



JANUARY 2014 Newsletter



Glendora Seniors Computer Club

A Friendly Seniors Group Serving All Computer Skill Levels

General Meetings: 2nd & 4th Wednesdays of the month at 1:00 p.m.

Board Meetings 2nd Wednesday of the month at 3:00 p.m.



Volume 19 Issue 1



Dear GSCC Members and Friends,

Even though I am not officially elected yet, it does look like I am going to be your Program Chair for next year. After the first meeting of the year on January 8, and after the elections by the membership, we'll

know for sure.

In the meantime. I have been preparing our Program Schedule for next year anyhow. I have many interesting presentations planned, often by our members, our "in-house experts", or by video presentation. I want us to get the most out of every meeting so that our many members will eagerly want to attend.

I also feel that we should publish the upcoming programs way ahead of time so the members can plan to attend. Along those lines, I am enclosing, herewith, the scheduled presentations for the months of January and February, and I will try to get those early calendars out to everyone throughout the year. I will also notify you should there be a change in the program lineup.

**PROGRAMS BY: Program Chair:
Jim Glass**

(All programs subject to change)

Jan 8th

Travel and the Internet
Annemarie Hunt

Jan 22nd

Microsoft Publisher 2007
Dan Leddy

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I am looking forward to seeing everyone on January 8th and throughout the busy year we have planned. And – don't forget to pay your dues for 2014 at the first meeting. Guests can attend free for the first meeting.

This is for any guests:

Our Meetings are on the second and fourth Wednesday of each month, from 1-3 pm at the La Fetra Center in Glendora, upstairs.

There is a lecture/presentation the first hour, then a break, and after the break, usually a question-and-answer session and/or some other useful information that is being shared.

The planned programs for the next two months are as follows:

January 8: "Travel and the Internet." I will quickly go over what I talked about at my previous talk, and add information about Timeshares.

January 22: "Microsoft Publisher". Dan Leddy will demonstrate how to use this software and show us how he puts our Newsletter together every month.

February 12: "Microsoft Excel". Connie Lang will give an introduction to this Program.

February 26: "More Microsoft Excel". Connie will talk more and show us more about this software.

SEE YOU ALL AT THE MEETINGS. Don't forget to sign in downstairs at the reception desk.

Happy New Year, and may 2014 bring you health and happiness !

Annemarie Hunt



MEMBERSHIP DUES ARE NOW BEING ACCEPTED FOR 2014

To be a Member in good standing, dues must be paid by January 31. Print out the Renewal Application and bring it with you to any Club meeting, or mail it to the address below.

2014 Membership Renewal Form

To renew membership in the Glendora Seniors Computer Club, mail \$12 (one year dues) with this form to:

Attention: Membership
Glendora Seniors Computer Club
333 East Foothill Blvd.
Glendora, CA 91741

If there has been a change since you last paid your membership dues, please check the appropriate box.

NAME _____

ADDRESS _____

CITY _____ Zip _____

PHONE NUMBER: _____

EMAIL _____

LEVEL OF COMPUTER SKILLS (Please Circle) Novice Average Expert

Method of Payment: Check Cash



PLEASE Paper Clip or Staple Your Payment to the Renewal Application before paying at the meeting.

Thank You For Supporting Your Club!

Articles2go

Furnished by Judy Tylour

What You Need to Know about QR Codes

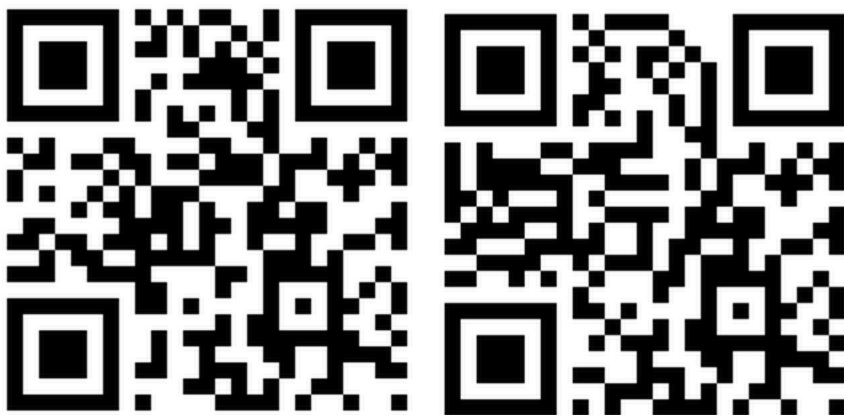
By Sandy Berger, CompuKISS

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sandy (at) compukiss.com

If you've seen QR or Quick Response Codes, but don't know what they mean, this article will explain it all for you. QR codes are becoming more and more prevalent and offer additional information on many of the things you read and see. QR codes can be found in many current magazines and newspapers.

QR codes: They are small squares filled with black square dots arranged in a grid pattern on a white background. If you look carefully at a QR code, you will see that each one is unique in the placement of the small black and white squares. While this doesn't mean anything to the eye of the beholder, the placement of the dots defines the additional data that is embedded in the code. The QR code on the left will lead you to The website of The Pilot, a newspaper I write for. The one on the right will lead you to the home page on my Compu-KISS website.



Although most QR codes are black and white, they can also contain stars, squares, and other color and/or black and white images.

QR codes are now linking paper content like newspapers and magazines to digital content. To understand QR codes, you can think of them as paper-based hyperlinks that work like bar codes. To access the digital content, you need a QR reader which you can easily download to your smart phone or tablet. Most of these are free. They use the camera in your phone to read the QR code and take you to the digital content.

You can find a QR code on a newspaper or magazine article, a business card, or a menu. Actually QR codes can be printed on just about anything. I've even seen them printed on T-shirts. Of course, they can also be used digitally. For example a QR code could be displayed on a web page to transfer information directly to a cell phone. A QR code can even be added to a Tweet.

To access the information in a QR code, after you download a free QR reader, you simply start the app and hold your mobile phone or tablet about 4" to 6" with the camera squarely above the QR code. When you get it positioned properly, your phone will take the picture and display the additional information on your device. You don't have to press any buttons or the screen, everything is done automatically.

QR codes can give you many different types of additional information. If you see one on an advertisement, it will probably lead you to more information about the product. A QR code on a business card can lead you to more information about that person or company. QR codes can lead you to things like coupons, movie trailers, phone numbers, or directions. I find them invaluable when on a recipe because they allow me to view the recipe on a tablet and use it immediately in the kitchen.

Several companies have developed further enhancements for QR codes allowing them to be hidden in a picture. They embed imperceptible digital information in pictures or behind text, creating an invisible hyperlink to online content. They can even embed a QR code in an audio file.

Digimarc is a company in the forefront of the QR world. I use the free Digimarc app because it works with their own "hidden" codes as well as regular QR codes and barcodes. It is available for both Android and Apple.

When a QR code is hidden, there will usually be a note to that effect or a small logo on or near the picture to indicate that it is, in fact, a QR code. Even though you don't see the code, you can hold your phone or tablet over the picture to activate the code.

QR codes are very popular in Japan and are becoming more and more popular here as people find new uses for them. I imagine that sometime soon, all smart phones and tablets will come with a QR code reader so you won't have to download one.

If you are interested in creating a QR code for your T-shirt, business card, or website, the easiest way to do it is to use a third-party QR code generator. I created the two QR codes shown in this article using a website called Kaywa at <http://qrcode.kaywa.com>. Of course, Kaywa has professional options that you have to pay for, but creating a few simple QR codes is completely free.

strobist.com - Lighting 101

By Mike Lyons, ORCOPUG President
October 2013 issue, Nibbles & Bits
www.orcopug.org
editor (at) orcopug.org

It's been quite a while since I mentioned one of the best photo education sites on the web — **Strobist.com**.

Started in March 2006, David Hobby created a lighting tutorial to help beginning photo students learn flash photography with a minimum of equipment. What is really cool is he explains in understandable terms and gives you his thoughts behind the instructions.

Between 2006 and 2013, David learned a lot about lighting and how to do things better. In addition, lighting equipment and lighting styles have evolved.

David has just completed a rewrite of Lighting 101, called Lighting 102. If you haven't read Lighting 101, I'd start there and move onto Lighting 102 (although you don't have to).

He also has a bunch of behind the scene shots with his thought process included. It's another great resource on the site

Filter Out Junk Email with Outlook 2010

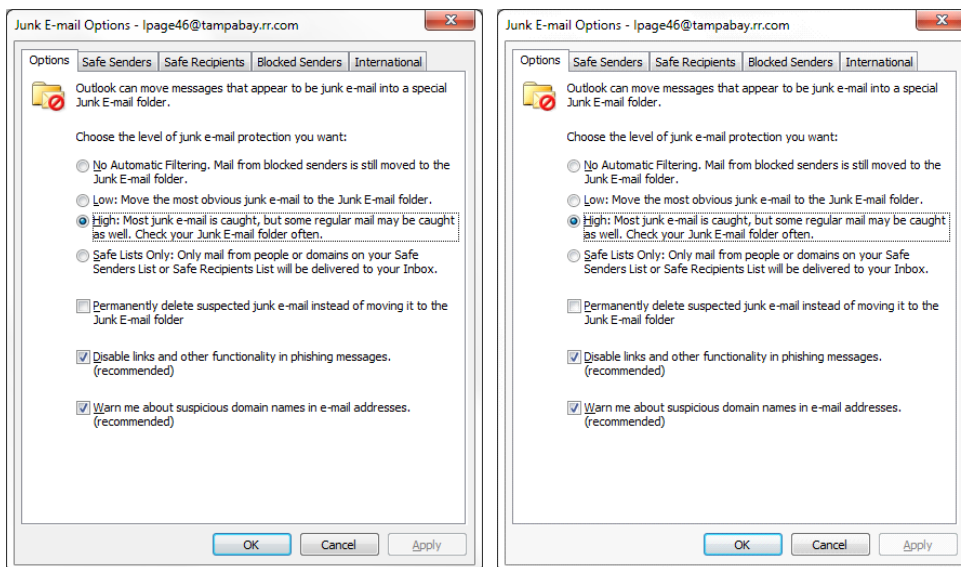
By Lynn Page, Editor, Crystal River Users Group, Florida

November 2013 Issue, CRUG Newsletter

www.crug.com

lpage46 (at) tampabay.rr.com

I have used Outlook for my email since my first version of Office (97). I keep my junk email protection level at high and have Outlook disable links in messages considered to be phishing and warn me about suspicious domain names.



Outlook's junk email filter is designed to keep spam and junk from getting to the inbox. It is on by default and will place the junk in its own folder. One of the default options is to have Outlook automatically delete suspected junk but it only takes a second to open the junk folder and glance to be sure something wanted didn't end up there. I changed the filtering protection from the default level to high.

Junk Email Options

To control Junk Email options while in Mail on Home tab in the Delete group click the down arrow by Junk. On the dialog box Options tab select the level of protection desired. Selecting No Automatic Filtering turns the junk email filter off but you can still block senders and that email goes into the Junk folder.

The Safe Senders tab lists email addresses that you trust and have noted so. Email addresses and/or domain names in this list are never considered junk, regardless of message content.

The Safe Recipients tab lets you add specify an email address you use for a mailing or distribution list. All email sent to that address is never considered junk. I use this for my Corel PaintShop Pro Groups.

All email from addresses or domain names on the Blocked Senders list are automatically considered junk.

Add Senders to Safe Senders List

I mentioned that I keep the filter set to high so occasionally Outlook flags message I want as junk. That is not a problem. For an occasional email I simply drag it from the Junk to the Inbox. If the email is from someone I expect to continue to receive email from I add the address to the Safe Senders List. Simply select the email in the Junk folder and in the Junk drop down menu (Home tab Delete group) select Not Junk and respond as required.

Block a Sender

Conversely a few times email slips through from someone I do not know and I don't want to continue receiving messages from them. In this case select the message and in the Junk drop down menu select Block Sender.

Fun With Your Scanner

By Jim Cerny, Director, Sarasota PCUG, Florida

October 2013 issue, PC Monitor

www.spcug.org

[jimcerny123 \(at\) gmail.com](mailto:jimcerny123@gmail.com)

In a previous article we looked at the many options and ways of having fun with your printer. This time I would like to look at using a scanner. It only makes sense that if you are purchasing a new printer it is a good idea to get a "combo" printer that includes a scanner.

Scanners have been around for a long time and their technology keeps improving. If you have a scanner, you can think of it as a digital camera – it is really taking a digital photo of what you are scanning and making a new file of that image on your computer. Anything you can do with a digital photo you can do with what you scan with your scanner – it creates a “.jpg” file, for example. Here are some basic tips for using a scanner (but read your scanner’s manual!).

When you install your scanner (i.e. combo printer) it will create an icon on your computer Windows desktop to control it. Whenever I scan something I first double-click on that icon to open it and use the controls there to control the scanner. Many combo printers have some controls and buttons to push on the control panel to make copies, print, or do a scan, but I always find that I see more options and get better results if I always use the controls on my computer window. When you do a scan you need to provide the scanner with some information – such as the following:

- + File type – do you want to save your scanned image as a “.jpg” photo file? That is my usual choice. But other file types may be available too if you want or need them.
- + File name – give your new file a meaningful name.
- + Destination folder – into what folder would you like your new file to be placed? My usual selection is “My documents”. I can move the file anywhere from there whenever I want. You should always be aware of where your scanner is putting the new files so that you can find them!
- + Scan resolution – the higher the density (of dots per inch) the higher the resolution and the more time it takes to scan and create the new file. Go with the suggested default resolution settings to start with and change them later if you need to. Usually 200 dpi (dots per inch) is fine, although most scanners are capable of much higher resolutions.

Scanners will have “default” settings for these and other options. Read your manual to understand how to change these default settings – or you can change them before each scan is performed.

Double-click (the right mouse button) on the printer/scanner icon on your desktop and follow the instructions. Place the object you would like to scan flat (and I mean totally flat) on the clean scanning bed – facedown, of course, the scanner is not an x-ray machine! Then click on the “scan” control box on your computer window. The pop-ups should tell you what the settings will be for the scan or give you an opportu-

nity to change them. I always give the file a good name, put it into the “My documents” folder, and use “.jpg” as the file type (scanning the object to create a photo file). When I hit the “scan” button on the screen, the scanner will do an “initial scan” of the object and display it in your window. Now you may be able to change the area scanned (that is, you can select only a portion of the image to scan, sort of like cropping a photo). So if you are scanning the page of a magazine, you can select only what you want on that page to be scanned for your final image. When you are ready, hit “scan” again and wait for the results. After a scan has completed, always view the file you created right away to make sure it worked! Scanning your old family photos to create timeless digital images is always a good use for a scanner.

If you are scanning text (and this is really amazing) you can scan the text and put it directly into a Word file, for example. Do you understand what this means? It means your scanner can actually “read” text and put the text right into a Word file (or another text file) just as if you typed the text in using your keyboard. You can then edit and change the text in the file all you want. So in this case, your scanner is not “taking a photo” of the text or creating a .jpg file -- it is interpreting the text and entering it into a word processor file for you – so you do not have to enter the text from the keyboard! An example of this would be scanning a recipe from a document, letting your scanner create a text file with the words (you would select a text “file type” such as Word (.doc) or .txt or other text file type you know you can open and edit) and then opening the file and changing the recipe.

Don’t forget that Google is a great source of information. Even if you lost your scanner manual, just enter the make and model in Google and get all the information you need. But take some time to try your scanner and see what happens. You are not going to break it by trying it out. I am sure you will be impressed.

Finally, remember that it is illegal to scan (or copy) copyrighted material – you know, like books or money. Well, maybe you could scan a few coins but I don’t think they would work in a vending machine anyway.

Only in this crazy world

....do we leave cars worth thousands of dollars in the driveway
and put our useless junk in the garage



www.MrModem.com

Default Programs

Q. Whenever I open Internet Explorer, it asks me if I want it to be my default. Does that mean that it will be my start page?

A. If a program is your default, it means when an action is initiated that requires the use of a third-party application (program), your default program will be the one selected. So if you click a link to a Web site in an email message, for example, if Internet Explorer is your default Web browser, it will open automatically to display the linked Web page.

Your Start page, which is whatever page is displayed when you launch your browser, is designated in your browser's Settings or Preferences. It will not change if you establish Internet Explorer as your default.

Q. I was reading an article the other day and it mentioned my “OS.” If I have one, I don’t know what it is or where I put it. Can you explain “OS” to us -- okay, to me. I'm probably the only person who doesn't know what it is.

A. OS is short for “Operating System.” There are lots of operating systems which allow us to actually do things with our computers. Windows is an “OS,” as is Linux, Mac OS-X or iOS and Google has its Android OS. Whatever flavor you prefer, they all create the environment and command structure within which we can run programs and perhaps more importantly, play Solitaire and Free Cell. None of these life-altering activities would be possible on a computer without an OS or operating system.

Q. Is there a way to determine if a free font is safe to download? The site is dafont.com and it has a particular font I would like to use. By the way, how does a site make money

if they offer free stuff?

A. There really isn't any way to know if something is absolutely, positively safe prior to downloading, but if a site is well known and enjoys a good reputation, chances are anything downloaded will not contain any malicious critters. If the site is unfamiliar to you, run a Google search to determine what others have to say about it, which can help you determine if a site is problematic or not. In this case, I am familiar with dafont.com and it is legitimate.

A site like dafont.com makes money by selling advertisements displayed on the site and from revenue-sharing arrangements with font authors who contribute their fonts in hopes that visitors will find them and, in the case of paid fonts, purchase them.

Q. I've been reading your weekly newsletter (MrModem.com) for several years now and I should have known better, but I did not follow your advice. Instead, I installed a computer "booster" program that was supposed to make my computer faster. It didn't. In fact, it made it much slower, but even worse, I can't close the program, so I can't even uninstall it. Please help.

A. Try starting your computer in Safe Mode, then uninstall the program. Safe Mode is a diagnostic mode that allows your computer to function with a minimal number of essential programs running.

To start your computer in Safe Mode, shut down the computer, then turn it on and repeatedly tap the F8 key, once every second, until you see a menu with the option to start in Safe Mode. Use your arrow keys to highlight Safe Mode, then press Enter and wait for Windows to load.

Once your computer is in Start Mode, click Start and go to the Control Panel where you can uninstall the program as you normally would via Add/Remove programs. If the program still won't budge, try an industrial-strength uninstaller such as RevoUninstaller.com.

Mr. Modem's DME (Don't Miss 'Em) Sites of the Month

Little Known Facts Show

This is a family-friendly site that features short stories and vignettes about Americana. Trivia fans can listen to a different radio story each day, plus the site includes fun facts about American presidents, inventions, silly-but-real laws, amusing town names and many other interesting tidbits. Little Known Facts is also a nationally syndicated radio show, heard on more than 500 stations.

<http://tinyurl.com/MrM-Facts>

Wonder How To

A free, how-to video search engine and directory with an index of more than 170,000 videos. Here you will find videos on everything from how to make a mint julep, to how to survive a knife attack, to how to tie ballet pointe shoes properly. (I've tried, but I still can't get my bows straight.)

www.wonderhowto.com

World War II in Photos

Originally published as a 20-part series by The Atlantic, this collection of 900 photos profiles the lives of people who served on the front lines as well as those who supported the war effort from home. You can start at the beginning with the Before the War section, then continue chronologically, section by section, through After the War. Photos that may be considered disturbingly graphic are blacked out but can be viewed by clicking them, if you wish.

<http://tinyurl.com/MrM-WW2photos>

For more information about Mr. Modem's award-winning, weekly computer-help newsletter featuring personal answers to your questions by email, visit www.MrModem.com

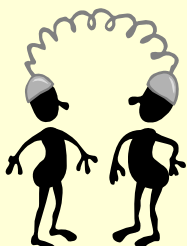
The Computer Guys, Bill

Jim Glass & Ell Fullmer, will be meeting on the

SECOND Thursday of the month:

January 9th

9:00 a.m. to 12 noon — Second Floor — La Fetra Center



Computer Classes for 2014 Winter / spring Sessions

Note: All classes are held in the Elm Room of the La Fetra Center Minimum enrollment required 5 –students for each class offering

All class fees are due at time of registration Paid by check

All classes are taught in English

February 6 through March 27 – Windows 7 for Beginners

If you are new to PCs or have been using a PC for a while but want to use it more effectively, then this 8-week course is for you. We will cover the fundamentals for the new computer user starting with how to turn the PC on and off.

- Become comfortable and enjoy using your computer mouse and keyboard
- Write letters and memos on the computer
- Send and receive messages by e-mail
- Explore the World Wide Web
- Customize your computer settings

When: Thursdays, February 6 through March 27 1:00 –to 3:00 PM

Registration: at least one week prior to start of class \$40.00 paid by check at time of registration.

Limited to 10 students

You will need at home a PC, either desktop or laptop, running Windows 7 with an Internet connection. The classroom is equipped with PCs for class and the instructor will provide all other learning materials.

April 3 through May 8 –Ipad for seniors

The ipad is a user friendly, portable multimedia device with endless capabilities. Use it to surf
(Continued on page 15)

the Internet, write e-mails, jot down notes and maintain your calendar. But these are by far not the only things you can do with the iPad. This practical tablet computer also comes with built-in apps (applications) that allow you to listen to music, take pictures and make video calls. In the Apple App Store you can choose from hundreds of thousands of apps to add extra functionality to your iPad.

- Navigate the screens
- Go through the settings screens
 - Connect to a Wi-Fi or mobile data network
 - Surf the Internet and use e-mail
 - Use built-in applications
 - Download apps from the App Store
 - Work with photos, video and music

When: April 3 through May 8 - 1:00 to 3:00 PM

Registration: at least one week prior to start of class \$40.00 paid by check at time of registration

Limited to 12 students. You will need a home PC or Mac with an internet connection. The classroom is equipped with PC's for class. The instructor will provide all other learning materials.

A man died and went to Heaven. As he stood in front of St. Peter at the Pearly Gates, he saw a huge wall of clocks behind him. The man asked: "What are all those clocks?"

St. Peter replied: "Those are Lie-Clocks. Everybody on Earth has a Lie-Clock. Every time you lie, the hands on your clock will move"

"Oh," said the man, "Whose clock is that?"

"That's Mother Theresa's. The hands have never moved, indicating that she never told a lie."

"Incredible," said the man.

"That's Thomas Jefferson's clock. The hands have moved twice telling us that Tommy told only two lies in his entire life," St. Peter informed him.

"Where's President Obama's clock?" the man asked.

"His clock is in St. Paul's office. He's using it as a ceiling fan."



Elected Officers

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Vice-President	Wayne Gue	wa212gue(at)verizon.net
Secretary	Ruthann Mayrose	ruthannmeister(at)gmail.com
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Tech Advisor	Ell Fulmer	packratt(at)gmail.com
Past President	Connie Lang	connielang(at)verizon.net

Have a New

Email Address?

**Please Notify Membership
Chair: Helga Jordjevic**

hjordjevic(at)verizon.net

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Asset Management	Glen Moore	mooretours(at)earthlink.net
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Education		
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**Please submit Newsletter Arti-
cles by the last Friday of the
Month.**

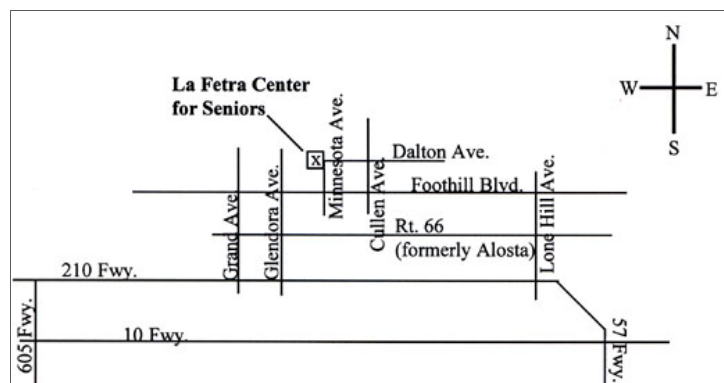
Type GSCC in Subject Line.

**Email to Dan Leddy
ranchitoave(at)yahoo.com**

Thank you to the following mem-
bers for help in this
month's Newsletter::



333 East Foothill Blvd.
Glendora, CA 91741
Telephone: (626) 914-8235



We're On The Web

Webmaster:

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