have obvious fingerprint marks. To clean your touchscreen, turn off the device, then wipe it with a soft cotton cloth. Be sure to use an up and down motion when doing so and don't use paper towels, as they can destroy the polarizer. If you want, you can spray a nonammonia-based glass cleaner onto the CLOTH, not the actual screen, and make sure it is only slightly damp, not dripping wet.

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There will be a Question & Answer  
Session starting at 1PM.  
Bring any questions you have about  
your computer or problems you may  
be having. It will be conducted by:  
**Neal Shipley & Art Bendick**



### Notice

The next meeting of the Sauk  
Computer User Group will be

**June 13, 2009**

Workshop: 1:00 P.M.

Business: 2:00 P.M.

Program: 3:00 P.M.

Place: **Whiteside Senior Center**  
**207 West 9th Street**  
**Sterling, Illinois 61081**

**MAY'S MEETING THEME: LOADING VIDEOS ON YOUTUBE**

BY TOM CARTWRIGHT