Orange Bytes

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

Main Meeting, March 4

Several possibilities are being checked, but as of this writing, we do not have a committed speaker. (See page 3)

Big prizes for our March raffles

(such as TurboTax 2011 Software & an Asus DVD Burner) (See page 4)

February winners' pix (Page 17)

We will not have a Consignment Table or E-Waste Collection during the Mar. 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++.

Laptops, Smartphones, & Social Media......Science 109
Social Networking & 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
Bring your new state of the art camera and show off its features.
Or we will have Q&A and/or flameblots.
.
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 and the Internet.

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

NOCCC website:

http://www.noccc.org

Future Meeting Dates in 2012:

Apr. 1, May 6

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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"

President's Message

By Jim Sanders, NOCCC

I am sure that most all of you have seen the orange colored tumbler that the raffle tickets are placed into. Well at least it originally was orange. I think it has faded over the years. Anyway, Steven Breitbart carried it over to me during my 12:30 PM SIG to show me that the plastic sliding door part of the tumbler had broken. Looking at the rest of the clear plastic, it might be Plexiglas or something else I'm not sure, all of it had craze marks or micro-breaks, whatever it should be called, throughout. Considering that the tumbler is, I believe, pushing 30 years old, it is not really surprising that the plastic is dying. Even if it is only 25 years old, it has been used over 300 times. I do not remember who made it, but clearly they did a pretty good job of constructing it. On the plus side, Steven said that he would take it home and refurbish it with some new plastic. So, our familiar icon of the prize drawing should be around for quite a few more years.

Thinking about the dying plastic in the raffle tumbler reminded me that we have a number of people who no longer participate in club activities. Mainly, because they died of old age. A lot of them were in their prime, somewhere between 30 and 50 years old, when they joined the club. But 25 to 35 years later, you're no longer a spring chicken. As happens frequently, that subject, and what to do about it, was brought up, yet again, at the last Board meeting. The inability of the club to attract younger members has been an ongoing concern for at least 15 years. A suggestion was made by a relatively new member of the Board of Directors that we should try to get students from Chapman University to join the club. The response was, been there, done that, several times in several different ways without success.

Another member suggested that perhaps the club just wasn't relevant to the mainstream computing requirements and interests of today. That the Chapman University students are somehow doing computer stuff that is different than what we do in the club. That between the Internet and their friends, they don't need what the club has to offer. And to a large extent, that very well may be true of Chapman's students. And, they frequently have a pretty demanding schedule that requires using the weekend to catch up, and maybe to use it for a little bit of play. But, what may be true for the staff and students, certainly isn't true for the population at large. To back up that contention, I would point out that Leo Laporte, The Tech Guy, is syndicated on 100 radio stations in the United States. His forte is addressing the computer/tech problems that his listeners call in about. The same stuff the clubs motto "Friends Helping Friends" refers to. The local outlet is radio station KFI, AM 640, on the weekend. I don't know how many people listen to him on KFI, much less the other 99 stations, but it's certainly a large enough number to keep the advertisers happy, and in total that has to be huge number. So there is no lack of people out there that could benefit from what the club offers.

So if you have a son or a daughter or a neighbor or relative that is in that "younger" category, see if they would contribute some understanding. Ask them if they would be interested in joining the computer club in order to obtain computer help, and if not, why not. And while you are at it, ask them what kind of subjects would interest them if they were available at the club meeting. I would appreciate it if you would then call or e-mail me with what you found out. Thanks, Jim.

See you next month.

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.**

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 MARCH 2012 CLUB RAFFLES

GENERAL DRAWING PRIZES*:
- ❖ **TurboTax 2011 Software**
- ❖ **Kingston 16 GB USB Thumb Drive**
- ❖ **Wagan Car Dual USB Charger**
- ❖ 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!**)
- ❖ **Asus DVD Burner**
- ❖ **Kingston 16 GB USB Thumb Drive**
- ❖ **Wagan Car Dual USB Charger**
- ❖ 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 **March 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 until April.
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
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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, problems

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.

Subject	Volunteer	Phone	E-mail/Time
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

Displaying the AutoShapes Menu

If you have used Word for any length of time, chances are pretty good that you are already familiar with AutoShapes and how to use them in your document. If you have quite a few AutoShapes to insert in a document, you may find it handy to work with a floating AutoShapes menu instead of using the AutoShapes option on the Drawing toolbar. There are two ways you can display the floating AutoShapes menu. The first involves the use of the Drawing toolbar to get started:

1. Display the Drawing toolbar. (Click on the Drawing option on the Standard toolbar.)
2. Click on the AutoShapes option on the Drawing toolbar. The AutoShapes menu appears.
3. Position the mouse pointer over the bar at the top of the AutoShapes menu.
4. Click and drag the AutoShapes menu away from the Drawing toolbar.
5. Release the mouse button. You now have a floating AutoShapes menu.

The other method of displaying the floating AutoShapes menu is even a bit simpler:

1. Choose Picture from the Insert menu. Word displays a submenu.
2. Choose AutoShapes from the submenu. Word displays both the Drawing toolbar and the floating AutoShapes menu.

Understanding Frames and Text Boxes

If you are a relatively new user of Word, you may not be familiar with the term *frame*. Prior to Word 95, the only way to place boxed text in a document, independent of the main document text, was to use a frame. In Word 97, Microsoft made the switch and focused almost exclusively on text boxes. In modern versions of Word, if you want to insert a frame, you need to either customize your toolbars or go through a rather convoluted process. This is described in a previous issue of *WordTips*.

The relationship between frames and text boxes may be confusing to some people. Why, for instance, should one be used in preference to the other? If text boxes are the latest-and-greatest thing, then why didn't Microsoft simply make frames more robust rather than come out with text boxes in addition to frames?

According to Microsoft sources, even though frames continue to be available in the latest versions of Word, in most cases you should use a text box in preference to a frame. Text boxes provide nearly all the advantages of frames, along with many additional advantages. For example, text boxes allow you to do the following, which cannot be done directly with frames:

- Create links that allow text to flow from one text box to another.
- Create watermarks.
- Use most of the formatting options on the Drawing toolbar, including 3-D effects, shadows, border styles, colors, fills, and backgrounds.
- Select from a greater variety of text-wrapping options.
- Change the orientation of text within a text box.
- Group text boxes together and collectively change their alignment or distribution.

This is not to say that text boxes are suitable for all uses. Indeed, text boxes cannot handle some Word features, which are available in frames. You should use frames if you want to use text that contains the following:

- Comments (annotations).
- Footnotes.
- Some fields, such as AutoNum, AutoNumLgl, AutoNumOut, TC, TOC, RD, XE, TA, and TOA.

The upshot of all this is that you need to carefully consider how you will be using your frames or text boxes in order to determine which is the best for you. If you are still in doubt, you can always start with a text box and later convert it to a frame, if you discover you can't do what you want.

Automatically Saving Changes to Defaults

Many configuration changes that you make to Word are stored in a special template called Normal.dot. This template is used to help create new, blank documents and to define some of the system-wide settings used by Word. As you make changes to these settings, Word marks Normal.dot as "dirty" so that it will be saved when you exit the program.

By default, Word saves Normal.dot without any notification to you. However, you may want notification. Why? In case there were some changes done without your explicit action—for instance, by running a macro. If you want Word to notify you when it is about to save Normal.dot, follow these steps:

1. Choose Options from the Tools menu. Word displays the Options dialog box.
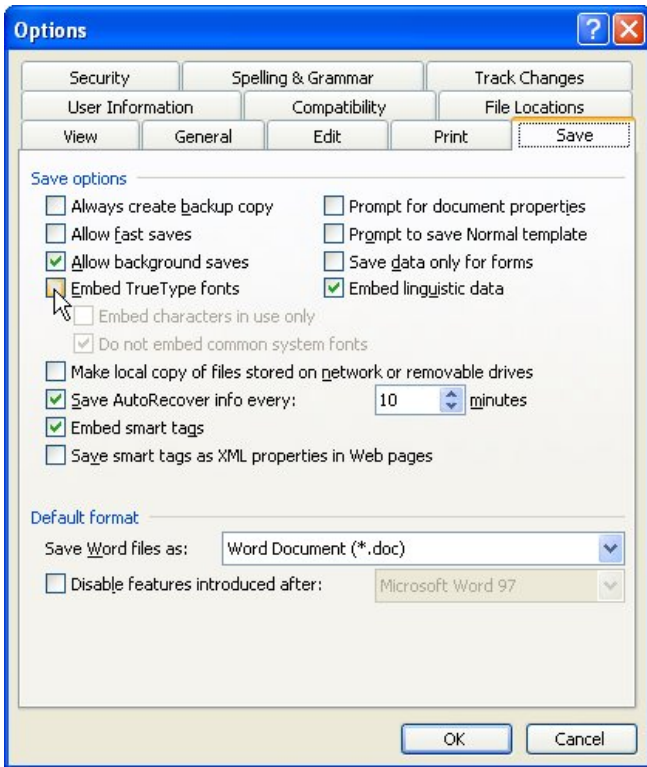2. Make sure the Save tab is selected. (See Figure 1.)

Figure 1. The Save tab of the Options dialog box.

3. Make sure the Prompt to Save Normal Template check box is selected.
4. Click on OK.

Creating a Numbered List

Numbered lists are used quite extensively in many types of documents. For instance, numbered lists are used extensively in *WordTips* to detail the steps that must be followed to implement a tip. Word makes it very easy to insert a numbered list into your document. To do so, follow these steps:

1. Type your list, only pressing **Enter** at the end of each item in the list. If an item runs more than one line, do not press **Enter** at the end of each line (let the text wrap to the next line automatically).
2. Select all the items (paragraphs) in the list.
3. Click on the numbered list tool on the Formatting toolbar.

Quickly Displaying Formatting Specs

There may be times when you want to quickly determine what the formatting is that is applied to either a character or a paragraph. Word allows you to quickly view this information by following these steps if you are using Word 97 or Word 2000:

1. Press **Shift**+**F1** or choose What's This? from the Help menu. This causes the mouse pointer to change to an arrow with a question mark beside it.

2. Point to the character or paragraph in question and click the mouse button.

Word displays a "balloon" that looks like the dialog balloons used in some cartoons. The balloon contains detailed information about the formatting of the character you pointed to, as well as the paragraph in which the character appears. You now have two options:

- Click on a different character to see more formatting information.
- Press **Esc** to make the balloons go away and return the mouse pointer to normal.

If you are using Word 2002 or Word 2003, simply select some text or place the insertion point within a word. Press **Shift**+**F1** and the Reveal Formatting pane appears at the right side of the screen. This pane shows the formatting applied to the text you select in the main portion of the screen. When you are done reviewing the information in the Reveal Formatting pane, you can close it just as you would any other pane.

Moving Drawing Objects

Other issues of *WordTips* present different ways to create various objects using the Drawing toolbar. If you want to change the positioning of these objects once they are placed in your document, you can do so in this manner:

1. Using the mouse, point to the shape you want to move, and click on it. Word places small square boxes called *handles* around the shape. (See Figure 2.)
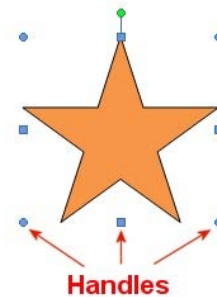

Figure 2. A selected drawing object has handles around it.

2. Using the mouse, point to the object. The mouse pointer should turn into a four-headed arrow.
3. Click and hold down the mouse button. Drag the object to the position desired.
4. Release the mouse button.

Excel Tips

Unwanted Data Changes

Have you ever been typing data into a worksheet, only to look back and find that Excel had made changes to words or letters you entered. For instance, you may have a client named Hempstead-Gorton Enterprises, and you enter their initials into a cell as HGE. When you press the space bar or move to another cell, Excel changes the initials to HE.

This is one of those cases where Excel is second-guessing you and is doing a poor job of it. What is happening is that AutoCorrect is kicking into play, and sees HGE as a common typing error. Thinking that you meant to type "he," AutoCorrect makes the change for you.

If such unwanted changes are giving you the fits, you can follow these steps to correct the problem:

1. Choose AutoCorrect Options from the Tools menu. Excel displays the AutoCorrect tab of the AutoCorrect dialog box. (See Figure 3.)
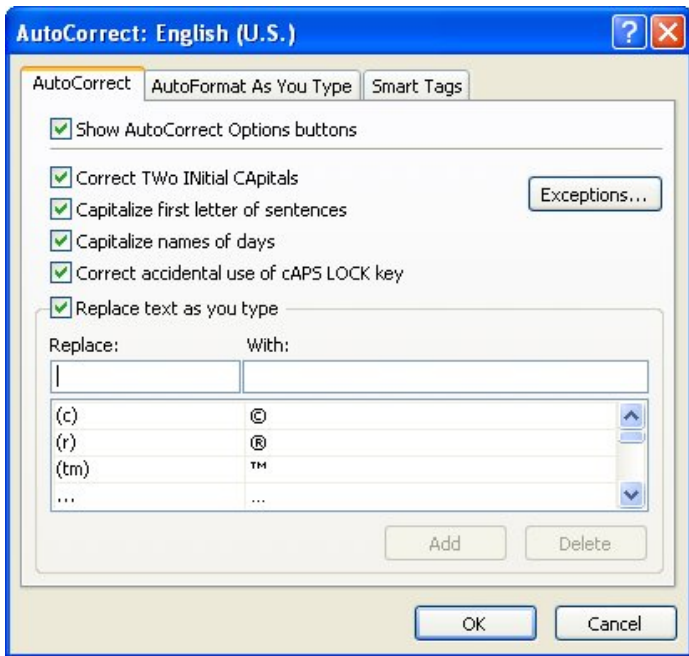
Figure 3. The AutoCorrect tab of the AutoCorrect dialog box.

2. At the bottom of the dialog box you see a list of AutoCorrect entries. Scroll through the list and select the one that is giving you problems. For instance, if you don't want "hge" corrected to "he," then locate and select the entry that has "hge" on the left and "he" on the right.

3. Click Delete.
4. If there are other entries you need to remove, repeat steps 2 and 3 for each of them.
5. Click OK to dismiss the AutoCorrect dialog box.

Now you can type away without Excel incorrectly changing your acronym.

Fixing the Decimal Point

Most electronic calculators have an option that allows you to specify a fixed location for a decimal point. This comes in real handy when you are working with dollars and cents, for instances. With the decimal point fixed at two places, you can enter "213" and have the calculator translate it as "2.13". Likewise, if you enter "2", the calculator translates it as "0.02".

Excel has a feature that allows you to do the same thing. To fix the number of decimal places assumed when inputting information, follow these steps if you are using Excel 2007:

1. Click the Office button and then click Excel Options. Excel displays the Excel Options dialog box.
2. At the left of the dialog box click Advanced.
3. Under Editing Options, make sure that the check box for "Automatically Insert a Decimal Point" is selected. (See Figure 4.)
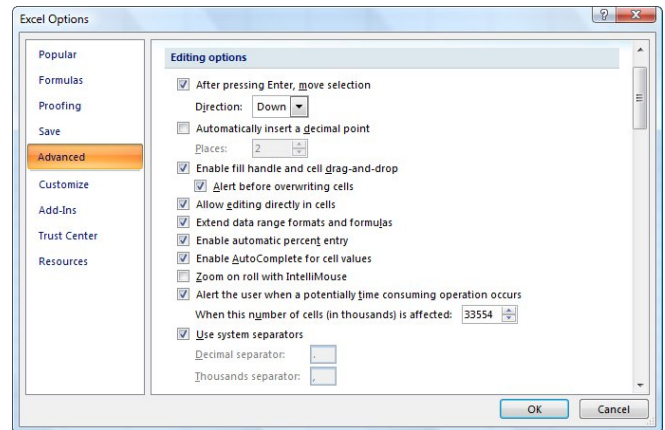

Figure 4. The advanced options of the Excel Options dialog box.

4. Using the Places control, specify how many decimal places Excel should assume.
5. Click the OK button.

If you are using an older version of Excel, follow these steps instead:

1. Choose Options from the Tools menu. Excel displays the Options dialog box.
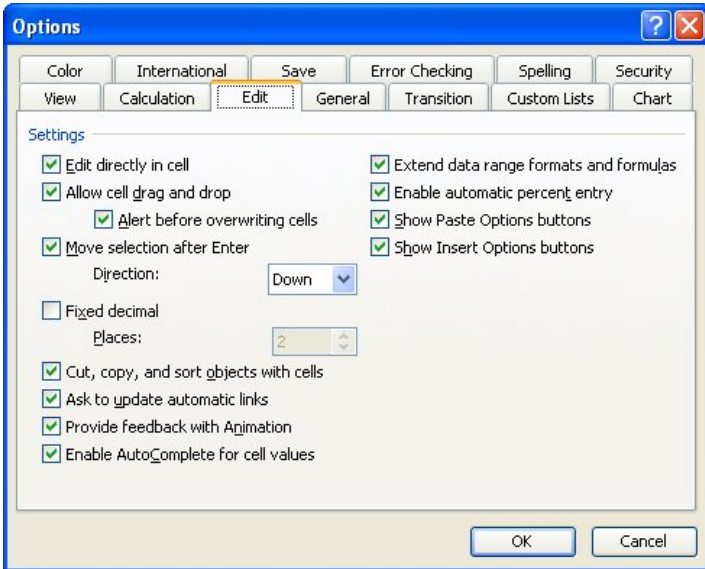2. Make sure the Edit tab is selected. (See Figure 5.)

Figure 5. The Edit tab of the Options dialog box.

3. Make sure the Fixed Decimal check box is selected.
4. Using the Places control, specify how many decimal places Excel should assume.
5. Click OK.

Tombstone Date Math

R obert loves to work on genealogy. Sometimes when he finds an older cemetery, instead of the birth and death dates being visible on a tombstone, just one date is visible and an age. For example, "born: Jan 18, 1801, died 81 yrs, 11 mths, 17 days" or "age: 93 yrs, 8 mths, 22 days, died March 18, 1901." Robert is wondering if there is any way to calculate the missing date to the day.

There is a way to do this, but it doesn't involve the use of regular worksheet functions. While Excel includes a rich assortment of worksheet functions that allow you to manipulate dates, the "basis date" for Excel is January 1, 1901; this is the date from which all dates are calculated. (You can change the basis date, but only by three years, to 1904. This capability is provided for compatibility with Excel on the Mac.) This means that older dates—such as those you would find in the cemetery for genealogy purposes—can't be directly calculated in Excel.

Fortunately, VBA doesn't have this limitation. This means that you can easily create a user-defined function (a macro) that will do the math for you. Start by placing the starting date (either birth or death date) in cell B1. Then, in cells B2:B4 enter the number of years, months, and days by which you want to adjust the starting date. Thus, if B1 contains a birth date, then cells B2:B4 should be positive (you want to add them to the starting date). If B1 contains a death date, then B2:B4 should be negative (you want to subtract them from the starting date).

Then, create this macro:

```
Function FindDate(Start As Date, iYrs As Integer, _
  iMths As Integer, iDays As Integer)

  Application.Volatile
```

```
  Dim D As Date

  D = DateAdd("yyyy", iYrs, Start)
  D = DateAdd("m", iMths, D)
  D = DateAdd("d", iDays, D)

  FindDate = Format(D, "m/d/yyyy")
End Function
```

In whatever cell you want to display the calculated date you can enter the following formula:

```
=FindDate(B1,B2,B3,B4)
```

The result of the function is a formatted date that represents the start date adjusted by the years, months, and days you specify. So if cell B1 contains 1/18/1801, cell B2 contains 81, cell B3 contains 11, and cell B4 contains 17, then the function will return 1/4/1883. Similarly, if cell B1 contains 3/18/1901, cell B2 contains -93, cell B3 contains -8, and cell B4 contains -22, then the result returned will be 6/26/1807.

Selective Summing

E xcel contains a built-in function that allows you to easily specify which values should be summed from a column. This function, SUMIF, is used in the following manner:

```
=SUMIF(Testrange,Test,Sumrange)
```

In this usage, SUMIF uses three arguments. The first is the range of cells to be tested, the second is the test to use, and the third is the cells from which the sums are to be pulled. For instance, let's say that the cells in B2 through B27 contained days of the week (Monday, Tuesday, etc.), and that cells C2 through C27 contained the gross sales generated on those days. If you wanted to only get a sum for the sales on Mondays, you could use the following formula, perhaps in cell C28:

```
=SUMIF(B2:B27,"Monday",C2:C27)
```

This examines B2 through B27 and checks if the cell contains the text "Monday." If it does, then the corresponding cell is selected from C2 through C27 and added to the sum.

If you wanted to quickly pull sales totals for different days, you could modify the above scenario just a bit. All you would need to do is place the day on which you want to sum in cell B28. Then, in cell C28 you would place the following formula:

```
=SUMIF(B2:B27,B28,C2:C27)
```

Now the test for SUMIF is taken from cell B28. Thus, if B28 contains "Monday," then the sum will reflect the total of Monday's sales. If it contains "Wednesday," then Wednesday's sales will be summed, and so forth.

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

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

None.

Social Networking & Internet

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

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.

The Digital Afterlife – How to secure your digital assets for your heirs. By Evan Carroll & John Romano from New Riders. MSRP=$25.

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

Digital Photography & Design

New: **The Photoshop Elements 10 Book for Digital Photographers –** Authored by Scott Kelby & Matt Kloskowiski from New Riders. MSRP=$50.

New: **Adobe Photoshop Elements 10 Classroom in a Book** – The official training workbook from Adobe Systems. From Adobe Press/Peachpit Press. MSRP=$45.

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.
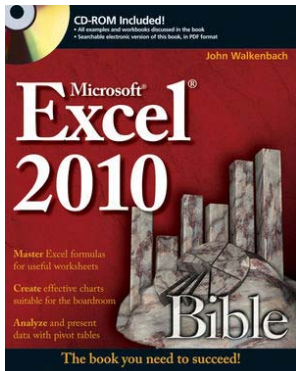
New: **Adobe InDesign CS5 Classroon in a Book –** The official training workbook from Adobe Systems. Includes a CD. From AdobePress. MSRP=$55.

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.

Microsoft Excel 2010 Bible

Review by Bob Dickson, NOCCC SIG Leader

Author: John Walkenbach

Wiley Publishing, Inc.

ISBN: 978-0-470-47487-7;
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List $45; abt. $30 on Amazon.com

http://www.wiley.com/WileyCDA/WileyTitle/productCd-0470474874.html:
"An authoritative reference, this perennial bestseller proves itself indispensable no matter your level of skill, from Excel beginners and intermediate users to power users and potential power users everywhere. Fully updated for the new release, this latest edition provides comprehensive, soup-to-nuts coverage, delivering over 900 pages of Excel tips, tricks, and techniques you won't find anywhere else."

Part I: Getting Started with Excel. This part consists of nine chapters that provide background about Excel. These are considered required reading for newcomers, but even experienced users will probably find some new information here.

Chapter 1, pages 6-8 provide a review of the workbook screen and a list and description of all of the features in Excel. Be sure to have these pages open when you execute the program. This will help you become familiar with the screen, particularly if you are upgrading from a version prior to Excel 2007. Chapter 1 provides a good overview of the ribbon and features contained in it. I recommend you scan these pages even if you are familiar with the ribbon and its features, and especially if you are not familiar with the ribbon (pre-2007 users). Work the examples from the CD as you go through the pages to see how easy the new features are to work with.

Chapter 2 provides an excellent overview of the TYPES of data that can be entered into a workbook. You'll want to review this chapter even if you are an experienced user of Excel. One rarely uses all types of data on a regular enough basis to become or remain familiar with the characteristics of various data types so this chapter would be a good one to 'play' with. Note the number limitation comment on page 31. Unless you are entering astronomical or nano values, you're not going to have any problem with Excel's number limitation. Another useful bit of knowledge is how to enter large amounts of text and get it all to display. For this, see page 32. Ever work with fractions? Not decimals, but real fractions. Check out page 40 for working with fractions (i.e. 6 1/8, not 6.125). This chapter continues

with other useful data formats and tips on using them. Spending time with this chapter will be a good investment.

Chapters 3 and 4 provide an excellent overview of essential worksheet operations and working with cells and ranges. Try out some of these operations if you haven't used them before or if you haven't used them for a long time. They just keep adding new features and functions. You may find the solution to doing something you wished you could do but didn't know was in Excel. Tables are used in many applications so you'll want to spend some time in chapter 5 to get familiar with the many features available to make your table(s) easier to use and more productive in your application. Want your work to standout? Chapter 6 will show you how to make your workbook so original you might not recognize it when you open it the next time. Chapter 7 reveals the file types that are used in Excel. A nice feature in 2010 is the INFO feature (p. 149). Delete the wrong file? Didn't save the changes? Click on File => Info and breathe easier. Pages 149 – 156 explain the many options in this feature. And be sure to read the File Compatibility feature on 157. There are many file formats in Excel. Be sure you specify the format that is best for your application, especially if you want to share the workbook with an older version of Excel.

Excel has been called the 'Swiss Army knife' of office productivity software because it is so useful for so many applications. Take a look at the templates in chapter 8. You would have to have a very special need not to find a template that will get you up and processing in a short time. But just in case you have that unique requirement, this chapter will guide you in making a template to fill that need.

Part II: Working with Formulas and Functions. These eight chapters cover everything that you need to know to become proficient with performing calculations in Excel. Calculations are really why Excel was created so review chapter 10, and especially regarding the more than 50 new functions in 2010. Wow! Chapters 10 – 17 are almost required reading. If you're using Excel, you have to be familiar with formulas and functions and working with dates and times. Don't rush through these chapters. Use the programs from the disk to work with the actual formulas and functions. Note the new feature on page 393 that eliminates the need for an array formula.

Part III: Creating Charts and Graphics. These five chapters (18 – 22) describe how to create effective charts. In addition, there's a chapter on the conditional formatting visualization features, and a chapter on the new Sparkline graphics. Load the example programs for these chapters before you start. You'll have fun playing with the many chart programs and discovering wonderful ways to present your data in eye-catching visualizations. How to make your chart stand out is covered in chapter 19. Charts are the best way to make statistical data come alive so spend some time in chapter 20 on visualizing the data with conditional formatting. New in 2010 are Sparkline graphics in chapter 21. These are single cell graphics that are displayed along side of data displayed in ranges. Need more

tools to make your graphs outstanding? Then check out inserting pictures and SmartArt in chapter 22.

Part IV: Using Advanced Excel Features. These 10 chapters (23 – 32) deal with topics that are considered advanced. However, beginning and intermediate users may find this information useful as well. If you're new to Excel 2007/2010 I recommend reading about the Quick Access Toolbar in chapter 23. This can save you lots of time in searching for a function, particularly if you are new to using the ribbon. And new in 2010 is the ability to customize the ribbon. Check this out to see if you can see how to put your usual functions in an easier to access location. I like the ability provided to create custom number formats (chapter 24). This can make data entry a lot easier as well as customizing the display of numbers. Another function to help with data entry is Excel's data validation (chapter 25). This can really help ensure data entry accuracy. Have lots of detail levels of data in your workbook? All that detail is wonderful when you need a specific value but sometimes it is hard to find a number in all of those columns and rows of numbers. Check out using worksheet outlines in chapter 26. Wow. Outlines can compress the presentation of large ranges of data into simple table-like displays.

If your application has lots of data at various levels, say in many departments or groups, it can be a problem gathering the data to form summary information. In this case, look at linking and consolidating worksheets in chapter 27. This is a powerful advanced method of getting data in diverse workbooks or worksheets into a single worksheet without altering the original data in the separate workbooks or worksheets.

The Internet has become the way to let the world communicate so if your application has need to share info with other locations, be sure to get into chapter 28. In this chapter you'll be exposed to how to make your workbooks available for viewing over the Internet. It's technical but do work with the sample files from the CD and see if this is a feature that will open a door for an exciting way to share your data to those connected to your network. OK, you don't need the Internet but you would like to share data with other Microsoft Office Applications, like, say, Word or PowerPoint. Chapter 29 will show you how this can be done. Getting excited? There's more. If you have a network (at home or at work) you can share Excel among members in the whole group. At least, review chapter 30. It might not be as hard to do as you think, though it does require some planning. That can be instructive, too.

So you've got your Excel app working wonders, everything's on the computer. OK, it's probably a good time to consider protecting it, particularly if you are using a network. Read chapter 31 at take its advice to heart. Protection is not just to get others out of your program; it's also to save you from that 'Oops!' moment when you click the wrong button.

Part V: Analyzing Data with Excel. These six chapters focus on data analysis. Users of all levels will find these chapters useful. Although an Excel workbook can hold LOTS of data, sometimes the data can exceed the capacity of the system, or maybe the data is just located and maintained in a different system using another data storage method. If that's your case, chapter 33 presents getting data from files outside of Excel,

particularly other apps in the MS Office set of programs. I personally prefer to store and work with data in Access databases so being able to access those Access tables without converting them is really useful. And if that external database is really large, well just use the Query Wizard to select a subset of the data.

Why use Excel at all? Because it's the best tool for analyzing large sets of numerical data when you use Pivot tables. These tables also work with non-numerical data also, so be sure to see if this is the tool to solve your problem (or at least to make it easier). Other data analyzing tools are What-If Analysis, Goal Seeking, and Solver (which may be more power than you need but that's better than not having enough power).

Add-ins in the Analysis TookPak provide powerful tools to enable you to perform advanced analytical work on your data. Generally, these tools are for non-business users but I recommend you at least scan chapter 38 and see if the tools in the ToolPak might be useful in your work, especially if your work involves heavy statistical analysis.

Part VI: Programming Excel with VBA. These seven chapters are for those who want to customize Excel for their own use or who are designing workbooks or add-ins that are to be used by others. It covers recording macros and VBA programming and then covers UserForms, add-ins, and events.
Macros are an easy way to automate repetitive operations. Capture the keystrokes while you perform the operation, store them as a macro, and thereafter, just execute the macro every time that operation needs to be performed. This is a great way to perform repetitive functions. If you are more technically inclined and want to perform some unique functions that Excel doesn't provide, then you're going to want to dive into Visual Basic for Applications (VBA) in chapters 39 – 44. I use VBA in many of my applications where I want the application to be unique in some operation. I particularly like to make Userforms to simplify the data entry function. While working in these chapters, be sure to load the sample programs from the CD and open them in the VB Editor so you can see the code in them. This will help you more quickly see how to create your own code. What's included in these chapters is very useful. However, to really get deeper into VBA you'll want to purchase another text that is specifically written for VBA. I recommend that you first work with these chapters and the sample programs from the CD before investing in a more technical book on the topic. Now, when you create a neat macro or VBA routine and would like to use it in other Excel workbooks, don't re-code it: save it as an Add-in that can be accessed by any other Excel workbook. This is covered in chapter 45 on creating custom Add-ins.

Appendices. There are four appendices that cover Excel worksheet functions, the contents of the book's CD-ROM, other Excel resources, and Excel shortcut keys.

Companion CD. The examples and workbooks for all of the examples in the book are available on the CD. Especially nice is an electronic version of this book on the CD. It's a searchable PDF file that makes referencing the material possible anytime you are on the computer. No need to take along the printed copy of the book.

SnagIt - Version 9

Review by Tom Feeley, NOCCC

Software from TechSmith.

Cost $31 from amazon.com.

Latest version is 10.
30-day free trial.

See Membership Benefits page in this newsletter for special offers from TechSmith.

http://www.techsmith.com/snagit2-1111.html?gclid=CO3t8bTB_a0CFYoZQgodcBoJuw

1.) Summary

SnagIt is a screen-capture program primarily aimed at those individuals who are at the semi-pro level of graphics-editing and multi-media manipulations, and can be intimidating for those with only passing-interest in these subjects.

The program is extremely useful for screen capturing and editing of many types of image files (.jpg, .bmp, etc.), text files, and for capturing streaming video and web-based scrolling text. Any display you can see on your screen can be captured and automatically placed in the SnagIt editor. Captured streaming Videos can be converted and saved as .AVI files.

Fundamentally, the program might be considered the combined 'Print Screen' and Microsoft 'Paint' program on steroids.

Program operation is quite complex and may require some head-scratching to figure things out, especially for exercising some of the more advanced features. (Editor's note: TechSmith offers lots of tutorials on their web site.)

To see a quick summary video showing how the various capture modes operate, you can download 'capture-mode-rebrand.exe' (MP-4 movie) from the www.techsmith.com/SnagIt web site. A free test copy of the program is also available from that site, along with dozens of other application notes and videos.

I have exercised many of the program features and find that there are more capabilities than I personally may ever use. Those features I did exercise worked fine after some struggles to force them and myself to operate the right way.

There is cursory Documentation provided with the boxed program, and reasonable pull-down menu help during program operations. Access to their website may be needed to understand how to utilize the some of the more advanced applications.

There are upgrades to the 9.1 program, and I did not install them since I wanted to evaluate the boxed as-is program. A revised (Version 10.0) program is also available for purchase, which may simplify or add some program operations.

2.) Installation

The program is installed using the CD provided, and is quoted to work on Win XP, XP Pro, 2000 and Vista. The activation code provided with the CD allowed smooth installation, and no problems were encountered.

System Requirements are: 100Mb hard drive space, Internet Explorer 6.0 or higher, 1.0 GHz processor (2.4 GHz recommended).

I installed and tested the program on three computers at home which use different versions of WIN XP and XP Pro, and each worked fine.

On installation, there are two Icons placed on the desktop (see Fig. 1), one of which runs the basic SnagIt program and the other accesses the SnagIt Editor.

3.) Program Operation
A.) Capture Profiles
The main SnagIt Menu shows various Profiles and Profile Settings (see Fig.2) that can be set up before capture. The top row of icons let you select portions of the screen display you want to capture such as Region, Window, Full Screen, or Scrolling Window (Web Page). The next row of Icons allows selection of other capture modes such as Text, Screen Video, and Web Page images. The bottom row of Icons provides for selection of Input, Output, Effects, and other special options.

B.) Screen Capture
To capture the screen display, you first place the image (eg. a .JPG photo or a text screen) on the screen display. You then minimize the display (to Desktop) and select the SnagIt icon, which starts the SnagIt program.

After selecting a SnagIt profile (eg. Window or Region, etc.), you hit the 'Capture' icon and the screen image is automatically placed into the SnagIt EDITOR (see Fig. 3). Captured photo or text images appear along the lower left portion of the screen. Dozens of captured images can be placed in the EDITOR and will remain there for future editing until you delete them.
SnagIt also uses the keyboard 'Print Screen' key directly to capture images. Whenever this key is hit, the captured screen image is sent directly into the SnagIt Editor as in the above example.

A 'Timed Capture' feature is also available which allows screen capture at any future specified time. Time of capture can be set in either seconds (1-60) or future date and time. A seconds timer displays the countdown, and the user therefore has time to set up the desired screen display before capture.

C.) SnagIt EDITOR
Figure 3 shows two captured .JPG images at the lower-left portion of the screen, and the center screen portion shows the image selected for editing.

The EDITOR allows many options for image manipulation, such as drawing all sorts of object shapes and sizes on the image. Images can be rotated, cut out, cropped, colored, cascaded, border effects added, and many more effects added.....too numerous to list here.

Selecting the lower right (Library) icon displays a list of all previously captured screens by date and time and allows Editor access to these items.

Edited images can be sent directly to an E-Mail, an FTP Server, or to programs such as Microsoft Word, Excel, Power Point, Notepad, WordPad, Adobe Paint Shop, etc. One thing I found was that Images could not be sent to Open Office (eg. Office Writer, etc,), and you must have Microsoft Office installed to use this feature.

After editing, images can be saved as files in eleven different formats, such as JPG, PNG, PDF, BMP, GIF, and other popular formats. Images can also be sent directly to a printer if desired.

D.) CAPTURING SCREEN VIDEO
To capture any video (or any screen action) and save as an .AVI file:
    - In SnagIt select the 'RECORD SCREEN VIDEO' icon
    - Hit the 'CAPTURE' icon
    - Using the cursor, enclose the screen zone to be captured
    - Select 'Start Capture' and the screen capture begins
    - Hit the keyboard 'PRINT SCREEN' key to stop capture
    - The captured video appears in the SnagIt EDITOR (lower left)
    - Select a folder location on your hard drive and save as an .AVI file
    The .AVI file can then be viewed using Windows Media Player

Using methods similar to the above, either streaming video from a web site, or display of keyboard and mouse activity can be captured and saved as an .AVI file. Later review of these files can provide valuable tutorial info.

E.) ADVANCED EDITOR FEATURES
There are many detailed features in the EDITOR (for more advanced users), which I did not exercise. Some of these include:
        - Working with Vector Objects
        - Saving Vector Objects in a .SNAG file format
        - Using Quick Style Galleries
        - Applying Effects to Multiple files
        - Using Keywords and Flags to make searching easier

Overall, any features in this program I did exercise worked perfectly as advertised albeit some struggling on my part was needed.

4.) **Conclusions**
As discussed earlier, my overall impression of the SnagIt program operation is that it is not immediately simple to understand, but is very powerful once a little pounding is used to decipher things.

The passing-user who is simply capturing a screen now-and-then would probably be happy using 'PRINT SCREEN' and then the 'PAINT' program. Both of these features are already included in Windows XP program software. Some multiple-steps are needed, but minimal-editing and saving of edited images is provided.

The real horsepower of SnagIt is in the simple, automatic tie-in to the SnagIt EDITOR, along with features such as Video Capture and other selectable Capture Profiles.

SnagIt EDITOR interfaces to E-Mail and other programs such as Microsoft Office, Notepad, WordPad, Adobe Paint Shop, etc. are also noteworthy tools.

For the person who is moderately interested capturing stuff, I would think the SnagIt Program is worth the $ investment to provide some graphical experience and general knowledge of the subject.
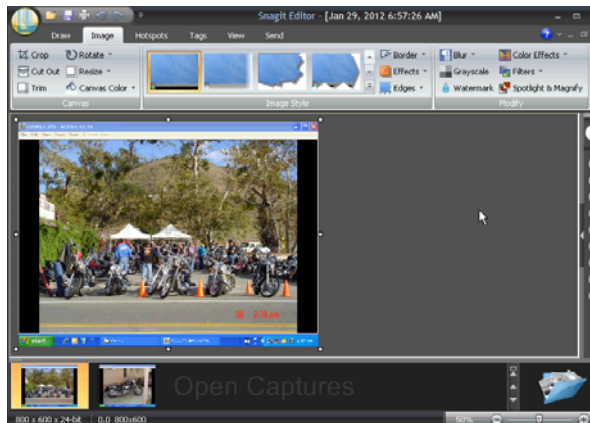

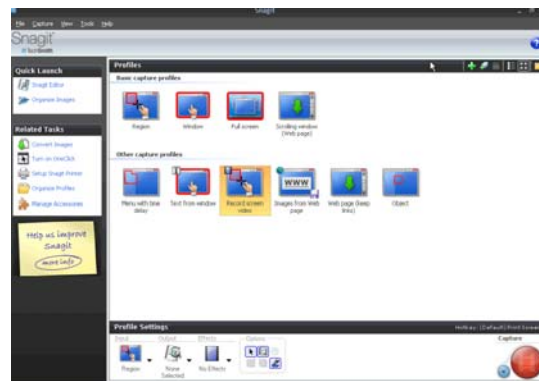Figure 1. SnagIt Desktop Icons

Figure 2. SnagIt Main Menu

Figure 3. EDITOR Main Menu

February 5, 2012 Main Meeting Report

By Steven Breitbart, NOCCC

Our speaker was supposed to be Garrett McAllister of New Horizons Computer Learning Centers. His presentation was supposed to cover Apple products such as the iPhone, the iPad, the iTouch, and Apple computers.

However, Mr. McAllister notified us that he had another engagement in San Diego. We are fortunate that President Jim Sanders was available to "pinch-hit" (though using a baseball term on Super-Bowl Sunday may upset some people). The subject that he talked about is Google Docs. This is basically a cloud-based suite of programs that rivals most Office suites, with the addition of on-line storage, also called cloud storage. The functions available are: Document, Presentation, Spreadsheet, Form, Drawing, or Table (Beta).

Initially, Jim described that any use of the Internet, with any browser uses the cloud. The browser, a local terminal program transmits your info into the cloud – to the bank of computers out there where it needs to go. For example, when filling in a form on line, that information is in the cloud.

To use Google Docs you need a Google Gmail account. This account can be used for Gmail and any other Google entity, such as YouTube. Jim demonstrated setting up a Google account. But there are so many users; your desired login name may not be available. Google first checks to see if your chosen name is available.

For example, James Sanders and JWSanders were already used, but by eliminating the "e" in Sanders, it would have been allowed. Jim ultimately decided on something like XXXXXXX.NOCCC@gmail.com.

You also need to pick a security question or write your own question. You must fill in the birthday field. You can put in a false date if you are unwilling to reveal your true age. Just remember what you used and use it consistently. You also have to type a word in a CAPTCHA (Completely Automated Public Turing Test to Tell Computers and Humans Apart) box. Also, a second email address is required. Google will send out an email to that address; it contains a validation code to let you regain access your Gmail account if you forget or lose your password. This may be a relatively new feature; when I signed up about two years ago, the email I got had an address for Google support, nothing more.

One claim by Google is that they do a better job checking for spam. One way Google checks an email is to make sure the sender address is real and the email is from the same place; that is, the sender address has not been spoofed. Suspected spam messages are blocked. Jim checked his email server and found almost 500 spam emails that his email server automatically put in the trash folder. Jim never saw them in his Eudora inbox. Some code is now embedded in a legitimate email that shows that the email actually originated at the particular server it claims to be from. However, this doesn't stop all types of spam.

You are then shown a site with a video on Gmail and all its new features. Gmail has been redesigned to make it more intuitive, more versatile in how you can display the messages and improve readability. Searching is at the heart of Gmail.

Moving on to Google Docs. Starting with the Create button, you can choose: word processor, spreadsheet, presentation, drawing, form, table (beta).

The word processor is not as powerful as Microsoft Word, but it has all of the features of a modern word processor. You change font type, color and size, can make selected text bold or italics and change the background color. It also has justification control and spell check. However, when you look at the more complicated operations, Google Docs is not as powerful. For example, in a multi-chapter book, in which each chapter has footnotes, Word will update the footnotes if the chapter is moved; Google Docs will not. It also does not let you import and annotate photographs directly. You must modify and save your photographs and then import them. However you can upload an RTF document and you can export in several formats, including OpenOffice. One thing, it does continually save the document to the cloud – notification is shown above the document.

Huge numbers of templates have already been created for the word processor, the spreadsheet and the presentation programs in many different topics, which can be searched, selected and modified as needed. For the spreadsheet application, these are essentially small programs which take advantage of the spreadsheet's capabilities. For example, for the spreadsheet application, many calculators and personal finance templates are available. Jim demonstrated using a loan calculation spreadsheet. The templates are also available in several languages.

Jim has a preference for programs that operate strictly from his computer, but he was impressed with the number of templates available. You can discard a document, which sends it to the trash folder, but you need to empty the trash.

What if I wanted to say "10 plus or minus 0.5" (10 ± 0.5)? I knew to get a $\pm$ you type Alt+241 (or Alt+0177), but I could not find the plus or minus character in the insert special characters menu of Google Docs. I finally found the preferences section which allows users to enter their own special characters. The primary purpose of this article is to review the NOCCC Main Meeting, not do a review of Google Docs. But, I could not find a robust spell checker. However, the program will underline words it suspects are misspelled with red dots and give you suggestions when you right click on such an underlined word.

Microsoft has a similar suite of programs called Office 365. For small businesses, they charge $6 per user per month. For larger businesses, the have plans starting at $10 per user per month. The one criticism I saw in using Google Docs is that before you know it, you've got 10 tabs open and it seems that closing a tab is the only ways of stopping work on a document; there are no Close or Exit buttons.

February 5, 2012 Raffle Winners

Photos by John Krill, NOCCC
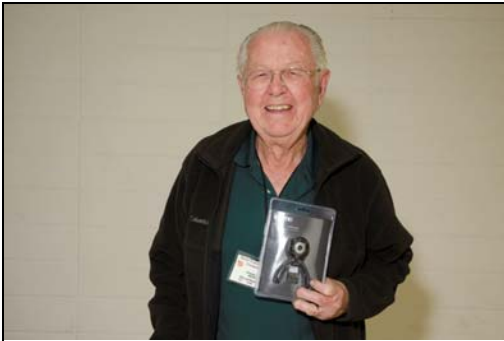
Dallas Hazleton
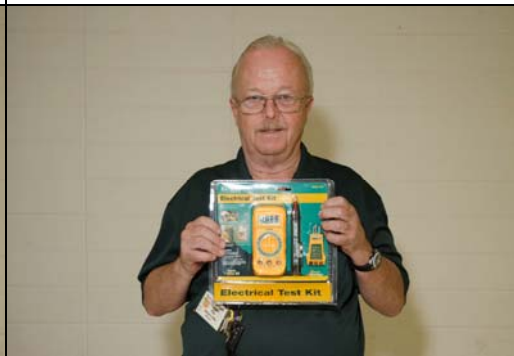*Web Cam*
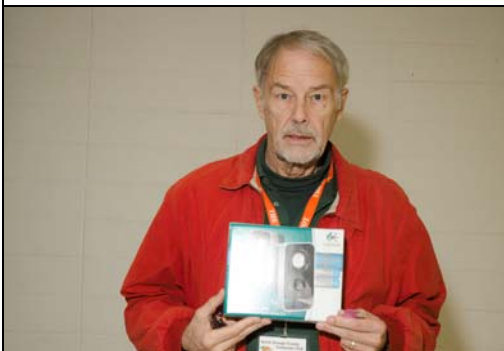
Dallas Hazleton
Blu-Ray DVD Burner

Jim Sanders
Asus DVD Burner
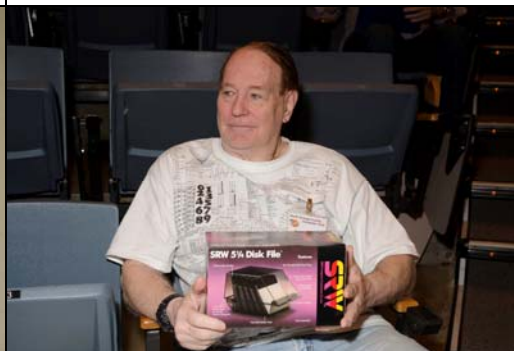
Steven Breitbart
Web Cam

Richard Miller
Electrical Test Kit

Line for Raffle Tickets

Ben Lochtenbergh
Logitech Speakers

Robert Kelley
Disk Storage Box

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

Slide Shows

Howard Phillips brought in his new Nikon 1 V1 and he also provided us with a set of pictures taken with the Nikon 1 that we all looked at using Picasa's slide show capability. The current version of Picasa is 3.9. Can't wait for 4.0! It just keeps getting better and better. And, it's free!

You need a Gmail account to get Picasa. Like all free products on the Web, you need to give something before the free stuff comes your way. So it is with Picasa. Google requires you have a Gmail account. It's easy to get and an added benefit is Gmail is one of the better e-mail apps around.

What's In a Name?

The difficult part in signing up for a Gmail account is what name you will use. Because Gmail has several million users, getting the name you desire is next to impossible. So be patient and a name will be yours.

Picasa Is the Center Of Google+

Google just may have big plans for Picasa. It's central to Google+ the social network. Of course, Google+ was my wall. Up until Twitter, Facebook, and now Google+, I could get the hang of it fairly quickly, but now I've hit a wall of understanding. It took me several trips to Twitter before I fully understood the site. I then cancelled my subscription. Next it was Facebook. Now I understand the concept, but trying to do anything is beyond me. I'm constantly calling my niece and asking here how to get anything done on Facebook. The only reason I stay on Facebook is to see what all the younguns' are up to.

Now comes Google+. I'm completely lost with this thing. The problem is I really like Picasa and Google is integrating Picasa into Google+. So much so that I'm getting lost whenever I put photos online using Picasa. In the past you went directly to Picasa Online. No more. Now it's Google+.

Why do I keep hitting my head against the WALL?

Why All This Complaining?

Picasa, the off-line application, is a terrific tool for keeping track of all your photos. It's easy to use and getting better. But I fear that all the effort to make Google+ a winner will make Picasa users the losers. The latest version of Picasa is all about integrating with Google+. Is this the beginning of the end for a terrific little program?

In the past, I've always recommended Picasa for beginning digital photographers. I don't know how much longer I can do that.

More about Picasa at the next meeting.

Will the Cell Phone Replace the Point-and-Shoot Camera?

The cameras inside the latest iPhones have gotten much better. But, that's not why they may replace Point-and-Shoot cameras. The reason the iPhone is everything you can do with the photo AFTER you take the picture. Want to send the baby picture to grandma? No problem. Want to put the baby picture online at Flickr or Facebook? No problem. Want to add it to a blog posting? No problem.

Now try doing any of them with your Point-and-Shoot camera. The only place it can go is the computer. You carry your computer everywhere you go? And once it's in the computer, how many steps are required to get that photo to grandma or up to Facebook?

iPhone Volunteer Needed

Anyone with an iPhone willing to give our SIG a short demonstration on using the camera in your phone?

Also - I'm Still Hoping That an Android Pad User Will 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. I may go into greater detail and I will include screen shots as well.

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 12 members at our SIG meeting. *See you at the next 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/6rl9sa7

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 131A at 9:00 a.m.*

Advanced Digital Photography

By Larry Klees, SIG Leader

Last Month

Circumstances beyond my control prevented demonstrating auto focus with moving objects.

Larry

Instead, we had some random access, discussed the power of modern camera strobes and did another demonstration of the combined power & ease of use of Layer Masks in Adobe Photoshop.
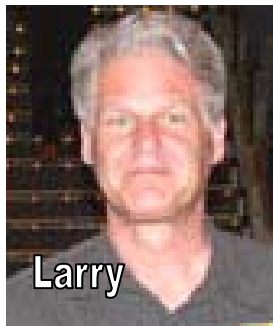
I recently found some old photos taken with my new (at the time) Nikon SB-800 strobes. Nikon makes a series of strobes that can be operated remotely from the camera without wires or radio links. These are extremely convenient to use. I usually just program each strobe for remote operation and then tell the camera to use TTL (through the lens) metering and how bright to make each strobe. 90% of the time I get a perfect exposure on the first try. On those rare times the exposure needs adjustment I simply tell the camera to make each strobe brighter or darker. Canon cameras have a similar system.

These strobes are small and use four AA batteries. There are models SB-400, SB-600, SB-800, and shortly after I bought my second SB-800, Nikon came out with the SB-900. Each model adds a few extra bells and whistles and delivers more illuminating power. The 800's are remarkably powerful and the 900's are about twice as powerful as that. Below is a site plan of a house that is about 150 feet long. It shows the locations of my camera, my two SB-800 strobes and a borrowed SB-900 strobe. Each is located 50 – 70 feet from the house.
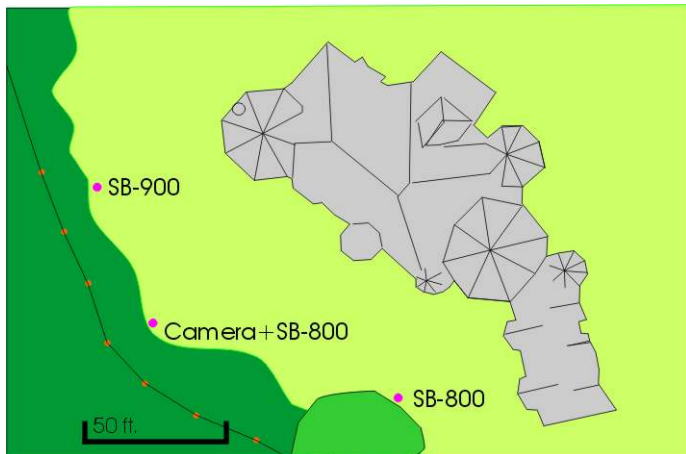
The photo below was taken just to see if I could do it. I took one shot with just my two strobes. My friend came to find me and when he saw what I was doing offered the use of his SB-900 strobe. The first shot with all three strobes had the right hand SB-800 in the shot. For the final attempt (shown below) the offending SB-800 was moved closer to the tree. Running around in a strange yard, in the dark, trying something I've never done

before; I got a fairly good shot with that third try. Even with an 11mm ultra wide angle lens on the camera and with the camera as far away from the house as I could get one of the garages would not fit in the frame. Yet the three strobes lit the entire house. Some post processing was performed in Photoshop to refine the exposure, but the biggest touch ups were to remove the shadow of the wide-angle lens from the lawn and the bright spots on the lawn from the strobes.

In the past, I used strobes only as a last resort and hated it even then. Modern strobes are easy to use and can do wondrous things for your photographs.

Earlier that evening inside this same house I took another photograph of a large porcelain unicorn using a single remotely controlled SB-800 strobe. This shot tied in with the others not only

Before

because of the same location, but because of the strobe. The unicorn is about 30" tall on a table about 20" tall. By aiming the strobe directly at the unicorn I got harsh shadows on the wall; but avoided any color shift that would have been created by bouncing the light off of the beige paint. With the window, backpack and other items in the background I wasn't worried

about the horrible shadows caused by the single strobe held high in my left hand, because the shot would be cropped and all of the offending shadows and objects would be removed by replacing the background.

A new dark blue (blue is the complementary color of cream) was created and placed on a layer below the unicorn. However rather than cut or delete the offending objects surrounding the unicorn; a layer mask was created. This was done by using

assorted selection tools to trace the outline of the unicorn and then clicking on the add layer mask icon at the bottom of Photoshop's Layers display. This causes the selected area to be displayed to the right of the unicorn layer as shown here. The penalty for doing this is that the file size is made slightly larger. However, the benefits are well worth this extra size! The black areas of the layer (all that offending junk we don't want in the background) are made transparent so the new background below shows through. So far, the result is pretty much the same as If we had simply deleted the offending parts from the unicorn layer.

But we can apply a Gaussian blur of two to four pixels width to the mask. This is equivalent to using a feather when creating the selection (if your program allow it) and that ugly cut out with kid's scissors appearance is avoided. However, we now have several new options available. The Brush tool can be used to easily and precisely touch up any flaws that may be discovered in the original selection. Also by applying a gamma adjustment to the layer mask the entire selection can easily be increased or decreased by a few pixels to remove those unsightly tell tale blemishes that almost always show up around a selection. Also, you can change the amount of feathering later if you choose. More Gaussian blur increases the feather while more contrast reduces the feather. The level and ease of control with this technique is truly amazing.

At the March Meeting

Some of our members got new state-of-the-art cameras for Christmas and have now had a couple of months to get used to them. It is my hope that you will bring your new cameras to the meeting and show off their new features. If no one brings their new camera, we will have general Q&A or flameblots if you prefer.

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

PC Q&A

By Jim Sanders, SIG Leader

One of the early and interesting questions during the February PC Q&A SIG concerned e-readers, or ereaders, or eReaders. Dennis Martin asked if e-readers could read PDF files. My response was that inexpensive models of the Kindle (now $79) and the Nook could not. Between now and then I discovered that knowledge was out of date and that the latest versions of those devices have the native capability to deal with PDF files. Turns out that a lot more books are made available in electronic form
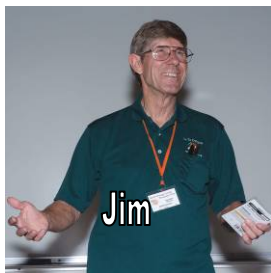
using the PDF format than I thought, before I started doing a little research on the subject. So if you're reading this Dennis, turns out I was at least partially wrong.

The first Kindle readers used the black and white E ink display technology also referred to as EPD or Electronic Paper Display. An OK explanation of the technology can be seen here: http://www.eink.com/technology.html. There are a number of things that are appealing about electronic paper displays. It is a reflective technology as opposed to a backlit technology which means that it can look better in bright light as opposed to being washed out the way an LCD screen is. Because of the way it works, it requires an extremely small amount of power to function. Instead of the battery life of the unit being measured in hours, it is measured in days and weeks. There is now a color version of the technology available, although it is not widespread yet.

In the last two or three years, eBooks and their readers have exploded in popularity. With, seemingly, everybody and his uncle trying to get into the e-reader/tablet business, the competition has helped to reduce the price of the units significantly while at the same time expanding their capabilities. For instance, the Barnes and Noble Nook has evolved into the Nook tablet. Except for the artificial constraints that Barnes and Noble have imposed on it, the hardware is capable of going toe to toe with a number of other tablets that costs quite a bit more. Some people have "rooted" the Barnes and Noble Nook tablet to uninstall the Barnes and Noble firmware and installed a customized but generic version of the android operating system. If you are enough of a geek to follow the online instructions for making this conversion, you end up with a full-blown color tablet for a very attractive price.

One member complained about having to pay for each of the books he downloaded to his reader and the lack of downloadable books for his reader that were free. Specifically, he complained that every site that he had gone to, to download a book he thought was free, a little window will pop up asking him how he wanted to pay for the book. He challenged me to find a site where I could download a book without having that happen. I was tempted to ask if he wanted to make a wager on it, as I knew it would be a sucker bet. To illustrate my point, I did a Google search on "free e-book downloads" and got about 292,000 results. I did a Google search on "free ebook downloads" and got about 1,080,000 results. In addition, I happen to know that the Baen.com website offers quite a few e-books in their free library. If you happen to be a science fiction fan, there is a lot of very good reading available there for free. But going back to the Google search on "free ebook downloads," the third item down on the list is "Project Gutenberg - free ebooks" www.gutenberg.org. If you go to that site, you can click your way through to this page: http://www.gutenberg.org/browse/scores/top which shows their top 100 downloads. The top 10 of the top 100 are:

1   The Kama Sutra of Vatsyayana by Vatsyayana (932)
2   The Adventures of Sherlock Holmes by Sir Arthur Conan Doyle (762)
3   Adventures of Huckleberry Finn by Mark Twain (647)
4   Pride and Prejudice by Jane Austen (588)
5   Great Expectations by Charles Dickens (558)
6   Grimm's Fairy Tales by Jacob Grimm and Wilhelm Grimm (557)

7   Full Revelations of a Professional Rat-catcher by Ike Matthews (528)
8   Metamorphosis by Franz Kafka (517)
9   Oliver Twist by Charles Dickens (473)
10   Alice's Adventures in Wonderland by Lewis Carroll (461)

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http://www.gutenberg.org/wiki/Gutenberg:Partners%2C_Affiliates_and_Resources. There are a large number of free books on the Amazon.com which you can search for. One of the books on that page (though not free) is titled: Free Kindle Books and How to Find Them.

The following URLs also make available a number of free e-books:

http://www.books.google.com,
http://www.scribd.com/,
http://www.getfreeebooks.com/,
http://www.ebookmall.com/free-ebooks,
http://www.memoware.com/,
http://www.adobe.com/products/digitaleditions/library/,
http://www.ebooklobby.com/

Now, as I pointed out during the meeting, you're not going to find books that are on the current New York Times top 10 bestseller list online and available for free other than on a pirate site. But clearly, there are a ton of books that are available for free. A large number of them are classics that remain an excellent read today. In addition to the online e-books, Popular Mechanics, in partnership with Google, has made available every issue of their magazine from 1900 to 2006. Just thumbing through some of these really old editions and seeing the various photographs and drawings is a kick unto itself. But I find some of the stories absolutely fascinating. In one issue, I think in the year 1926, there is a great article about the various speed traps that were set up to extort money from drivers of the time. Several were on how to build, maintain, modify, or upgrade your radio receiver. I have already spent many hours looking at some of the early editions. One of the things that surprised me was how large the early editions of the magazine were. A lot were over 200 pages. Go to this URL to see for yourself:

http://books.google.com/books?id=Vc8DAAAAMBAJ&dq=Popular+Mechanics&lr=&as_brr=0&as_pt=MAGAZINES&source=gbs_summary_s&cad=0#all_issues_anchor.

I hope to see you in March.

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.*

Linux Desktop & Administrator

By Bob Ray, SIG Leader

We started our meeting with an assortment of various discussion topics etc. I reported that on Jan 25, 2012, Spain had ordered the installation of the Linux Debian Distribution to be installed on 40,000 PC's in government offices, replacing all other operating systems currently in place. This was due to the country's effort to cut back on expenses and reduce the cost of proprietary operating systems and proprietary application software. But, what was more significant was the choice of the Linux Distribution...Debian. The Debian Linux Distribution is one of the oldest and possibly "the" oldest contributory systems in the open source movement. The Debian Distro is maintained by thousands (approx.) of individuals and groups of supporters. Many more popular Linux Distros are known as Derivatives of the Debian OS because they (other Distro OS's) can freely obtain and can freely use software developed by the various Debian teams. There are a dozens or so of these Debian Derivatives such as Ubuntu, Linux Mint, Dream Linux, and others. The reason that the Debian OS has been slow to catch on with the basic "Newbie" desktop users is that as a Developer OS using Debian required a lot of Administrative skills and Linux Programming knowledge and experience, whereas the derivative OS's made a point of simplifying the installation and Graphical User Interface (GUI) for the less technical end user... e.g./i.e. "The don't have a clue group."   This has all been slowly changing and the Debian OS has been made much easier to setup and use. As mentioned earlier, the Spanish acceptance of the Debian OS for general use by government offices is the first major acknowledgment of this advancement of the Debian System on such a wide scale that I am aware of.

We also briefly discussed the upcoming availability of the Version 12.04 Ubuntu release anticipating the newer GUI interfaces of Unity, Classic Gnome, Gnome Shell, and the latest Gnome 3.4 GUI. All of this has created a great deal of confusion among many of the historic users of the Gnome GUI products. I will try to give a description of the term "Gnome Shell' as it differs from and is compared to the Gnome GUI Desktop in up coming meetings.

We continued in our search for Open CAD. A computer-aided design product. But, we were unsuccessful in doing so in Debian 6.0.3, or Redhat 16, or Ubuntu Versions 10.4, 10.10 or 11.4. We will keep trying to download, install and experiment with this product in future group meetings.
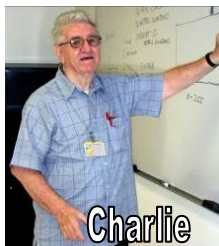
A short and minor presentation, introduction, and demonstration was done of the new *Open Shot Video Editor*. We went to the Internet and copied a sample video. Then we loaded this into the Open Shot Video Editor application window. By using some of the GUI functions we were able to cut and chop up the video and create a new video image. We then saved and played

this modified new copy. There are a great many things that can be done with Open Shot, of which we did just several. We will continue experimenting with this product in future meetings and attempt to master much of its capability.

Part of our meeting consisted of presenting and reviewing the GNU Info Coreutils (Core Utilities) package list. This is a list of Terminal Window, Linux Command Line functions. These are shown in a related list by category such as disk usage, file functions, directory functions, network functions, date and time functions, printing functions, and many others. It has been requested by several members attending that we expand this list to include several of these command line functions and examples at future meetings on a regular basis. This would be something like a Cheat Sheet Review. Which I will attempt to do.

We discussed, in short, why there is no decimal "as in base 10" arithmetic in the GNU C computer language. The C language does "binary integer" and "real floating point binary" math. But there is no real "base 10" standard numbering and data representation facility in the C language. This, of course, is a major road block for all business applications where dollars and cents are accurately required to be stated with 100 percent precision. IBM has developed an add-on package library called "libdecnumber" for real whole numbers. This package inclusion into the basic C language allows for reliable dollars and cents calculations in business and financial applications.   We will be discussing this at more length in future meetings. Also, members have requested some examples of C language compiler code to be demonstrated, which will be on the agenda for our next meeting. Provided, of course, that: "it don't rain too hard too long .... and the creek don't rise."

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

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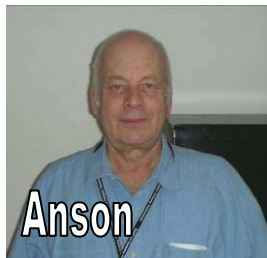
This SIG meets in Science 111 at 9:00 a.m.

Laptops, Smartphones, and Social Media

By Dr. Pat Adelekan, SIG Leader

Looking at the interests of our attendees and where the technology community is today, we shall concentrate for the next few meetings on Smart Phones and the social media Facebook, LinkedIn, and You Tube. **Our SIG has a new name!**

At the Feb. 5 meeting, we focused on a few new items: 1) (**Lytrol -** a new way to take and experience pictures, that improve photo images); 2) **Audiovox** - a RCA USB wall plate charger which turns any standard home dual AC power outlet into a USB outlet. Both were introduced during the Las Vegas Electronics Conference.
They were presented by guest presenter, Krish Krishnamurthy, from Siemens and Toastmasters. We also spent time viewing a video on "You-Tube" taken by Ben Lochtenbergh, NOCCC Director and SIG leader for the Mobile Computing SIG at 10:30, Room 109.
At the March 4th SIG, we will spend time looking at the various applications on the Smart phone and also how to upload, download to and fromYou Tube. We encourage each attendee to bring his/her various devices (laptops, iPods, iPads, androids, etc. and practice or demonstrate with us.
p_adelekan@yahoo.com

This SIG meets in Science 109 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

On February 6, I received a text message on my DROID Verizon Smartphone. It said: "The first 1000 responders will receive a free iPhone 5 to evaluate and then they may keep it." I immediately replied: "No thanks." I was content with the devices I possess, but, then I thought: "It would be a nice thing to participate in such a deal (**whichever way it goes**) and share that with our club members. I better hurry." So, I clicked on the link that came with the text message. This started a survey with 12 questions. Each question was informative and very well presented. I had to enlarge and scroll the text a few time, because I was using a small screen, but I answered all 12 questions. Then it passed me to an **auto insurance** website. It wanted me to enter the same contact information I just entered. I became suspicious. I saw no confirmation from them having received my 12 answers in good condition. However, I pushed on to see what's next. They asked me to select from several car insurance companies. I selected Geico. They wanted me to enter the same contact information a third time. **That was it for me!** I closed the session. Only a few minutes after that I received a telephone call on my other phone (land line) from 21st Century Insurance. It was 35 minutes before I had to leave the house to go to the monthly NOCCC board meeting. I wanted to watch the news (live) and eat dinner. So I told the insurance guy: "This is not a good time." I agreed tomorrow would be a better time. Sure enough he called back the next morning. I had a conversation with the salesman; the best he could offer is to have me pay 50% over what I'm currently paying. He said his deal is: "**A win-win situation**." I said: "I'll pass on that opportunity." We remained polite until the end of the call and thanked each other for our time. I learned something about insurance.

What does this have to do with Apple? I'm still working on that! I have this feeling that something is not right with these sales schemes, but people, including myself, sometimes can't resist. Someone famously wrote a long time ago: "There is always another sucker born." Moral of the story: **Don't let it be you!** I made a number of mistakes, the first: responding to an unsolicited text message from outside my circles of friends.
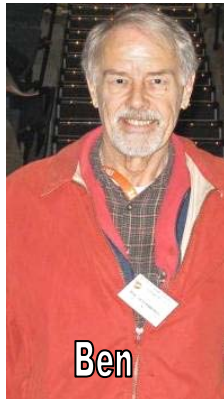
An uplifting story: One of our members is in **danger of becoming a geek**! She has been making remarkable improvements in her quest to master computer technology. She makes valuable comments during the SIGs. Did she see: "Triumph of the Nerds?"

Let me explain an important point. During her 9:00 "Come, Care, and Share SIG," I demonstrated a number of things about a 2 minute video that I uploaded to YouTube a few weeks earlier. One of the demonstrations was how easy it is to change a video's Privacy from Public to Unlisted or Private. See illustration. Before I changed it, I had all attendees with their devices search, find, and play the video. After that I switched

the Privacy setting to Unlisted. We all could see it happen on the big screen. However, when we searched again, we could still find the video on YouTube! Is this a privacy problem with Google? (Google owns YouTube). This would be out of character for Google. Google always advocates: "**Do no harm.**" The SIG concluded: "There must be a delay." An hour later Dr. Pat announced: "The search no longer finds the video!" My point: Testing, patience, and being non-assuming yield the solid answers. That makes for a good technology practitioner. This is very much needed in our society. The budding geek is non-other than our Dr. Patricia Adelekan, she has the right spirit!

I found this copious: One of the board members told the story that he went to a public library to post Muriel's NOCCC flyer. To his astonishment he found there was **already a Muriel NOCCC flyer in that library!** He said he'll go to another library to post our club's flyer. Thank you for that story and the good work for our club, Steven Breitbart. The same flyer will be posted on our website www.noccc.org by Jim Sanders. Muriel has emailed it to him in pdf format. See small illustration for you to recognize the layout. Print it and hand it to potential new members.

Mobile Computing SIG

By Ben Lochtenbergh, SIG Leader

The February meeting was less well attended. The themes were Government shutting down a website, petition to Congress about privacy, and the best 75 Apps. We had a few new faces and some regulars returned, perhaps due to Jim having to cancel his 10:30 SIG, because he all of a sudden had to do the 2 PM Main Meeting presentation. He made an excellent choice: "Google Docs."

Our presentation had 16 PowerPoint slides, 20 were emailed to members, so they can preview the meeting. I feel good about following the slides and ending at exactly 12 noon. However, people lingered for another 15-30 minutes, and Steven Breitbart showed his new Kindle device. We now have 24 devices in our database. Topics were the new **Android 4.0 Ice Cream Sandwich** (ICS) version on my Motorola XOOM tablet. It looks very nice and the upgrade is not overwhelming. Next, I want ICS on my Motorola DROID 2 Smartphone, but I must wait for the Verizon programmers to make the necessary program changes to their adaptations. There is pressure on Verizon to accomplish this; are they willing to pay the salaries to do this or will they rather sell new devices?

We looked at a list of 21 Apps that I selected from the 75 Apps, supposedly the best of the 400,000 Android Apps now available. Not all are free, but most were. Strange to me was that I **didn't see any shopping Apps** like OurGroceries as part of the 75. This App works so well for my wife and me. We can both be shopping at the same time and update our shopping lists as we go, thus avoiding duplicated purchases. It now includes a way to coordinate our dinner plans (I messed up a few times). Also, I shared four problems I found with the OurGroceries App and gave two solutions.

Did you read that sometime this year **Smartphones will outnumber traditional phones**?

Next month I will demonstrate some of the new features of ICS. I'm specifically interested in the face recognition logon feature for my XOOM. I also would like to explore *my* question: "**Could a new model automobile be included in the database as a Mobile Computing device?**" Would an NOCCC member be so kind to test drive (or buy) one such car for consideration and report the specifications to our Mobile Computing SIG? ☺

Last, but not least, it was discussed and agreed to that the MC SIG database should include **a favorite App of each SIG member**. For example, Steven Breitbart has an App on his iPod Touch that, when I saw it, looked very inspiring to me. I would never think about looking for such an App, but could be wiser after being able to read about it. At this moment, I forget what this App was called or used for. Shortcomings like this point to the usefulness of having this information in a database. Also, Dr. Pat has an App in mind. I visualize them (and others) doing presentations on their favorite App. When we have a number of Apps documented, I'll email the information to all members.

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

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 859 leaves San Bernardino destined for Orange County at 8:55 am. For the return trip, train 663 leaves nearby Orange Metrolink at 3:11 pm and train 860 leaves at 5:37 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.
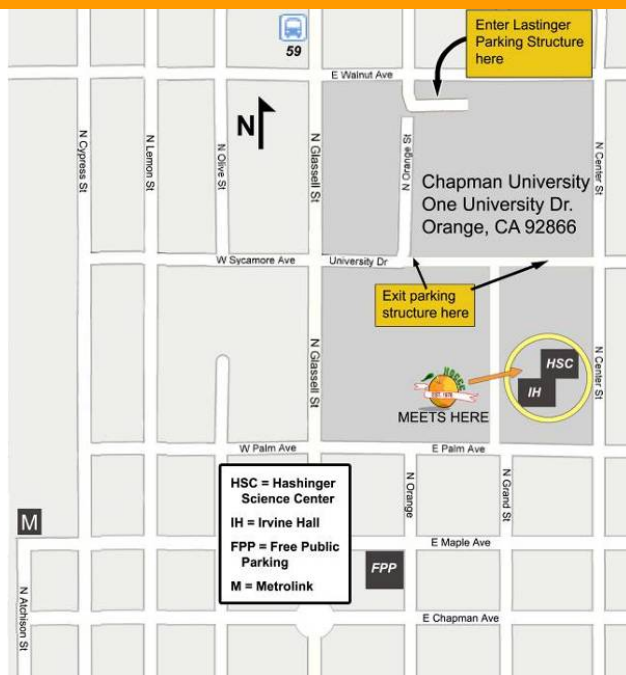
Board Meeting Minutes February 6, 2011

T he NOCCC Board held its regular monthly meeting at President Jim Sanders' residence on Monday, February 6, 2012.

All Board members attended except Gordon Strickland. The Vice President's position is still open.

Secretary's Report: given by Ted Littman. The minutes of the January 9th Board meeting published in the February 2012 Orange Bytes was motioned for approval, seconded, and approved by all in attendance.

Treasurer's Report: given by John Heenan. Net income for books sold, coffee and donuts/cookies was $6.97. The Raffle earned $47; cost to NOCCC of the prizes was not available. 8 parking stubs were turned in for free raffle tickets.

Memberships: As of February 1: Regular (1-yr.) = 147, Regular (3-yr.) = 9, Family = 4, College Student = 0, Newsletter = 12; Total of 172 Members. This represents a decrease of four. There were 14 renewals and 2 new members in January. 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: About 21 people attended President Jim Sanders' presentation on Google Docs. (See the Main Meeting report elsewhere for details.) The scheduled speaker, Garrett McAllister of New Horizons Computer Learning Centers, cancelled and it was not found out until a few days before our meeting. Attendance was probably impacted by competition from Superbowl Sunday's game.

Programs: The next Main Meeting is Sunday, March 4th, followed by the BOD meeting on Monday, March 5th at the President's residence. The speaker for March is uncertain as of this writing. Jim is pursuing several possibilities. A potential speaker for April has been contacted.

Public Relations: Bob Love put an article in his residential newsletter about NOCCC. Flyers have been posted at several local libraries.

Publications & Reviews: given by Ted Littman. Two books on were taken for review at the meeting on Sunday. The February newsletter had three reviews by NOCCC members. Three book reviews and one article by members were received for the March newsletter Ted also urged all newsletter contributors to email their inputs for March to him early as this is another short period between meetings. Several inputs were received today!

Membership: given by Ben Lochtenbergh. Copies of the flyer prepared by Muriel Fitzsimmons for use in publicizing the activities of NOCCC by posting on the bulletin boards of local organizations, schools, etc. were distributed to attendees at the Board Meeting. Ben discussed the issues of our declining membership as well as the low attendance on Sunday.

Raffles: given by Gerry Resch. In the absence of Gerry, Steven Breitbart did the raffles. Ticket sales brought in $47. Ted will contribute several books for the March raffles. Jim will purchase the "big" prizes.

SIGs: by Dallas Hazleton. Dallas reported on attendance at the various SIG meetings. Attendance was: Advanced PC Q&A SIG (14), Mobile Computing (7), Come, Care, Share (4), Beginners Digital Photography (10), Mobile Computing (7), Operating Systems (5), Linux (8), Advanced Digital Photography (4), Beginners PC Q&A (3), Visual Programming (3), Access/Excel VBA (3), and Microsoft Office (2). The Beginners PC Q&A SIG was cancelled.

Old Business: Nothing to report.

New Business: John Heenan initiated a lengthy discussion on the issue of declining membership and possible ways to reverse it. Ideas suggested were reducing dues and providing more relevant material at our monthly meetings. Ben Lochtenbergh detailed his plans for new subjects to be covered at his future SIG meetings. Ted expressed the opinion that dues was not the primary issue, but lack of relevant topics at our SIG meetings. We currently have about 160 dues-paying members, but only about 20 - 40 regularly attend. This implies that the remainder is willing to spend $35 a year just to get print copies of our monthly newsletter!

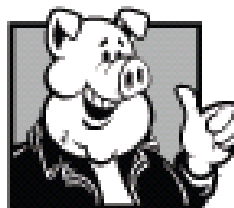The Board meeting was adjourned at 9:27 PM.

NOCCC Bylaws

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

Thanks to Our New & Renewed Members in January 2012

❖ **Richard Black**
❖ **Malcolm Bruce**
❖ **Delon Chetkovich**
❖ **Dan Coakley**
❖ **Tom Feeley**
❖ **Donald Heinlein, Sr.**
❖ **John Meiling**
❖ **Gary Miller**
❖ **Ernest Mori**
❖ **Ted Olson**
❖ **Helen Phillips**
❖ **Howard Phillips**
❖ **Douglas Steiner**
❖ **Donald Wilgus**
❖ **Ron Hallet (new)**
❖ **Dr. Robert Kelley (new)**

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	40
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 March meeting!

Donuts $1/Each & Cookies $.50/Each
No Freebies!

Put your dollars & quarters in the collection can.

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

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

Dated Material - Please deliver by March 3, 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.