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## NOVEMBER 11, 2017 MINUTES: SCUG CLUB MEETING

Art opened the Q&A. Talked about the fact that you can still upgrade from Windows 7-8.1 to Windows 10 for free. If you do it through accessibility on your computer. A couple of other interesting questions and good discussion.

2PM we started the business meeting. We welcomed 3 guests, one from CA. and two from Rock Falls. Secretary's report was approved as printed in the newsletter. Treasurer's report was also approved.

Joe reported that 21 shoe boxes for Operation Christmas Child were packed today. The 30 additional boxes paid by the club were packed by the youth Wednesday night at Harvest Time Bible Church. Thank-you to everyone who sponsored a box for orphans around the world.

No old business.

New business: we brought up Pizza Ranch website and decided on some of the regular and dessert pizzas we want at our

Christmas lunch. There will also be fried chicken, potatoes and salad. They will be catering the lunch starting at noon. Members do not need to bring any additional food, just their spouse or a guest. Santa Joe will be doing his games with lots of gift and prizes. **Also, we will be doing the drawing for the 50" LED TV. Tickets will be available and winner will be drawn after the games.**

There will be a drawing for a combination tablet/laptop given by AARP at the February meeting. Volunteers and employees of WCSC and tax volunteers will also be able to purchase tickets. Meeting was adjourned.

Terry and Glenda went to see Lee Greenwood, so the program on hooking your computer up to your TV was done by Neal. Very good information.

The drawing was then held.

*Respectfully submitted by  
Joe Fornero for Darla Stigall club  
secretary*

### Club Information

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**BOARD MEETING MINUTES FOR  
NOVEMBER 15, 2017**

**Drawing for Dec.**

**We will be having the drawing for the 50" LED TV. Tickets 1-\$5, 3-\$10 or 8-\$20. Tickets will be available at meeting.**

**Humor from the Net**

He pulled into the crowded parking lot at the local shopping center and rolled down the car windows to make sure his Labrador Retriever Pup had fresh air. She was stretched full-out on the back seat and he wanted to impress upon her that she must remain there. He walked backwards to the curb pointing his finger at the car and saying emphatically, "Now you stay. Do you hear me?" "Stay! Stay!"

The driver of a nearby car, a pretty young blonde, gave him a strange look and said, "Why don't you just put it in 'Park'?"

The November 15, 2017 board meeting was held at Wendy's in Sterling beginning at 6:00 P.M. Officers attending were Art Bendick, Neal Shipley, Joe Fornero and Darla Stigall. Board members present were Gloria Schneider, Terry MacLennan, Joe Schmidt and trip coordinator Glenda MacLennan.

The Treasurers update was given. A motion was made and approved to allow Glenda, our trip coordinator, to take an online training class become a licensed agent.

There was discussion on distribution from the trip funds. Checks were written to Dixon Knights of Columbus for their free Thanksgiving dinner, Sterling, Rock Falls, and Dixon police department for Shop with a Cop and Habitat for Humanity.

Additional charities discussed were Granny Rose Animal Shelter, Happy Tails Animal Shelter, Therapy dog Piper and Sterling Moose. Also, discussion on funds to Whiteside Honor Flight, Sauk Valley Food Bank and Whiteside County Senior Center if they can go through Sterling-Rock Falls Trust and

receive an additional 25%. Joe will contact John Miller about this. December meeting will be December 9 with our Christmas meal which will be from Pizza Ranch. The club will furnish drinks and table service. Santa Joe will provide the program and prizes. The meeting will begin at 12:00 noon. Bring your appetite and a guest of your choice. Also the drawing for the 50" LED TV will be held after the games.

December will have nominations for officers for 2018 with the election in January. Yearly memberships are due in January, but can be paid at December meeting. January program will be on Pay-Pal by Joe Fornero.

The February meeting will have a drawing for a comb. Laptop/tablet. \$1.00 a ticket or 6 tickets for \$5.00.

Meeting was adjourned.

*Respectfully submitted by  
Darla Stigall, club  
secretary*

## Associations – We need them!

By Phil Sorrentino

Although “guilt by association” may lead you to an incorrect logical conclusion (refer to Association Fallacy in Wikipedia), your computer, without associations, would not be able to make any sense out of any of the files that you use. “What?” you say, why my computer always makes perfectly good sense out of all of my files. I can read all of my documents, even the most complicated spreadsheets, all of my pictures are just picture perfect, my music always sounds beautiful, and my videos are entertaining and enjoyable to watch. Well, that is because you probably have your Associations set properly.

The Association we are talking about here is the Association between a Software Application (App), and a file type on your specific computer. (Remember the file type is shown by the characters after the “.” in the file name. For example, the file type of the file name “aletter.doc” is “.doc”.) Yes, Associations are specific to a computer and are probably different on other computers, though many of the basic

Associations that we typically have set up are probably the same on most other computers. For instance, most of us probably have Word associated with .doc and .docx files, and Excel associated with .xls and .xlsx files. (In Windows 10, if you are not seeing the file type as part of the file name, start File Explorer and in the View tab, check the “File name extensions” box.)

The file type is really a description of how to interpret all of the data that is held within the file. (It defines in great detail just what every bit and byte in the file means.) And this is where Files and Applications come together, or where they become “associated”. File Association links a file type with an Application. An Application knows how to handle a particular file type because of the file type definition. Fortunately, we, the users, don’t have to know anything about the details of the file type, only that a particular file type can be used with a particular Application. So, if a correct association is

made, the Application will handle the file in the expected fashion. If an incorrect association is made, the results will be undetermined and possibly problematic.

So, where do we find these Associations? I thought you’d never ask. To see them, just go to the Control Panel (Right-click the Start button, and select Control Panel, or type “Control Panel” on the taskbar.) Make sure “View by” is set to small or large Icons, rather than “Category”. Next select Default Programs, and then select “Associate a file type or protocol with a program”. (Yes, here they refer to an Application as a Program. Application, App, and Program are synonymous.) This selection will cause the Control Panel App to search the computer and create an alphanumeric list of all of the file types that it finds on your computer. (Have patience, it may take a few minutes if you have an older computer or if you have an extremely large number of file types.) Once it is finished

you will see the list of file types in three columns; Name, Description, and Current Default. Keep in mind that a specific program may handle more than one file type, as indicated by the multiple instances of a program name in the "Current Default" column. (Note that this screen uses the term "Extensions" for what we are calling the "file type". This is just another name for the part of the file name after the ".")

You can select a file type with a left click and all three columns will be highlighted for that file type. Try it for one in the list that has a program you recognize in the Current Default column, like "Movies & TV", or "Groove Music". Notice that once you have selected a file type, the "Change program..." button on the right side above the outline box of the file types can be used. This button will allow you to change the program that is associated with the file type that you selected. If you click the "Change program..." button you will see a screen that will show you the currently associated program (under "keep using this App", and a list of other possible programs (under "Other

Apps") that can be associated with this file type. This is a list of other programs that are known, to the Operating System, to be able to handle the file type in question. (Other Apps could be selected by selecting "More Apps", at the bottom of the list, and then choosing one in the extended list, but these programs are less likely to be able to handle the selected file type in an expected fashion. Selecting any of these programs could produce undesirable results, so be careful if you make any of these associations.)

To change the association, just select one of the programs in the smaller "Other Options" list and select "Ok". After a few seconds, the newly selected program will be shown in the "Current Default" column for the selected file type, and the name of the newly associated program along with its icon will be shown above the outline box of the file types, on the left side. Now the newly associated program will be used to

handle the file type that was selected. That's all there is to changing the association. Keep in mind there may be many programs that can handle a given file type, but be aware that although the new program may work, it may not work the way you would expect. In this situation, it is true that "the devil is in the details". Programs may work in general the same, but may be very different in some specific details, and may not produce a desirable outcome. Don't be afraid to try any of the programs in the shorter "Other Options" list because you will always be able to easily change back to the original program if need be. Now that you are armed with this knowledge you can inspect the associations of the file types of interest, possibly change them, and also see if any new program has hi-jacked the file types you regularly use. Knowledge is Power.

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# Microsoft's Varied Word-Processing Options

By Nancy Demarte

When we hear “word-processing,” most of us think of Microsoft Word. A key application in the Office Suite, Word has the greatest number of features (sometimes more than we want) and is the most popular word-processing program in the world. But Word isn't the only word-processing program that Microsoft offers, and some of the others are free.

**WordPad** (.rtf), for example, has been included free with Windows since Windows 95. In Windows 10, it isn't in the apps list; you can only find it by typing “WordPad” in the search box on the Desktop. It is a stripped-down version of Word, but with enough features to complete most standard tasks, as shown in its command ribbon (Fig 1). Its file type, rich text format(.rtf), is readable by almost any word-processing program.



Figure 1 - WordPad Command Ribbon

**NotePad** (.txt), another long time free feature of Windows, is even more basic. It removes all formatting from the text, leaving no colors nor fancy text effects, just a few fonts and font sizes, bold and italics. (Fig 2) It is perfect for adding text to web pages or creating and editing text files. It too must be searched for in Windows 10.

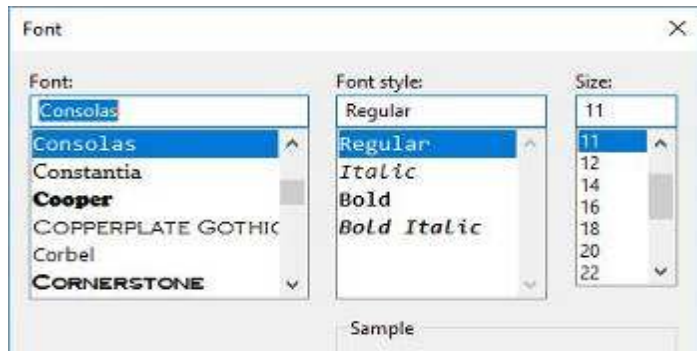
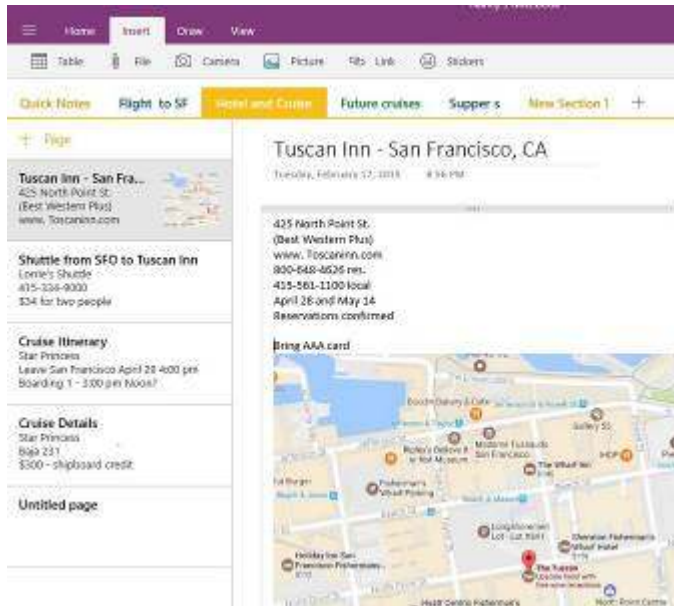


Figure 2 NotePad text options

In 2003, **OneNote**(.one) became part of the Microsoft Office suite and has been upgraded twice since. This application is available for the computer or as a mobile app for smartphones and tablets. OneNote gives you a simple way to organize your ideas or schedules. It is advertised as a note-taking app for college students and a way to organize events. It lets you create tabs for each aspect of your activity and pages inside each tab. Plus, you can import photos, maps, schedules, and web pages to keep the details handy, as I did for a trip a few

## Microsoft's Varied Word-Processing Options (cont.)



years ago. (Fig 3)

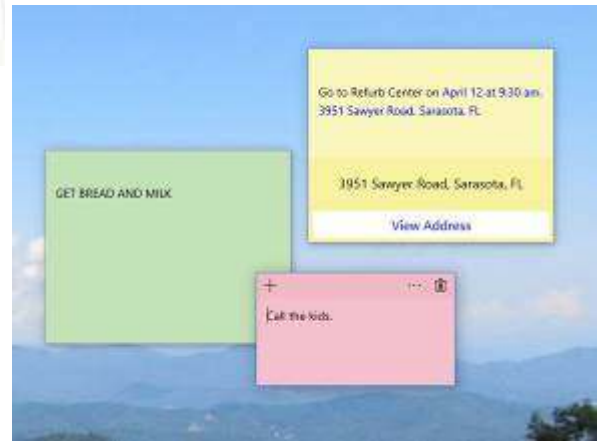
**Figure 3 OneNote Workbook with tabs and the Hotel page open**

If you make To Do lists, as I do, you'll love **Sticky Notes**. It has been a free feature of Windows since Windows 7. You can search for it or find it in the app list. When you click the app, it puts a yellow post-it type note on the screen. Other colors are available. If your computer has a touch screen, you can write on the Sticky Note with a stylus or your finger. If not, you can type your note. Notes can be resized or moved, as you would any digital object. To get a new Sticky Note, click the +

sign. (Fig 4)

**Figure 4 Sticky Notes on the Desktop**

In Windows 10, if your note is an appointment reminder with a date and time, Cortana, the voice-activated assistant, can be set to remind verbally prior to your appointment. If you add a street address, clicking "View Address" will show a map of the location.



you

Minimize your notes by clicking the Sticky Notes icon on the taskbar. Click again to make them reappear in whatever screen you are viewing. To remove a note, click the trash bin icon on the top right corner of the note. If you use the Sticky Notes app often, you can make it handy by right-clicking the app icon and choosing "Pin to Start." Whether you are an author or a list-maker, Windows has a word-processing app for you.

*By Nancy DeMarte, 1st Vice President, Sarasota Technology User Group, FL  
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# The Case of Random Keystrokes Repeat

## By Bob Woods

A couple of years ago I decided I needed a new laptop. At the time, Costco was running a sale on a nicely appointed Acer laptop. Since Acer makes a pretty decent product I took the plunge and bought one. Overall, it has been an excellent choice with one exception, the keyboard. The keyboard has a nice feel to it and is well made, but has a problem with randomly repeating keystrokes. This problem was present in the as shipped Windows 8 and followed through with the Windows 10 update. Resetting keystroke repeat rates and doing a BIOS update did not alleviate the issue. The problem was more annoying than anything, but one day I decided to try to fix the problem once and for all. I tried doing a search in the Acer support site and saw others with the same model as I have and other models as well. In most cases the owners were asked to return the units for keyboard replacement under warranty. In most cases the problem was not resolved by the keyboard replacement. Seeing as this did not help, I decided to not go through the repair hassle with so little track record of

success. So, onto a Google search of the issue.

Doing a Google search revealed that the issue of randomly repeating keystrokes was experienced by owners of many other brands and models. Very rarely did keyboard replacement or resetting keyboard repeat rates help. After digging around a while and trying various recommendations that did not work I came across an article in the HP Support Forum that sounded feasible. The link to the page is <http://hp.care/2uauUco>

Basically, the problem is some keyboards have more key bounce than others. With the short key travel on laptop keyboards the key bounce allowed the keys to inadvertently register as a double key stroke. Resetting the keyboard repeat rate will not resolve key bounce. The article describes how to use the Ease of Use settings in the Control Panel to turn on a key filter for Windows 7 or 8. On Windows 10:

Open Control Panel, click on Ease of Use and

click "Make the keyboard easier to use."


Then under "Make it easier to type" click the check box "Turn on Filter Keys".

Next, follow the rest of the article for Windows 7 - 10 to make a change to a registry key that sets the bounce rate for the keyboard keys to 35 milliseconds.

Wow, that worked like a charm. No more random character repeats while typing. One thing to watch for. All was going splendidly until after a patch one day. I started to get the random keystrokes again. So, I checked the Ease of Use settings and found the patch had unchecked to box for "Turn on Key Filters". Gee, thanks Bill! Once turned back on the problem once again resolved itself and the patch did not change the bounce rate in the registry. Oh, happy typing again!

*By Bob Woods, Under the Computer Hood UG Webmaster  
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There will be no Question & Answer Session. Just bring your appetite and your spouse or a friend. Lunch will be catered by Pizza Ranch.



The next meeting of the Sauk  
Computer User Group will be

**December 9, 2017**

Lunch: Noon

Santa Joe: 1:30 PM

Place: **Whiteside Senior Center**  
**1207 West 9th Street**  
**Sterling, Illinois 61081**

**DECEMBER PRESENTATION WILL BE:  
SANTA JOE WITH GAMES AND PRIZES**