GSCC

JUNE 2015 Newsletter ÿØÿà

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 20, Issue 6

Summer Vacation

GLENDORA SENIORS COMPUTR CLUB
General Meeting Minutes
May 13, 2015
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Vice-President Wayne Gue called the Meeting to order at 1 PM and welcomed twenty eight members and guest, **Amelia Ward**.

ANNOUNCEMENTS:

1. Board Meeting following General Meeting today. All welcome to stay for Board Meetings.

2. Computer Guys tomorrow 9 am until Noon.

3. Jim Glass is back with us and doing better.

4. Southwest Technology & Computer Conference **June 12 - 14, 2015, Kellogg West Conference Center, Pomona.**

5. **Windows 8.1 class** is scheduled for Thursdays, July 9th – August 27th, 1:00 – 3:00 pm; $45 paid one week before first class includes study guide book.

PROGRAMS BY: **Program Chair: Annemarie Hunt**
(All programs subject to change)

June 10th,

Bright Idea Techno-ligies
- Michael Harrington

June 24th

July 4th Potluck Party

INSIDE THIS ISSUE

Program:

Ell Fullmer presented *Buying and Selling on EBay,* an APCUG video featuring Gary Bigel; an overview and step by step guide to buying and selling on EBay. The video is available at the apcug web site apcug.org.

Break:

Q & A with Ell Fullmer and Jim Glass answered questions on the following topics:

1) AVG vs. Avast

2) Cloud and Dropbox

3) Windows 10

4) Uses of Ipad vs. PC

Next meeting: Wednesday May 27, 2015 Barbara Houston and Barbara Denny bringing cookies for 5-27-15 meeting.

Adjournment: Meeting adjourned at 3 pm.

Submitted by: *Approved By:*

Secretary Ruthann Mayrose   Vice-president, Wayne Gue

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Glendora Seniors Computer Club
General Meeting Minutes
May 27, 2015
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Vice-President Wayne Gue called the Meeting to order at 1 PM and welcomed twenty-five members and guests, Nella Jarrett and Harry Ragland.

ANNOUNCEMENTS:

1) **Motion** to Authorize Ell Fullmer a $400.00 budget to repair System # 2 (Club owned computer) made, discussed and carried unanimously.

2) **Upcoming programs**:   **June 10** – Open Discussion with Michael Harrington of Bright Ideas Technologies; **June 24** – Pre 4th of July Summer Pot Luck Party. Other dates see Calendar of presentations.

Program:

Gaetano Abondanza from Glendora Public Library gave an overview of the Library's Summer Reading Challenge (June 1st through July 25th) as well as other programs available through the library – especially access to free ePublications including OverDrive (Audio and eBooks) and 3M Cloud Library. www.glendoralibrary.org

Break: Thanked **Annemarie Hunt** for today's cookies.

Q & A Jim Glass answered questions on the following topics:

1) **Right click gives menu options such as "save as"**

2) **Snipit and Snagit--cut & paste tools**

3) **Aldiko – eBook Reader Application for Android (free)**

4) **Kindle and other epub reader apps**

ext meeting: Wednesday June 10, 2015. Frank Duran and Barbara Klein bringing cookies for meeting.

Adjournment: Meeting adjourned at 3 pm.

Submitted by: *Approved By:*

Secretary Ruthann Mayrose   **Vice-President Wayne Gue**

COMPUTER CLASS (Summer Session)

Windows 8.1

Thursdays, July 9th — August 27th
1:00 pm—3:00 pm
$45 to be paid one week before the first class
Includes study guide book

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SUBMITTED ARTICLES, FURNISHED BY Judy Taylour, of the Santa Clarita Computer Club

Computing in the Cloud: Security and Sharing in MS OneDrive

Part 2 of a Two-Part Series

Nancy DeMarte, 1st Vice President, Sarasota Technical User Group, FL

www.thestug.org

ndemarte (at) Verizon.net

Last month I introduced OneDrive, Microsoft's storage location on the Internet which is available to anyone with a Microsoft account. MS Office 365 home, personal, and university account owners, however, got a surprise in late June: their storage capacity on OneDrive was increased to 1 terabyte. Since 1 terabyte = 1000 gigabytes, most home users can consider this "unlimited" storage. This month we'll explore how to keep OneDrive files secure and how to share OneDrive files with other people.

SECURITY: The main reason people avoid using online storage is the fear that files may not be secure. Of course, there is always the possibility that files can be hacked no matter where they are stored. But there are a few ways Microsoft keeps

files safe on OneDrive besides just your account password. Microsoft uses a code verification system when logging into OneDrive, which requires two pieces of verification. If you need more security, MS also offers more security options. You can get tips on creating strong passwords and setting up other security measures for OneDrive at

http://windows.microsoft.com/en-us/onedrive/security. If you are still unsure, you can always add extra security through an external provider, such as with the free program, Boxcryptor, https://boxcryptor.com.
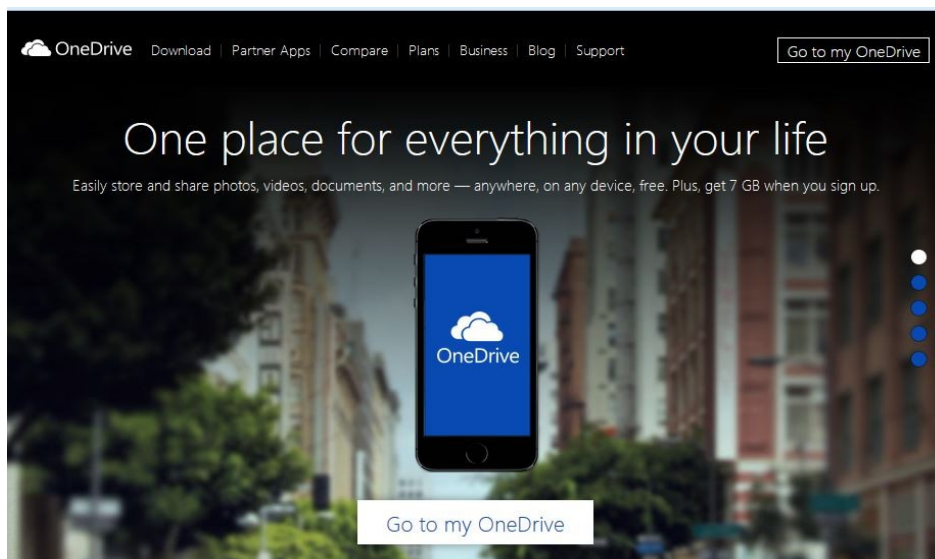

SHARING: The easiest way to share files stored on OneDrive is to start at the OneDrive website: https://onedrive.live.com. (*Fig.1*) Click the blue buttons on the right side of the home page for useful tutorials on using OneDrive. Once you sign up or sign in using your Microsoft account, you can do several things on this site: share files, get the OneDrive app for your tablet or phone, view and edit your files, upload more files from your computer, and create files using the Office Online applications.

There are two types of sharing your OneDrive files: share them with individuals or make them public. First choose the files or folders you want to share by clicking the checkbox in the top right corner of each file or folder. Then click Share in the top toolbar. This gives you two options for how to share: Invite People or Get a Link.
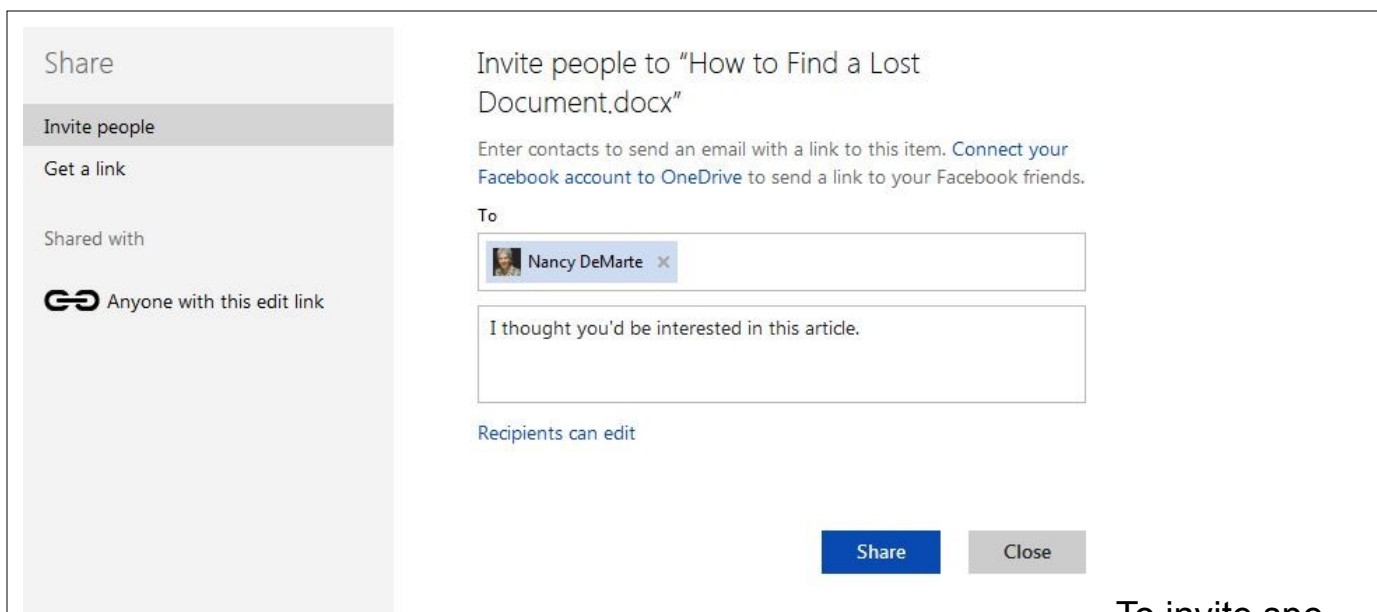
To invite specific people to view your selected file(s), click Invite People. (*Fig. 2*) Type email addresses or names from your contact list in the address bar. Add a quick note and, if you want recipients to be able to edit the file, click "Recipients can edit." When ready, click Share, and a link is sent to the recipients via email.
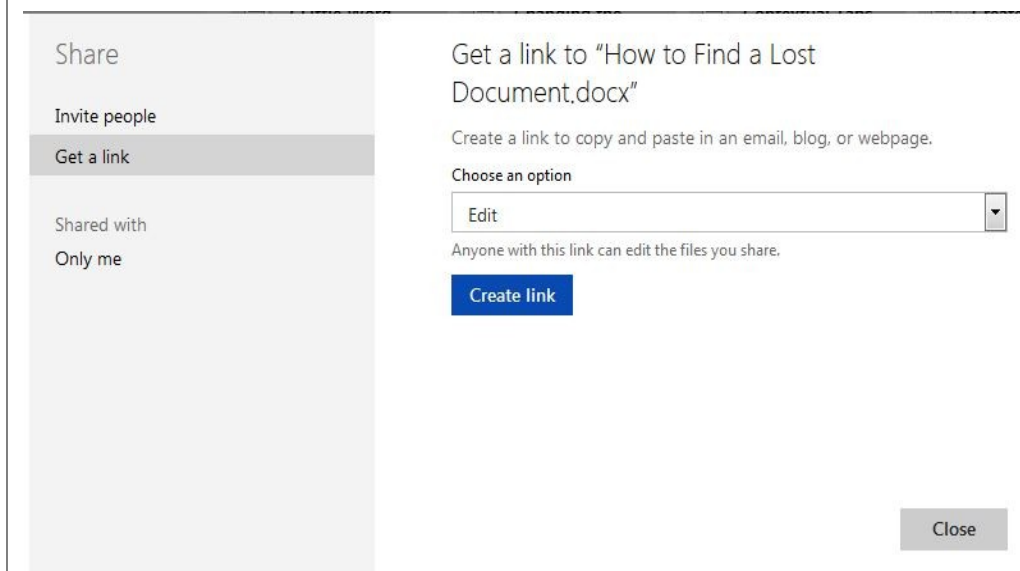
If you want to send a file to a group of people or link to it from a website, use the Get a Link option. (*Fig. 3*) First select the file's checkbox, and then click Share in the toolbar. This time click Get a Link. Click the down arrow at the right end of the link box and choose which kind of permission you want on this link. "Edit" (the default) means people can view your selected file and use Office Online to make minor edits without signing in to Microsoft. Other permission choices are "View only" (best for web

pages or blogs) and "Public," which make files searchable by anyone, even without a link.
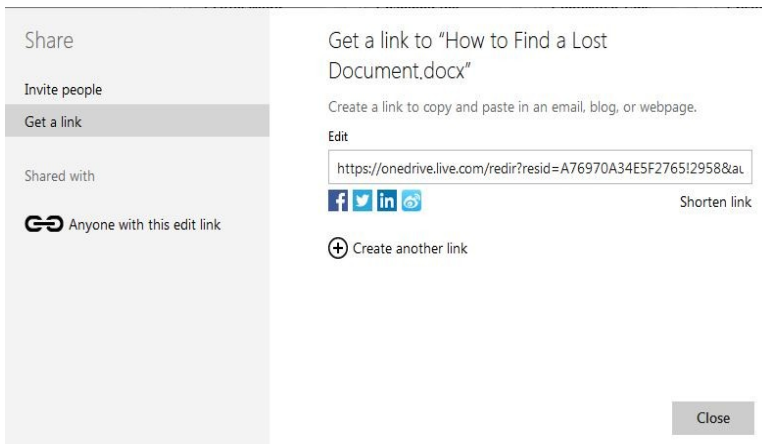

After you have chosen the permission level, click "Create link," and a long web address will appear in the box. (*Fig. 4*) You can shorten the link by clicking "Shorten link" below the box, which is useful for posting the link to a website, but also makes it easier to guess. The last step is to copy the link to the clipboard and paste it into an email, web page, or a social media page if that option is checked. See more about sharing files at this link:

http://windows.microsoft.com/en-us/onedrive/share-file-folder. With a little practice, you will find the sharing process much easier than when SkyDrive (OneDrive's ancestor) first was introduced.

Sharing files is one valuable benefit of OneDrive. Even if sharing is not something you intend to do, remember the other big advantages to OneDrive storage: your files are safe in the cloud in case of a computer failure, and you can access them any time from any computer and most tablets/smart phones with your Microsoft password.

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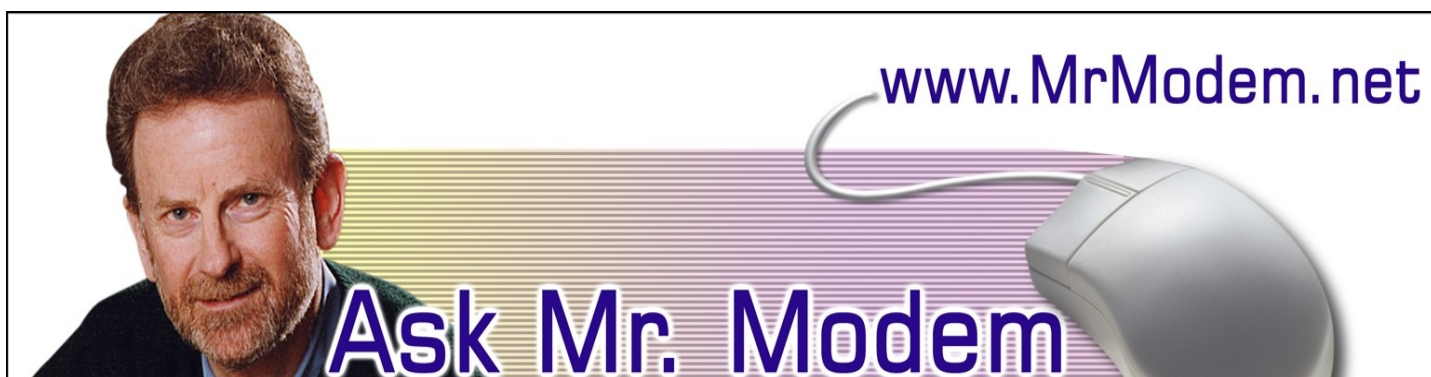
Ask Mr. Modem! – June 2015
www.MrModem.com

Create Foreign Language Characters

Q. My keyboard has several diacritic marks, including the tilde and circumflex accent. How does one place such a mark over a letter?

A. Diacritic marks? Circumflex accents? Pulleeeze! Around here we refer to those as doo-hickies and squiggly things, so kindly refrain from using such high-falootin' technical jargon in the future. I do have a reputation to protect, you know.

Turning to the squiggly thing that is also known as a tilde, on the keyboard it's a single character. But since you cannot press two keys at the same time -- and Lord knows I've tried -- you cannot force the keyboard tilde to appear above another letter by brute strength.

ALT Codes are required to create special characters such as ¿ © « ¤, which may not display on all systems. ALT Codes are deployed by using the ALT key in concert with the numeric keypad located on the right side of most keyboards -- not the numbers at the top of your keyboard. Make sure the NUM LOCK is toggled on in order to use ALT Codes. To view a list of most ALT Codes and the special characters they create, take a look at Washington State University's list of Doohickies and Squiggly Things at http://tinyurl.com/9ylga.

Q. How can I convert a bookmark into a Desktop icon for faster access? Thanks, Mr. M.

A. The easiest thing to do is go to the Web site that you want to create a shortcut to, then

drag it to the Windows Desktop. To do that, place your cursor on the little icon to the left of its address as it appears in your browser and drag that to the Desktop. It will instantly create a shortcut to the site. Press F2 to rename the shortcut, if you wish. Depending on the browser you're using, you might be able to drag it from the list of bookmarks itself. Then again, you might not.

As an alternative, if you don't mind a little hard work, you can roll up your sleeves and create it manually: First, note the address of the Web page so you have that at hand or in mind, whichever is the most reliable. Let's use Google as an example. Its address is http://www.google.com.

Right-click anywhere on the Desktop and select New > Shortcut. In the Location field type Google's address, then click Next and give the shortcut a name -- something clever like "Google" will work -- then click Finish. That's all there is to it.

Q. The sound system in my new car will allow me to plug in a USB drive and play songs. I have quite a few, so how large of a drive should I buy to copy my songs to?

A. Assuming your songs are in MP3 format and each song is approximately three minutes in length, every 2GB can accommodate approximately 500 songs. So a 4GB drive can hold 1000 songs, a 32GB drive 8000 songs and a 64GB drive a whopping 16,000 songs.

Converting all those tunes into listening time breaks down as follows: 500 songs, without allowing for time between songs, will play for 25 hours; 1000 songs will play for 50 hours (more than two days of 24/7 tunes); 8000 songs. 5.5 days; 16,000 songs, more than 11 24-hours days. Yikes!

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

Episode Guides
Here you will find lists and links containing episode titles and air dates for more than 6,900 TV shows. Type in the name of a show, old or new, use the "Current Shows" link or the alphabetical listing. Also included are links to TV-related retailers, schedules and UK-based radio shows.
www.epguides.com

The Body Explained

Hosted by Baylor College of Medicine in Houston, this portion of the "Bio Ed" site uses original video clips to answer common questions about the functioning of the human body. Browse the site's list of delightfully light-hearted yet informative video explanations. Make your selections, then sit back, watch and discover the answers to such life-altering questions as, "What causes an ice cream headache?" and "Why do our ears pop?"

http://tinyurl.com/o57gltg

Where's George?

This entertaining and quasi-informative site tracks where your U.S. dollars go -- not in a budgeting sense, but geographically. Enter the serial number(s) of your bills and leave a comment explaining where you obtained them, what condition each bill is in, or if you made any special markings on any bills (which you're not supposed to do). As other individuals check their serial numbers, if someone receives one of your bills, they will presumably note the same information so you can track the meanderings of your dollars. Registration (first name and email address) is required to check the whereabouts of any bills you enter. The same service, called Where's Willy (whereswilly.com) is available for tracking Canadian currency.
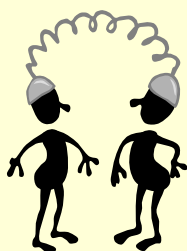
www.wheresgeorge.com

To subscribe to Mr. Modem's award-winning weekly computer-help newsletter and receive personal responses to your questions, visit www.MrModem.com.

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The Computer Guys, , *Ell Fullmer*, and *Jim Glass* will be meeting on the

<u>SECOND Thursday</u> of the month: ,June 11th

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

DO YOU HAVE A QUESTION FOR OUR TECH GUYS, *ELL FULLMER and JIM GLASS*

Fill Out the Form Below & Bring it to the Meeting

Name: _____

Cptr Operating System: Windows XP   ___   Windows Vista ___ Windows 7 ___ Windows 8 ___Mac ___ Other ____

Question:_____

_____

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Elected Officers

President	Barbara Denny	dennyandassoc(at)verizon.net
Vice-President	Wayne Gue	wa212gue(at)verizon.net
Secretary	Ruthann Junerose	ruthannmeister(at)gmail.com
Treasurer	Rita Norkin	rin369(at)live.com
Tech Advisor	Ell Fullmer	pakratt(at)gmail.com
Past President	Connie Lang	connielang(at)verizon.net

Committees & Chairpersons

Program Director	Annemarie Hunt	Ajhunt1447(at)aol.com
Asset Management	Glen Moore	mooretours(at)earthlink.net
Public Relations	Barbara Denny	dennyandassoc(at)verizon.net
Membership Chair	Helga Djordjevic	hdjordjevic(at)verizon.net
Nominations	Wayne Gue	wa212gue(at)verizon.net
Programs Chair	Annemarie Hunt	Ajhunt1447(at)aol.com
Webmaster	Ell Fullmer	pakratt(at)gmail.com
Education		
Newsletter Editor	Dan Leddy	ranchitoave(at)yahoo.com
Set-Up Chair	Bill Hart	Bobbibill(at)peoplepc.com

Have a New Email Address?

Please Notify Membership Chair: Helga Djordjevic

hdjordjevic(at) verizon.net

Please submit Newsletter Articles by the last Friday of the Month.

Type GSCC in Subject Line.
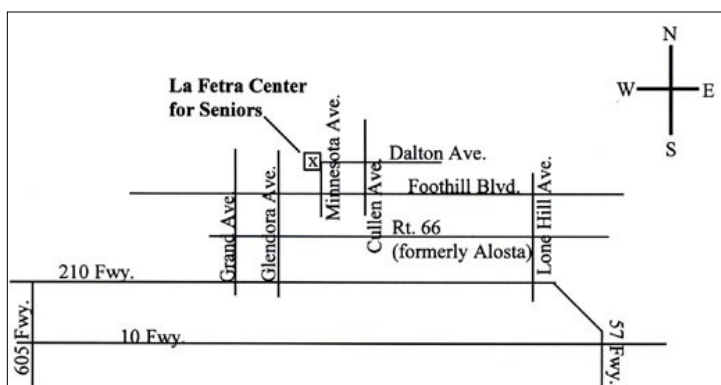
Email to Dan Leddy

ranchitoave(at)yahoo.com

Thank you to the following members for help in this month's Newsletter::

Helga Djordjevic

Mary E. & Clement M. LaFetra Center

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Glendora, CA 91741
Telephone: (626) 914-8235

La Fetra Center for Seniors

We're On The Web
Webmaster:
Ell Fullmer
www.gscclub.org
Email:
gscc(at)gscclub.org