The Gigabyte Gazette

The Monthly Newsletter

of the

**Sun City Summerlin
Computer Club**

November
2016

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President's Message

by Howard Verne

Dear Computer Club and friends

General Meeting: Our general membership meeting this month will be held on Thursday, Nov. 3, at 7:00 PM in Desert Vista. We will have a short business meeting at which the Nominating Committee will present the candidates for SCSCC's 2017 Board of Directors. Nominations from the floor will be accepted at this time. We welcome hearing from any of you who would like to join our computer club management team. The pay may be small but the benefits and friendships are many. Our guest speaker will be Larry Rodgers from the Las Vegas Department of Public Works. He will speak about their current work (such as traffic signal controls) as well as projects in progress (such as autonomous cars). Join us for this informative presentation, refreshments and fellowship.

Volunteer Thank You Dinner: This month we will again have our annual dinner to thank our many volunteers. These are the women and men who give of their time and expertise and make it possible for the Computer Club to live up to its purpose of members helping members. We have lots of opportunities for volunteers with and without computer skills. Please call me if you wish to join this dedicated group of members.

Renewal Season: We're now accepting 2017 dues, still at the bargain rate of $10 per person. Our Treasurer will be ready and waiting at the November general meeting to receive your payments. Checks are much preferred, payable to "SCSCC".

Windows 10 hands-on Classes Resume: The lab is now fully refurbished with student laptops and Bill Wilkinson will be resuming Windows 10 hands-on training beginning Monday, November 14th. Bill has a large backlog and his classes require advance registration. See the Classes article in this month's issue.

Finally, we wish all our members and their families a Happy Thanksgiving.

Howard Verne, President
(702) 527-4056 pres.scscc@gmail.com

Issue Contributors

Tom Burt	
Kathy Kirby	David Kretchmar
Pat Lemay	Howard Verne

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. Thank you to everyone for your contributions.

SCSCC Board of Directors Actions

The Computer Club Board of Directors took the following actions on October 12, 2016

Chuck Wolff made a motion that the minutes of the September 14, 2016 Board meeting be approved as submitted. The motion was seconded by Irene Burt and unanimously approved by the Board.

George Lobue made a motion that the meeting adjourn at 9:50 AM. The motion was seconded by Kathy Kirby and unanimously approved by the Board.

General Membership Meetings

The November general and business meeting will be held on **Thursday, November 3rd, 7PM at Desert Vista**.

> **Business: 2017 officer and Director Nominations.**
> **Program: Larry Rogers of the Las Vegas Dept. of Public Works, discussing computerized traffic light control and autonomous cars.**

Come join us for an informative presentation, refreshments and fellowship. For Club information go to **www.scscc.club**, contact Howard Verne, President at 702-527-4056 or email him at **pres.scscc@gmail.com**.

NOTICE: 2017 Officer and Board of Directors nominations will be presented at the November 3rd Business Meeting with elections at the December 1st Business Meeting.

Welcome New Members

The following new members joined the Computer Club between September 27th and October 26th.

Lynn Hatcher   **Perry Oehlbaum**

November 2016 Calendars

To view this month's classroom and lab calendars, click the following hyperlink:

http://www.scscc.club/Calendars/scscc_calendar_2016-11nov.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. Sep., 2016 to May 2017
Karen Ristic (702-749-6489)

Genealogy is one of America's most popular and rewarding hobbies. With billions of records now available online, researching your family tree has never been easier–if you know where to look and which key words you'll need to use to create an accurate family tree from start to finish. Check out Karen's new series of workshops in the lab on the *second Tuesday of the month*.

GMail <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.

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*.

Internet Investing <W/M>
3rd Thursday, 9:00 a.m. in even months
Next meeting: August 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.

iPad <iPod, iPhone, iPad>
4th Wednesday, 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.

Macintosh Users' Group
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> *Dark indefinitely*
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.

Beginner's Photography <W>
3rd Mondays, 1:00 p.m.
Stu Gershon (702-255-3309)
Picasa is still a viable, reliable photo editor for beginners, but this year we will also take a look at Google Photos and other FREE editing programs. REMEMBER: AS ALWAYS, You're invited to bring your equipment (Laptops or Cameras) so that you can have that "hands on" experience!

This SIG's target audience is beginner to intermediate digital photography 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.

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.**

Windows 10 Kaffee Klatch <W>
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 these Win 10 KK 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 SCSCCBKK.org 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.

November 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 November
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: November 14, 15 & 17
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 2016 ($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** 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.

The Genealogy Computer Lab Workshop

Tuesday, November 8 at 9:00 a.m. *Dark*
Presenter: Karen Ristic
Location: SCSCC Lab

 In this workshop, using the lab student computers, we will explore some of the many genealogy web sites, such as *FamilySearch.org, One-step Webpages, Ellis Island,* and more.

November 2016 Seminars

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

KeePass Password Manager

Wednesday, November 2 at 1 PM
Presenter: Jeff Wilkinson
Location: SCSCC Classroom

KeePass is a free, open source, password manager. Almost daily we hear of companies whose data has been compromised and they recommend passwords be updated. Sticky notes, scraps of paper, or same password on all sites is a less than desirable solution. KeePass will keep track of all your passwords and more in an encrypted database accessible with a single password. This seminar will acquaint you with the basic features of KeePass – setup, username and password entry, password generation, useful notes and more.

Creating Panoramas

Monday, November 7 at 1 PM
Presenter: Stu Gershon
Location: SCSCC Classroom

Stu will discuss and demonstrate how to combine and blend a set of photos to make a single, seamless ultra-wide image of a scene that was too wide to fit in a single image.

EXCEL – Managing Your Data
Saturday, November 12 from 10 am to 12 noon
Presenter: Gail Weiss
Location: SCSCC Classroom

I come to Sun City as a recent resident with over twenty years of computer training experience in conducting classes from basic to advanced features in all MS Office applications (Outlook, Word, Excel, PowerPoint and Access).

I will be conducting my second class for the Computer Club in **Using Excel to Manage Your Data**. Excel isn't just for number crunching. Whether you want to keep track of a list people (i.e. friends and family) or keep track of all your worldly possessions (i.e. record or book collection), you can use Excel to look at your data in many different ways. You can filter it so you see only data that matches specific criteria (i.e. only friends that live in California or only records by a certain performer), and you can reorganize your data in any way you want as you keep adding to it. Even if you are a new Excel user or just need a refresher, I will start with the basics and show you that by designing your Excel workbook correctly, you can keep track of all your stuff.
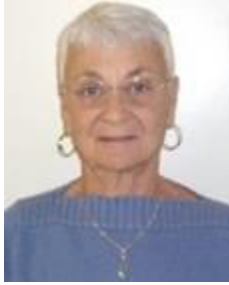
This Excel class will be held in the classroom, so please bring your own laptops or mobile devices if you want to follow along.

So whether you are looking for a new job that requires knowledge of MS Office applications or just want to know more about using these applications for personal use, please email me your ideas for future classes.

Laptop Workshop

Monday, November 14 at 1PM
Presenter: Stu Gershon
Location: SCSCC Classroom

Stu will cover how to use the Windows File Explorer to manage your files and folders. This is a "Hands On", so feel welcome to bring your laptop.

Internet 101

Thursday, November 17th at 1 pm
Presenter: Pat Lemay
Location: SCSCC Classroom

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

High Definition TV – What's New for 2016

Wednesday, November 30th at 9 AM
Presenter: Tom Burt
Location: SCSCC Classroom

High Definition TV has become widely adopted as the home video entertainment medium. Many homes are on their second or third set. Prices continue to drop while the technology is getting ever better. More and more, your HDTV is turning into a full-fledged computer and Internet appliance. This 2 hour seminar will present a moderately detailed look at current and upcoming HDTV technology, including 3D, HDR and Ultra HD (4K), and will highlight the issues to consider when buying a HDTV set and supporting components. We'll also talk about sources for getting HD content, including over-the-air and Internet streaming. And we'll keep some time for your questions and answers.

Target Audience: Anyone with a desire to understand HDTV.

You can find the latest seminar handout about November 25th at:
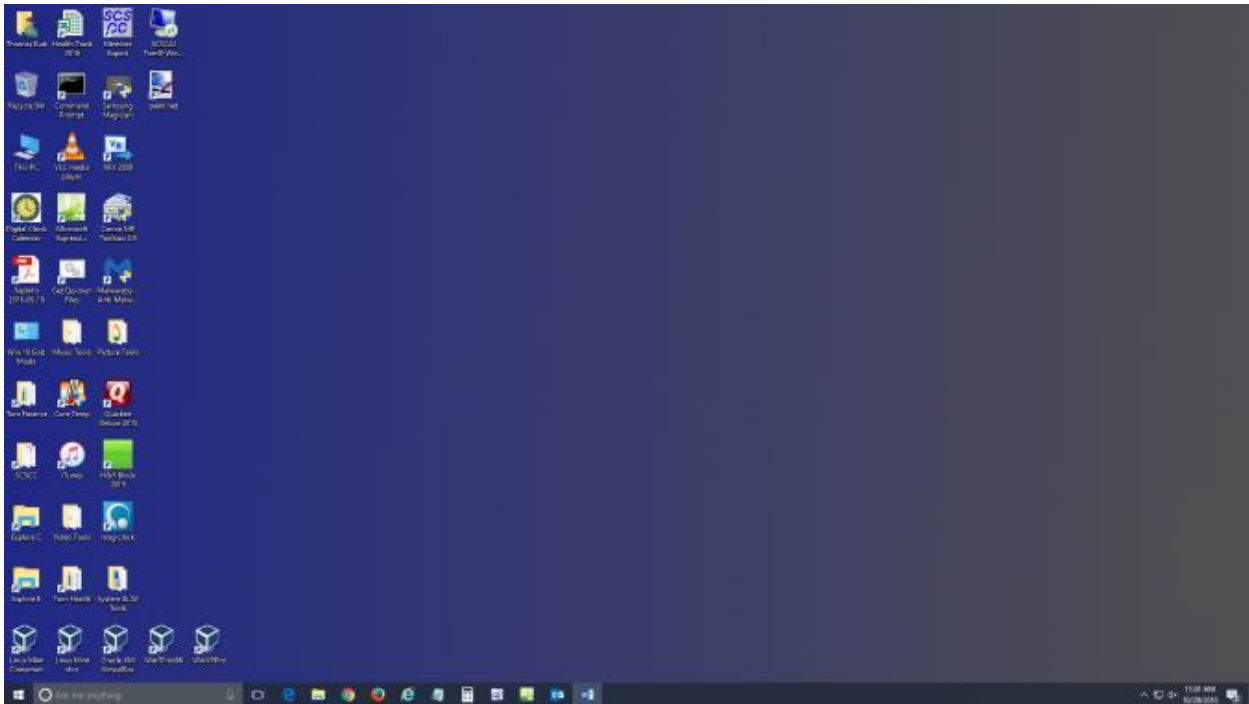**http://www.scs-cc.com/smnr/HDTV_BasicsandBeyond.pdf**

Tom's Tech-Notes

Windows 10 – Tuning Up Your Start Menu

Tom Burt, SCSCC Vice-President

Windows 10, originally released in July, 2015, recently saw its second major update (V1607-Anniversary) in July, 2016. By now, most Windows 10 users have received that update. Originally, I had mixed feelings about the new hybrid "list and tiles" Start menu. However, I've gradually come to like it as a way to declutter my desktop and actually make it easier to find things. Here's a screen of my desktop today:

The exact details don't matter. As you can see, I still have a lot of icons on the desktop that I use to launch applications. Over a year of using Windows 10, I've steadily reduced the original number of icons by half to what you see in the screen shot. However, even now, when I'm working intensely and need to start an application while I have others running, it gets irritating. I have to minimize those other apps to uncover the desktop icons so I can double-click the one I need to launch the new app. Also, to launch from a desktop icon I need to double-click it – something my stiff fingers no longer do well.

The Windows 10 V1607 Start Menu is the best incarnation yet and helps me with some of the above issues. You can open the start menu by clicking the flag icon at the bottom left of the screen or by pressing the Windows key. Following is a screen shot of my current Start menu:

I have stretched the Start menu out to allow four 3-column groups and have almost all my tiles sized to the medium, square size. In this layout, I don't need to scroll to find a particular tile. The tiles are grouped and labeled along functional lines, such as "Tom's Key Apps", Image Tools, "Movie and Video Tools", "Web Browsers and Tools" and others. The app tiles I use most are at the top left.

To launch an app, I just press the Windows key to pop open the Start menu and then click the tile of the app. The app starts up and the Start menu closes back up. I no longer need to uncover desktop icons and double click. Tiles are especially nice on hand-held touch screen devices .

Down the left side of the Start menu is the standard complete list of all installed programs. You can right-click on any program in the list and choose "Pin to Start" to add a tile for that program to the array of tiles. You can then drag the tile to wherever you want it in either an existing group or a new group. You can right click the tile to adjust its size to small, medium, wide or large. The wide and large sizes are useful for "modern" apps that animate their tiles with "live" content. News and Weather apps are examples. The medium tiles display the app's name and an icon.

You can adjust the width of the Start menu by opening it, positioning the mouse cursor over the right edge until the cursor turns to a double arrow, and then dragging to the right (to widen) or to the left (to narrow). Tile groups will automatically move to fit the new shape of the Start menu window. You can adjust the height of the Start menu by opening it, positioning the mouse cursor over the top edge until the cursor turns to a double arrow, and then dragging up or down.

You can rename tile groups by clicking the space just above the group and then typing a name. You can move entire groups around by clicking and dragging the group's title space.

To remove a tile from the Start menu, right click it and select "Unpin from Start". That program will still be listed in the Start menu's left-side list of all installed programs. I got rid of quite a few of the default tiles for apps I never use.

To add a tile/icon to the Windows Taskbar, right click either the tile or the program name in the program list. In the pop-up menu, hover the mouse over the "More" option to get a second pop-up and choose "Pin to Taskbar". After the icon appears on the Taskbar, you can drag it left or right to where you want it to be permanently.

So that's a quick summary of things you can do to make the Windows 10 Start menu work better for you!
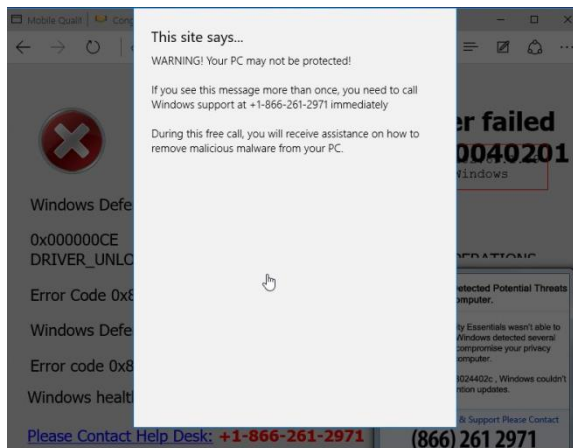
Kretchmar's Korner

By David Kretchmar, Computer Hardware Technician

Browser Pop-up Scams

Windows 10 has proven itself to be the most secure Windows operating system ever, so hackers seem to be turning to another vulnerability. Browsers (Internet Explorer, Edge, Firefox, and Google Chrome) are becoming a prime target of scammers.

If you are at all adventuresome exploring the Internet, you probably have had a browsing session interrupted by a pop-up visual often accompanied by an obnoxious audio warning to the effect that your computer has been infected and you must call a toll-free 800 (or 8XX) number to prevent something terrible from happening to your hard drive or data.

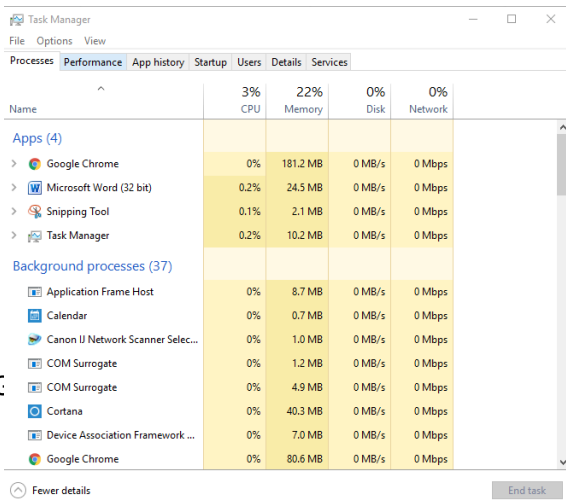This warning is bogus; often this "threat" can be usually be deleted by simply closing your browser.

To protect yourself from serious malware infection, you must be careful about how you close a pop-up window. Specifically, you should never click anywhere in a pop-up window. Even buttons labeled "Cancel" or "Close" or a red-X button in the upper-right corner are dangerous to click; doing so could trigger an infection.

Safely close a pop-up window

To safely close a pop-up window, locate the button in your Taskbar that represents your browser. Also look for other highlighted icons on the Taskbar; the button and the pop-up will usually have a similar name. Right click on the button and select Close.

If that doesn't work, you need to use the Windows Task Manager to close the pop-up. Simultaneously

press the CTRL, ALT, and DEL keys, and, from the resulting window, select "Task Manager". In the Task Manager, under the Processes tab, highlight your browser application and click the End Task button. It is probably a good idea to close all applications except the Task Manager, unless you are comfortable identifying non-problem items.

Occasionally you will have to power down your system to remove the problem, either by holding in the start button on your computer for 10 or so seconds or unplugging your tower. If the problem occurs on a laptop computer naturally the battery must also be removed to completely power down the computer.

What has happened to my system?

Usually the pop-up described above does no lasting damage to your computer. It is "only" a URL (Internet site) function with some unique properties. The purpose of the URL function, which you experience as a pop-up, is to frighten the user into calling the toll-free number. A con-man (it seems to usually be a male) probably on the other side of the world will attempt to extract as much money and data from you as possible to remove the threat.

Usually the scammer will attempt to get the caller to initiate a remote connection to the victimized computer. The remote connection can then be used to make it appear that the scammer is examining your system and often additional software, such as a Citrix program, which is a legitimate application, is loaded into your system to increase the scammer's control of your computer.

Never call any phone number that appears

The scammer might trick you into granting them remote control of your computer. This might, enable them to install a "backdoor", granting scammers the unfettered ability, now and in the future, to harvest any or all the information contained on your system, to be used for any purpose. Never allow anyone you don't know to remotely log in to and use a computer that you own and control.

Inevitably the scammer discovers some terrible problem with your computer. You are informed that you will be required to pay a substantial fee to have the problem removed and/or prevent future problems.

Dozens, probably hundreds of Sun City residents have fallen victim to this scam, and new attempts are made every day.

November Lab Monitor Schedule

Open Lab sessions are held twice per week: 9 am to noon on Wednesdays and Saturdays.

Jeff Southwell **Susie Scott**	**WEDNESDAY** **November 2, 2016**
Marcy Ishum **Susie Scott**	**SATURDAY** **November 5, 2016**
Tom Brennan **Jan Edwards**	**WEDNESDAY** **November 9, 2016**
Jim Enlow **Fred Cohen**	**SATURDAY** **November 12, 2016**
Opal Smith **Carol Przybycien**	**WEDNESDAY** **November 16, 2016**
Mary Hedin **John Zuzich**	**SATURDAY** **November 19, 2016**
Joyce Davidson **Tammy Collins**	**WEDNESDAY** **November 23, 2016**
CLOSED	**SATURDAY** **November 26, 2016**
Malcolm Singer **Linda McMullin**	**WEDNESDAY** **November 30, 2016**