Orange Bytes

Award-Winning Newsletter of the North Orange County Computer Club*

Main Meeting, January 8

Anthony Simonetti of New Horizons Computer Learning Centers will give
a presentation on the Google Chrome web browser. (See page 3)

Big prizes for our January raffles
(such as a Blu-Ray DVD Burner & an Epson All-in-One Printer) (See page 4)
December raffle winners' pix (Page 17)

We will not have a Consignment Table or E-Waste Collection during the Jan. 2012 meeting. (See page 5)

Special Interest Group (SIG) & Main Meeting

9:00 a.m.

Linux for Desktop Users………...................Science 131
Topics about the Linux operating system. Beginner's Qs here.

Visual Programming...………………....………Science 111
Visual Basic, Visual BasicScript, Visual C++ and Visual J++.

Come, Care, and Share................................Science 109
Any computer-related topics you want to discuss.

Beginners Digital Photography……..........Science 131A
Topics about digital photography.

Microsoft Word, Excel, and Outlook……....Science 306
Three parts of the Microsoft Office Suite plus Open Office.

Reviews & Consignment Tables, Coffee & Donuts: Irvine Hall Lobby

10:30 a.m.

Beginners PC Q & A .... Irvine Hall
Building your own PC and other topics!

Linux Administration………………...............Science 131
More topics about the Linux operating system.

Access/Excel VBA…………………….…………Science 306
Access & Excel VBA code.

10:30 a.m.

Advanced Digital Photography………………..Science 131A
Making sense of modern auto focus cameras.

Understanding Operating Systems…………....Science 111
Help with DOS, Windows, OS/2, etc.

Mobile Computing.... ……....................…........Science 109
This SIG discusses mobile devices.

12:00 Noon

PIG SIG………………….….…………..Hashinger Courtyard

Microsoft Access …………….......................…………Science 306
Database applications and more.

12:30 p.m.

Advanced PC Q & A………………….......…....…Irvine Hall
PC hardware & software topics.

2:00 p.m. Main Meeting………..Irvine Hall

NOCCC website:
http://www.noccc.org

Future Meeting Dates in 2012:

Feb. 5, Mar. 4, Apr. 1, May 6

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*SWUG 1st Prize in 2004, 2005, 2006   **APCUG 2nd Prize in 2003, 2004, 2005**   **Founded April 1976**

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Orange Bytes Staff

Publication Chairman - *Oversees publication tasks and converts the Orange Bytes newsletter to PDF for printing and web posting; transmits PDF to Printer.*
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Copy Editor - *Does final proof reading of the newsletter for typos and misspellings.*
Dennis Martin…………….(951) 926-3065, dennismartin@dslextreme.com

VOLUNTEERS NEEDED

The following positions are available:
Social Media Contacts – *Maintain and write articles for the newsletter.*

Contributing Editors - *Write articles for the newsletter.*

Commercial Advertising - *Obtains ads from vendors for the newsletter.*

Classified Advertising - *Obtains computer-related, non-commercial ads for the newsletter **free** to NOCCC members.*

Contact editor@noccc.org or (714) 779-1936.

Celebrating 35 years of "Friends Helping Friends"

Our speaker, Anthony Simonetti, is an Acount Executive at New Horizons Computer Learning Centers of California. His profile is on LinkedIn: http://www.linkedin.com/pub/anthony-simonetti/9/ba9/7ba. He will tell us how to best use Google's fast, second-most-widely-used browser, Google Chrome. A free download of Chrome is at: https://www.google.com/chrome?hl=en&brand=CHFX&utm_campaign=en&utm_source=en-oa-na-us-bk-bng&utm_medium=oatment.

President's Message

By Jim Sanders, NOCCC
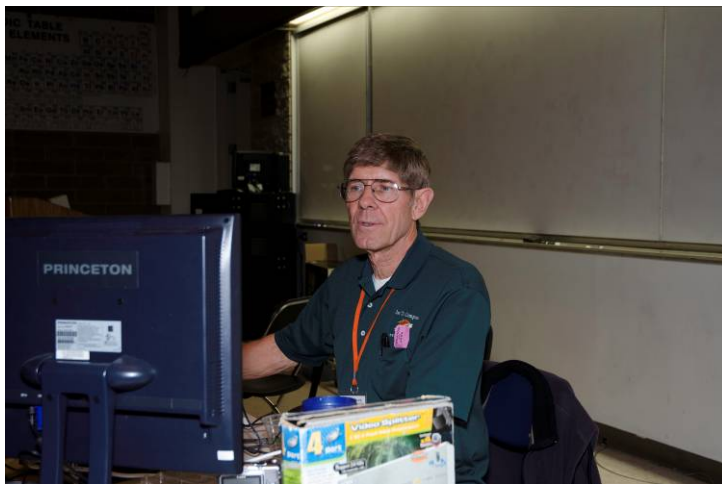
In a conversation with one of the club members during December's meeting, I was asked if I could set up a SIG that dealt with the new Apple products. The iPhone, iTouch, and the iPad in particular. The answer, of necessity, is no! Not that I wouldn't like to do that. I am sure that if we had a SIG that dealt with those products it would be quite popular. As good as the Android products are, and they are rapidly getting better, there is still no question that at the moment Apple has sold the lot more of their products. By one estimate, Apple owns 65% of the tablet market and rumor has it that the iPad3 may be released in February or March of 2012. One market analyst estimated that Apple would sell about 12 million to 13 million iPads in the final three months of this year. Now that is worldwide sales, but even if that means there would only be a few thousand iPads sold in Orange County, surely 15 to 20 of those people would be interested in a SIG that dealt with their favorite toy. But, like all of the SIG's, someone has to be willing to volunteer their time to be the leader of that SIG. Again, they don't have to be an expert on the topic, though I grant you that helps a lot, but they do at least have to be able and willing to LEAD a SIG. So if some one of you members who owns an iPad thinks that having a SIG for that product would a great idea, and is willing to do something to make it happen, I would be more than happy to provide a time slot and a room Last month saw AT&T's release of the new Samsung Galaxy II S phone that is based on the Android 4.0 operating system. As near as I can tell, if you're not in the Apple camp, the Galaxy II S is THE hot item in the cell phone market. Indeed, it seems to be getting a fair amount of press as a handheld computer that also happens to be a phone, a decent camera, and a GPS. Featuring a 1.2 GHz dual core CPU with up to 32 GB of internal memory and up to 32 GB of removable memory via a micro-SD card, it is in fact a pretty potent little handheld computer.

It was a pleasure to see John Johnson show up at the club meeting after far too long of an absence. Larry Klees did a great job of explaining Flickr.com during his Main meeting presentation in December. In fact his enthusiasm for explaining the different features of the program was so great that it was almost difficult to get him to stop. He kept answering "just one more question." A reminder once again, the club needs a volunteer to fill the office of VP. We have gone many months without anyone in that office and it needs to have an occupant. As President, I can appoint someone to that office, but it does require a volunteer who is willing to spend a few hours a month of his/her time to fulfill the requirements of the office which are not that great. **Would somebody please step up to the plate?**

Preparing a Review or Article for the NOCCC Orange Bytes

By Steven Breitbart, NOCCC

There are two sections in the NOCCC newsletter, the Orange Bytes, where our members can contribute reviews and articles. They are the **Computer Talk** section and the **Product Reviews** section.

Articles in the **Computer Talk** section can be about almost any computer or technology related experience that you have had. For example, getting a new ISP, getting an ISP to change your connection speed, converting a PC to Linux, using a MacIntosh PC for the first time - the list is endless.

The **Product Reviews** section can be a review of almost any type of computer hardware, software, or book about a computer-related topic. The item can be something you have bought or obtained from the NOCCC. Once you agree to do a review, you will generally have 2 months to complete it. These reviews are published in this newsletter, the Orange Bytes.

The NOCCC Reviews Editor, Ted Littman, (714) 779-1936, reviews@noccc.org is regularly sent copies of books and software by the publishers for review by our members. **We need NOCCC members to take these items and commit to reviewing them promptly. The reward for doing a review is that you get to keep the book or software.** If we do not review them, they may stop sending these items in the future.

Important! There are two articles at the following link. One provides suggestions and guidelines for preparing a review or article for the Orange Bytes. The second provides guidelines for submittal. The link is: www.noccc.org/bytes/info/index.html.

The NOCCC reserves the right to refuse to publish any article or review at the discretion of the editors of the Orange Bytes newsletter or officers of the club. Reasons may include, but are not limited to, length and quality of the review or offensive nature of the product or of the review.

Membership Benefits

As a valued member, we bring you a section of discounts and offers as part of the entire "Benefit of Belonging." (Caveat: we are unable to endorse these companies, but make these offers available as a service to our members.)

User Group Offers - Software and Hardware

User Group Relations – You can now order the latest release of **Acronis True Image 2012** from **Gene Barlow** for only $25 (download) or $25 plus S&H (on a CD). This top-rated backup utility has many new features and will work with Windows 7. Use the following link for special pricing for user group members: www.ugr.com/TrueImage.html.

Techsmith - You can get **SnagIt 10**, an outstanding screen capture program, and **Camtasia** Studio 7, to quickly record, edit and publish multimedia demos and presentations, bundle for $269, an $81 savings: https://store.techsmith.com/government.asp. You can download SnagIt 10 alone for $42.95.

User Group Offers - Books and Magazines

Pearson Education Products including Prentice Hall Professional, Addison-Wesley Professional, IBM Press, Exam Cram, Que Publishing, and Cisco Press. Get 35% off list price by purchasing directly from the publisher combo site: **www.informit.com/join**. Sign in or create an account. Enter the membership code "USERGROUP" (all caps). Select your items and check out. You are required to register and apply the code once, but you must be logged in to receive the special pricing.

O'Reilly Books - Get **40% off** all books and videos from O'Reilly, Microsoft Press, Pragmatic Bookshelf, and SitePoint, or 50 % off books you purchase directly from O'Reilly. Just use code DSUG when ordering online, **www.oreilly.com/store/**, or by phone, (800) 998-9938. Free ground shipping on orders $29.95 or more in the US. If for any reason you are not completely satisfied with your purchase, you can return it to O'Reilly and get your money back; see **www.oreilly.com/oreilly/cs/guarantee.** A return shipping label is included with every direct purchase and directions are posted online in case you misplace it.

Peachpit Press Books Discount - Get 35% off by joining the Peachpit Club. Use the following hyperlink to sign up: **http://memberservices.informit.com/my_account/login.aspx?partner=52** to sign up as a member. User group members should note that once you have become a Peachpit Club member, you might use your user group coupon code ON TOP of the permanent savings you earn as a member of the club. Just log into the site before you make a purchase to ensure this permanent discount will be in effect, and then enter coupon code **UE-23AA-PEUF** (case-sensitive) at checkout! This coupon code is an exclusive offer that may not be used in conjunction with any other coupon codes. The offer applies to all titles at peachpit.com including New Riders, Macromedia Press, Adobe Press, and Peachpit.

Free Internet Libraries - Upon retiring from college teaching/administration, **Walter Antoniotti** began developing

Free Internet Libraries for students, teachers, and professionals. **(**http://www.businessbookmall.com/Free Internet Libraries.htm**)** Of special interest to PC users are these free computer libraries:

> **Free Business Software (http://www.businessbookmall.com/Free Business Software Internet Library.htm)**
> **Free Software Tutorials (http://www.businessbookmall.com/Software Tutorials Internet Library.htm)**
> **Excel Internet Library (http://www.businessbookmall.com/Microsoft_Excel_Directions_For_Beginners.htm)**

THE JANUARY 2012 CLUB RAFFLES

GENERAL DRAWING PRIZES*:
- ❖ LG Blu-Ray DVD Burner
- ❖ 100-Pack of DVDs
- ❖ 55-Piece Screwdriver Set
- ❖ Plus other goodies

* Parking stubs are good for two raffle tickets each! See the article immediately below this list!

MEMBERS-ONLY DRAWING PRIZES:
(**Wear your NOCCC Badge and get a free ticket!**)
- ❖ Epson All-in-One Printer
- ❖ Velleman Digital Multimeter
- ❖ USB Hub
- ❖ Plus other goodies

Save Your Parking Permits!

To offset the cost of parking in the **Lastinger Underground Parking Structure**, the NOCCC Board approved a motion to give each member two NOCCC General Drawing raffle tickets in exchange for the Lastinger-parking permit. Turn the bottom-half "receipt" part of your permit to the Rafflemeister on the same day or hold it until the next meeting. **Gerry Resch, the Raffle Leader, will exchange it for two raffle tickets.**

The reason for this is that the NOCCC Board has found that some people are not attending meetings or not renewing their memberships because of the parking situation. Chapman University has allowed us to park in the Lastinger Parking Structure under Wilson Field for only $2 for the whole day of our meeting; normally $2 is good for only two hours. The advantages of parking there are clear; you don't have to drive around looking for a legal spot (remember, don't park on the private home side of the street), the car doesn't get hot and you don't have to parallel park. There is even an elevator available to get down to the parking area.

Consignment

The NOCCC Consignment Table in the **lobby of Irvine Hall will not be** available during the **January 2012** meeting. It is open on even months, the same as the E-Waste collection.

For your information:

1) Only current members can place items for sale, but non-members are welcome to purchase items from the table. This is a great place to get some money for your surplus computer items, and help the NOCCC at the same time.

2) The consignment table operates on a 90/10% basis — with the owner getting 90%, and the Club treasury 10%.

3) **You can fill out a Consignment Table User List and item tags at the table:** The user list and each tag must contain:
   a) Seller's name
   b) Seller's NOCCC membership number
   c) Item name and description
   d) Item asking price

4) The seller may pick up all items and/or money at any time, but **no later than 2 p.m. on the day of sale**. Any items and/or money not picked up by 2 p.m. will become the property of NOCCC and will be subject to disposal at the Club's discretion. The club has no storage room available for unsold items

5) NOCCC is NOT RESPONSIBLE in any way for items bought and/or sold at the Consignment Table. Each item is placed and sold on an AS-IS BASIS.

E-Waste Collection

California disposal laws have made it illegal to put monitors and computers in the regular trash. **Omni Technics, Inc.** will be at our regular meetings to collect E-Waste **on even months**, so save your "junk" 'till February. Check their web site for more information: **http://www.ca-recycle.com/.** Or, call (562) 627-1910.

NOCCC Officers

The area code for the following phone numbers is **714** unless noted.

President
Jim Sanders ....544-3589.................. president@noccc.org
Vice President
Open....................................
Secretary
Ted Littman………………...779-1936…………… secretary@noccc.org
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John Heenan ....998-7660..................... treasurer@noccc.org

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Ben Lochtenbergh……..(949) 653-2545…...…......…...... bal@msn.com
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Gerry Resch ....772-6667............ gerry@gerryresch.com
Gordon E. Strickland, Jr...........970-7730........ gestrickland@earthlink.net

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Webmaster
Jim Sanders, Acting………....544-3589………..… president@noccc.org

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SIG Coordinator
Dallas Hazleton ....….526-1592........ ghazleton4@dslextreme.com
Programs/Speakers Coordinator
Open
Public Relations.
Open
University Liaison
Jim Sanders...........................….544-3589.................... president@noccc.org

Chapman U. Campus Security   997-6763   open locked rooms, problem

NOCCC is a Member
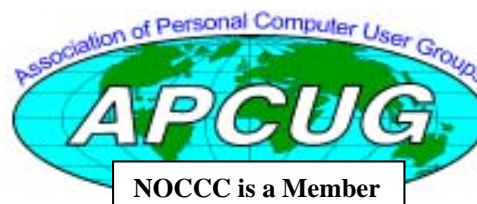
NOCCC Help Volunteers

The **Help Line** is in the true spirit of the NOCCC, which is to help others to learn more about computers. The following is a list of Help Line subjects that a NOCCC volunteer is able to help you deal with. Call (714) 779-1936 or e-mail Ted Littman at helpline@noccc.org with additions, deletions, or corrections. Most volunteers prefer being contacted by e-mail. Mention **NOCCC** in the Subject line.

Apple II	Gerry Resch	714-772-6667	gerry@gerryresch.com
Computer Boards	Martin LaRocque	562-697-4318	6 - 9 p.m.
Corel Draw	Larry Klees	714-879-7962	larryklees@yahoo.com
Digital Photography	Larry Klees	714-879-7962	larryklees@yahoo.com
Excel	Gerry Resch	714-772-6667	gerry@gerryresch.com
GPS Navigation	Bob DeWolf	714-879-8269	rsdewolf@adelphia.net
Linux	Bob Ray	714-634-7520	bobsdesk@dialup4less.com
Lotus 1-2-3	Gerry Resch	714-772-6667	gerry@gerryresch.com
Memory/Interrupts	Martin LaRocque	562-697-4318	6 - 9 p.m.
Microsoft Office	John Heenan	714-998-7660	heenanjc@sbcglobal.net
PC Hardware	Jim Sanders	714-544-3589	jsanders@ligasmicro.com
Photo editing & Pshop	Larry Klees	714-879-7962	larryklees@yahoo.com
QuickBooks - all ver.	Linda Russell	909-949-4930	qbqueen@verizon.net
Tcl/Tk & UNIX	Bob DeWolf	714-879-8269	rsdewolf@adelphia.net
Windows 7, Vista & XP	Jim Sanders	714-544-3589	jsanders@ligasmicro.com
Windows 9X & XP	John Heenan	714-998-7660	heenanjc@sbcglobal.net
WiFi & Networking	Jim Sanders	714-544-3589	jsanders@ligasmicro.com

The names of our volunteers are only available in the printed version of the Orange Bytes.

Do you want to be an NOCCC Help Volunteer and assist other members with computing subjects that you know well? If so, please contact Ted Littman at tedlit@roadrunner.com or (714) 779-1936.

SIG Leaders

Contact the SIG leaders by e-mail, preferably, rather than by telephone.

SIG	BLDG	RM.	TIME	LEADER	E-MAIL	PHONE
Linux for Desktop/Admin	Science	131	9:00/10:30	Bob Ray	bobrobo@dialup4less.com	(714) 634-7520
Beginner's Digital Photography	Science	127	9:00	John Krill	noccc.bgphotosig@gmail.com	(949) 497-8658
Visual Programming	Science	111	9:00	Anson Chapman	aec@cclift.com	(909) 860-9515
Come and Share	Science	109	9:00	Dr. Patricia Adelekan	p_adelekan@yahoo.com	(714) 628-9844
Word, Excel, & Outlook	Science	306	10:30	Tia Christian	lwilliams_00@yahoo.com	(714) 263-6105
Mobile Computing	Science	109	10:30	Ben Lochtenbergh	bal@msn.com	(949) 653-2545
Access/Excel VBA	Science	306	10:30	Bob Dickson	robertbdickson@socal.rr.com	(714) 539-1304
Advanced Digital Photography	Science	127	10:30	Larry Klees	larryklees@yahoo.com	(714) 879-7962
Understanding OS's	Science	111	10:30	Charlie Moore	mooreca@roadrunner.com	(714) 529-9071
Access	Science	306	12:00	Bob Dickson	robertbdickson@socal.rr.com	(714) 539-1304
PC Q&A	Irvine Hall		10:30/12:30	Jim Sanders	jsanders@ligasmicro.com	(714) 544-3589

Please report SIG changes to Ted Littman, editor@noccc.org, or (714) 779-1936.

Contact the SIG leaders by e-mail, preferably, rather than by telephone.

Word Tips

Resize Graphics Outside of Word

As mentioned in other issues of *WordTips,* Word has a feature that allows you to easily resize graphics to almost any size you want. While this can be easy to do, resizing graphics in this manner may not be the best approach to working with your graphics.

One *WordTips* subscriber reports the experience of their company when it comes to graphics. He works as an instructor and technical support staff in a company that produces a lot of reports. Many of the reports include lots of graphics: photos, drawings, charts, etc. Very often the employees would experience problems printing graphics. Every time a problem cropped up and the root cause was tracked down it had to do with graphics that were resized within Word. Even if the graphic was only resized a few percentage points, it could still cause problems.

Sometimes the printing problems could be solved by trying to print to a different printer or from a different computer that uses different printer drivers. Other times the problem could not be solved at all within Word. Regardless, solving the problem could take quite a bit of trial and error and therefore a lot of time.

When you insert a graphic in Word and then resize it, the full, large-scale graphic is still embedded within your document. This adds to the overall size of your document and means that the document may be slower or more difficult for Word to process.

Word is not a graphics program. (Duh!) It makes sense that specialized graphics programs would be more adept at resizing and cropping graphics than what you can get when you use Word. Therefore, you should consider resizing your graphics in a graphics program before placing them in a Word document. Doing so may result in a higher-quality graphic in your document, and it certainly will result in a lesser processing burden on Word.

If you are having problems printing graphics within Word, consider resizing and processing the graphics outside of Word completely using a program such as Paint Shop Pro or PhotoShop. Chances are good that you can solve your problems sooner than you think.

Non-breaking Em Dashes

Word allows you to enter many different typographical symbols, among them en dashes and em dashes. Exactly how you create these types of dashes has been covered in other issues of *WordTips.* However, it should be noted that an em dash may not

work exactly as you want it to. Normally an em dash is placed in a document between two words. In other words, there are typically no spaces around an em dash. (An en dash may be a different story that we won't get into in this tip.)

For those readers who are editors and/or typographers, a quick side-trip may be in order here. (For those who don't fall into this category, please excuse this tangent, but I know from sad experience that debating punctuation can be a somewhat religious experience.) Some of you may take exception to the claim of no surrounding spaces. Just so you know, I am relying on *The Chicago Manual of Style* for my reference here. It indicates that a space may follow or precede (but not follow and precede) a 2-em dash to indicate missing letters or spaces can appear on both sides of a 3-em dash to indicate missing words. Both of those instances are beyond the scope of this tip; here we are talking about single em dashes.

Meanwhile, back in Word-land, an em dash is always sticky to the word it follows. Thus, in the phrase "John—the original author—was flabbergasted," the em dashes will always stay with the words John and author as the end of a line is reached. In this way, an em dash can appear as the last character on a line, but never as the first character on a line.

If you want your em dashes to be sticky on both ends (sort of like a very long non-breaking hyphen), then you may be out of luck. Many people get around the problem by putting two, three, or even four non-breaking hyphens in a row to simulate a non-breaking em dash. The problem with this solution is that the non-breaking hyphens end up looking like a dashed line, not a solid em dash. You can minimize or virtually eliminate the natural spaces between the non-breaking hyphens by following these steps:

1. Select the non-breaking hyphens. (This technique works best if you use four non-breaking hyphens.)
2. Display the Font dialog box. (Choose Format | Font or, in Word 2007, press Ctrl+D.)
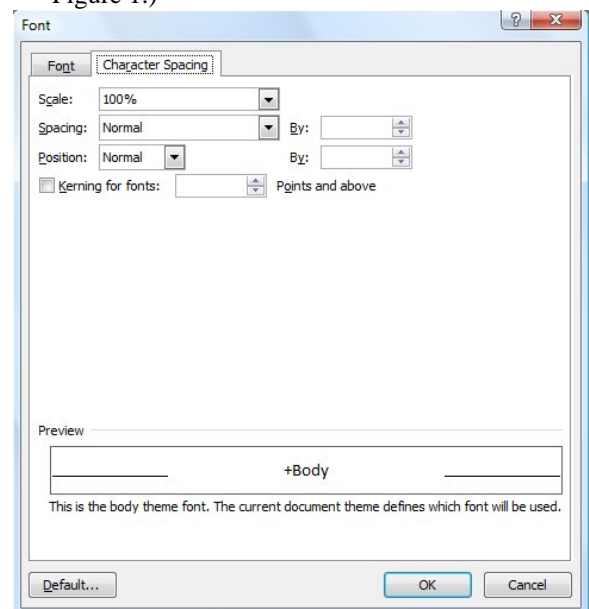3. Make sure the Character Spacing tab is selected. (See Figure 1.)

Figure 1. The Character Spacing tab of the Font dialog box.

4. Using the Spacing drop-down list, choose Condensed. The By field to the right of the Spacing drop-down list should change to 1 pt.
5. Change the By field to 1.2 pt. (You may have to play with this figure based on the font you are using.)
6. Click on OK.

The result is four characters (all non-breaking hyphens) that appear as a single character since they basically overprint each other just a bit. You can also take these four characters and assign them to an AutoText or AutoCorrect entry so they will be easy to use in the future.

You can also take a little different approach to the issue: You can stretch characters instead of condensing spacing. If you want to take this approach, simply insert a single non-breaking hyphen between your words, then follow these steps:

1. Select the single non-breaking hyphen.
2. Display the Font dialog box. (Choose Format | Font or, in Word 2007, press Ctrl+D.)
3. Make sure the Character Spacing tab is selected.
4. Using the Scale drop-down list, choose a high value, such as 200% to 400%. (You may have to play with this figure based on the font you are using.)
5. Click on OK.

Finally, you can insert a symbol to use instead of the regular em dash used by Word. This symbol will be sticky on both ends, unlike the em dash. Follow these steps:

1. Position the insertion point where you want the non-breaking em dash.
2. Display the Symbol dialog box. (See Figure 2.) Click Insert | Symbol or, in Word 2007, display the Insert tab of the ribbon, click Symbol, and then More Symbols.
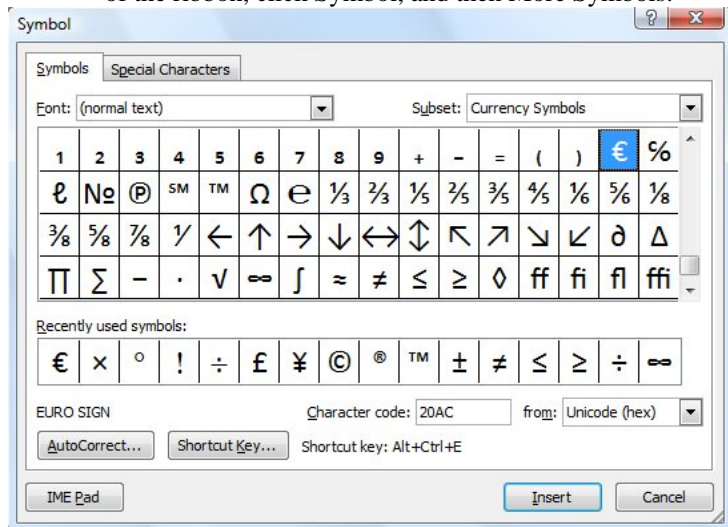

Figure 2. The Symbol dialog box.

3. Using the Font drop down list, choose Normal Text.
4. Using the Subset drop-down list, choose General Punctuation. The character selected should be the en dash.
5. Press the Right Arrow key once. The character selected should be the em dash.
6. Press the Right Arrow key on e more time. This is the character you want.
7. Click Insert.
8. Click Cancel.

With all these potential solutions, there is one caveat of which you should be aware. The spelling and grammar checkers in Word knows how to handle the regular em dash; they don't know how to handle these workarounds. Thus, don't be surprised if one of the checkers treats the word-dash-word combination as a single word and flags it as incorrect. (Just a little warning so you don't rely on Word to catch your spelling errors in this instance.)

Working with Other People's Files

If you work in an office where Word is used, it is likely that you need to work with documents from other people. If you simply load up their document, then you have to put up with their formatting choices. This may be hard to do, especially if you don't like their choices in fonts or spacing. To overcome this, open a new file (based on the template of your choice) and insert their file in this new document. If there are any styles in their document that match names in your document, then your styles will take precedence. Thus, your formatting choices will be used, not theirs.

Note that this tip will not work if styles were not used in the original document. If the other person explicitly formatted text using the menus or ribbon, then the formatting they used will remain. To overcome this, you may want to select the entire document and reset it to the Normal style.

Deleting a Header or Footer

If you want to delete the headers or footers defined in your document, follow these steps:

1. Position the insertion point in the section that has the header you want to delete.
2. Display the Insert tab of the ribbon.
3. In the Header & Footer group, click either Header or Footer, depending on which one you want to delete. Word displays a drop-down list of options.
4. Click Edit Header or Edit Footer, depending on which tool you clicked in step 3. Word displays the header or footer along with the Design tab of the ribbon.
5. Select the contents of the header or footer.
6. Press the **Del** key, or press **Ctrl+X**.
7. On the Design tab of the ribbon click on Close Header and Footer.

You may wonder why you don't just click Remove Header or Remove Footer, options available after you complete step 3 of these steps. The reason is simple—in my testing, clicking those options removes the header or footer text, but it doesn't remove the header or footer paragraph. Thus, if you have (for instance) a header or footer that includes a paragraph border, that border is still visible after you use the Remove Header or Remove Footer tools. The only way to get rid of the entire thing is to follow the steps as outlined.

If you are using a version of Word prior to Word 2007, follow these steps instead:

1. Position the insertion point in the section that has the header you want to delete.
2. If you are using Normal or Outline view, choose Header and Footer from the View menu. In Print Layout view, you can simply double-click on the Header or Footer you want to delete. You will see the Header and Footer dialog box, and the header area of the page.
3. If you want to delete the footer, click on the Switch icon in the Header and Footer dialog box.
4. Select the contents of the header or footer.
5. Press the **Del** key, or press **Ctrl+X**.
6. Click on Close.

Excel Tips

Capturing a Screen

There may be times when you need to include a screen shot within your Excel worksheet. The easiest way to do this is as follows:

1. Set up your screen to look the way you want it to.
2. Press the **PrintScreen** key. This copies the screen to the Clipboard.
3. Start Excel (if it is not already started) and select the cell closest to where you want the screen to appear.
4. Press **Ctrl+V** to paste the contents of the Clipboard.

This action results in the entire screen being pasted in your worksheet. If you wanted, instead, to only copy and paste a single dialog box or the active window, simply use **Alt+PrintScreen** in step 2.

If either of these methods still does not fit your needs (for instance, you want to include only a small part of the screen), you can use the following:

1. Set up your screen to look the way you want it to.
2. Press the **PrintScreen** key. This copies the screen to the Clipboard.
3. Start the Paint accessory (or some other graphics program) and maximize the screen.
4. Press **Ctrl+V** to paste the contents of the Clipboard into the program.
5. Use the program's editing tools to change the image as desired.
6. When complete, press **Ctrl+C** to copy the image to the Clipboard.
7. Start Excel (if it is not already started) and select the cell closest to where you want the screen to appear.
8. Press **Ctrl+V** to paste the contents of the Clipboard.

You should understand that once the screen is placed in your workbook, you can move and manipulate it the same as any other graphic. Also note that adding quite a few graphics to your worksheet can dramatically increase the size of the file in which your workbook is saved.

Moving Cells Using the Mouse

As you edit your worksheet, you can use the mouse to move cells from one location to another. You do this by following these steps:

1. Select the range of cells you want to move by highlighting the range with the mouse.
2. Position the mouse pointer over the heavy border that surrounds the selected range. The pointer should turn into an arrow.
3. Click and drag the range to a new location. As you move the mouse, the outline of the range moves.
4. When you are satisfied with the new location, release the mouse pointer. The cells are moved.

If there is anything already at the target location, Excel may ask you if you want to overwrite the existing cells. You can respond according to your desires.

If you cannot seem to edit this way, or if no heavy border (step 2) appears around your selected range, then drag-and-drop editing is probably turned off on your system. To check this, follow these steps:

1. Choose Options from the Tools menu. This displays the Options dialog box.
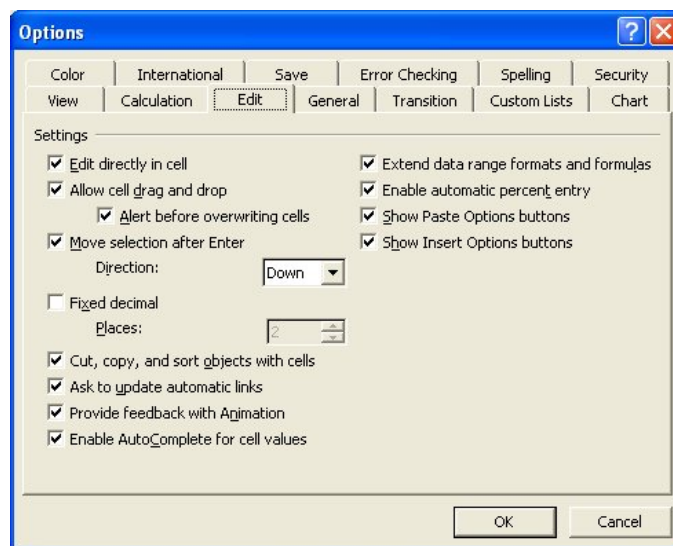2. Click on the Edit tab. (See Figure 3.)

Figure 3. The Options dialog box.

3. Make sure the Allow Cell Drag and Drop check box is selected.
4. If you want to be warned before overwriting information during an edit, make sure the Alert Before Overwriting Cells check box is selected.
5. Click on OK.

Fitting Your Information

It is important to remember that the default size for Excel columns is only a starting point. In fact, one of the most common formatting tasks you will do in Excel is to adjust the width of columns. If you want to make sure that all the information in a cell is visible, try this:

1. Select a cell in the column you want to adjust, making sure you select the one that has the widest information you want displayed.
2. Choose Column from the Format menu. This displays a submenu.
3. Choose AutoFit Selection from the submenu.

The column width is adjusted so that the information in the cell you selected is entirely visible. Another quick way to do a similar adjustment is to simply double-click on the divider bar between the column heading for the column you want to adjust and the column to the right. That may sound confusing, but it is really quite simple. For example, let's say you wanted to adjust the width of column D. All you need to do is double-click on the divider bar between D and E in the gray column headings at the top of the worksheet area.

There is one difference between these two methods. If you use the AutoFit Selection method, the width is set based on the cell you have selected. If you use the double-click method, the width is set based on the widest item in the column, not what you have selected.

Arranging Workbook Windows

If you have more than one workbook open at a time, Excel allows you to view all the workbooks at the same time, and to arrange each window as you desire. The easiest method of arranging workbook windows is as follows:

1. Choose Arrange from the Window menu. Excel displays the Arrange Windows dialog box.
2. Make sure the Tiled option is selected. (This divides the screen space evenly between all your windows. The main benefit is that all your workbook windows get at least a piece of the screen.)
3. Click on OK. The windows are all displayed.
4. Click on the window whose size you wish to adjust. It becomes active.
5. Move the mouse cursor near the border of the active window. When the cursor turns into a set of arrows, press the mouse button and drag the window edge to the desired size. Release the mouse button.
6. Repeat steps 4 and 5 for each window you want to adjust.

Forcing a Page Break

As your worksheet gets larger, there may be times when you want to force Excel to starting printing on a new page. For instance, you might want only the first fifteen rows of information on the first page, then the balance of the worksheet on the second printout page. To make this happen, follow these steps:

1. Make sure cell A16 is selected.
2. Choose Page Break from the Insert menu. A dashed line appears between rows 15 and 16.
3. Print your worksheet as normal.

If you want to later remove the page break, follow these steps:

1. Make sure cell A16 is selected.
2. Choose Remove Page Break from the Insert menu. The dashed line disappears.

Changing the Color of Worksheet Gridlines

Most people using Excel leave the gridlines visible so that they can easily see where the various cells are. By default the gridlines are a light gray. You can easily change the gridlines to a different color by following these steps:

1. Display the Excel Options dialog box. (In Excel 2007 click the Office button and then click Excel Options. In Excel 2010 display the File tab of the ribbon and then click Options.)
2. Click Advanced at the left side of the dialog box.
3. Scroll through the options until you see the Display Options for this Worksheet section. (See Figure 4.)
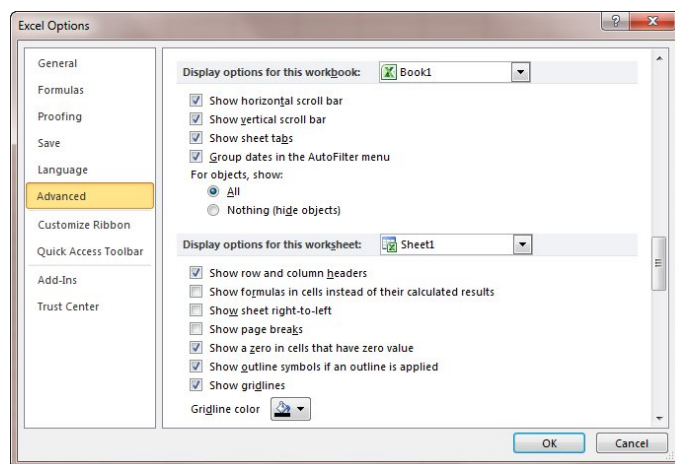

Figure 4. The Advanced options of the Excel Options dialog box.

4. Ensure the Show Gridlines check box is selected.
5. Using the Gridline Color drop-down list, choose the color you want to use.
6. Click OK.

Ask Bob Rankin

Backup Your Device Drivers?

"Is it necessary to back up my device drivers?" For Bob's answer, go to:

http://askbobrankin.com/backup_your_device_drivers.html?awt_l=DGqD3&awt_m=JhL3yVNSi8P6SL

Computer Backup Power

"What do you recommend as a backup power supply for computers?" For Bob's answer, go to:

http://askbobrankin.com/computer_backup_power_.html#ixzz1e5LhRFOO

Wireless Data Storage Devices

"I've recently heard about wireless portable hard drives, and am thinking about using one as a backup drive." For Bob's recommendations, go to:

http://askbobrankin.com/wireless_data_storage_devices.html#ixzz1e5MajZaD

Ed's Tips

Windows 7 Search tool

"We occasionally want to locate a file on our computer. Can you recommend a good way to search? Do we need another program?" For Ed's answer go to:

http://edwardns.com/blog/windows-7-search-tool

Using Windows Homegroups

"We have 2 Windows 7 PCs in our home and would like to share files between them. What are Homegroups and can [...]" For Ed's answer, go to:

http://edwardns.com/blog/using-windows-homegroups

Access email from multiple PCs

"I have 3 PCs running Windows 7 and I use Outlook 2007 for email on all 3. Is there a way to sync my email for all three computers?" For Ed's answer, go to:

http://edwardns.com/blog/access-email-from-multiple-pcs

CreativePro Daily News

Histograms

The best photography tool you already own.
For details:

http://www.creativepro.com/article/histograms-are-best-photography-tool-you-already-own-part-1 and
http://www.creativepro.com/article/histograms-are-best-photography-tool-you-already-own-part-2

Microsoft

5 Steps to Set Up Your Wireless Network
For details:
http://www.microsoft.com/athome/organization/wirelesssetup.aspx

10 Tips to Improve Your Wireless Network
For details:
http://www.microsoft.com/athome/setup/wirelesstips.aspx#top-of-page

Keyboard Shortcuts for Microsoft Office
For details:
http://www.microsoft.com/athome/organization/compshortcuts.aspx

5 Tips for PC Health
For details:
http://www.microsoft.com/atwork/productivity/5computinghabits.aspx

Optimize Your PC for Peak Performance
For details:
http://www.microsoft.com/athome/setup/optimize.aspx

Delete Unwanted Files & Programs
For details:
http://www.microsoft.com/athome/setup/cleansweep.aspx

Top 14 Websites for Students
For details:
http://www.microsoft.com/athome/students/studentsites.aspx

Orange Bytes in Color and More at the NOCCC Website. Webmaster Needed!

By Steven Breitbart, NOCCC

Jim Sanders, the NOCCC President, has been updating the NOCCC web site. **Nevertheless, we urgently need a volunteer to be the Webmaster. If you can help, contact Jim Sanders** at president@noccc.org or (714) 544-3589.

The latest issue of the Orange Bytes is now available in PDF format, **in color** and with **live** internal and external links. There is no user name or password needed. Older issues also are available. Go to our website: **http://www.noccc.org/bytes/index.html..**

Products Available for Review

The NOCCC regularly receives copies of books and software from vendors for our review. **We can also request specific products for you to review.** These reviews are published in this newsletter, the Orange Bytes. **Then, you get to keep the book or software.** If you are interested in doing a review, please call or send me an e-mail and provide your membership number, phone number, and e-mail address. You can pick up the product in **the lobby of Irvine Hall between 9 A.M. and Noon** at the next NOCCC meeting.
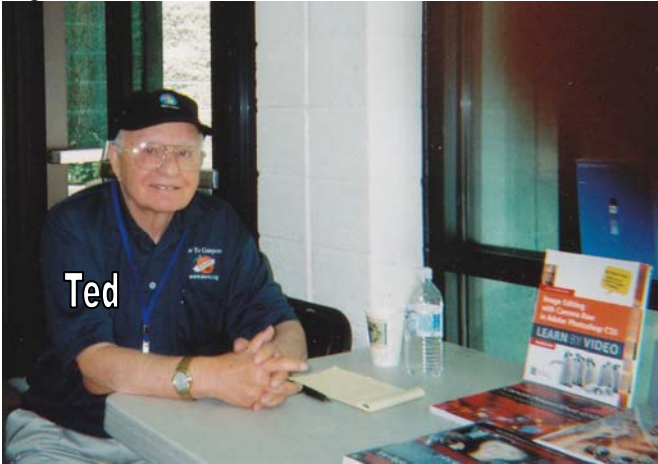
Ted Littman, (714) 779-1936, reviews@noccc.org.

Note to Reviewers

❖ You have 2 months to submit a review. Due-cause time extensions must be requested from the Reviews Editor.
❖ You must leave a security deposit (check, credit card number, or cash equal to the product's list value.), returnable upon our receiving an acceptable review.
❖ If you decide to return the product without reviewing, there is a $2 penalty after the first month and a $5 penalty after the second month.
❖ Guidelines for preparing your review are addressed on the next page.

Books

Operating Systems & Computing

Computers for Seniors for Dummies – Choosing the right computer and learning how to use it. By Nancy Muir from Wiley. MSRP=$25.

Social Networking & Internet

New: The Internet for Dummies – Authored b7 Levine & Young from Wiley. MSRP=$25.

New: The Facebook Guide for People Over 50 – Seniors learn how to get connected. Book by Paul McFedries from Wiley. MSRP=$20.

New: Facebook Me! 2nd Ed. – A guide to socialixing, sharing, and promotgon Facebook. By David Awl. From Peachpit Press. MSRP=$22.

Twitter for Dummies – How to connect with others in 140 characters. Book by Fitton, Gruen, & Poston from Wiley. MSRP=$22.

New: Twitter Marketing for Dummies – Use Twitter to build your network, spread your message, & communicate with your customers. By Kyle Lacy from Wiley. MSRP=$25.

New: LinkedIn for Dummies – How to join & use the largest online network for professionals. By Joel Elad from Wiley. MSRP=$25.

New: Mom Blogging for Dummies – Learn how to set up your blog and use it to sell your products & services. From Wendy Piersall from Wiley. MSRP=$25.

New: The Back Channel – How audiences are using social media & changing presentations forever authored by Cliff Atkins. From New Riders. MSRP=$35.

Mining the Social Web – Analyzing data from social media sites by Matthew Russell. From O'Reilly. MSRP=$40.

Digital Photography & Design

New: The Portrait Photography Course – Principles, practices, & techniques. By Mark Jenkison, from Peachpit Press. MSRP=$40.

New: Professional Portrait Retouching Techniques for Photographers using Photoshop – Learn how the pros do it. By Scott Kelby, from New Riders. MSRP=$50.

Canon PowerShot G12 – From snapshots to great shots by Jeff Carlson from Peachpit Press. MSRP=$25.

The Photoshop Elements 9 Book for Digital Photographers – New Riders book by Scott Kelby & Matt Kloskowski.MSRP=$50.
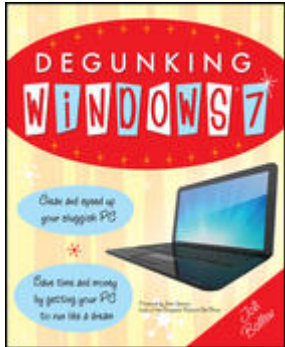
New: Adobe InDesign CS5 Classroon in a Book – The official training workbook from Adobe Systems. Includes a CD. From AdobePress. MSRP=$55.

Real World InDesign CS4 – This book covers the waterfront on Adobe's new design suite. Authored by Olav Kvorn & David Blatner, it is published by Peachpit Press. MSRP=$55.

Degunking Windows 7

Book Review by Ted Littman, NOCCC

Author: Joli Ballew
Publisher: McGraw Hill, Feb. 2011, ISBN-10:0071760059, 278 pages.

Price: $25 list, $16 at amazon.com.

According to the publisher: *"Degunking Windows 7* is the fast, affordable way to keep your computer running quickly and efficiently. Over time, Windows PCs can slow down due to unnecessary programs, files, errors, and other 'gunk.' This book's proven Degunking 12-Step Program shows you how to organize your hard disk, load and run only the programs and processes you need, and restore the speed, responsiveness, and reliability your PC had when it was brand new. This do-it-yourself guide puts the practical information the expert PC technicians know directly into your hands, saving you lots of time and money!"

Sounds great, right? Well, in spite of the hype, like calling things to be removed from your PC "gunk," using a "proven 12-step program" to degunk, and insisting that you start at the beginning of the book and work through to the end, following most of the practices recommended in the book will have a positive impact and give you a faster, more efficient system. In fact, the author addresses important housekeeping practices that have nothing to do with degunking; activities such as implementing good security practices as well as regularly backing up your data files and defragmenting your hard drives.

I have been computing for over 15 years and, as a retired engineer, try to maintain an efficient computer with good housekeeping practices. But, I was surprised at how many of author Joli's recommendations I was overlooking. I did read the book from cover to cover (but, how else can you write a review?) over the course of a week, applying the recommended practices that I have not been using. But, it took a lot of patience to stick to it – more than the average person probably has, especially if you are not retired. To her credit, Joli offers a range of time-dependent degunking sets ranging from "spare moment" to half-day at a time.

The book is organized into 14 chapters ranging from what causes gunking to backing up files. No major topics have been omitted, although some of us might prefer greater coverage of some areas. (However, the book does provide numerous recommendations on where to go from here.) There also is an appendix devoted to housekeeping a new PC; i.e. getting rid of some of the so called "crapware" that PC vendors usually install on a new system.

There are lots of figures (screen shots) to accompany the text; unfortunately, some use a font size that will give you eye strain. In addition, a few of the recommendations are controversial, like cleaning (or even opening) the Registry. Even with the caveats that Joli offers, most computer users should not go there without the help of an expert. Efficiency can be overdone and cause an enormous waste of time in reconstituting a system that has been screwed up by an inexperienced person.

Surprisingly, the author did not make a recommendation on who should read the book; however, John Iasinolo, who wrote the book's Foreword, stated this book "is written for everyone, from novices to professionals!" I don't think it will appeal to the gurus or those folks who are unwilling to bother with anything except the bare minimum in PC housekeeping (or those who don't do books). For the most part, the book was enjoyable to read although a bit repetitious. The author has an easy-to-read writing style and injects sufficient humor to keep your attention. And she has credible credentials! These include authoring her first "Degunking Windows" book in 2004.

However, I do think that there is too much emphasis on using the operating system's built-in tools and those that are free. From my experience, there are lots of pay programs available that work much better than the ones Microsoft provides. If one is willing to invest many hundreds to thousands of dollars in a PC, then allowing for the expenditure of funds for software and peripheral hardware makes sense.

Should you buy the book? If your computer seems to have slowed down due to the accumulation of stuff or if you want to avoid the problems associated with housekeeping neglect, and you are willing to follow a logical step-by-step procedure, then $16 seems like a very reasonable investment. Although the book was written for Windows 7, most procedures will apply as well to earlier operating systems.

For more information on the book, check out this web site: *https://www.mhprofessional.com/product.php?isbn=0071760059*

Photoshop CS4 Review

Review By Jim Sanders NOCCC

For a long time, I have coveted owning my own copy of the gold standard of image editing, to wit, Adobe Photoshop. Justifying the full price of the program, which is now up to $999, was a little hard to do and certainly tough on the pocketbook. As a result, I have over the years, used a number of different editing programs. Some were free, because they came bundled with a scanner. My first copy of Paint Shop

Pro was version 5 released in 1998. At that time it was owned by JASC, which, as a point of historical interest, was an acronym that stood for Just Another Software Company (JASC was bought by Corel several years ago.) JASC was a presenter at the South Western Users Group conference in San Diego that year. I was the lucky holder of the winning ticket for that door prize. That program was my first introduction to the power of layers.

The combination of a presentation on Adobe Photoshop Elements that impressed me with its editing power and a good sale, with a nice rebate, caused me to open up my wallet for version 2 of that program. I have over the years, upgraded both of these programs and now own Paint Shop Pro version 13 (X3) and Elements version 8. These two programs have been upgraded in both power and complexity over the years. Both of them present themselves as easier to use than Photoshop and aimed at the nonprofessional who does not need all the power of Photoshop.

The North Orange County Computer Club has a reviews program for hardware, software, and books. The program is pretty simple: check out an item, write a decent review on that item, and you get to keep the product. An illness prevented the person who had originally checked out Photoshop CS4 from writing a review, and the item had to be returned and remained available for a couple of months after that. Apparently the reputation of Photoshop as a very complex program was intimidating to potential reviewers. All of that took time and overlapped the release of Photoshop CS5. My greed overrode a similar reluctance on my part, but I agreed to do a review of the Photoshop CS4 program.

My installation system is a Windows 7 machine with an Intel 2500K CPU, 8 GB of RAM, and an AMD 6870 video card. When I opened the box, which is relatively small and light, I found a plastic DVD holder containing 2 DVDs and three small sheets of paper. One DVD is the Adobe Photoshop CS4 program installation disk, and the second is a learning disk that says it contains over two hours of video on various topics. There is no manual or instruction book. In fairness, a comprehensive manual on Photoshop CS4 would probably need to be about 2 feet thick, be cumbersome, and nowhere near as easy to deal with as the electronic equivalent. One of those three sheets of paper refers to the online help available @ Adobe.com, the 29 MB help PDF that you can download, the online community, the search function on their site, the fact that help is available even without an online connection, and the reference to the many, many tutorials that can be accessed by searching the web. Not to mention the many books, DVDs, and CDs, those are available on Photoshop.

The actual installation went very smoothly and only took a few minutes. At nearly the completion of the installation you are offered one interesting option. You are given the choice of entering the serial number of your product or choosing to have a 30 day trial. A nice thing about that option is that you can see if the computer you are installing it on is adequate for your use of the program. Once the program was installed, I clicked on Adobe Photoshop CS4 (64bit) and the program loaded with

surprising speed. At one point in the load cycle, a window popped up suggesting that I should check to make sure that my video card had the latest driver. I learned that this is because CS4 will make use of the Graphics Processor Unit or GPU that has the necessary attributes to be compatible with OpenGL and a couple of other specifications. If the video card meets the specifications, CS4 can offload some of the image processing to the video card. As it happens, the AMD 6870 meets all those specifications with room to spare. One of the features that this capability augments is continuous zoom. If you place the zoom tool over an object in the image and keep it there while left clicking, the program will rapidly zoom into that spot until you release the button. When you then click on the "Fit Screen" button, the image reverts to its normal size in a flash.

Okay, so I finished the installation, clicked on the start button, clicked on All Programs, and found that instead of the one program that I expected there were seven entries for CS4. There was both a 32-bit and the 64-bit version of Photoshop CS4 and several support programs. A notable one is Adobe Bridge CS4. This is a file management and file organization program that is a pretty important function all unto itself. It can be an integral part of establishing a workflow system that is very useful if you are dealing with a large number of photographs. Beyond that I will not comment on Bridge. I started the Photoshop program; it fired up with a blank workspace, the tools panel on the left, the menu bar at the top, and the panel's column on the right. First thing is to have some image to work on. Going to File and Open is a no-brainer and navigating to the directory that you want is pretty standard. With the image open, the first thing that I did was play with the above zoom feature. Fun, impressive, useful even, but for all that, not a big deal. So with the image loaded, the question becomes one of, what can Photoshop do with the image that I think needed doing? After several hours of study, it becomes easy to change the question to one of "What can't Photoshop due to an image?" Initially, I was so overwhelmed with available options and the lack of knowledge on how to use them that I wasn't sure where to start other than Help! Clicking on Help takes you online to the adobe.com website and specifically to the Adobe page titled Using Photoshop CS4. This is part of the electronic equivalent of the manual that is not in the box. It starts with some basics, and the section on the Workspace, I found particularly useful. Somewhere in that area I also found a reference to the fact that you can download a 29 megabyte, 700 page long PDF manual file. The PDF manual is quite useful if you are not able to go online for some reason.

After spending several hours reading various parts of those documents, and watching a number of the training videos on the second DVD that was in the box, I decided to search the web for tutorials. Most of these tutorials seem to be on YouTube. They ranged from complex and complicated tasks to lighthearted or whimsical and in a few cases salacious. A problem with a large number of these tutorials is that they have been edited to save time. So while they may show what step was taken to change the tool for the next step, that only lasts for a few frames and I found it very difficult to follow what was being done in many cases. A Google search on "how to single frame step YouTube" solved the problem.

At this point in its development, Photoshop has more tools than most people know what to do with. I find that I can understand how to use most of the tools to achieve their primary function. What a number of the video tutorials make very clear to me, is that to become truly adept at using Photoshop, I need to develop a feel for the synergy that comes from using multiple tools in combination with each other. More often than not, the synergy is exemplified in the combination of multiple tools and; in bold letters and all caps...........**LAYERS!** If you can learn and understand layers, you are halfway home to becoming a Photoshop guru.

I now have an image toolbox, Photoshop, that can do just about anything that can be done to an image if the user learns how to use the tools. Do I need that capability, most of the time, probably not. Paint Shop Pro or Photoshop Elements or even some of the lesser programs might be adequate for a lot of the common tasks. Even for a lot of professionals, Photoshop Elements may do just about everything that they need done. For some amateurs, there may be a particular task that only Photoshop provides an answer for. If I had to spend the $999 list price for Photoshop, I would probably pass. However, there is a good way to get the program for 20% of that price. A large number of community colleges offer a course on the use of Photoshop. Not only is taking one of those courses a good idea, but in a large number of cases it also qualifies you for getting the student discount price on Photoshop which is $199.00 MSRP.

Adobe Photoshop Extended CS5 is available from Amazon.com for the discounted price of $961.89 and that includes free shipping. The Adobe Photoshop Extended CS5 Student and Teacher Edition is available for the discounted price of $149.99, which includes shipping. If you can qualify for the student edition at that price, I would strongly recommend that you do so. Photoshop really is an amazing piece of software.

Real World Adobe Photoshop CS5 For Photographers

Book Review by Jim Sanders, NOCCC
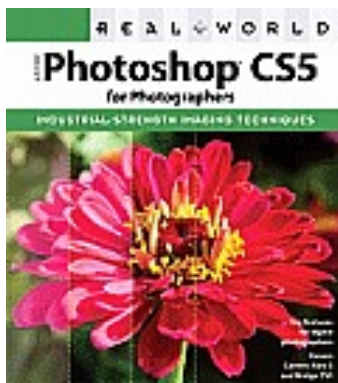
This book by Conrad Chavez is nearly 600 pages long and could probably be 10 times that long and still not cover in detail everything Photoshop can do, but it tries. The title would probably be a little more accurate if you were to insert "Professional" in front of Photographers in the title. I am a reasonably knowledgeable amateur photographer with 40 years of on-the-job training. I have used several versions of PaintShop Pro and Photoshop Elements. I have long coveted the gold standard to which all others compare themselves and recently acquired Photoshop CS4. It took very little time to decide that I need help in understanding how to use the program. When the opportunity to review this book presents itself, I figured there wouldn't be all that much difference between CS4 and CS5. That is mostly true, but, for instance, the new Content-Aware Fill feature in CS5 is impressive.

The skill level this book intends to address, printed on the back cover, defines the book as intermediate/advanced, and that is pretty accurate from my point of view. The author spends the first 100 pages covering setup and several different categories of basics. The number of pages he spends on color calibration and the different methods of adjustment emphasized the importance of this aspect of professional photography. One item that caught my eye, and surprised me a little bit, was how adamant he was that you really should have a totally separate, fast, scratch disk installed in your system, possibly even an SSD.

Whether you are a professional or an amateur, today's digital cameras make it both inexpensive and worthwhile to take hundreds of images on any given shoot. There are a number of potential pluses to having a lot of images to choose from. My favorite is finding something in a frame that I wasn't even aiming at. The downside is that you have all of those images to go through. In addition, most serious photography is now done in the RAW mode which increases your post-processing time significantly. The author, Conrad, with good reason, is big on establishing a digital workflow system. Using Adobe Photo Downloader, which is included with Bridge, which is part of the Photoshop CS5 package, is a big part of the system he recommends. He details how using Downloader, Bridge, and Camera Raw to do preliminary processing of images can save you a great deal of time. But that's only after you have spent a great deal of time learning how to use Camera Raw and Bridge. Most of the 130 pages of Chapter 5 deal with how to use Camera Raw to make image adjustments. The rest mostly deals with how to use Bridge to manage your image files.

Chapter 6 has the mildly misleading title of Essential Photoshop Tips and Tricks. The density of information in these 50+ pages is pretty high. One of the points made in this chapter is that the current versions of Photoshop know how to offload some of the processing onto the video card's GPU (Graphics Processing Unit). This is somewhat confusing as Conrad made a point in Chapter 1 of saying that you really didn't need to spend money purchasing a high-end video card of the type that gamers like. But it is those self-same cards that have the more powerful GPUs. While he mentions that "screen space remains at a premium even as monitor sizes grow," he does not go into how the high-end AMD video cards make it very easy to have two, three, or more monitors hooked up to your computer and arranged as one large desktop. Nonetheless, studying this chapter in detail would be very beneficial.

Chapter 7 is titled Image Adjustment Fundamentals. That could easily be renamed the Histogram and color adjustment chapter. Many examples are provided of both the subtle ways in which adjusting the histogram of photos and, in some cases, the substantial way in which manipulating the histogram affects your photos. This chapter contains several good photos that have skewed histograms and illustrates what actions can be taken to correct them. I found several of the subtle methods illustrated that I want to remember and practice using.

By Steven Breitbart, NOCCC; photos by John Krill & BenLo

NOCCC President Jim Sanders first opened the meeting with a bit of club business. Tony Loechner can no longer help with the production of the Orange Bytes, the club newsletter, so Ted Littman, the editor and also our club Secretary is looking for help. The whole issue is printed and mailed to members, but it is available in color earlier on the club web site.

Jim also reminded people the club needs a Vice President, one of the officers required by the club. Also, that this current term, will be Jim's **absolute last term** as club President. Elections will be held at the June meeting. Please consider joining the Board or running for an office.
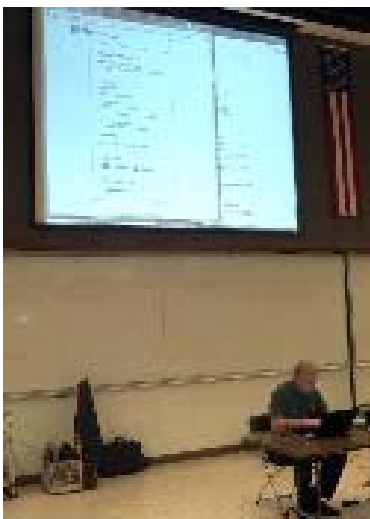
Our speaker was **Larry Klees**, leader of the Advanced Digital Photography SIG and the topic was using the photo-displaying web site **Flickr.com**, which is now part of Yahoo! It is more than a site to display your photos; it is a photo organizing and sharing site where you can compare and comment on photos made by people all over the world! Up to 5,000 photos a minute are uploaded to Flickr.

The opening screen of Flickr.com is a summary of recent events, uploads, comments by other users, etc. You can upload photos in JPG or TIFF format, and unanimated JIF files. RAW is not accepted and the maximum file size per image is 15 MB for a free account; paid accounts have a 20 MB limit. Two videos a month of up to 150 MB also can be uploaded; several formats are accepted. With a free account, you can see 200 images of your "photostream," the photos you have uploaded. There is also a 3-set limit; a set being a grouping of your own photos. There are also a few advertisements displayed. However, for $24.95 per year you can see all the photos you have uploaded and the 3-set limit is removed. There are other advantages as well; the videos can be up to 500 MB in size. If a person has a Flickr account, he/she can look at anything uploaded, if not, someone needs to send them a link to the photograph.

Good security exists on who can see or copy your photos. You can choose who can see your photos, and the particular sizes in which it is available. Also, who can download your photos or add comments. The choices are: only you, friends and family, your contacts (who can make you their contact or not) or any other Flickr member. Most settings can be applied to individual photos or *sets* in your profile. There are also favorites, photos you have chosen from other photographers that you like to view and perhaps download, or comment on frequently, unless the

settings for that photo are set to prevent comments and downloads.

Groups are photos about specific subjects. There are over 10 million Flickr groups, for example: Night Images. Several people run a group, and you submit your photo to the group. Groups can be set up to be by invitation only. Flickr has automatic routines which check the photo's tags (see below) and see if they match the group's criteria.

Sets are groups of your own photos; this is the place you arrange the order of the photos. These can be turned into *collections*. A Collection can be a large topic, for example: My Trip to Europe, with several sets about individual locations within it. *Galleries* bring photos on a subject together for public viewing from multiple photographers. You can also call up a map and post a thumbnail image of a photo at the location it was taken.

You can attach searchable tag words to each photo. You can tag all the photos you have just uploaded, but you can then alter the tags for individual photos. Flickr user names and tags, as individual photographers are also searchable. Groups can also automatically add tags if allowed. Larry normally enters EXIF information, such as title, description, and copyright information, using a photo editor, which overwrites the default name of the photo typically used by Flickr. It also populates several of the tag fields.

Notes can be embedded in a photo, so you'll never forget people's names or other things. Separately, you can use another tag type field to list the people in the photo.

Other settings include whether the photo can be downloaded can be applied globally from your profile, but also to individual photos. There are also favorites, photos you have chosen from other groups that can be downloaded unless the settings for that photo prevent it. They also have content filters to prevent pornography from being posted where it is not wanted.

Almost all photos, whether in sets or groups, can be quickly built into slide shows. A link can be sent to other people, not members of Flickr to view the slide show. There are lots of additional capabilities built into Flickr. I recommend checking out the tour of these features at www.flickr.com.

Another interesting meeting. **See you next month.**
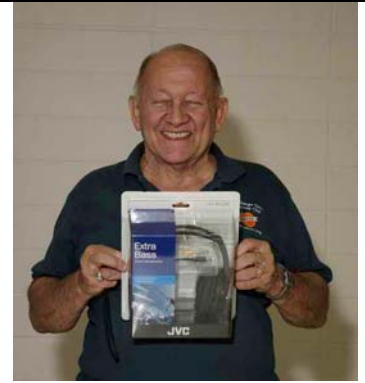
December 4, 2011 Raffle Winners

Photos by John Krill, NOCCC
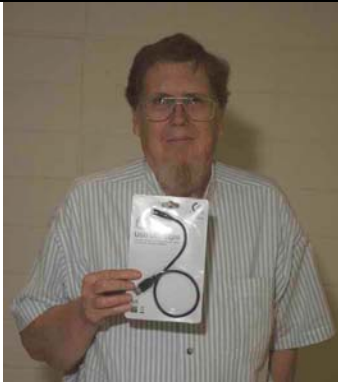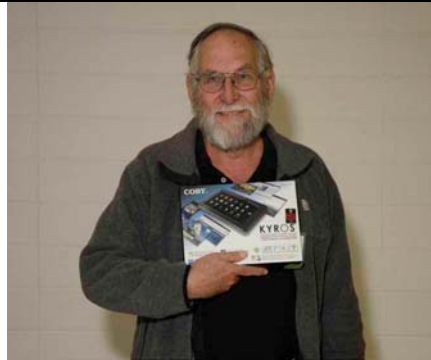

John Johnson
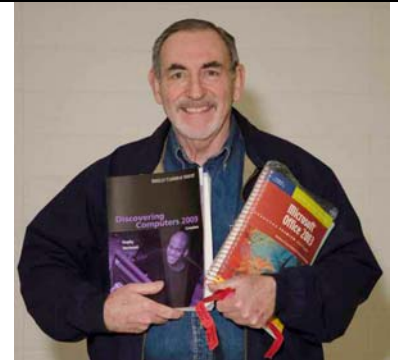*USB Fly Light*

Kaz Adachi
Norton Internet Security & Book

Gerry Resch
JVC Earphones

Martin LaRocque
15"LCD TV Monitor

Mike Miller
Android Tablet

Dr. Don Armstrong
2 Books
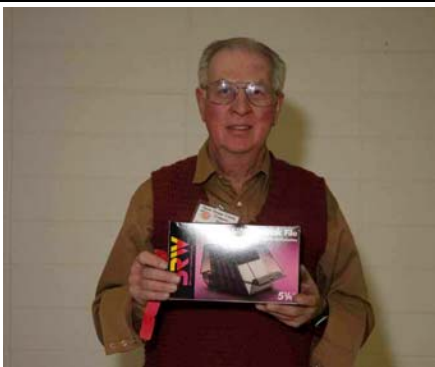
Dennis Martin
Disk Box

Bill Van Horn
LED Flashlight

Your photo could be here - but only if you buy a raffle ticket.
$1 per ticket or 6 tickets for $5!
Remember, parking permits are good for 2 free tickets!

Beginner's Digital Photography

By John Krill, SIG Leader

Buying a Digital Camera? How Do I Find Just What I Need?

One of the members e-mailed me asking that I recommend a camera to him. He gave me a list of requirements for a camera and asked me to name a camera model.

First here is the e-mail: *I need your recommendation of a Nikon Camera that will fit in my USCG uniform pocket using an eye view instead of a screen view that can record in RAW while I am bouncing around in the ocean providing assistance of a vessel in distress. Working with the Nikon D700 just isn't practicable while in action.*

His list of requirements: Nikon; small, lightweight; record RAW images; eye-level viewfinder.

Note: The eye-level Viewfinder is what you find on SLRs and expensive rangefinder cameras. Recently a new technology has been developed. It's called Electronic Video Viewfinder or EVF. In the viewfinder is a small LCD screen that shows the exact same image that you see on the cameras large LCD screen. Cameras using an EVF generally are referred to as Mirrorless Digital Cameras. Certain models of *Sony NEX* and *Nikon 1 V1* digital cameras use an EVF.

The Search Process

The first step is to find as many cameras as possible that match his criteria. He made it a little easier because he limits his search to Nikon cameras only. If you wanted you could go to the NikonUSA web site and just browse their cameras but even that method may not get the results you want.

For me the first stop is *B and H Photo Video* (http://www.bhphotovideo.com/) They have a very easy method for searching for product. At their home page click on the *Digital Cameras and Gear* icon. At this new page click *View More* under Digital Cameras.

From this page, you can select all the criteria for your camera choice from the left sidebar. First, click the box next to *Nikon* under the *Brand* listings. If you have no idea what cameras have eye-level viewfinder or record RAW images you could review all the cameras listed under Nikon. Other search options are camera price and type of digital camera - DSLR, Point and Shoot, etc.

B&H has a special search box (At the bottom of the left sidebar.) that lets you search JUST the items listed. Lastly go through the list of cameras; find the ones that fit your criteria.

Once you find the camera(s) you're interested in you can go to Digital Photography Review (www.dpreview.com) and see if they have reviewed or tested any of the cameras you found at B&H. Lastly find a store that has the best price or deal. We all know how to do that!

PS: I did find a camera that just may fit his criteria: A *Nikon 1 V1* with the 10mm - 30mm kit lens. This camera is so nice I may start saving for one myself.

Amazons' Daily Gold Box Deals

I've mentioned this before but it's worth repeating. Amazon has daily Gold Box deals that can be the very item you've been wanting for months and now here it is at a very low price. They send out a daily email with the Gold Box deals. Sign-up. You never know. Just recently they had the Pansonic Lumix DMC-LX5 Digital Camera for $269.00. That's a $100.00 discount. A very good deal indeed.

Android Pad Users I Need a Volunteer

I would like to demonstrate Adobe's new Photoshop Touch App (http://tv.adobe.com/watch/adobe-touch-apps/what-is-adobe-photoshop-touch/) I will pay you to install the software App on your Android ($10.00). Any one interested?

Standard Stuff That Is Always In This Report

This report should be up on the SIG's blog in detail & screen shots. If you have a special request for information regarding digital photography let me know. E-mail me using the address listed below.

Check out the SIG Blog for other information and maybe info on what we will discuss at the next meeting. As always we will answer any and all questions.

If you have a special request for information regarding digital photography let me know. E-mail me using the address listed below.

We had 13 members at our SIG meeting.

Note: I am using a new Web location for the photos I take at the meeting. I now upload the photos I take to Microsoft SkyDrive. A link will be put here every month to the folder with that month's photos. SkyDrive Photos for the December 2011 Club Meeting: http://tinyurl.com/cwcb4av.

PS: If you saw the actual link to the photos you would think it never ended. It's the longest link I've ever had to deal with. Solution is the TinyURL web site. Give it a really long link and they give you a nice short one. That's the link you see above.

SIG Blog: http://nocccbgphotosig.wordpress.com/

Email: noccc.bgphotosig@gmail.com

*This SIG meets in Science 127 at 9:00 a.m.*

Advanced Digital Photography

By Larry Klees, SIG Leader

Last Month

The topic was Layer Masks — the easy and powerful way to control pasted edges, transparent objects, and much more.

Larry

We examined three different variations of mask. A stencil type to do the equivalent of a cut and paste; a continuous gradient which varies the transparency of a blurred layer to simulate shallower depth of field; and a large fuzzy elliptical mask on an adjustment layer to simulate vignetting in order to draw attention to the photo's subject of interest.
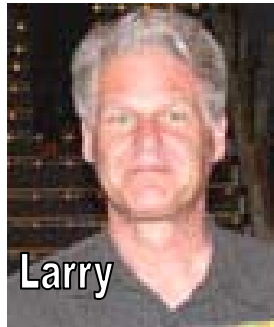
Below are before (what we started with) and after (what we wanted) photos of a sculpture in a mall.

In the after version the sculpture (main subject) has been sharpened and the contrast has been enhanced. The background has been blurred and the edges have been darkened. These three changes all cause the sculpture to stand out more from the rest of the image.

Note that whenever Photoshop creates a layer mask, it automatically highlights the mask area so that the following tasks you perform will be applied to the mask and not to the image. Also, the foreground and background colors are temporarily replaced with white & black respectively. White, black and shades of gray are the colors you will use for the mask.
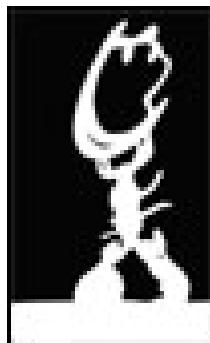

Each of these changes used a different Layer Mask.

The first step was to enhance the fountain. This was done by duplicating the original layer and then applying the enhancements to the entire layer. The wand tool was used to select the sculpture and the fountain. Rather than do a cut & paste operation or delete the background, it was easier to simply click on the "Add layer mask" icon at the bottom of the layers window. A mask like the one shown to the right was instantly added to the new layer. The white areas of the mask represent the area of the image that was selected and cause those portions of the layer to be opaque. The black areas cause the corresponding portions of the layer to be transparent.

Here is a pair of greatly enlarged details of the area at the bottom of the moon's eye with the bottom layer hidden.
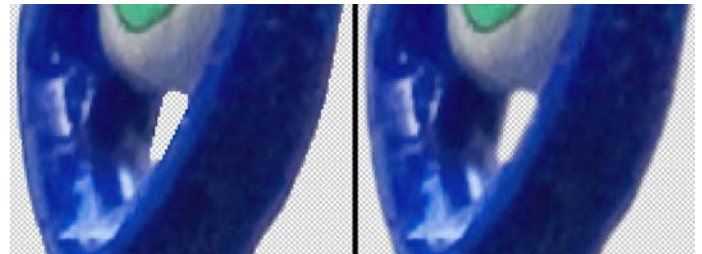

The one on the left shows a checkerboard pattern in the transparent areas and the sculpture in the masked areas. If you zoom in very closely, you can see the jagged edges that I call the *"cut out with kid's scissors"* look. This is frequently the look you would get with a cut and paste operation. However, by applying a Gaussian Blur of a pixel or two to the layer mask we get a nice smooth feather to the edges, as shown on the right. The blur caused gray fuzzy edges to the mask, which in turn show up as partially transparent edges on the layer. This has the advantage that the edges can, later, be blurred more or sharpened without ever touching the actual pixels in the layer. Also, by altering the gamma on the mask, the selected areas can be enlarged or reduced; again without touching the original pixels. The brush tool can also paint light or dark areas on the mask to show or hide (respectively) additional portions of the layer. All of these operations can be changed repeatedly with zero degradation of the original image.

Next, the background layer was again duplicated to create a center layer that will be blurred with a Gaussian Blur of about 30 pixels. Two areas of more distant background will be selected and again the "Add layer mask" icon at the bottom of the layers window will be clicked to create a mask for that layer. The area around the palm tree was added to the mask with the brush tool set for black. Lastly the levels adjustment was used to

turn the black areas to about 50% gray as shown. This will allow originally selected white (distant) areas with their 30 pixel blur to be opaque; but the former (mid distance) black areas, now gray, will show 50% of the blurred layer and 50% of the un-blurred layer below which will look like a 15-pixel blur. The varying amounts of blur simulate a more shallow depth of field. You could even apply a gradient to the mask which would cause
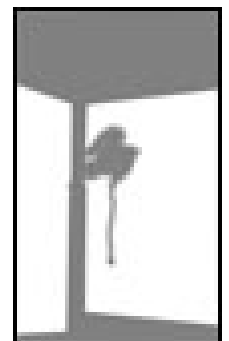
the blur to gradually change from 0 – 30 pixels. You can't do that with a cut & paste.

Finally, we go back to the top layer and use the "Elliptical Marquee" tool with a 250 pixel feather to select the area around the sculpture. The selected area is then inverted and the "Curves tool is clicked in the "Adjustments Layer" window. This single click creates a new "Curves Adjustment Layer" with a "layer mask" as shown. Click on the finger tool in the Curves menu and click a drag in a downward direction on the image and the edges of the image will be darkened creating a vignette effect. The gradual transition from black to white on the mask makes the darkening gradual and un-noticeable on the image; yet the viewer's attention is directed to the sculpture.
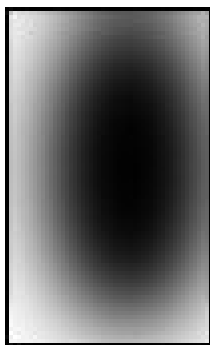
At the January meeting
In the early 1970s, Nikon placed a prototype un-manned camera with a timer on a train. The camera was aimed thru the window and when the train arrived at its destination, they developed a roll of film with in-focus pictures to usher in the era of commercial auto focus cameras. Since that time, auto focus has been improved with a bewildering array of enhancements, which also make it difficult to understand. There are multiple focus zones. There is automatic tracking. There is focus assist. There focus locking, etc. etc. etc. We will try to clear up much of this misunderstanding.

This SIG meets in Science 131A at 10:30 a.m.

Come, Care, and Share

By Dr. Pat Adelekan, SIG Leader

You are encouraged to come and share technology interests and related issues, problems, devices: i.e. Internet, social media, current trends, mobile computing, iPod's, etc.

This is a new multi-generational SIG to discuss and share knowledge, techniques, ideas, concerns, feelings, dreams about modern technology and its impact on society for both younger and older members.
We encourage your ideas and input (on an on-going basis) to make this SIG the most stimulating and popular. The room is WIFI connected - So bring your laptops and other hi-tech gear.
For questions or more information, please feel free to contact me: Dr. Pat Adelekan, DTM --
Phone: 714-628-9844; Email: p_adelekan@yahoo.com

This SIG meets in Science 109 at 9:00 a.m.

Visual Basic for Applications
**(Access/Excel VBA)**

By Bob Dickson, SIG Leader

The December session had to be cancelled due to a schedule conflict. I couldn't get to the session until very late due to my required attendance at another meeting. I apologize to anyone who was inconvenienced by this schedule problem. We'll resume with VBA discussions and programming in January. I'll continue working on using the Menu feature rather than having command buttons taking up considerable space on the user form. Another feature under investigation is hiding worksheets that contain control data so that the operator can't accidentally alter that data. I'm excited about digging deeper into Excel VBA. However, it causes some down feelings as I realize how little I know and how much there is to learn. Forty years in Information Systems with 20 years in programming during my working years and I'm still learning something new every time I turn the page (so to speak). I love it! Come up to Science 306 at 10:30 am – Noon and let's share your experience or dig into trying to find a solution to some problem (opportunity?) you have.

This SIG meets in Science 306 at 10:30 a.m.

Microsoft Access

By Bob Dickson, SIG Leader

The December session started early and ran late as we had so much to review and discuss. Helen's Dolls project was the first topic of discussion. Not Access related itself, I spent considerable time since the November meeting editing the 130+ pictures of the dolls collection. I cropped each picture so only the doll itself could be seen, which also enlarged the picture of the doll when it was displayed on the user form. A considerable time was invested in creating a more doll-oriented user form with a general background color that enhanced the viewing of the dolls. A banner of lines and colors was added to further enhance the attractiveness of the user form, as well as more artistic type fonts. That's a wonderful feature in Access that permits personalizing and customizing the user forms and reports to present just the image the developer desires. The new development was copied to a flash drive and uploaded to Helen's laptop. During the month she'll work on keying in the rest of the data for the dolls (only 45 records had been created for 116 dolls so she has some typing to do over the Christmas-New Year's holidays). I will be working on queries that will enable the operator to select specific dolls or category of dolls rather than displaying each and every doll.
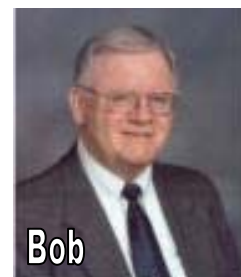
Don was attending the Access session for the first time. He's

primarily an Excel person but wondered about this 'database thing' he's read about. I hope the discussion expanded his interest in the subject so that he'll return in January. He had a lot of good questions. I like those as that's what makes the session livelier. Before January, I have to find out in Access how to set the justification for the columns in the spreadsheet format of a table. Of course it can be done; it's so easy in Excel and Word but I don't work with the spreadsheet format (the dataview in Access) and the control is not shown on the menu. Once again, it's that kind of thing that shakes the dust off the grey matter. And Bob (not me) had a work-in-progress on his flash drive he wanted to review. At the November session he described a volunteer organization he's a member of and the copious paperwork they have in keeping track of their equipment. It's all kept on paper and he wondered if it should be transferred to an Access database or to an Excel spreadsheet. At the November session we suggested he start by first entering the data in a spreadsheet and we could discuss it. He did that and had the spreadsheet. I displayed it on my laptop. We discussed his needs at some length. We ended with the suggestion that instead of an Access database, he should first use the spreadsheet and have a separate worksheet for each category of equipment and another worksheet containing the data on the individual members. Include an ID number for each person then put that ID number on each of the equipment rows to which that piece of equipment is assigned to that person. We also discussed and demonstrated hiding/unhiding columns and freezing columns and rows. He's got some work to do but he was very pleased with the suggestions he received. It was a really good session. Nothing earthshaking, just "Friends helping friends." That's the NOCCC. Come up to Science 306 at noon – 1:30 and share your experience / problems / questions with us.

This SIG meets in Science 306 at Noon.

PC Q&A

By Jim Sanders, SIG Leader

This month, the **Build Your Own Computer (BYOC) SIG** underwent a little bit of a revival. Some good questions were asked and I will review them. The first one was: "For equal nominal specifications, how do AMD and Intel CPUs compare in price, performance, compatibility, and reliability?" For equal nominal specifications, almost without fail the AMD brand of CPU is cheaper. In the performance category, both companies have tried to be King of the Hill, and a couple of times at least AMD has succeeded, but most of the time Intel has retained the crown of highest performance available. That performance often comes with a substantial price tag. The current holder of the crown, for highest performance, is the Intel Core i7 3960X (Sandy Bridge E), a six core behemoth that has 15 MB of L3 cache, contains over 2 billion transistors, and requires a new CPU socket that has 2100 contacts. This CPU can be had for a mere $1200. There is a very interesting chart located at: http://www.cpubenchmark.net/high_end_cpus.html.

The Core i7 3960X sets at the very top of that list with the benchmark score of 15,000. The AMD X4 640, which is the heart of the little black Shuttle computer that I take to the SIG meetings, sits halfway down the list with a score of 3697. That is not quite 25% of the top score, yet it seems to be a fairly peppy little computer.

If you click on that Core i7 3960X at the top of the chart, it takes you to another page that shows you *bang for the buck* numbers. The Core i7 3960X is quite a ways down on that list. The AMD Phenom II X6 1100T, rated at 42% performance of the 3960X, only costs 17% of the price of the 3960X. On that same chart you will see that the Intel 2500K is given the best bang for the buck rating of all the CPUs on the list. It should also be noted that while almost all of the CPUs in the top half of the list are made by Intel, a large number of them are the commercial Xeon CPUs. It is also interesting to note that while the 2500K is at the top of the bang for the buck list, and costs $215, the AMD Phenom II X6 1100T is number three on the list and costs $200. So at that level, there is very little difference between the two chips in terms of performance for money spent.

As to compatibility, that's mostly a function of the instruction set of the CPU. At the hardware level there is no compatibility. Each requires a different kind of socket and uses significantly different interfaces. At different times, AMD has had a more extended instruction set that Intel, and vice versa. Over time, each has implemented the instruction extensions of the other. At a practical level, if there are any differences in the instruction set, an exception interrupt occurs and the missing instruction is emulated by a software subroutine.

As to reliability, in all of the years that I have dealt with x86 computer systems, I have seen several CPU failures that were due to abuse. The most common occurrence of the abuse is the miss installation of the heat sink and the subsequent overheating of the CPU to destruction. During that time I have only seen one instance of a CPU dying due to some natural cause, and that had to happen to one of my own computers.

The second question had to do with unlocking cores. The first instance that I know of concerning this procedure had to do with the AMD X3 CPUs, which were originally X4 for CPUs that have one bad core. There were reports that in order to fill the X3 orders when they ran out of enough bad X4 parts, they would take the good X4 parts and disable one of the cores. Supposedly, there was a procedure that allowed that disabling to be undone in some cases. Is the crapshoot of buying an X3 CPU, with the hope that it might be one of the ones that it is possible to undo the core disabling and converting it into a X4 CPU, worth it? I don't think so. In general, I would say this is a bad bet, and the possible dollars savings is hardly worth it.

A third question was: "For newer machines without RS-232 serial ports, external adapters are available that provide such a port, but plugged into a USB port on the machine. For machines without a Centronics parallel port, are similar adapters available to provide a parallel port capability?" In a word, yes. I have seen several of those USB parallel port adapters. Another approach to that problem is to purchase a parallel port add-in card that plugs into the PCI bus. This is probably a better approach than using

the USB adapter. Just as an FYI, I have seen a number of new motherboards that in fact have an RS-232 port built in the motherboard. In order to use it, you have to purchase an adapter cable that mounts the DB-9 connector on a filler panel that takes up one of the expansion slots of the machine.

A fourth question was: "Do you consider overclocking to be a good idea in normal use?" And my answer is no, I do not. Unless you have the time, knowledge, and patience, to run a thorough parametric test on the computer system at different overclocked rates, you run a real risk of having an unstable machine. Now if you are just playing games on the machine, and the game crashes, no big deal. But if you are running Quicken and the computer hiccup's and gets an error on some check that you enter, or some report that you generate, you might not care for the results. I'm not sure how much longer I will be running the BYOC SIG as there does not seem to be a great deal of interest in it. So be sure to bring your questions and discussion points to the January meeting as that just might be the last one of these that I will do.
.**Hope to see you then!**

Jim's two SIGs meet in the Irvine Hall at 10:30 a.m. and 12:30 p.m., respectively. The first is the Beginner's PC Q & A and the second is for everything and everyone else.

Understanding Operating Systems

Charlie Moore, SIG Leader

This SIG is lead by Charlie Moore and is a continuing discussion group about Operating Systems for computers.

This SIG meets in Science 111 at 10:30 a.m.

Charlie

Linux Desktop & Administrator

By Bob Ray, SIG Leader

We started off our group meeting with some small talk about Linux in general. We discussed the upcoming B-tree file system, named "Btrfs." This new file system will most likely replace most or all of the older and prior Linux file systems in the future. The advantages of this file system are many. We briefly touched on just a few of these advantages. Members who were interested in the details of such were pointed to Google for further in-depth information. I might add here that the B-tree file and search method has been around for decades. However, the new "btrfs" has incorporated many new advanced file features. This may be the "final frontier" for computer file systems?

Bob & Duke

We discussed some of the advantages and also the many possible disadvantages of what is being promoted as *Layered Software*. There are three layers offered by proprietary software merchants and developers. The first layer is free to the end-user. This is the "cheese" in the "mouse trap," The idea here is that you as a user of this software or application would go for the bait and give it try and hopefully use it and like it. Like getting your paw stuck in the trap - no big hurt. Once you, the user, have become accustomed to the application and like it but would like the more advanced "goodies" the application has to offer you, then you would most likely be tempted to take the next step. Phase Two! The second phase is not free but rather "reasonably priced." The user then goes into this second layer of the application. This is the turning point in the market plan of the software vendor. You invest time, months or even a year or so, you become very comfortable using this application. This phase is like the "Rat Trap" Ouch! The pain hurts but the desired end-result seems to be worth the pain.

Now comes phase three. This is the "Bear Trap" the most advanced phase of the proprietary software merchants offering. Once you are at this stage, the price has gone up to the max, you have invested a great deal of time and money and you most likely would be very reluctant to switch to a different but similar software application or even a better software package. Perhaps you and or your organization have made a major commitment at this point hoping that this investment will payoff in the future and in productivity savings, etc. Plus, you most likely have a great deal of your own software resources built into or around this Package Software. The Merchant Vendors of such software refer to this phase as the "Got Ch'a" phase, which is exactly where they want their customer base to be. My end note to potential users is BEWARE of layered proprietary software. Nuf' said.

These SIGs meet in Science 131 at 9:00 a.m .and 10:30 a.m.

Mobile Computing SIG

By Ben Lochtenbergh, SIG Leader

This SIG now has an Access database program that lists all mobile devices used by the members so far. The idea is to collect what pertinent information there is, and be able to focus on one device at a time. Also, members having the same device or thinking about buying one, will be able to more readily exchange details. So, this database will take a subset from the overwhelming multitude of device information out there in the world and dwindle that down to what we actually need to know to support each other in this SIG. **The number of devices in the database currently is 11**.

Ben

We passed a paper form to pencil in updates during the meeting, and did a few live updates during the housekeeping part of the meeting. In the future this database can be emailed part or whole

to those who ask for it. Consider the code open source to our SIG.

We have an email list where attendees and interested NOCCC members receive the monthly PowerPoint presentation of what the **next meeting's agenda** is. The number of email contacts in this list is 19, and usually is send a day or two before the Sunday of the meeting. The idea here is to be as current as possible. Some members are going to have new devices gotten for Christmas, and the new Consumer Electronics Show will be in the media at that time, as topics to cover.

Connecting to the University Wi-Fi system with NOCCC member devices, smartphones, tablets, and laptops remains a priority. As long as your device has Wi-Fi, we'll have it as a regular member service to connect your device to the Internet. No one should be without it. **Be connected.** I think we have a 100% success rate with this

This SIG meets in Science 109 at 10:30 am.

Visual Programming

Anson Chapman, SIG Leader

This SIG is lead by Anson Chapman and is a continuing discussion group about computer programming using Visual Basic, Visual Basic Script, Visual C, Visual C++ and Visual J++ for Beginners.

This SIG meets in Science 111 at 9:00 a.m.
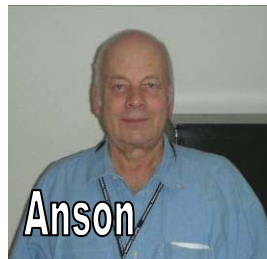
Microsoft Office

Tia Christian, SIG Leader

These sessions are open forums for problems incurred using Microsoft **Word**, **Excel**, **Outlook versions 2003 to 2007, and Open Office** and their resolutions. During these SIG sessions, different topics will be discussed during each session on these four software applications

and their functionalities. *Tia welcomes your attendance. The more in attendance! The better the SIG session!*
This SIG meets in Science 306 at 9:00 a.m.

From the Desk of the Membership Chairman

By Ben Lochtenbergh, bal@msn.com

Two SIG leaders have agreed to allow links to **short videos** about their proceedings to be available to the members. The links point to YouTube to be specific. These are not Public videos; only by knowing the following links can NOCCC members, their families, and potential NOCCC members view them. They are specified as Unlisted videos. Try and Google them without the links ☺ you should NOT be able to find them. Beginners Digital Photography 60 second video:
http://www.youtube.com/watch?v=bSqpC4O0Dgk
Come, Care, and Share 190 second video:
http://www.youtube.com/watch?v=Y0tN6kWAs6w

If this works for our club they will remain, even possibly made Public. More and better videos can then follow, but if anyone complains, it's easy to change the online status to Private or to totally delete one or all videos. Because of this links may be deactivated after this column has been submitted to the Orange Bytes editor.

One of our members, Muriel Fitzsimmons, prepared a **one-page flyer** to promote our club to those who might want to know about NOCCC. The intent is to have a stack of them on the table near where Ted displays his books-and-software for review. See photograph below. More flyers will be placed at local libraries and such. The board reviewed the flyer and liked it. Hopefully, we'll sign up a few new members as a result.

We thank all those who volunteered to make this club function last year and those who attended the meetings. We hope y'all had wonderful holidays and are ready for a **Happy New Year!**

Transportation Information

Meeting Information
The NOCCC meetings are held at Chapman University, in the Hashinger Science Center and Irvine Hall, near the northwest corner of Center Street and Palm Avenue.

Parking Information
Most of this information is on the back cover. For more information, see **www.chapman.edu/map/parking.asp**. A map of the Chapman University campus is also available at **www.chapman.edu/map/map.pdf**.

Bus
Several Orange County Transportation Authority (OCTA) buses service Chapman University. Route 54 runs East and West on Chapman Ave. The 59 runs North and South on Glassell Avenue, but doesn't start early enough for the 9:00 a.m. SIGs. Get the most current information or use a trip planner at **www.octa.net**. OCTA also has a Consumer Information Center at (714) 636-7433 (RIDE).

Railroad
Metrolink trains can get you to the NOCCC meeting from the Inland Empire. There are stops in the cities of Riverside, Corona, and Anaheim Hills. Parking your vehicle is free at the train station. (**See M on map below**.)

On Sundays, Inland Empire-Orange County Line train 857 leaves San Bernardino destined for Orange County at 7:30 am. Train 859 leaves at 8:55 am. For the return trip, train 858 leaves nearby Orange Metrolink at 3:55 pm and train 860 leaves at 5:35 pm. The Metrolink station is four-and-a-half blocks from Chapman University. For specifics regarding your trip, check the web site: **http://www.metrolinktrains.com** or call 1-800-371-5465.

Board Meeting Minutes December 5, 2011

T he NOCCC Board held its regular monthly meeting at President Jim Sanders' residence on Monday, December 5, 2011.

All Board members attended in spite of the blustery weather. The Vice President's position is still open. Jim Sanders again reminded us that he will not serve as President beyond his current term and it is imperative that someone volunteer for the open VP job. It has been a long-standing practice for the VP to serve as the next President.

Secretary's Report: given by Ted Littman. The minutes of the November 7th Board meeting published in the December 2011 Orange Bytes was motioned for approval, seconded, and approved by all in attendance.

Treasurer's Report: given by John Heenan. Net income for coffee and donuts/cookies was $13. The Raffle earned $83; cost to NOCCC of the prizes was not available. 13 parking stubs were turned in for free raffle tickets. The total unit cost for production/shipping/distribution of the November print newsletter was $1.63. For the fiscal year to date, it was $1.83.

Memberships: As of December 1: Regular (1-yr.) = 151, Regular (3-yr.) = 11, Family = 6, College Student = 0, Newsletter = 12; Total of 180 Members. This represents a decrease of one. The Board accepted the Treasurer's report.

Opening & Closing: Richard Miller prepared the coffee. Bob Love got the donuts and cookies. There were no significant problems.

Main Meeting: SIG Leader Larry Klees' presentation on Flickr was attended by about 32 people. (See the Main Meeting report elsewhere for details.)

Programs: The next Main Meeting is Sunday, January 8th, followed by the BOD meeting on Monday, January 9th at the President's residence. A speaker has yet to be obtained for January. Jim sent an email to Gibson Research inviting him to speak. Richard is awaiting responses from the local Microsoft store and Google. Dr. Pat will also contact several acquaintances about giving us a presentation. A considerable amount of time was devoted to discussing possible topics.

Public Relations: Dr. Pat made a number of suggestions regarding things to do to publicize the club and increase interest in attending meetings. She emphasized the need for personal interaction with people in soliciting new members and at SIG meetings.

Publications & Reviews: given by Ted Littman. A number of books on social networking and computing for seniors were obtained from several publishers at the request of Dr. Pat. No books were taken for review at the meeting on Sunday. The December newsletter had two book reviews by NOCCC members. Although the print newsletter was mailed at the post
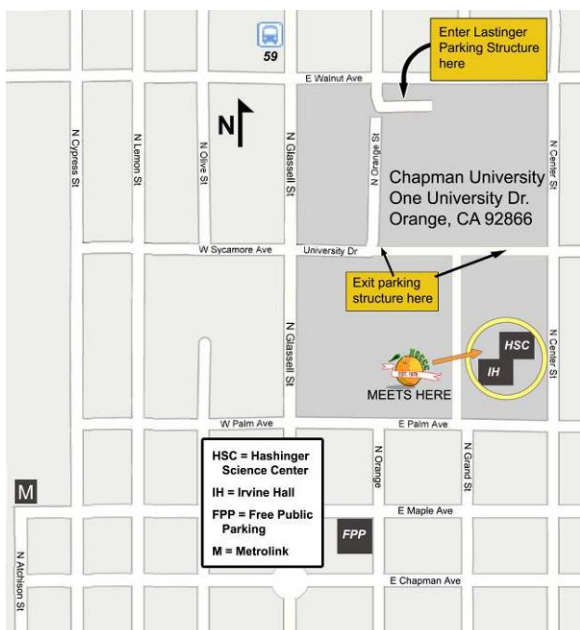
office before Thanksgiving, several members complained that they did not receive their copies before the meeting. There could be a problem with the Jan. newsletter too due to the Christmas & New Year holidays. Two book reviews were received for the January newsletter and two are due in December. Ted also urged all newsletter contributors to email their inputs for January to him early. Several were received today! Tony Loechner notified us that he will be unable to continue as Production Editor due to personal issues. His help in assembling the Bytes with Adobe In Design was much appreciated. Ted will do the assembly using Microsoft Word.

Membership: given by Ben Lochtenbergh. Ben showed us a draft flyer prepared by Muriel Fitzsimmons for use in publicizing the activities of NOCCC by posting on the bulletin boards of local organizations, schools, etc. Several Board members make suggestions. Ben also contacted the high school junior who attended several months ago. Unfortunately, he will not be able to participate at our monthly meetings due to the demands of schooling.

Raffles: given by Gerry Resch. Ticket sales brought in $83 Ted donated one software program for the raffle and will contribute several books for the Jan. raffles. Jim will purchase the "big" prizes.

SIGs: by Dallas Hazleton. Dallas reported on attendance at the various SIG meetings. The best attendance was at the Advanced PC Q&A SIG (31), Mobile Computing (13), Come, Care, Share (11), Beginners Digital Photography (13), Mobile Computing (13), Advanced Digital Photography (7), & Beginners PC Q&A (7). The least attended SIGs were Visual Programming (2), Access/Excel VBA (4), and Microsoft Office (2).

Old & New Business: Nothing to report.

The Board meeting was adjourned at 9:10 PM.

NOCCC Bylaws

The club's Bylaws are available at our website:
www.noccc.org/bylaws/

Thanks to Our Members Who Renewed in November 2011

- ❖ **Kaz Adachi**
- ❖ **Donald Armstrong**
- ❖ **Jim Atkinson**
- ❖ **Larry Bufton**
- ❖ **Robert Goclowski**
- ❖ **David Hobart**
- ❖ **Martin La Rocque**
- ❖ **Rudy Lauerbach**
- ❖ **Larry Sears**
- ❖ **Armand St. Marseille**
- ❖ **Gordon Strickland**
- ❖ **Richard Weiland**

NOCCC Fee Schedule

The fee schedule has been set up to increase club membership, attract people with an interest in computing, and attract local computer-related businesses to place ads in the Orange Bytes with or without becoming NOCCC members. **We are also offering members the opportunity to help our club financially by making donations that should be income-tax deductible since we are chartered as a non-profit 501(c)(3) organization.** Donors will be acknowledged in the Orange Bytes and the Membership level will be shown on the Member's Badge. **Your regular dues is tax deductible!**

Membership Level ($)	1 Year	3 Years
Individual Member	35	90
Each Additional Family Member	15	45
Full-Time* Enrolled College Student	20	
Enrolled High School Student	15	
*Minimum 12 Semester Hours		
Business Member + Ad (Business Card)	180	
Business Member + Ad (¼ Page, ½ Page)	465 , 800	
Business Member + Ad (Full Page)	1,475	

Membership Donations ($)	
Contributing Member	75
Supporting Member	100
Advocate Member	250
Patron Member	500

Pig SIG Open to All
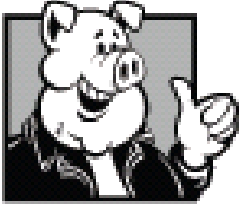
Meet us outside **Irvine Hall** from about noon to 12:30 p.m. There are several benches where NOCCC people gather, eat and chat. Just look for the member badges, grab a chair and join in! This is an informal group; so many different subjects are discussed. It's a great opportunity to mix, mingle, and network!

Free coffee & tea at the January meeting!

Donuts $1/Each & Cookies $.50/Each
No Freebies!
Put your dollars & quarters in the collection can.

One of the quotes about Photoshop is that "If you don't know layers, you don't know Photoshop." When I first started using a program that offered layers, and learned some of the basic ways in which they could be used, I was quite pleased with the results that I was able to obtain. There are so many different things that layers can do, but just a bare description of the function is insufficient to understand them. That is particularly so when you start stacking layers. Many of the functions covered in this book involved using layers. I liked the way in which the author explained the importance of creating adjustment layers as opposed to adjusting the basic image itself. After reading that section, I'm going to try and use that technique on most of my adjustments in the future.

Two more highlights of too many more to mention, the importance and techniques of Sharpening, and HDR (High Dynamic Range) image creation. This book is crammed full of items that a serious user of Photoshop should know about. In many instances, features that are written about in this book are covered in enough detail that you can use the explanation provided as is, however, many assume a level of expertise that may be lacking. In several instances going to Photoshop help was enough to clear up my confusion. In many others, Googling "How to" on that subject (Love Google!) provided a cornucopia of information at multiple levels of understanding. I think it is fair to say that this is more of a great reference book than a detailed how-to book. In that context, a great addition to your knowledge library.

Real World Adobe Photoshop CS5 for Photographers:
Industrial-Strength Imaging Techniques
Author: Conrad Chavez
Publication Date: September 25, 2010
Published by: Peachpit Press
ISBN-13: 978-0-321-71983-6 (paperback)
Paperback: 586 pages, List $59.99, Amazon $41.99

Membership Renewal

When you turn in your Membership Renewal check, PLEASE fill out a Membership Renewal Application.

Memberships may also be renewed on our Website:
https://mmm1427.rapidsite.net/citivu/noccc/order3.html
Send e-mail address changes to membership@noccc.org

QUICK MEMBERSHIP APPLICATION/RENEWAL

Date: _____   I am a new member ☐
    This is a renewal; my membership number is _____

PLEASE PRINT!
Name _____
Address_____
City _____
State_____ Zip _____ Phone (_____) _____-_____
email_____

Fees: see page 25 for fee schedule; $35 for single membership.

Since the North Orange County Computer Club is incorporated as a 501 (c) (3) organization, checks are 100% tax deductible when made payable to North Orange County Computer Club.

Amount enclosed $_____

MC / Visa No. _____ Expires _____

Please make your check payable to **North Orange County Computer Club** and mail with your application to:

    North Orange County Computer Club

    PO Box 3616

    Orange, CA 92857

North Orange County Computer Club
PO Box 3616
Orange, CA 92857

Members: Your expiration month and year appear on your mailing label. Please renew promptly, using the application inside.

Dated Material - Please deliver by January 7, 2012

Are You an NOCCC Member?

Consider all that you get with membership and Join Now!

▪ **Meetings**. Keep up with what's going on in the computer world. Hear outstanding industry representatives make presentations of the latest and greatest in computer products.

▪ **Special Interest Groups**. Our SIGs cover a broad spectrum of computer issues. Whether you are a beginner or a power user, attend the lectures and demonstrations, and share your knowledge about computers.

▪ **Raffle Drawings**. We have distributed thousands of dollars worth of hardware, software, and books as prizes at our Main Meeting.

▪ **Consignment Table**. We have a consignment table during even-month meetings, in which members can sell or buy all kinds of computer & software items.

▪ **Get help with your current computer problems**. In the Random Access portion of the Main Meeting, you may ask your question of the entire assemblage. More than likely, someone will have the answer.

▪ **NOCCC Help Line.** NOCCC volunteers, experts in their fields, are ready to assist you with your computer problems. They can be contacted by email or by telephone.

▪ **The *Orange Bytes* Newsletter**. Our award-winning newsletter reports on club activities and provides articles about current computer issues and reviews of software and books.

▪ **Product Reviews.** Write a review for the *Orange Bytes* and keep the software, hardware, book, or CD!

▪ **Volunteer Work**. We have numerous interesting assignments available. As an all-volunteer organization, you can join with other members in a variety of activities: solicit newsletter ads, write articles for our newsletter, conduct a seminar, run a SIG, give a Main Meeting presentation, show new members around, join a committee, assist in setting up the meeting or participate in computer-related community volunteer work.

Become an NOCCC member by signing up at the Reviews/Membership Desk during a general meeting, usually the first Sunday of the month. Or simply fill out the form on the reverse side of this page and send it in.

Meeting Information — The NOCCC meeting is held at Chapman University, in the Hashinger Science Center and Irvine Hall, near the northwest corner of N. Center St. and E. Palm Ave.

Parking Information - Chapman University's main parking lot is the underground Lastinger Parking Structure under Wilson field on the north side of the campus. Enter from Walnut Avenue, just east of Glassell Street. Parking is not free on Sunday, even if the gate is up. **However, the permit vending machine is about 100 feet south of the entry area. There are other machines elsewhere in the lot.** Find one, buy a permit, and put it on your dashboard. Do not park in any other lot, in a reserved space, or back into a space.

Free street parking also is available on the campus-side of the streets only. Parking in front of any residential housing will result in an expensive parking ticket. A City of Orange public parking lot, located on the southwest corner of E. Maple and N. Orange, is also free and only 2 blocks from the meeting. For more information, see the Transportation Information section.