

***The  
Gigabyte  
Gazette***

**The Monthly Newsletter  
of the  
*Sun City Summerlin  
Computer Club***

**January  
2016**

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## **President's Message**

*by Howard Verne*

### *Dear Computer Club and friends*

I hope you had a healthy and happy holiday season. Your officers and board of Directors had a busy and successful 2015.

Get your friends and neighbors to join us and, even better, to volunteer to help. Bring a friend with you to your favorite club function. Look over our SCSCC\_News e-mails, the HelpingHandsOnline chat line posts and the website's monthly Gigabyte Gazette to determine what you want to participate in. You will notice that we are attempting to address your needs for all new mobile devices and software for Apple, Android, Mac and PC. Ask your questions on-line or in the many classes, seminars, SIGS and Kaffee Klatches that are available for you. Your club officers are always available to hear your questions and concerns. Over the years the open LAB monitors have become knowledgeable on many subjects and are always ready to assist you.

Mark your calendar for our monthly meetings; they're always on the 1st Thursday of the month at 7 PM in the DESERT VISTA Ballroom.

With all your help we will have terrific 2016 and look forward to your participation in all our club sessions. Let your officers know if you would like to have the club address something that is currently not offered. Better yet, volunteer to start a session of your own.

For those of you who received a new computer for Christmas, welcome to Windows 10! Bill Wilkinson will have his Windows 10 tutorial on the first and third Saturday mornings. Bill's Boot Camp teaches you the basics of using your new computer; if interested, contact Bill at 702-233-4977. In addition, if you want to copy all your data and files from your old computer – bring BOTH your new and old computers to the Tuesday Repair Lab (1PM) and let our tech wizards do their magic for you.

*Howard Verne, President*

(702) 527-4056 [pres.scsc@gmail.com](mailto:pres.scsc@gmail.com)

## Issue Contributors

<b>Tom Burt</b>	<b>Stu Gershon</b>
<b>Kathy Kirby</b>	<b>David Kretchmar</b>
<b>Pat Lemay</b>	<b>Howard Verne</b>

## Submissions Welcome

We are always looking for new information to share with our club members. If you have computer or technical information you would like to share with members of the club, send your articles to Tom Burt at [tomburt89134@cox.net](mailto:tomburt89134@cox.net). Thank you to everyone for your contributions.

## SCSCC Board of Directors Actions

**The Computer Club Board of Directors took the following actions on December 9, 2015**

Chuck Wolff made a motion that the minutes of the November 11, 2015 Board meeting be approved as submitted. The motion was seconded by Ed Barkin and unanimously approved by the Board.

Chuck Wolff made a motion that the minutes of the December 3, 2015 Business Meeting be approved as submitted. The motion was seconded by Irene Burt and unanimously approved by the Board.

Tom Burt made a motion that the proposed 2016 Budget be approved by the 2015 Board of Directors and be passed on to the 2016 Board of Directors for approval and subsequent approval by the membership at the January Business Meeting. The motion was seconded by Chuck Wolff and unanimously approved by the Board.

### 2016 Club Facility Closure Dates:

**May 23**      **Memorial Day**  
**July 4**      **4<sup>th</sup> of July**  
**Sept 5**      **Labor Day**  
**Nov 24-26**      **Thanksgiving**  
**Dec 24-26**      **Christmas**  
**Dec 31 – Jan 2** **New Year's**

It should also be noted that we will be closed December 26<sup>th</sup> and December 31, 2015.

Tom Burt made a motion that the above dates be designed as closure dates for the Computer Club for 2016. The motion was seconded by Ed Barkin and unanimously approved by the Board.

Tom Burt made a motion that the Board adjourn at 10:40 AM. Ed Barkin seconded the motion and was unanimously approved by the Board.

## **General Membership Meeting**

The January meeting will be held on Thursday, January 7th, 7PM at Desert Vista. We will hold a brief Business Meeting to approve the 2016 operating budget and spending plan. Following the Business Meeting, Tom Burt will make a presentation on the “State of the Computer Club”.

For Club information go to [www.scscclub.com](http://www.scscclub.com), or contact Howard Verne, President at: 702-527-4056 / email [pres.scscclub@gmail.com](mailto:pres.scscclub@gmail.com).

## **Welcome New Members**

The following new members joined the Computer Club between November 28<sup>th</sup> and December 30<sup>th</sup>.

**Mary Ann Catalanello**  
**Jeanie Christiansen**  
**Ruth Egan**  
**Phyllis Grand**  
**Lawrence Lewis**

**David Lunn**  
**Richard Munk**  
**David Newman**  
**Dodie Ranieri**

## **January 2016 Calendars**

To view the January classroom and lab calendars, click the following hyperlink:

[http://www.scscclub.com/Calendars/scscclub\\_calendar\\_2016-01jan.pdf](http://www.scscclub.com/Calendars/scscclub_calendar_2016-01jan.pdf)

## Special Interest Groups

**Special Interest Groups (SIGs) provide a forum for general discussion on a specific computer related subject. Admission to all SIGs is on a first-come, first-seated basis and is subject to the maximum allowed by fire code regulations. All of the following meetings are held in the Classroom. <W> or <M> or <H> indicate whether a SIG would be of interest to a Windows, Macintosh or Hand-held Device (i-thing or Android) user.**

### **Genealogy <W>**

*2nd Thursday, 10:00 a.m.*

Karen Ristic (702-749-6489)

Genealogy is one of America's most popular and rewarding hobbies. Come; let us help you find your ancestors on the Internet. We will explore helpful, free, sites and assist you in building your family tree. Check out Karen's new series of Family Tree Maker classes in the lab on the *second Tuesday of the month.*

### **Internet Investing <W/M>**

*3rd Thursday, 9:00 a.m. in even months*

*Next meeting: February 18.*

Tom Burt (702-341-7095)

The Internet Investing SIG provides a forum for members interested in using Internet resources for researching and managing investments to meet, discuss, and learn more about the topic. The SIG's target audience is members with intermediate computer skills and investment experience, but all members are welcome.

### **GMail and Other Google Programs <W/M>**

*1st Thursday, 10:00 a.m.*

Pat Lemay (702-254-1499)

This SIG covers Gmail as well as other Google applications. All members are welcome. This is your place to learn about all things Google.

### **iPad <iPod, iPhone, iPad>**

*4th Thursday, 9 a.m.*

Zane Clark (702-562-3684)

This SIG will be your forum for learning about and discussing the Apple iPhone, iPod and iPad tablet devices. It's for Apple hand-held device owners of all experience levels.

### **Hardware / Software Repair Lab <W >**

*Every Tuesday, 1:00 p.m. to 4:00 p.m.*

Chuck Wolff (702-233-6634) and

Chuck Hagen (702-418-2614)

The Repair Lab provides **CLUB MEMBERS ONLY** with no cost assistance for those having upgrades and / or hardware and software problems with their computers. Bring in only your PC tower and your problems. Our TECH team will give you our best effort. *Be sure to mark your cables so you can re-connect when you get home.*

### **Macintosh Users' Group <M/H>**

*2nd and 4th Tuesday, 6:30 p.m.*

Ed Barkin (702-243-6597) and

Rose Mary D'Aloisio (702-255-2813)

This SIG is for Macintosh users of all experience levels. We will have Q&A, so bring your questions and/or problems.

**Photoshop <W>**

*2nd and 4th Wednesdays, 6:00 p.m.*

Un-moderated discussion group

This SIG covers many of the basic elements found in both Adobe Photoshop and Adobe Photoshop Elements, two excellent tools to get professional-quality results. If you wish to enhance your photographs, this SIG will be most helpful and of great value. This SIG's target audience is intermediate to advanced digital imaging users, but all members are welcome.

**Photoshop Elements<W>**

*4th Mondays, 1:00 p.m.*

Mary Miles

This SIG covers many of the basic and advanced elements found in Adobe Photoshop Elements, especially layers. If you wish to make the most of your photographs, this SIG will be very helpful. This SIG's target audience is intermediate digital imaging users, but all members are welcome.

**Picasa <W>**

*3<sup>rd</sup> Mondays, 1:00 p.m.*

Stu Gershon (702-255-3309)

Stu conducts this SIG as a monthly workshop, using Picasa 3 as the tool for organizing and editing digital photos. This SIG's target audience is beginner to intermediate digital photography users, but all members are welcome.

**Windows 10<W>**

*First and Third Saturdays at 10:30 am*

Bill Wilkinson (702-233-4977)

Each session will be devoted to assisting new Windows 10 owners in becoming familiar and comfortable with Microsoft's newest operating system for desktop and laptop computers. Assistance will be given individually or in small groups as circumstances warrant. Bill's notes are available by clicking [HERE](#).

## **Kaffee Klatches**

Kaffee Klatches provide a forum for general discussion on all computer-related subjects. Admission to all Kaffee Klatches is on a first-come, first-seated basis and is subject to the maximum allowed by fire code regulations. All of the following meetings are held in the Classroom. **<W> or <M> or <H> indicate whether a SIG would be of interest to a Windows, Macintosh or Hand-held Device (i-thing or Android) user.**

### **Beginners Kaffee Klatch <W/M>**

*First and Third Saturdays, 9:00 a.m.*

Bill Wilkinson (702-233-4977)

If you are a novice or near-beginner computer user, or if you just want some refresher information together with a refreshing cup of coffee, then jump-start or recharge your computing knowledge by attending the BKK sessions. At each session, attendees will explore from one to four topics of particular interest to beginners and near-beginners. The topics are always announced a couple of days in advance via e-mail to SCSCC members who have subscribed to the club's message board. Each topic is presented in a step-by-step manner and is supported by "how to" notes that can be easily and conveniently downloaded from the BKK web page. Following each "up front" presentation of one or more topics (approximately 60 minutes in duration), an informal open-ended Question and Answer period takes place for those who wish to participate, listen, reflect, or inquire.

### **Kaffee Klatch <W/M/H>**

*Every Tuesday, 8:30 a.m.*

Sandy Mintz (702-838-2525)

This KK is for all users from beginning to advanced. The KK discussions are not restricted to any one subject, computer platform or computer-knowledge level but should be computer or technology related. We will try to answer your questions, help you keep your systems updated and provide some useful "tips and tricks." If you have a tip or information you would like to share, we encourage you to bring it in and share since the SCSCC is built on "neighbor helping neighbor." The fellowship is great, the coffee is good, and the education received from the KK attendees is priceless. Stop by on Tuesday morning and have a cup of coffee with us.



## January 2016 Classes

**Because there are a limited number of computer stations available for hands-on participation, pre-registration is necessary for all classes. See individual class descriptions for details on how to register.**



### **BOOT CAMP CLASS for Windows Vista, Win7, Win8.1 and Win10 Users**

***No classes in January***  
**Each Session Meets from 9 am - noon.**  
**Lead instructor: Bill Wilkinson**

**Place Your Name on the Registration List  
for the Next Three-Session Class**  
***(Dates to be Determined as Interest Dictates)***

#### **Course Description:**

Boot Camp is an introductory course designed for residents who are novice users of the Microsoft Windows operating system. **It also serves as an excellent review for intermediate users who want to fill some gaps in their computer knowledge.**

This hands-on class has a **limited enrollment of 12** with each participant working at an individual computer station in the Computer Lab. A team of lead instructor and four coaches will provide step-by-step instruction that will include demonstrations, guided practice and individual coaching assistance.

#### **These strategies will be covered:**

- Secrets for using the mouse and the keyboard effectively
- Basic vocabulary needed for an understanding of Windows (Vista, Win 7, and Win 8.1)
- Managing and organizing your personal data files (documents, pictures, videos, and music)
- Protecting your computer from viruses and other malware
- Safely downloading and installing applications from the Internet
- Efficient and safe use of an Internet browser and search engine.

**Course Fee: \$10 for current club members; \$20 for non-members**

**Materials include: a step-by-step user's manual and a flash drive**

#### **Registration Details:**

To reserve one of the remaining slots in this final Boot Camp class of 2015, telephone Bill Wilkinson at **702-233-4977**.



# WINDOWS 10: the Basics and Beyond

## A NINE-HOUR HANDS-ON CLASS

**Class dates: January 4, 5 & 7 and January 18, 19 & 21**

**Each Session Meets from 9 am - noon.**

**Lead Instructor: Bill Wilkinson**

### **Place Your Name on the Pre-Registration List for the Next Three-Session Class**

This 9-hour hands-on class, delivered by a team of an instructor and five coaches, will provide participants with a printed manual with over 100 step-by-step strategies and procedures geared specifically to Windows 10.

In addition, we will provide some tips on how to effortlessly make your Windows 10 machine look and feel like your favorite earlier edition of Windows (either XP, Vista, or Win7). Now that's comfort ... having the familiarity of your old computer combined with the speed and power of the Windows 10 system!

Prerequisites: Club Membership for 2015 (\$10); Class Fee for Instructional Manual (\$10); comfortable with using a Mouse.

If you are interested in placing your name on a high-priority reservation list for the next available class, simply send an email message to: [WILKINLV5@COX.NET](mailto:WILKINLV5@COX.NET) and include the following information:

- Include “**Windows 10 Class**” in the Subject Title
- Your first and last name
- Your 8-digit Sun City Summerlin Association number
- Your telephone number
- Your email address

Your reservation will be acknowledged by return email.

Please note: All hands-on classes are limited to 12 participants. This class fills very quickly.



## Write Your Family Story on Family Tree Maker 14

**Tuesday, January 12, 2016, 9 AM to 11 AM**

**Presenter: Karen Ristic**

**Location: SCSCC Lab**

### *Computer Genealogy Lab Class*

This series will run once a month for nine months on the second Tuesday of the month. This new lab class will help you learn to use on the computer the Genealogy software program, Family Tree Maker (FTM) version 2014. The lab contains 12 Windows 10 computers and two iMac computers set up with FTM. You may also bring your own laptop computer with Family Tree Maker installed on it. *You must be a current member of the Sun City Computer Club to participate. A basic familiarity with your computer is also recommended.*

### *Purpose*

The use of FTM will help you discover and preserve your family's heritage. It's quick and easy to use for those just starting to research their family history, but it's also robust enough for the most serious genealogist. You can use FTM to store, display, and print any kind of family information you want—from names, birth dates, marriages, and deaths to priceless family stories, pictures, and audio/video files. The ultimate goal for all participants is to eventually gather together their genealogical information, put it in the computer, print it, and share it.

### *The Computer Lab*

There will be Windows computers to use so the limit will be 12 people. At the last Genealogy SIG Class in June, people in that class had the opportunity to sign up for this lab class. If you are interested in this class, please sign up in advance for each month's class by sending Karen ([nerak2000@earthlink.net](mailto:nerak2000@earthlink.net)) an email. Computers will be allocated on a first-sign-up basis each month.

Please bring: 1) a flash drive (there will be some for sale at this meeting) and 2) a paper copy of less than 50 of your ancestors / family members on paper with their birth, death, and marriage dates and places to enter into the computer. You will be able to save this information on your flash drive at the end of class — and you will be able to enter more people both at home and in the class.

***Please RSVP if you plan to attend to Karen Ristic: [nerak2000@earthlink.net](mailto:nerak2000@earthlink.net).***

***You will receive a response ASAP.***

## January 2016 Seminars

**For Computer Club seminars, there is no requirement for advanced registration unless explicitly stated. Seating is first-come, first-seated.**



### **How to Take Better Photos with your Smart Phone**

**Presenter: Stu Gershon**  
**Monday, January 4 at 1:00 pm**  
**Location: SCSCC Classroom**

Stu will present some handy tips on how to get the best possible photos when using your smart phone. See Stu's January column for more information.



**Ask Chuck Q & A?**  
**Thursday, January 7<sup>th</sup> at 1 PM**  
**Presenter: Chuck Strickland**  
**Location: Classroom**

Chuck will hold forth in the classroom, answering your technical questions. If you wish, you can e-mail your questions ahead of the session to: [chuckstr89134@gmail.com](mailto:chuckstr89134@gmail.com).



### **Laptop Workshop**

**Presenter: Stu Gershon**  
**Monday, January 11 at 1:00 pm**  
**Location: SCSCC Classroom**

Stu will cover how to use the Windows File Explorer to manage your files and folders.



## **Internet 101**

**Thursday, January 21 at 1 PM**

**Presenter: Pat Lemay**

**Location: SCSCC Classroom**

The Internet is the physical network of computers all over the world and the World Wide Web is a virtual network of websites connected by hyperlinks. The foundation of the Internet began in 1969, when the U.S. Department of Defense created ARPAnet, a project to allow military personnel to communicate with each other in an emergency. The World Wide Web was created in 1989 by Tim Berners-Lee, a software engineer. Before then, computers could communicate over the Internet, but there were no webpages. Around 40% of the world population (over 3 billion users) has an internet connection today. In 1995 it was less than 1%. The first billion was reached in 2005; the second billion in 2010 and the third billion in 2014.

This seminar will cover the very basics of the Internet with explanations and videos of how it works.



## **Tax Software for Tax Year 2015**

**Wednesday, January 27<sup>th</sup> at 9 AM**

**Presenter: Tom Burt**

**Location: SCSCC Classroom**

Two of the most popular programs for preparing your personal income tax return are **H&R Block** and **Turbo Tax**. You can run these programs on your PC or Mac or you can work with the online versions. Purchase one of these software programs, install it on your PC (or go to the maker's website) and answer the step-by-step questions that are presented to you. When you've finished, either program will provide you with a finished tax return ready for filing. You can even choose to file your return electronically!

In this edition of our annual seminar we will discuss both programs briefly and then do a demonstration of the H&R Block program. We will create a tax return for a fictitious senior couple who have typical financial transactions such as: wage income or retirement benefits, interest and dividends, social security benefits, capital gains, itemized deductions, required minimum distributions, etc. You may be surprised how easy it is to prepare and file your own tax return. We'll also look at how to set up electronic payments on the IRS web-site. Along the way, we'll also touch on what's new and changed in the tax codes for 2015.

The 2015 seminar notes will be available about **January 18<sup>th</sup>** at:

<http://www.scs-cc.com/smnr>



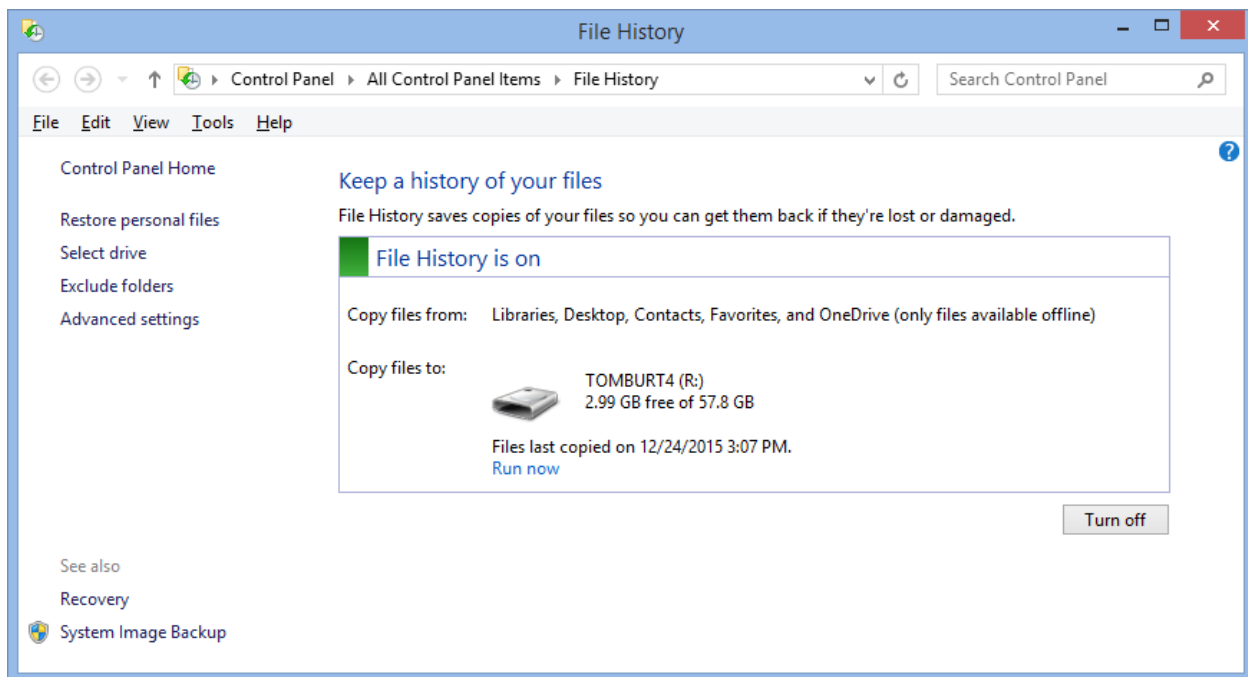
## Tom's Tech-Notes

### **Backing Up Using Windows File History** Tom Burt, SCSCC Vice-President

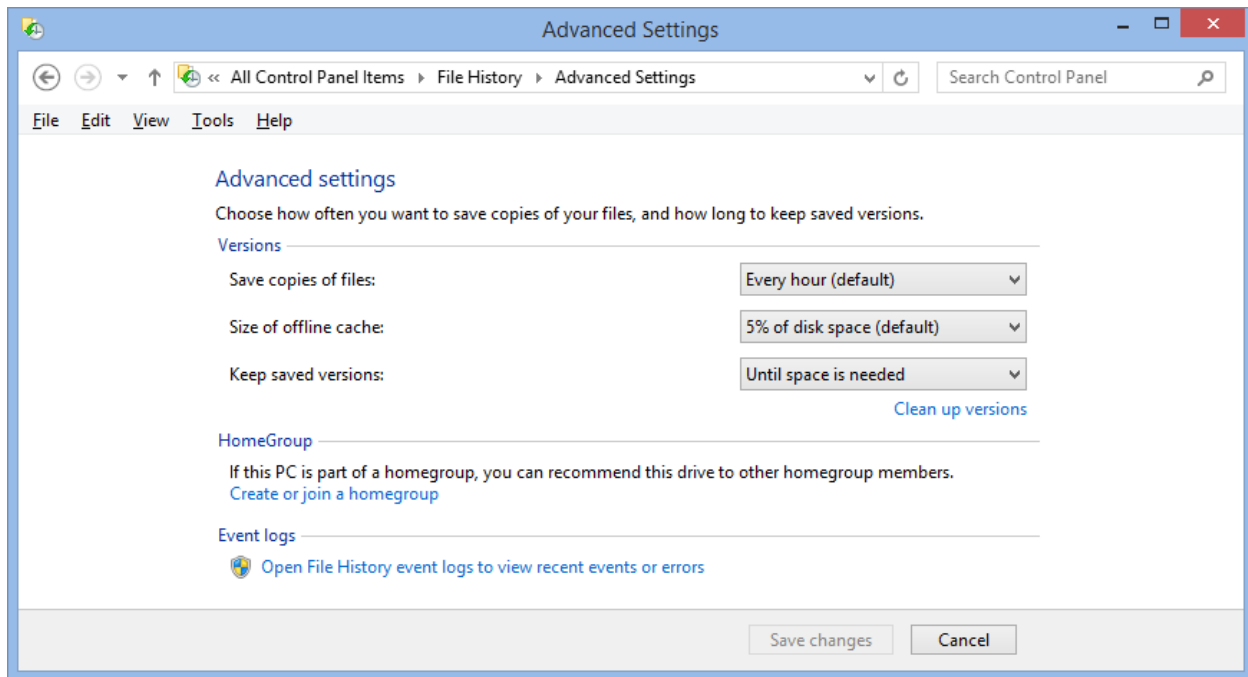
It can't be stressed enough that computer users need to back up their PC's data files regularly. Without backups, the inevitable failure of a PC's disk drive means that all that data becomes lost permanently. A backup regimen usually includes some kind of full clone or image process that makes a complete backup of everything on the hard drive. However, full backups are time-consuming and so are not convenient to perform every day or even every week. Also, In a full backup, probably 95% of the data being backed up has not changed since the last backup.

To complement the full backup process, it would be nice to have a facility that automatically backs up just those files that have changed within a designated set of folders. Enter Windows File History. File History appeared in Windows 8 and has been improved in Windows 10. Its ancestry goes back to Windows XP's little known or used Volume Shadow Copy feature. File History makes regular backup copies of files in a designated set of folders to a designated backup drive. Commonly, the backup drive is an external hard drive, a USB flash drive or a folder on another PC on your network. Generally, you will want to leave this backup drive plugged in continually.

File History has to be turned on and a backup location has to be designated. To get started, go to the File History Settings via the Control Panel. The screen below is from Windows 8.1, but the screen from Windows 10 is similar. Plug in the desired external hard drive or flash drive, or create a Mapped drive to a network share on another PC. In my case, I am using a 64GB USB 3 flash drive as the backup drive.



Click the “Turn On” button and specify the drive letter of your backup drive. Then click the “Advanced Settings” button and review the detailed settings for how often the backup runs, the size of the offline cache (space on the regular PC hard drive used to save copies if the backup drive is not plugged in) and conditions on how long to keep backup versions of files.



File History takes care of backing up files in my “profile folder” that change frequently, such as saved e-mails, Internet favorites, contents of “My Documents” and other libraries. In Windows 8.1, you can add other folders as libraries and they will then get backed up. In Windows 10, File History was improved to allow you to specify an open-ended list of folders to include in the backup.

Each time a file in one of my “profile folders” changes, File History will create a new backup version of that file, also keeping previous backup versions. I set File History to keep saved versions until the backup drive gets full. File History will then automatically delete the oldest versions to make room for new backups.

The File History backup drive is visible in the File Explorer, just like any other drive. Lets say you’ve accidentally deleted a file within one of the folders File History is backing up and then you also emptied the recycle bin. You can start File History and then click “Restore personal files” (see the first screen shot above) to find that file on the File History drive and copy it back to the original location. You might want to restore an *earlier* version of a file if the live version of the file gets damaged in some way (maybe you accidentally deleted a large paragraph in a Word document and saved it before you noticed).

This has been just a quick overview of File History. So far, I’ve been very happy with File History as an ongoing complement to my full system image backups. Once it’s set up, it just quietly works in the background and I can be confident that ALL my data files are backed up to within the last hour.





## **Kretchmar's Korner**

**By David Kretchmar, Computer Hardware Technician**

### **A New Computer – Now What?**

Your old PC has finally been retired, and you've replaced it with a brand new system. What steps need to be taken to optimize your new system? This is not intended to be a comprehensive guide to the setup of your new system, but an outline of some key steps in that process. The biggest chore for some will be learning to be comfortable with Windows 10.



I've been volunteering at the Tuesday afternoon hardware SIG over 6 years now, and helped a number of club members set up their new Windows 7 systems in 2009 and 2010. Many of these machines have reached their intended useful system life, usually 5 to 6 years, and are being replaced by their owners with new systems. Yes, Windows 7 systems are eligible for a free upgrade to Windows 10, but the upgrade has proved problematic on some of the older Windows 7 systems. Installing new software on hardware that is wearing out rarely leads to positive results.

This article will just touch on a couple of suggestions for helping make your new computer all that it can be. Many club members might lack the inclination or technical ability to complete the suggested steps, but don't worry, you have many resources available from your Sun City Summerlin Computer Club.

### **You might have to Upgrade Your New System to Windows 10**

Even though Windows 10 has been out for several months, some new systems are still arriving with Windows 8 installed. These users will have to go to Microsoft to download the installation: <https://www.microsoft.com/en-us/software-download/windows10>. Note that on that Microsoft page you also have the option to create installation media, which I highly recommend. The installation disk or USB drive you create can be used as a powerful rescue or repair tool.

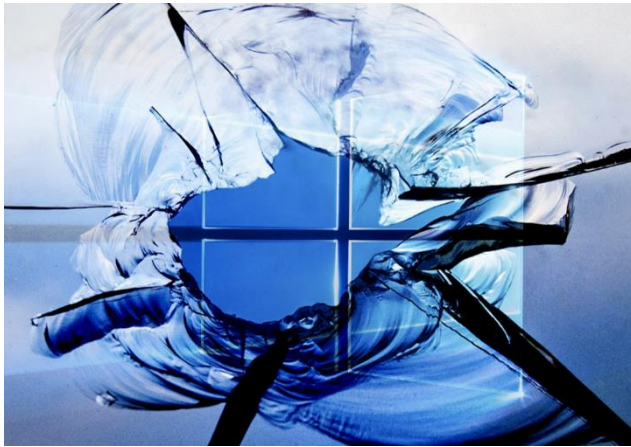


## Out of the box – setting up your new system

The Windows 10 setup process involves some issues not seen in the past. As with Windows 8, you will be asked to furnish or create a Microsoft account. You need a Microsoft account to download apps (many are free) from the Microsoft Store, and to use some Windows 10 features such as OneDrive, a cloud-based file backup system. You can skip the Microsoft account part of the setup at the beginning and do it later, but a Microsoft account is probably something you will want to have.

## Privacy

When you first set up Windows 10, Microsoft is going to want to rush you through the process with “Express Settings”. This is OK if you want the process to be as fast and simple as possible, but many experts recommend taking a little time and stepping through the customized setup instead.



This setup process has been in place since Windows 8, and it’s been my experience that most of the time users are going to just choose the easy way. But there are some privacy items you want to pay attention to.

When you see the setup screen that says “Get going fast,” you should consider clicking on “Customize settings” instead of “Use Express settings”.

Many of the setup items deal with Personalization and Location. I turn off everything except I do let apps request my location. This is obviously a privacy issue, and many will not want their location revealed. I have found that if your computer knows your location it can be more helpful finding information. For instance I can just type a street address in a search, and my system assumes that street is probably here in Sun City.

A web browser or other desktop program may still be able to know you are in Las Vegas and probably Summerlin using your IP address.

## Clean it up

Unless your system has been custom built, it is sure to contain items that are worthless, or worse. Manufacturers such as Dell and HP are paid to include trial software the vendors hope you will buy after the trial period. These applications can slow your computer, just take up space, or bug you with pop-ups suggesting you buy licenses for the products.

Often some Symantec product, such as Norton 360, is just begging to be installed. Don’t do it – even if it is free for a period. There are free security suites available that do as well or better protecting your computer. McAfee Security Suite is available at no charge if you are a Cox broadband subscriber.

## **Why Not Use Windows Defender?**

I suggest just using Windows 10 built in Windows Defender, created and updated by Microsoft, which is available free and provides very effective security for all Windows operating systems. I like to run one additional security program, Malwarebytes, along with Windows Defender. I like the extra protection since I am often venturing into “unknown” areas of the Internet looking for solutions to hardware and software issues.

## **Productivity Software**

Usually a trial version of Microsoft Office 365 is included; free for 30 days then \$69/year or so if you want to keep it. Microsoft Office is the preferred productivity suite for most businesses and individuals, but the programs most users need is available for much less or free. I recently bought Office 2013 Home & Student for less than \$100. If you don't use much productivity software OpenOffice is available as Shareware (contribution requested but not required).

Apache Open Office, created in UNIX, is available online ([openoffice.org](http://openoffice.org)) at no charge. Open Office is not nearly as slick as the Microsoft products, but should provide essentially the same functionality for most users.

A site named [www.Ninite.com](http://www.Ninite.com) is useful for finding and downloading many useful programs such as Open Office. Ninite has a good reputation for vetting the apps they offer.

## **Back It Up**

It's been years since computer manufacturers provided system restore software on optical media to computer buyers. I'm sure this saves them a buck or two, but users can live without it. Windows 10 has reinstated Windows 7 system backup & restore functions. This ability is in addition to the Restore Point function that has been present since Windows XP. The restore points are turned off by default in Windows 10, but can be turned on easily. If you need help the process was described in a previous “Kretchmar's Korner”

This is a good time to initiate Windows 10 Recovery to create and schedule a weekly system image. File History is a feature you should also turn on to backup user data, ideally to an extra internal or an external hard drive.



## **Stu's Media Column**

**By Stu Gershon**

### **How to take better photos with your Smartphone**

1. Hold camera HORIZONTALLY (Landscape). If you take a photo horizontally, you get a wider field of view. This "fills the screen". When you see cell phone photos on TV, they have large blank bars on the side because a phone photo has a different aspect ratio than your TV (or computer screen). If you take a landscape photo, you can always zoom in or crop to make the picture vertical and closer. You cannot do that if you've taken the photo vertically.
2. Hold the camera firmly which will keep the photo steady. Most pictures are blurry because people naturally seem to push downward when they press the shutter button, and this movement causes blur. Also, just lightly tap the shutter button - the less the movement the steadier the shot and the clearer the final photo.
3. Light - the natural light (outdoors) should always be behind or to the side of the photographer. This will eliminate "backlight" which often causes your subject to be in silhouette or look like little black stick figures.
4. Rule of thirds - if you imagine a tic-tac-toe board (with nine boxes), try to keep your subject at one of the corners of the center box, NOT IN THE CENTER BOX. This gives the picture some "movement" with either more foreground (what's in front), or more background (what's behind).

These tips and more will be discussed at my class on Mon. Jan 4 at 1pm.

*Stu Gershon*

## January Lab Monitor Schedule

As of 12-23-2015

<i>Closed Day After New Year's Day</i>	Saturday January 2, 2016
Millie Taylor Carol Przybycien	Monday January 4, 2016
Susie Scott Linda McMullin	Wednesday January 6, 2016
Fred Cohen Jim Enlow	Saturday January 9, 2016
Donna Bailey Blanche York	Monday January 11, 2016
Tom Brennan Jan Edwards	Wednesday January 13, 2016
Mary Hedin John Zuzich	Saturday January 16, 2016
Nilda Fernandez Marilyn Gramms	Monday January 18, 2016
Opal Smith Susie Scott	Wednesday January 20, 2016
Kathy Kirby John Zuzich	Saturday January 23, 2016
Lowana Mannelin Sharon Cline	Monday January 25, 2016
Tammy Collins Joyce Davidson	Wednesday January 27, 2016
Mary Hedin Ann Warhaftig	Saturday January 30, 2016