

SPAUG

Vol. XXVIII No. 5

# PrintScreen



Newsletter of the **Stanford/Palo Alto Users Group for PC**  
A Non-Profit / Educational Organization • <http://www.pa-spaug.org>  
Post Office Box 20161, Stanford, CA 94309-0161

## Notes from the Prez

by Jim Dinkey

SPAUG has a new service to its members that seems to be welcomed with enthusiasm.

I'm referring to the **Saturday scheduled sessions** where up to six persons attend a **1.5-hour** session that **reviews the actions necessary for them to maintain their computers at home.**

The origin of the classes stems from the fact that six months after having fixed several computers to run well and to have malware and excessive files under control, the computers were coming back with the same problems because the correct programs had never been run in the interim.

The programs were all in one place, generally on the right side of the screen in the "Maintenance Department" but unused by the owner.

So I tried the idea that up to 6 persons could attend a 1.5-hour session on Saturday morning dedicated to the concept that **attendees would learn what to DO with those items in the "Maintenance Department", thereby keeping their own computers healthy and malware free.**

The course was predicated on the concepts presented in the **February 2009 issue of PrintScreen**, available on the SPAUG website at [www.pa-spaug.org](http://www.pa-spaug.org) in the Newsletter, Archives / 2009 / February section. < <http://www.pa-spaug.org/News09/News0902.htm> > Indeed, that article was passed out to each participant.

At the classes, each participant was handed enough materials to permit them to independently maintain their computer.

However, going through the class caused each participant to encounter and, hopefully, concurrently **understand where each function fit into the larger picture of doing malware maintenance** on their computers to assure a satisfying computing experience.

No one had ever said that a computer was a hands-off situation or that one could merely roam the Internet with abandon without cleaning up the mess routinely on some schedule.

**In practice, my favorite action** is to start an automated cleaning procedure—by Google-searching [ windows live safety scanner ], "feel lucky", and planning on a long run (say 6 hours

*(Continued on page 2)* ►

**General Meeting @ American Legion Post—Wed. May 12 @ 7:15 PM**  
**347 First Street, Los Altos (directions on page 3)**

**Optional Dinner at Aldo Los Altos, 388 Main Street Los Altos**  
**One block west from American Legion Hall, 5:45 pm (see page 3)**

◀ (Continued from page 1)

or more) and then to walk out the door to some other activity such as golf or whatever. That is the way to assure that your computer is not a pain but a buddy in your surfing of the Internet.

I'm not going to try to set forth here the procedures that you need to use in the maintenance of your computer; rather **the class is designed to cause you to become familiar with the necessary steps to be taken periodically to assure that the computer is maintained in healthy condition** and that when called upon to produce some effective result, it is ready to do so.

Just as you have to maintain your automobile in order to use it, you have to maintain your computer in order to have full enjoyment.

**The classes are held on the Saturdays immediately following the SPAUG meeting, each one not to exceed six participants.**

Only two weeks of meetings are scheduled, and then the cycle starts all over again until all interested parties are educated on what they need to do, given the standard tools, to maintain their computers.

**What is expected to be on an XP computer varies with the winds of change** as something that performs poorly can quite often be whipped into shape by its owner. The present general guideline for the appropriate software for your computer is as follows:

- **Internet Explorer 7** – remove IE8 if it accidentally gets onto the computer.
- **The latest Adobe Reader**—currently 9.3.2. Anything less is not acceptable, as Adobe Reader has unpatched malware access points.
- **Avast Anti-Virus OR AntiVir anti-virus.** Not both. Remove all other anti-virus programs with the exception of MalwareBytes, which can be downloaded and set into motion without requiring a reboot.

To assure lower overhead, remove all programs that are no longer in use. If you don't know what it is, the probability that the program is not in use is pretty high. Research this point by asking Google what the program is and make your decision based on good information.

Be sure you have a working copy of **Acronis** and be sure you have a current copy.

If you don't have it, go to the Acronis site and download a 30-day copy of the \$50 product (currently Acronis2010). Go ahead and install Acronis but indicate you will pay for it later.

Then install and learn how to set up Acronis to do what you need.

Then go [www.ugr.com](http://www.ugr.com) and purchase Acronis with the reduced price of \$29 using the SPAUG User Group code of UGTIH10. The additional support of Gene Barlow's site will be available and you will save 40%.

**The Saturday session will also cover the philosophy of making incremental backups in combination with repeating backups over a week or so.** This affords long-term backups to permit recovery of key files over a period of months along with the ability to do a restore to the system state anywhere in the week before. This has the benefit of assuring that the data is verified good each night.

**Setting up Acronis usually requires some help, but once in place, the results, in time of need, are impressive.** Plan to have either a separate internal drive or an external USB drive. Merely using a single drive partitioned into two pieces still means that when the drive fails, everything is gone – permanently.

Remember: There are two kinds of SPAUG Members reading this article—those that have had hard drive failures and those that are going to have hard drive failures. Let's play Boy Scouts: Be Prepared.

## Meeting Day: Wednesday, May 12

### General Meeting

American Legion Post  
347 First Street, Los Altos

Meeting time is 7:15 pm

Kevin Lynn &  
Don Heinson

Speaking about:

**MS Office 2010 Suite**

The American Legion Post is in downtown Los Altos, on the North (bay) side of First Street, between San Antonio and Main Street. It's directly across First Street from Draeger's Market.

The American Legion Post does not have its own parking lot. All off-street parking close to the hall is private, and only for use by customers or tenants of the respective properties. The closest public parking is on the street and in the public lot West of the hall, behind the Main Street businesses. Consider carrying a flashlight, it's dark in downtown Los Altos after our meeting.

Our meeting place is the back room of the AL Post, directly accessible via a door on the West side of the building.

### Typical Meeting Agenda

- 7:15 "Boot up"
- 7:30 Announcements.
- 7:35 Guests introduction.
- 7:40 Random Access (Crosstalk)
- 7:50 Break
- 8:00 SPEAKER
- 9:15 SIG Reports
- 9:20 Raffle
- 9:30 Adjourn

### Optional pre-meeting no-host dinner

Join us for dinner before our General Meeting at —

***Aldo Los Altos***

388 Main Street, Los Altos; (650) 949-2300

**website:** <http://www.aldolosalto.com/>

**directions:** One block west from American Legion Post

**map:** <http://tinyurl.com/6hm3ga>

**menu:** <http://www.aldolosalto.com/Menu.php>

**reviews:** <http://www.aldolosalto.com/Recognition.html>

Dinner time is **5:45 pm**

"Contemporary  
Italian Food With  
International  
Infusion."

"This is not  
your daddy's  
spaghetti joint!"

—website

## Planning Meeting Notes

April 21, 2010

by Stan Hutchings,  
edited for use here

### General Meetings

**April 14**—Maury Green on the trials and tribulations of creating a DVD from video tape and photos, with music and special effects added. It was a very enjoyable presentation.

**May 12**—Kevin Lynn—Microsoft Office 2010 Suite.

**June 9**—Hank Skawinski—building your own computer

**The SPAUG video projector failed.** Originally purchased 2004—1600 lumens for \$1600. Warranty over. Replace or fix? No bids yet. Spare bulb on shelf.

**Website transition**—Google™ has indexed the SPAUG website. There are ways to encourage Google to spider a site more often by coding.

**Membership**—Bev—130 current members. Bev will send Maury a copy of current members with email address

### Review of the SPAUG History Portfolio—

- The SPAUG History is now in Word format instead of Publisher. Editing is required.
- Robert Mitchell has provided a text copy of *History of SPAUG* to Google Docs and Maury for inclusion on [www.svuga.org](http://www.svuga.org) website.

### Newsletter Archival project—

The Newsletter archival project is done.



**Clinic**—Back in operation, by appointment only.

### Discussion of videotaping the General Meetings

- Do we want to continue videotaping the meetings? If so, what is the intent?
- No need to be "fancy"—just do a workmanlike job.
- Purposes: ♦ provide a record of meetings and ♦ give interested members an opportunity to learn.
- If an exercise/practice, then whatever is OK; but if we publicize it, it should be of decent quality for public consumption.

Better lighting, good sound, small discreet microphone are needed.

Maury suggested that a **podium or lectern** be used for the speaker, with a wired microphone (unaffected by RFI) and a light to illuminate the speaker's face to give a more flattering result when recorded, and also illuminate the keyboard and/or controls.

Spotlights could be used, if we could mount them properly to give flattering light without blinding the speaker or washing out the projection.

- Who would edit the raw footage (it's a lot of work to produce a decent version)? Editing depends on who volunteers.
- We should at least keep the original tapes, even if there are no immediate volunteers. If we keep the recording media, we need a Librarian to store them.
- Do we need a video camera, or will members volunteer to use theirs? Do we need some training to ensure usable videos?
- How should DVDs of the meetings be made available to members? There was a lot of discussion on this topic, but no firm decision.



## May 2010 SPAUG News

SPAUG CALENDAR						
Always subject to change; verify event with host or Jim Dinkey						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	26 7-9 pm WebSIG Micro Center		28 <b>May Day</b> →	★		1—Clinic, by appointment only
	3 7-9 pm BIY SIG Micro Center		5			8—Clinic, by appointment only
9 ★	10 7-9 pm WinSIG Micro Center  <b>Mothers Day</b>		12 5:45 pm Dinner (Optional), Aldo Los Altos, 388 Main, LA 7:30 pm General Meeting Amer. Legion Post, 347 First St, LA <b>Speaker:</b> Kevin Lynn	15		15—Clinic, by appointment only
	17 7-9 pm DISIG Micro Center		19 7:15 pm Planning Meeting, Bev Altman's			22—Clinic, by appointment only
	24 7-9 pm WebSIG Micro Center		26			29—Clinic, by appointment only

### Saturday Clinic

Clinics usually are held when needed. **Call Jim Dinkey** to make a reservation. The clinics are to help you unscrew your Windows XP.

Contact Jim at jimdinkey at jimdinkey.com or 650-493-9307 for an appointment.

### Planning Meeting

Planning meetings are usually held on the **third Wednesday** of each month at Beverly Altman's home at 7:15 pm. All members are welcome and encouraged to attend. **Please phone Jim Dinkey or Bev Altman to confirm venue.**

**Next meeting:** Wednesday, **May 19, 2010 at 7:15 pm**, at **Bev Altman's home.**

### SIGS

***NOTE: SPAUG-member participation in any of these SIGS requires membership in SVCS, currently \$12/yr. SVCS is not a part of SPAUG.***

- **Build It Yourself SIG**—1st Monday each month, at Micro Center, Santa Clara
- **WinSIG**—2nd Monday of the month, at Micro Center in Santa Clara
- **DISIG**—3rd Monday of the month, at Micro Center in Santa Clara
- **WebSIG**—4th Monday of each month, 7-9 pm, at Micro Center in Santa Clara

**For more info about these SIGs, go to [svuga.org](http://svuga.org)**

SPAUG  
PO Box 20161  
STANFORD CA 94309-0161

May 2010

First Class Mail

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## General Meeting—Wed. May 12, 7:15 PM

*Amer. Legion Post, 347 First St., Downtown Los Altos, across from Draeger's (betw. San Antonio and Main)*

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### Contacts

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### Listserver

**spaug-list at svpal.org**

Any member on the spaug-list can send messages to all other members on the list automatically by sending e-mail to this address. This list is intended for announcements of interest to all SPAUG members. Please avoid excessive or trivial announcements, since some members are paying for connect time. Additions or corrections can be sent to:  
**info at pa-spaug.org**

The SPAUG Web Page  
is available at  
<http://www.pa-spaug.org>

hosted by

[www.svpal.org/](http://www.svpal.org/)



# PC USER GROUP Meeting

**WEDNESDAY**

**May 12**

**7:15 PM**

**American Legion Post, 347 First Street, Los Altos**

Hosted by: SPAUG (Stanford Palo Alto Users Group for PC)

## *Topic: Microsoft Office 2010 Suite*

**Speakers: Kevin Lynn**, *Silicon Valley Computer Society (SVCS)  
Windows Special Interest Group (WinSIG) leader*  
**Don Heinsen**, *manager of CompNet Services*

Kevin Lynn will demonstrate the public beta of Microsoft's Office 2010 Suite. The suite consists of 2010 versions of:

- **Access** database
- **Excel** spreadsheet
- **InfoPath** < <http://tinyurl.com/y4wxygy> >
- **OneNote** < <http://tinyurl.com/y46mwmw> >
- **Outlook** e-mail & Calendar
- **PowerPoint** slide presenter
- **SharePoint** Workspace, and
- **Word** document editor.

Co-presenter Don Heinsen will discuss his experience with network-oriented features.

They will also show similarities with Open Office 3.

You are invited to join us for an optional no-host dinner before our meeting,  
at **5:45 pm**, at **Aldo Los Altos**, 388 Main Street, Los Altos,  
One block West from American Legion Post

Upcoming meetings: (2010): **5/12**, 6/9, 7/14, 8/11, 9/8, 10/13, 11/10  
(2011): 1/12, 2/9, 3/9, 4/13

**SPAUG — Stanford Palo Alto Users Group for PC**

**PO Box 20161, STANFORD CA 94309-0161**

**<http://www.pa-spaug.org> OR <http://svuga.org/>**

**Jim Dinkey, President, 650-493-9307 [jimdinkey at jimdinkey.com](mailto:jimdinkey.com)**

**Dues: \$35 for 12 months**

# STANFORD PALO ALTO USER GROUP FOR PC (SPAUG)

## MEMBERSHIP FORM

To become a member of SPAUG—

1. Provide the information requested on this form.
2. Send this form and a check for \$35.00, payable to **SPAUG**, to the address on the right:

**SPAUG**  
**PO BOX 20161**  
**Stanford, CA 94309-0161**

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Your Name \_\_\_\_\_  
Last, First

Your mailing address: \_\_\_\_\_  
Number and Street, PO Box, etc.  
\_\_\_\_\_  
City, State, ZIP

e-mail: \_\_\_\_\_

Phone: \_\_\_\_\_ (Area Code) Number  
Fax: \_\_\_\_\_ (Area Code) Number

Areas of expertise you would be willing to share with SPAUG:

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Areas of special interest:

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What are you hoping to find in SPAUG?

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How did you learn about SPAUG? \_\_\_\_\_

Your Occupation: \_\_\_\_\_

### NOTE:

Bring a printout of our online Membership information page < <http://www.pa-spaug.org/main.htm#newmember> > to a meeting, and you can join SPAUG for \$30 for your first year of membership, a saving of \$5 off the regular membership rate!