

P · A · C · U · G

PASCO AREA COMPUTER USERS GROUP

NEWSLETTER



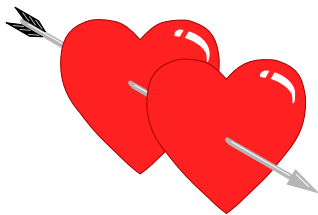
MEMBER
APCUG
FACUG

VOL. 19 NO. 2

Founded 1990

February 2007

Happy Valentine's Day



INSIDE THIS ISSUE:

Calendar	2
APCUG Photo Contest	3
Help line	4
Photo Contest	4
Acoustica Label Maker	5
AES Password Manager	5
Internet Tips	6
Microsoft Keyboard Guide	7
AgeLong Tree	7

**Don't forget
the box of
sugar free
candy.**



PRESIDENT'S LETTER

The month of January started out with a bang! Our election was done and congratulations to everyone who was re-elected, and the two new board members. I know we will all work together to make this club the best it can be.

The auction was a huge success, netting our treasury a total amount of \$367.00. I would say that was wonderful and we all had fun trying to get something for a dollar. Please remember that the auction items were "what you see is what you get," so if your item isn't what you thought it would be, sorry about that!

I am sorry to announce that the computer labs that we had such high hopes for have failed to get started due to lack of interest. There will be one laptop (\$400), and one desktop (\$300) for sale to anyone who is interested.

Now is the time to send me your photos for the photo contest. The end of next month is the last of accepting entries. All members will get to vote and decide on the photo they feel is the best. We have some good prizes, so make sure to read the rules elsewhere in this newsletter and get going so you can be eligible to win one of three prizes.

A special thanks to Marion Baker and RozAnne Henrich for the years they gave to the club participating on the board. We will miss you, but hope to see you at the club activities.

That's it for this month.

Marie



CLUB OFFICERS

President—Marie Vesta 813-782-2015
 Vice President—Shirley Finefrock 813-788-1884
 Secretary—Nancy Smith 813-782-0123
 Membership—Janet Brandon 813-780-7335
 Treasurer—Virginia Stunkard 352-567-7241

Board Members-At-Large

Melissa Akers 352-583-4405
 Judi Betz 352-458-9537
 Harold Gillman 813-782-0667
 Ruth Ray 352-523-2947

Information About Club

Vivian Barnard (352) 567-3373
 Marie Vesta (813) 782-2015

For Membership Application

Janet Brandon (813) 780-7335
 Virginia Stunkard (352) 567-7241

What will it Cost?

Regular membership \$25.00 per year
 Associate or Student member \$15.00 per year

Make checks Payable to PACUG.

For more information—go to web

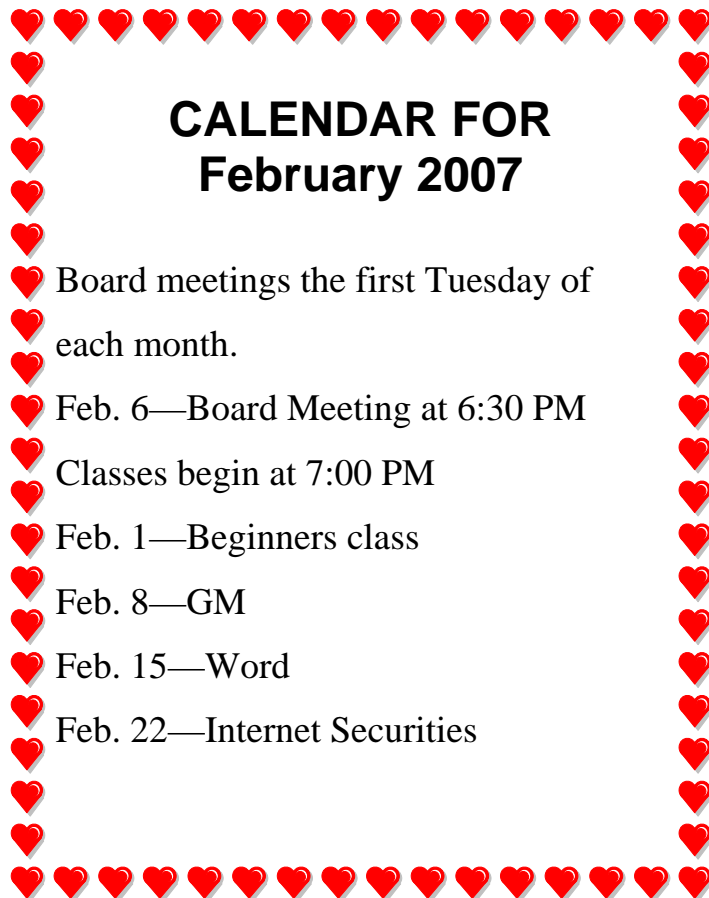
PACUG WEB ADDRESS

www.pacug.org

E-MAIL ADDRESS

pacugfl@yahoo.com

CALENDAR FOR February 2007



Board meetings the first Tuesday of
 each month.
 Feb. 6—Board Meeting at 6:30 PM
 Classes begin at 7:00 PM
 Feb. 1—Beginners class
 Feb. 8—GM
 Feb. 15—Word
 Feb. 22—Internet Securities

SUNSHINE CHAIRPERSON



Ruth Ann Ray who is the new PACUG Sunshine Chairperson, needs to hear if anyone needs to have a greeting card sent due to illness, death, or just needs a hug. Please e-mail her at raray@3oaks.com and put the word “sunshine” in the subject line.

APCUG PHOTO CONTEST



Marie Vesta won third place in the “People and Children” category of the APCUG photo contest. This was nation wide and published on the www.apcug.net site under photo contest winners with photo. There were only two winners from the state of Florida.



Some pictures of the auction.



MEMBERSHIPS

A hearty welcome is extended to the following new members:

- Willis Bennett
- Jim Brown
- Ginger Carr
- JoAnn Fiorelli
- Budd Munhall
- Mary Munhall
- Audrey Norris
- Tim Pettis
- Mary Jo Reitz
- Marg Wanamaker

A hearty welcome to these members who recently renewed:

- Donna Beaulieu
- Ruth Beresten
- Harold Gillman
- Goose Gosselin
- Marianne Lareva
- Bonnie Olendorf
- Nancy Smith

JANUARY DOOR PRIZE WINNERS

- David Ackers—50/50
- Ruth Beresten—50/50
- Ida Smith—50/50

PACUG HELPLINE

Internet

Marie Vesta 813-782-2015

Reviews

Shirley Finefrock 813-788-1884

Word Perfect or Word

Virginia Stunkard 352-567-7241

Beginners

David Akers 352-567-1412

Digital Imaging

Marie Vesta 813-782-2015

Games

Janet Brandon 813-780-7335

Genealogy

George Varney gvarney@verizon.net

Call Virginia Stunkard or Marie Vesta to add your name to the list or make changes.

SMART COMPUTING/TODAY

Magazine Offer

Sandhills Publishing, publisher of **Smart Computing** and **PC Today** will provide a complimentary 12-issue subscription for every five paid subscriptions received from PACUG members. *Smart Computing* is definitely recommended for beginners and *Today* is great for the small business and the home office.

Contact Janet Brandon for forms. To qualify, **renewals and new subscriptions must include the club ID#5351**

O n l i n e A T : <http://www.smartcomputing.com>—OR—Call: 1-800-733-3809

**THANK YOU, SANDHILLS PUBLISHING
(Mon. – Fri. 7 AM – 8 PM, Sat 8 AM – 4 PM
CST)**

PHOTO CONTEST

This year is going to be an easy one to enter the club photo contest. There will not be any theme that has to be used. We will accept pictures of most anything. Here are the few rules:

1. Pictures can be sent to svesta@tampabay.rr.com, given to Marie via floppy, cd, or whatever means necessary, starting the first of October. The cutoff for entries is the February 1st.
2. All entries must have been taken with a digital camera, and by the person making the entry.
3. Three entries per person, and each entry needs a title.
4. Entries can be entered at the resolution of your camera, resizing is not required.
5. There will be a 1st, 2nd, and 3rd prize awarded after the General Meeting in February and all members there vote for a winner.

Good luck!

A SPECIAL THANK YOU

Representing the club membership, President, Marie Vesta awarded a certificate of appreciation and a gift card to Ruby Tuesday restaurant to Marion Baker and Rozanne Henrich for the years they have volunteered to the club board. Both will be missed.



ACOUSTICA CD/DVD LABEL MAKER

Review by Marie Vesta

Acousta Inc. has done it again! Another successful program the beginner or average computer user can understand and use successfully.

Installation was a snap, and once the program was opened, it was as easy as following the prompts. I have seen quite a few label programs and this one has a lot of different templates that were new to me. The number of backgrounds available was very surprising and text placement in this software is so easy to use. I definitely cannot forget to mention that you can import any of your own photos into this program to make a truly personalized CD label.

You can create the text you prefer and placement of your choice is a great feature also.

If you are making a label for a music disk, Acoustica CD label maker imports the track information and puts it on your CD. This is a very time-saving advantage using this software.

This software also has a huge list of print set-ups for different types of paper labels. Avery, Stomper, and Memorex are just a few in a long list, so it is doubtful that you would have any problems using whatever paper product you chose.

The retail price is \$31.95 and if you burn a lot of your own music or data CDs' the price is well worth it. You can also download a trial version by going to <http://www.acoustica.com/cd-label-maker/download.htm>.

As president of a computer user group, I would definitely recommend this product to our members—from beginners to advanced.

Don't forget the Photo Contest!!!

AES PASSWORD MANAGER

Review by Melissa Akers

This review is on utility software, which is called AES password manager. This is probably the most helpful bit of software I've used.

I found this software to be very easy to use and easy to get started. It has a tutorial that takes you step by step on the step-up. Also, it has a very good help section.

What this software does is put a lock on all your passwords. You should not be using the same password for every program that you need a password for, and the password manager keeps these different passwords in a safe place on your computer. It uses an encrypted file to secure all your passwords. No need to write them down or try to remember them. It also has a nice feature in which you can paste your password into the area you need to use.

Another nice thing about this program is that it will create a random and secure password. It is called the password generator. And it allows you to pick the length of the password, and to use capital letters, lower case letters, numbers, and even symbols. This feature I really like, because this program will generate a very secure and complicated password and then remember it for you.

It also allows you to store it on a jump drive, so you can take your passwords with you. If you need to use a public computer or even a friend's computer, you will have your passwords. If you have several users on your computer, each user can have his own "safe". This is very nice, if you do not want your kids or guests using your web sites and your passwords.

The only password you need to remember is the one that unlocks the safe.

You can download a trial version of this software @ www.aespasswordmanager.com. To order the program, it will cost \$29.00. I think it is worth the money, just to keep you safe and organized.

INTERNET TIPS

By Lois Prete for APCUG

Protect Your Primary E-Mail Address:

Chat rooms and message boards are among the most appealing places for spammers to gather e-mail addresses. Protect your primary e-mail address by creating other “throwaway” e-mail addresses for posting on message boards and for giving out to people and sites you’re not sure you can trust. Many ISPs allow you to create secondary screen names or additional e-mail addresses at little or no cost, or you can get free e-mail addresses from Yahoo, Hotmail, and other free-e-mail services.

If Spam comes flooding into those accounts, you can always delete them and make a new one, all the while shielding your primary address from the flood.

Reloading Web Pages:

When your browser retrieves a page you have asked to see, it stores the page on your computer. If you ask for the same page again five minutes later, the program doesn’t have to retrieve the page again – it can reuse the copy it already has. The space your browser uses to store pages is called its cache (pronounced “cash”).

Some of us hardly ever exit from our browsers, which is probably not a good idea for our long term mental stability. If you are one of us, however, remember that the pages your browser has cached aren’t normally reloaded from the web (they’re taken from your disk) until you reload them.

If you want to make sure that you’re getting fresh pages, reload pages that you think may have changed since you last visited. Your browser is supposed to check whether a saved page has changed, but because the check sometimes doesn’t work perfectly, an occasional reload or refresh command for pages that change frequently, such as stock prices or the weather report, is advisable.

Click the reload or refresh button on your browser’s toolbar, or pres Ctrl+R.

What Happened to the Back Button?:

Ever visit a website, and find that the browser’s back button was disabled? Some websites disable your

back button to keep you on their site. If this happens, right click on the back button. You’ll see a list of pages that you have visited. Click something on that list to move back. This works for the forward button, too.



MICROSOFT WINDOWS KEYBOARD GUIDE

The following keys work throughout Microsoft Windows.

F1: Displays help information for the active object or the window as a whole.

CTRL+ALT+DELETE: Opens the close program dialog box that contains a list box of applications to be closed and command buttons for ending task, shutting down, and cancel.

DELETE: Deletes the selected items. If the items are files, moves them to the recycle bin.

DELETE+SHIFT: Delete the selected items. If the items are files, destroys them immediately without moving them to the recycle bin.

CTRL+N: Opens the new dialog box

CTRL+O: Opens the open dialog box

CTRL+P: Opens the print dialog box

CTRL+S: Opens the save dialog box

CTRL+X: Cuts the selected items to the clipboard

CTRL+INSERT or **CTRL+V:** Pastes the copied items from the clipboard

ALT+BACKSPACE or **CTRL+Z:** Undoes the last action. Note that not all actions, such as shutting down, can be undone.

ALT+SHIFT+BACKSPACE: Redoes the previously undone action

Windows logo key +**M:** Minimizes all open windows

Windows logo key +**E:** Opens Windows Explorer

Windows logo key +**F:** Opens the find: All files dialog box

AGELONG TREE 3.0

Review by Shirley Finefrock

This is a program designed to build a Family Tree.

The tree starts with a person of choice. A person's life is a series of events. The basic structure of the tree is based on events such as, a birth, marriage or death.

Using the CREATE DOCUMENT, as you enter the person you determine the relationship and start to build the tree. The three main sections are persons, events and documents.

The program has the ability to show text, photos, sounds and videos. Also, performs searches and shows statistics.

As you create a person, you have choices as male, female, father, mother, son, daughter, brother, sister or husband. You continue to create a person for all family members indicating their gender and relationship. When you click on "Tree" you will then see the actual tree, connected by blocks and lines. All this information can be printed if you need a hard copy of the tree. You also add information for an event and event type. There is an edit function which allows you to make corrections or additions to any field.

As I was building my tree, I did not have extensive information of prior generations so there were a few functions I did not use.

The program is well designed and easy to work with. It provides all the necessary fields and options to establish a great Family Tree with every possible detail of each person. I could not do the program justice as I am lacking so much information that is needed to create an informative tree.

The program is well worth the price of \$39.95 for a single copy, which is distributed electronically over the Internet. There is also a trial version so that you can give it a try before purchasing.

The download link for the free trial version: www.genery.com/altree.zip