

# DATA LINE



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**Wednesday, January 12, 2011**

**6:00 pm – CES 2011 recap....**

**7:00 pm - Windows & Excel Tips & Tricks**

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The Godfather's biggest contribution to society  
was inspiring the development of encryption

## Will Google Take Over the World?

Written by Sandy Berger, Compu-KISS

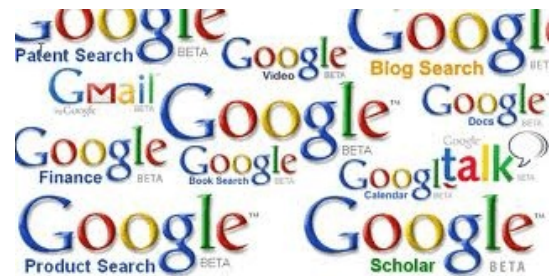
<http://www.compukiss.com> / [sandy\(at\)compukiss.com](mailto:sandy(at)compukiss.com)



My predictions for the year is that Google will get one giant step closer to taking over the world! Well, perhaps, that is a little too strong a statement, but none the less, the rate at which Google is spreading their products and the scope of their reach is almost incomprehensible. I believe that in the coming year Google will become entrenched in even more areas.

The first such area is the operating system area. Those of you who watch the mobile phone market know that the Google Android operating system is now the fastest growing OS in mobile phone history. Google has already introduced their Chrome web browser, which is garnering high usage and praise as one of the fastest and safest web browsers.

This year Google is poised to introduce their Chrome operating system, which is now in Beta testing. Google has just sent out tablet PCs with the Chrome OS to hundreds of testers. The idea behind the Chrome operating system is to create an OS that works almost completely online. Your tablet PC or small computer will be basically only used to access your online applications and information.



Google is targeting this system to businesses first. The infrastructure is already in place. Gmail is the email program. Google also has many other apps including Google Docs, an online Word substitute, Google Calendar, the iGoogle home page, and many, many more. There are even applications to track financial data, to perform asset management, to increase productivity, and to control sales and marketing. For businesses this will mean lower hardware and software costs as well as lower IT costs. Google will do this with added security and increased productivity. In a world where businesses are looking to save money, moving to the Google world will be very attractive. Once businesses are convinced to move to Google, it won't be long before home users recognize the same benefits.

Google has already reached into the area of health with Google Health, a free online system that lets you organize, track, and monitor, your health information. It lets you manage your health history online and track and monitor personal health and wellness goals.

Google owns YouTube, so it has already made its mark in the video world. Google is also laying fiber optic cable for Internet use through a project called Google Fiber. Google has said that it plans to build a trial fiber network that can move data up to 100 times faster than existing technologies. Trial projects will take place in over 1,000 American communities. If you travel by air this holiday season, you will be able to find free Wi-Fi courtesy of Google in many of the

country's airports. Google already has a program called Google Educators in place to help teachers.

These are just a few of Google's major endeavors. As I said, Google has an unbelievable reach, which is going to touch every aspect of our lives. While some might find the spread of Google something to be feared, right now they are creating breakthroughs in many different areas that are making all of our lives better. This will be interesting year to watch Google.

## Are we really wireless & paperless?

By Bob Dooley, President, BPCA (Broward Personal Computer Assoc.) FL  
bobflfl (at) juno.com

Are you as confused as I am? I mean, about the way the world is turning, sometimes? We read and heard about the “paperless” society and now everything is “wireless” – we are in a “wireless” society. That ‘s it! Paperless and wireless. Everything!



If that is so, then why is my place full of wires and jam-packed with filing cabinets bulging with folders stuffed with paper? Why does my mailbox fill up daily with paper stuff? Paper everywhere. Papers to file and paper to save and paper to burn. A weekly chore is to empty wastebaskets filled with . . . ? You guessed it . . . paper.

For my phone service I use a VOIP (Voice Over Internet Protocol) service – and have for years. It eliminated the use of the telephone line from Bell (or whatever name they go by today) but the wires still are in my walls from the poles to my place. And the wires in the walls to distribute by VOIP service to the other rooms is still in use. And, I guess, you can call the cable from Comcast a “wire” as it delivers the Internet used by my VOIP. And, I have two wireless phones, but they must be returned to their wired base-stations for regeneration – regularly. Then there is the wire to my modem and the wire to the router. Then there are wires to deliver power to everything in the place including the modem and the router. Why write this today? Well this month (November) I bought a new “wireless” printer (HP J4680, to be exact). It was to replace my old “all-in-one” (not really, since it had no fax function, but they still called it that and they still do) Epson printer and an even older Panasonic fax machine. It was to join my wireless keyboard and wireless mouse and my wireless Internet server. Starting at the beginning, the first part of installation is to plug in the power cord (translated “wire”) and then connect the USB cable (translated “wire”). Once the new device is recognized by the computer the USB cable can be disconnected leaving only one wire attached – the power cord.



It should be noted that the wireless keyboard and mouse, while not connected to the computer, nevertheless require a “wire” – the USB station to pick up their signals. Even with all this wireless stuff, behind my computer there is a tangled mess of wires. Most computers are the same way, such that a recent NY Times Crossword Puzzle had the word “tangle” as the answer to the clue “Cords behind a computer, often.” And, of course, why did I need a “printer?” Who could possibly need a printer in a “paperless” society? I mean, it really won’t print on anything else! Photo paper is still paper and envelopes are paper. It won’t handle any other kind of media such as cardboard, glass or metal. And, the printer machine companies rate their machines on the “PPM” – pages per minute – how fast can they spew out the documents.

Having written all of this, am I angry, sad, disappointed, even unhappy. No, not in the least. My new machine is really great and producing many paper pages. Being wireless means that without touching a single thing I can use it fully from either of my two desk PC’s or my laptop (no matter which room in my place I use the laptop).

So, why the article? To bring attention to the fact that we are not really either a “paperless” nor a “wireless” society and maybe never be – at least it will most likely be a very long while.

Who wishes electric currents whizzing wireless-ly through the air and who doesn’t wish to have some ascertainment of transactions and statements and communications?

## **You’ve Got Them. Why Not Use Them?**

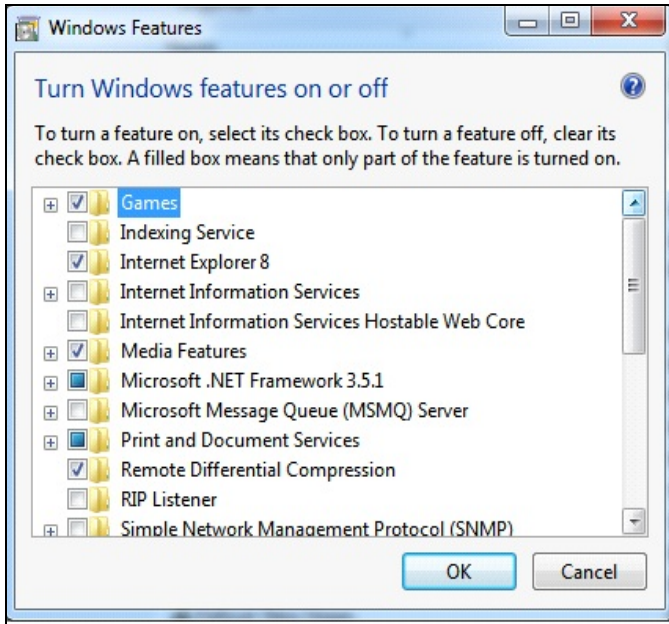
**By Vinny La Bash, Regular Contributing Columnist, Sarasota PCUG, FL**

**December 2010 issue, Sarasota PC Monitor**

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People configure their desktops in different ways for an all encompassing assortment of reasons. Most use the Windows defaults which are quite reasonable, but operate from a false assumption that “factory specifications” are enough. Windows has lots of useful features not included in the default settings which could have great benefits, but if one doesn’t know the features are there, one can never enjoy these prospective benefits.

Let’s start by opening the **Control Panel** and clicking on **Programs**. In the **Programs and Features** section click the Turn **Windows Features on or off**. A dialog box appears which will enable you to turn features on or off. (See illustration).



There's probably much more here than you want, so let's examine several features that you are more likely to use rather than the ones which require professional technical knowledge to be useful.

**The Indexing Service** got a bad reputation in Vista because it was annoyingly slow. There is no doubt that Vista was a resource hog so any service or utility that had additional requirements tended to bog down the system even further. Microsoft resolved the problem in Windows 7 by turning the Indexing Service off by default. That's too bad because the utility can actually be very helpful in locating files and other content through flexible inquiries. Try it, you just may like it.

### **Internet Information Services (IIS) and Internet Information Services Hostable Web Core:**

You will not be held accountable if you don't know what these tools do or if you choose to ignore them. **IIS** is mostly regarded as a major component of a server while the **Hostable Web Core** performs fewer functions and needs fewer resources. If you write web based applications or wish to experiment hosting a web site on your desktop, these tools may be essential.

**Microsoft Message Queue Server:** This utility has been around for years and most application developers have come to ignore it because it's not new. If you send and receive messages on a regular basis with people who are in remote locations on the planet, and have "iffy" connections, you now have a tool to build a message queue, store a message within it, and send it when the connection to the recipient is up and running. You can also create a similar structure for receiving messages. Using this tool effectively requires basic programming skills.

**Simple Network Management Protocol (SNMP):** Everyone who uses a computer on a regular basis should be concerned about unauthorized access to personal information or attempts to trick people into revealing information which should remain private. If you have a home network, wireless or not, SNMP gives you better control over devices on the network. You can configure hardware, troubleshoot more effectively, and in many cases even track down attempts to crack into your network. This tool requires a working knowledge of how a network operates.

**Telnet Client:** This is a great diagnostic tool if your email client is acting strangely and normal diagnostics can not resolve the problem. Turn it on when you need it, and turn it off when you're not using it as there are security issues with it.

These tools are not for everyone, especially those with little computing experience, but your level of knowledge shouldn't remain at the novice stage. Challenge yourself and you won't be like the guy who thinks he has twenty years of experience when in reality all he has is one year of experience twenty times.

## **Technology - 2010 Year in Review**

**By Ira Wilsker, Member, Golden Triangle PC Club, TX;**

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As usual, the state of computing technology has been very dynamic, and what was state of the art in much of 2010 will be archaic by this time in 2011. This week I am going to do a quick review of what I wrote about in 2010, and what has changed since my original column.

In my column dated January 1, 2010 I wrote about "What You Need for that New Christmas Computer." While most of the recommendations made in that column hold true, today I would revise a few of those recommendations. While some things did not dramatically change, such as the need for a good surge suppressor with a UL1449 rating (not just a simple power strip), or a good protective case for that new laptop or notebook computer, some things did change, such as the necessity for comprehensive security software. In that January 2010 column I wrote about some free antivirus software from AVG, AVAST, Panda's then new CloudAntivirus, and the free version of Zone Alarm firewall. I also suggested that users consider Microsoft's free "Security Essentials" as a combination antivirus and antispyware product. Since that column a year ago, all five of these popular products have come out with new versions of their software, generally increasing speed, performance, and protection. While all of those products are still available as free versions, all but the Microsoft Security Essentials are also available as paid commercial versions with additional benefits and enhancements.

If I were to write that same column today, I would make a different security recommendation, as the threat landscape has changed dramatically over the past year. Computer viruses, while still present and posing serious threats, are not the primary security threat as they had been in the past; now the most common threats are Trojans, spyware, keyloggers, hijackers, and other such non-virus threats. At this time last year, there were about 10 million known malware threats, but as I type this, one of the leading cyber security services now lists almost 19 million malware threats, about double the number this time last year. An analysis of those threats indicates that while thousands of new viruses and variants have appeared in 2010, millions of other new threats have evolved, mostly in the realm of spyware, keyloggers, and hijackers. Much of the newer malware in circulation is intended to steal the user's identity such as user names, passwords, banking information, credit card numbers, and other sensitive personal information that has significant financial value to a criminal. To a lesser extent, but still very common today, is malware that hijacks and turns your computer into a zombie, sending out countless spam emails, or even engaging in cyber terrorism where your computer, along with thousands of other computers, simultaneously attack a specific server on remote command, crippling it or shutting it down. Also in the past year, another type of security threat has become endemic, and that is extortion ware, a type of rogue software that high jacks your computer and by way of a popup, (falsely) informs you that your computer is infected with hundreds of viruses and other types of malware, and that you must pay the scammer to register your rogue software

to remove the malware. If you consent, you are sending your credit card information to a cyber criminal, probably in Russia. Since the security threat has changed, so has the need for more comprehensive security software than the simple antivirus software that had been adequate in the past.

Since the simple antivirus software by itself is no longer adequate to provide comprehensive security protection, it is now more appropriate to install a complete security suite rather than just one of the popular antivirus programs. In my December 17, 2010 column I wrote about Agnitum's new free security suite, Outpost Security Suite Free ([free.agnitum.com](http://free.agnitum.com)). This



integrated free security suite (paid commercial version also available) has everything that the typical user would need to protect his computer. Outpost Security Suite Free has excellent antivirus protection, antispysware protection, a world class firewall, and other protection modules that can provide reasonable security, and protect the user from most forms of malware. On October 8, 2010, I wrote about Trend Micro's new comprehensive commercial security suite, TrendMicro Titanium Maximum Security. This suite contains extremely comprehensive modes of protection, but is unusual in that it does not significantly degrade performance, and what is most unusual is that there is no "update" button, in that it is continuously updated using the new cloud computing technology. Simply, TrendMicro Titanium Maximum Security is always up to date in terms of malware protection, and there are no signature updates to schedule or manually download, because the protection is transparently and silently kept up to date. If I had a new Christmas computer, and I wanted to use a security suite, I would choose either Outpost Security Suite Free, or the commercial TrendMicro Titanium Maximum Security for my protection from cyber threats.

Much has happened in terms of computing over the past year; faster new processors are still frequently being introduced and put into production, pushing yesterday's new "gee whiz" processors into bargain priced computers, or into the discontinued clearance bargain bin. Hard drives have become larger in capacity, faster, and cheaper. A year ago a terabyte (1T) hard drive (1024 gigabytes) was uncommon and expensive, but today they are available for as little as \$50, with 1.5T and 2T drives becoming readily available, and priced in the \$100 range. Newly released video cards are becoming faster and more powerful, with many supporting HD video, and capable of simultaneously running a monitor and an HDTV. This has expanded the demand for streaming media, including on demand HD movies from Netflix, Amazon, and other providers, negating the need to order and return DVD discs via the mail. On a recent trip to visit my daughter's family, I watched videos on my computer streaming from Netflix, connected to her 802.11N wireless router. She watches streaming Netflix videos directly on her HDTV, which is connected to her broadband internet. The distinctions between computers and home entertainment are blurring, as systems become integrated, bring both computing and entertainment together on a big screen TV.

If this is just a microcosm of what has happened to home technology in 2010, I eagerly await what we will see in 2011.

*Ira Wilsker is the Director of the Management Development Program at Lamar Institute of Technology, in Beaumont, TX. He also hosts a weekly radio talk show on computer topics on KLVI News Talk AM560, and writes a weekly technology column for the Examiner newspaper <[www.theexaminer.com](http://www.theexaminer.com)>. Ira is also a police officer who specializes in cybercrime, and has lectured internationally in computer crime and security.*

## **Santa Brought Your Parents a Laptop! Oh No!**

**By Gregory West, Mac Instructor for Lambton College; Webmaster at Central United Church, the home of Sarnia's new Community Computer Training Centre  
at: <http://goo.gl/76H15> / [prospector16 \(at\) gmail.com](mailto:prospector16@gmail.com)**

**For more tips visit his Blog: <http://gregorywest.wordpress.com>**

Don't read any further, unless you need to "Teach your parents well..." (*or other relatives & friends / JT*)

I have always enjoyed seeing people get computers for the first time. Although it is hard to detect the look in their eyes: horror or excitement.

My first computer was in 1972, it was the size of a house, well not really, but close. It was a beast of a machine, an IBM 360 located in the data centre where I worked as a keypunch programmer. My first home computer was in 1984, a Mackintosh desktop, much smaller but not easier to use. It had no help buttons as it came with an extra box of instructional manuals. I couldn't call others for help because hardly anyone had a home computer back then. Some people still experience a huge learning curve with their first computer.

Your parents and/or grandparents may get their first computer from Santa this year...look out! Your life will never be the same. Guess what they probably know where you live. They know your home and cell phone number. They even have your work phone number. They may have mastered the art of texting. You cannot escape from the proverbial: "How do I do this?"

I know people who literally hide. They screen calls. They turn out lights and read from the reflection of their computer screens or light candles fearing a drive-by from parents. All in an effort to evade the constant cry for tech help from relatives who want to learn but cannot figure it out alone.

Sure, we must admit it is fun at first. Seeing them slowly getting the gist of how to send and receive an email. The look in their eyes when they perform their very first Google search. This is all well and good, and even sort of healthy. But when you leave them home alone, that is when it starts. The constant queries begin like this:

Parent: "HELP me."

You: "What did you do?"

Parent: "Nothing, I didn't touch a thing. The computer won't do anything."

You: "Did you reboot the computer?"

Parent: "Do what?"

You: "Restart your system."

Parent: "Do I unplug everything?"

You: "Never mind, I'll be right over, AGAIN."

It won't stop here with one visit. Now they really start seeking you out...STOP! Wait a minute. This is our parents we are talking about. The ones who asked Santa for that computer, the same one we talked them into asking Santa. Now it is our moral duty to stand up and be counted, to come to their rescue. We are like super sons and daughters. But how can we accomplish this almost impossible task and keep our sanity?

Never fear, Google is here. Google realized this is a massive problem for many siblings and most just don't have the time to help and designed free training videos.

Introducing: "Send your parents A TECH SUPPORT care package," from Google. No, this is not a scam, it for real. As of this writing 13,999 parents have received this care package. Ok, I can hear the questions: "What is it?"

Google's TECH SUPPORT is your "saving grace." And to be honest, you might just learn some tips and tricks yourself from these videos. Here's how it works:

There are five categories: BASICS - WWW - COMMUNICATION - MEDIA - FINDING INFORMATION. Within each category you find real help video topics in the BASIC as Copy & Paste, Screensavers, Backgrounds, Make Text Larger or Smaller. Others such as in the WWW, as Upgrade Your Browser, Make Strong Passwords, Make a Bookmark etc. All-in-all there are 37 training videos produced by Google to assist in learning basic computer to digital photos, sound, and much more. Each video is very easy to follow and learn at one's own speed. One I really like is the "How to Unsubscribe to a Newsletter" sent by email subscription. It is easy. You send your parents the training video that matches their problem or program they want to learn.

I call this new GOOGLE TECH SUPPORT a "Post Christmas" must have for everyone. I think that within these 37 videos even you will find something you didn't know or have forgotten how to do. Best of all, they are free with no scams attached.

For peace of mind go here to check out Google's new TECH SUPPORT video training:  
[www.teachparentstech.org](http://www.teachparentstech.org)

## Word of the Month

**Bus** - While the wheels on the bus may go "round and round," data on a computer's bus goes up and down. Each bus inside a computer consists of set of wires that allow data to be passed back and forth. Most computers have several buses that transmit data to different parts of the machine. Each bus has a certain size, measured in bits (such as 32-bit or 64-bit), that determines how much data can travel across the bus at one time. Buses also have a certain speed, measured in megahertz, which determines how fast the data can travel.

The computer's primary bus is called the frontside bus and connects the CPU to the rest of the components on the motherboard. Expansion buses, such as PCI and AGP, allow data to move to and from expansion cards, including video cards and other I/O devices. While there are several buses inside a computer, the speed of the frontside bus is the most important, as it determines how fast data can move in and out of the processor.

## Ask the Computer Tutor

*Pamela Tabak receives numerous computer-related questions via e-mail and during classroom presentations. She selects those she feels are of common interest to most computer users and forwards them to us for publication in this newsletter.*



**QUESTION:** I have a list of names and email addresses on an Excel sheet. The first name is in column A and the last name is in column B. I would like to transfer the process I can use to do this without rewriting the entire list manually?

**ANSWER:** You can merge the two cells together and reverse the first and last name as follows:

- Insert 2 new blank columns before of column A. Columns A & B will be blank and the contents of column A (first name) will move to column C, contents of column B (last name) will move to column D and the email address that was in column C will move to column E. fig.1

Fig.1

	A	B	C	D	E
1			First Name	Last Name	E-Mail Address
2			John	Doe	<a href="mailto:john@doe.com">john@doe.com</a>
3			Jane	Doe	<a href="mailto:jane@doe.com">jane@doe.com</a>
4			Julie	Doe	<a href="mailto:julie@doe.com">julie@doe.com</a>

- Copy the contents of column D (last name) CTRL C and paste it CTRL V into column B. fig.2

Fig.2

	A	B	C	D	E
1		Last Name	First Name		E-Mail Address
2		Doe	John		<a href="mailto:john@doe.com">john@doe.com</a>
3		Doe	Jane		<a href="mailto:jane@doe.com">jane@doe.com</a>
4		Doe	Julie		<a href="mailto:julie@doe.com">julie@doe.com</a>

- Delete column D.

Type the following formula into cell A2 =CONCATENATE(B2," ",C2) and both names will appear in column A separated by a space. Fig.3

Fig.3

	A	B	C	D
1		Last Name	First Name	E-Mail Address
2	Doe John	Doe	John	<a href="mailto:john@doe.com">john@doe.com</a>
3		Doe	Jane	<a href="mailto:jane@doe.com">jane@doe.com</a>
4		Doe	Julie	<a href="mailto:julie@doe.com">julie@doe.com</a>

The formula to combine names separated by a comma (Doe,John) =B2&" "&C2

- Click into cell A2 and "pull down" the formula to the end of your adjacent list by "grabbing" the small + that appears on the bottom right of the cell and holding down the left mouse button while dragging to the end of your adjacent list. The first name and last name will now appear in column A with the last name first.

Now you will need to delete columns B and C. This is a critical step and needs to be followed carefully:

- a) Highlight the names in column A (do not include the title) and use the shortcut to copy CTRL C.
- b) Click into cell B2.
- c) On the Standard Toolbar click on Paste then Paste Special.
- d) Put a bullet next to Values and the name list from column A will be duplicated into column B.
- e) Highlight Column A and delete it. The column titled "Last Name" will move to column A.
- f) Change the title of column A to Full Name.
- g) Delete column B. Now the Full Names are in Column A and the E-Mail Addresses are in column B.

	A	B
1	Full Name	E-Mail Address
2	Doe John	<a href="mailto:john@doe.com">john@doe.com</a>
3	Doe Jane	<a href="mailto:jane@doe.com">jane@doe.com</a>
4	Doe Julie	<a href="mailto:julie@doe.com">julie@doe.com</a>

**QUESTION:** How do I remove table borders in Word 2003 so that they do not print?

**ANSWER:** To remove borders from the whole table:

- Click in the table
- On the Table menu, point to Select and then click Table
- On the Format menu, click Borders and Shading
- Click the Borders tab
- Under Setting click None

This is a table cell with borders removed

When this is printed no lines will show

**QUESTION:** How do I insert a blank page between pages 5 and 6 in a Word 2007 document that contains 65 pages?

**ANSWER:** With your document open at the place where you wish to insert a blank page:

- Click on the Insert tab
- Click on the Pages group
- Click the Blank Page option. This will insert a blank page.

**QUESTION:** I have a 20 page document in Word to which I have added a footer. I would like to change the footer on several pages but leave the rest as is. Can this be done or do all the footers need to remain the same?

**ANSWER:** When you change the header or footer for a section, Microsoft Word automatically changes the same header or footer for all sections of the document.

To create a different header or footer for a section, you need to break the connection between the sections. The document must first be divided into sections in order to create a different header or footer for part of a document.

Insert a section break where you want to start a new section that contains a different footer.

- Click where you want to insert a section break.
- On the Insert menu, click Page Break under the Pages section on the ribbon.
- Under Section break types, click the option that describes where you want the new section to begin.

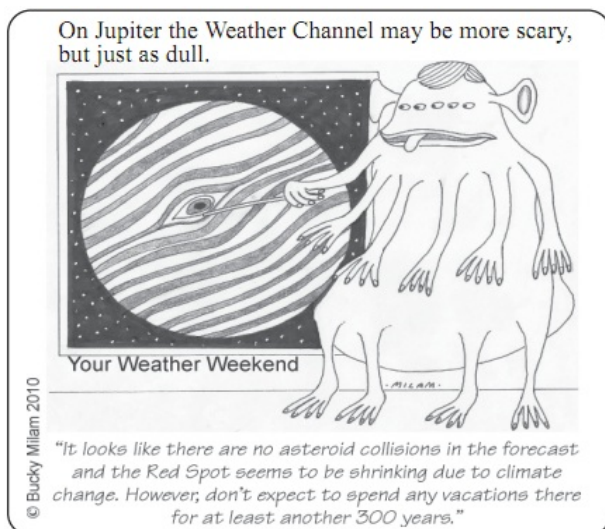
*Pamela invites you to e-mail computer-based questions to:*

*<http://tinyurl.com/ask-pamela-computer-tutor>*

*More often than not you will receive and answer within 24 hours.*



## The Lighter Side



Bucky Milam is a master of the fine arts, with an emphasis on the cool and casual. He is the recipient of numerous awards for his painting and graphic design, which has been displayed at the Dallas Museum of Fine Arts, the Museum of Modern Art, the Chicago Art Institute, and the London and Tokyo Museums of Fine Art. A trumpet virtuoso, he performs widely in clubs throughout the region and is a recognized composer of jazz and classical music for brass.

Bucky comes to computing as an accidental tourist. His peculiar perspective is of the visual media and the image they project of our civilization and culture. You can find his musings in each monthly issue of dacs.doc. (Danbury Area Computer Society)

## SmartPhone = PDA + Phone

By Phil Sorrentino, President, Sarasota PCUG, Inc., FL

January 2011 issue, Sarasota PC Monitor

[www.spcug.org](http://www.spcug.org) / president (at) spcug.org

Smartphones can be seen all around. Notice the phone being used on your favorite TV show; next time, odds are that it'll be a smartphone. A year or two ago it was a flip phone (do you remember Jack Bauer on 24 using his?), but no more. Now the phone of choice seems to be the smartphone. Apple, and more recently, Google, have really changed the mobile phone landscape. The iPhone, with its iOS Operating System available only on the iPhone, released in 2009, really started the whole movement. Google, with its Android Operating System (provided for free to hardware phone manufacturers), has come on very strong in the past few months so that iPhones and Android phones now have about the same market share - about 35% each, which only leaves 30% to be shared by Blackberry, Nokia, and Microsoft.

The Smartphone equality, as stated in the title, suggests that the smartphone is equal, in functionality anyway, to a Personal Digital Assistant (PDA) and a standard mobile phone. PDAs have been a popular way of allowing one to have many of the computer files, pictures, videos and music, available on the go - remember the Palm Pilot. A phone was another necessity for someone who was always on the go. So for someone who had to be mobile and needed access their computer files, a phone and a PDA became a good combination. I carried a PDA for many years and more recently, a PDA and a flip phone. Now I can carry only one device, a smartphone. And, as a welcome side effect, now I only have to make sure one device is charged nightly.



The smartphone is made possible by a number of technologies. Among them are: Capacitive touch-screens; 3G (soon to be 4G) wireless telephone networks; Wi-Fi; GPS; Micro-miniature processors, memory and components; Digital Cameras; and Phone oriented Operating Systems. Some of these technologies are used in phones - like touch screens, networks, small components, Digital cameras, and operating systems. And some are used in PDAs - like touch screens, Wi-Fi, small components, and operating systems. As you can see there is a good bit of overlap, so putting it all together was just a natural. But it took the genius of Apple to put it all together and make it work and make it practical and make it cool. And now with the help of Google it has become more practical and popular.

All of the technology for replacing the mobile phone and the PDA is included in the smartphone, and then some. (I didn't have a good camera in my mobile phone, before.) But, it does take some planning and forethought to make the smartphone do everything. Some of the things to be concerned with are: Contacts, (which are phone numbers, addresses, e-mail addresses, and related notes); Calendar events; E-mail; Memos, (which are lists of important things);

Documents; Spreadsheets; Pictures, Videos, Music; and Browsers. Before you can consider using any of these things there has to be an "App" (Application) installed on your smartphone. (I am using a Motorola Droid2 as an example, but most of what I am referring to will be very similar on another Android smartphone, and even similar for an Apple iPhone.) There are Apps for all of these tasks. In fact there are over 100,000 Apps for Android phones and over 240,000 Apps for iPhones.

So, the first thing to do is to identify an App to handle each task you want accomplished. Your smartphone probably came with a basic collection of Apps. Basic things like Contacts, Pictures, Videos, Music, and Camera will probably be covered by these Apps that were installed at the factory. If not, you can go to the "Market" for Android Apps, or the Apple Store for iPhone Apps, and find one that fits your needs. Many of the Apps at these stores (websites) are free or have a nominal cost, most under \$10. Things like Word or PDF Documents, or Excel spreadsheets may have to be handled by an App from one of these stores. Once you get to the App store, you will find a myriad of App titles. You can typically search for "All Apps", or limit your search to only free ones. You can even search for Games that will run on your smartphone. When you find an App that you want, you will pay for it (via a credit card account that was previously set up) if it is not free, and then it will be downloaded right onto your smartphone. The download is completely controlled from the Market and there is no further action on your part needed. After the App is downloaded and installed, you will receive a message that it is complete. It couldn't be any easier.

Once an App has been downloaded, it can be placed on the home screen. Actually, one of the home screens. The Droid2 has 7 home screens. Multiple home screens make it easy for you to organize your Apps. Apps that you think work together can be collected on a particular home screen. You could have a home screen for entertainment, one for work, one for family, another for sports. Any organization of Apps that makes sense to you would be appropriate.

Once you've organized your home screens and downloaded the Apps needed, I'm sure you'll see that the smartphone is a very useful device for someone on the go. Future articles will concentrate on some of the new ways of interacting with the touch sensitive screen and some of the smartphone's more interesting features, but I think you will now agree that: Smartphone = PDA + (not so smart) phone.

## **An Easy Way to Transfer from iPod to iTunes**

**By Abby Stokes, Author, Is This Thing On?**

**[www.abbyandme.com](http://www.abbyandme.com) / [abbystokes \(at\) yahoo.com](mailto:abbystokes@yahoo.com)**



One of my friends computer died. She and her daughter had about 1,000 songs between their two iPods, which were purchased online, as well as copied from their own CDs, into iTunes. Their songs were now trapped on the dead computer and on their two iPods. What to do? Good news for any of you in this dilemma -

with little time and effort and at the low cost of \$14.99 you can transfer your music from your iPod to iTunes.

If their broken computer was functional, I would have attached an external hard drive (like an extra brain) to the computer. Then I could have moved their music libraries to the external hard drive and onto the new computer. But, that wasn't an option.

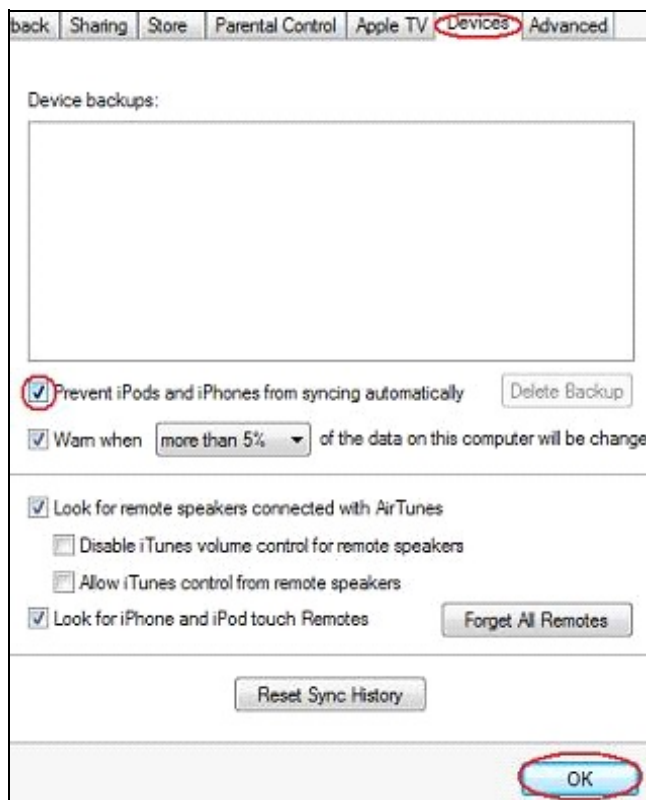
If I plugged their iPods into their new computer and did a sync (making the computer and iPod combine content), iTunes would have wiped out everything on the iPods. Obviously not an option.



Instead, I visited the website <http://www.purpleghost.com/> and downloaded (moved from the website to their computer) the program **TuneJack**. Have your credit card at the ready. Be sure to print the receipt when your purchase is complete. TuneJack will send you an e-mail with a license number that is required to begin the installation of the program onto your computer.


Before you start the download process, **open iTunes** and make the following change:

- 1) Click **Edit**.
- 2) Click **Preferences**.
- 3) Click on **Devices** tab.
- 4) Click in the box to the left of **"Prevent iPods and iPhones from syncing automatically."**
- 5) Click **OK**.



This stops iTunes from automatically syncing when your iPod is plugged in. There can be times when you don't want to sync automatically. This is one of those times.

Next, plug in your iPod. There's one more change we want to make before we install TuneJack.

- 1) Wait until iTunes identifies your iPod, click on your device in the left hand sidebar.
- 2) Click in box to left of **"Automatically sync when iPod or iPhone is connected"** to remove the check - deactivating the choice.
- 3) Click **Apply**.
- 4) Click on "eject" symbol  to the right of your device name then unplug your iPod. iTunes will now NOT open automatically when you plug in the iPod. (We don't want iTunes to be open when we use TuneJack. They don't play well together.)

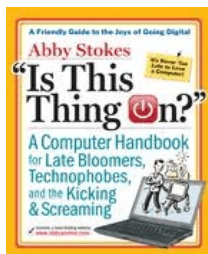
Next close any open programs on your computer - especially iTunes.

Great! Now you can install TuneJack by following their very clear instructions. I always like to turn my computer off and back on after I install a new program. That's your call.

A shortcut for TuneJack will appear on your desktop. Double-click on the icon and follow their step-by-step instructions. (A warning window will appear asking you to deactivate the auto sync at plug-in. We've already done that, but you can double check. Be sure to close iTunes after checking.)

At the step where TuneJack wants to find your iPod, plug in your iPod and wait patiently. When I did the initial transfer from the iPod to iTunes an error message appeared. I didn't panic. I just repeated all the steps again and it worked perfectly the second time around.

Be patient, read what's in front of you, and take deep breaths.



For those of you that don't know an iPod from your elbow (and you're not alone), take a peek at Chapter 24 - *Extra, Extra, Read All About It: The Scoop on Cell Phones, PDAs, Blackberries, iPods and iPhones* in **"Is This Thing On?" A Computer Handbook for Late Bloomers, Technophobes and the Kicking & Screaming** (p. 349).



**Smart Computing Tips & Fun Facts**  
[www.smartcomputing.com](http://www.smartcomputing.com)

## Lockdown

If you spend a lot of time using your notebook PC in public places, you know how much of a pain it is to have to shut down and pack up your PC every time you want to use the restroom or grab a drink. You can leave your PC unattended for a few minutes if you have a notebook PC

security cable, which generally cost less than \$30 and let you shackle your PC to an immobile nearby object.

### **Spare Your Hard Drive**

Notebook hard drives are designed to work in a fairly motionless environment. That's why when you turn off your computer, it retracts its hard drive head to protect it from damage during transport. If you continually run around with your notebook powered up you increase the chances that your hard drive will incur damage.

### **The Eternal Bit**

Isn't digital data supposed to last forever? Well, maybe, but digital media doesn't. Most common types of storage media deteriorate over time, such as CD-R and DVD±R discs with user-recordable dyes. Also, hard drives without ramps to offload their read/write heads may fail if left unused for too long because the heads may stick to the disks. Finally, data formats come and go, and the latest reader/player software may forgo support for formats that haven't been used in a decade or more. Therefore, even if you use media with a long archival life, you should still copy your important files onto fresh media from time to time, and convert them into supplemental (not replacement) file formats as new standards emerge.

### **Log Out Quickly**

If you regularly log out of your Windows computer instead of shutting it down, try this handy key combination to quickly switch user accounts or "lock" your computer, depending upon your security settings. Press the Windows logo key (next to the ALT key on many keyboards) and L at the same time. You'll still be logged on, but you'll be able to switch user accounts. If your account requires a password, your PC will be "locked" until you supply it. When you return to the same account, you'll see the same documents and applications that were open before you pressed WIN-L.

### **LCD Resolutions**

LCD monitors are super. They're flatter, lighter, and let's face it, cooler than the bulky old CRTs out there. However, unlike CRTs, LCDs look their sharpest at their native resolutions, such as 1,280 x 960 or 1,600 x 1,200 pixels, as listed in their users manuals. If you have your computer's display settings set to a different resolution, on-screen text and graphics may appear slightly fuzzy. On the other hand, the native resolution may be so fine relative to the physical size of the screen that on-screen objects may be way too small for your tastes. If the labels of your icons are too tiny to read at the LCD's native resolution, try lower settings until you find a resolution that's reasonably sharp. To change the resolution in Win7, right-click your Desktop and click Screen Resolution. Choose your desired resolution from the corresponding drop-down menu. Click Apply to test the change, and OK to save it.

### **Protect Your Discs**

Because DVD and CD drives use laser light to read data, music, and movies from optical discs, any scratches on the data side of a disc can cause skips or errors. Always store CDs and DVDs in their cases or sleeves, and never set bare discs down on any surface that could scratch them. If you can't commit to these rules of thumbs, try buying discs with special scratch-resistant coatings.

## December Meeting Recap

6:00 pm - Thanks to Kathryn Kazmer for showing us how to use Microsoft Excel and Word to easily create labels for your holiday cards; Arnie Kazdoy showed us how to use Adobe Photoshop Elements to turn a family digital photo into a beautiful card.



7:00 pm - Michael Simpson from iolo technologies (System Mechanic) got stuck in traffic and turned around when he knew he wouldn't get to the meeting by 8:00 pm. So, we tap danced, had our raffle and went home early. Michael will be at the February meeting.

And, the winners were: Special Drawing printer - John Metcalf; Acronis True Image Home 2011 - Agnes Chaney; Wine & Labels - Kathryn Kazmer; Labels - Dolly Patterson; Labels - David Nix (not pictured).



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The SCV Computer Club is dedicated to supporting the needs of its members and to the exchange of information about computers, peripherals, services, hardware and software through meetings, its web page, and the distribution of this newsletter.

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