GSCC

MAY 2015 NewsletterÿØÿà

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.

Volume 20, Issue 5

Mothers' Day
May 10th

May 13th, 2015

Buying and selling on E-Bay

May 27th

Glendale Public Library—Summer reading program

Glendora seniors computer club general meeting minutes April 8, 2015

President Barbara Denny called the meeting to order at 1 PM and welcomed 37 members and guests Marie Thano and Bernard Pierson.

ANNOUNCEMENTS:

1) Tech Guys tomorrow (Thursday April 9)

2) **Thanked Christel and John Mackinnon** for Cookies.

3) There is a card circulating for all to sign to be sent to **Jim Glass** who has taken a bad fall.

Program:

President Barbara Denny introduced Michael Harrington of Bright **Ideas Technologies and his wife Berta who presented a very informative program** "Your Computer as a Tool for Tax Season**" including IRS website, CA.gov, TurboTax(icon/graphics), and H & R Block (text based) videos.**

Part II of their presentation was on "Google Voice" an App that **gives you one number for all your phones, voicemail as easy as email, free US long distance, low rates on**

international calls, and Many other Google Voice services-such as voicemail, free text messaging, call history, conference calling, call screening, blocking of unwanted calls, and voice transcription to text of voicemail messages-are also available to users resident in the US.[4] In terms of product integration, transcribed and audio voicemails, missed call notifications, and/or text messages can optionally be forwarded to an email account of the user's choice. Additionally, text messages can be sent and received via the familiar email or IM interface by reading and writing text messages in Gmail or by adding contact's phone numbers in Google Talk respectively (PC-to-Phone texting).

Next meeting: Wednesday April 22, 2015 Annemarie and Ernie will bring Cookies.

Adjournment: Meeting adjourned at 3:00 pm.

Submitted by: *Approved By:*

Secretary Ruthann Mayrose   President **Barbara Denny**

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GLENDORA SENIORS COMNPUTER CLUB
GENERAL MEETING MINUTES
April 22,2015
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President Barbara Denny called the meeting to order at 1 PM and welcomed 30 members

ANNOUNCEMENTS:

1) **Annemarie Hunt, Jim Glass and Winnie Farrell** are still among the MIA; keep them in your prayers.

2) Phones ringing today during the meeting will not necessitate bringing cookies next meeting as they will be part of today's workshop.

Program:

President Barbara Denny introduced Michael Harrington of Bright Ideas Technologies and his wife Berta who answered questions and worked with individuals

with issues, problems or questions with Smart phones(Apple & Android), I pads, and other devices.

Break:

Barbara Denny provided cookies for today.

Q & A with Ell, Barbara and Michael

1) **Download pictures from phone to computer with USB cable.**

2) **Closing apps.**

3) **Windows 7 OS updates.**

4) **Visual issues with computer (Berta).**

5) **IR issues with smart phones/MiPads.**

Next meeting: Wednesday May 13, 2015

Adjournment: Meeting adjourned at 2:45 pm.

Submitted by: *Approved By:*
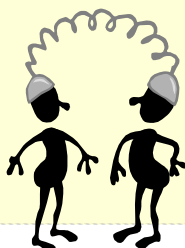
Secretary Ruthann Mayrose   President **Barbara Denny**

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

<u>*SECOND Thursday* of the month:</u> ,May 14th

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

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: MS OneDrive
Part 1 of a 2-Part Series
Nancy DeMarte, 1st Vice President, Sarasota Technical User Group, FL

www.thestug.org

ndemarte (at) Verizon.net

One problem with computer technology today is that the systems change before we learn how to use them. For example, storing documents and other files on the Internet has been around for many years, used mostly in the business world through paid services like Carbonite. In the past few years this concept, nicknamed "the Cloud", has become more accessible to home users through free cloud storage services from companies like Apple (iCloud), Google (Google Drive), and Microsoft (OneDrive). Many home users, however, are not taking advantage of the convenience of being able to store documents and photos on the Internet because of the difficulty of learning a new process. Because I have Microsoft Office, I use Microsoft's OneDrive for cloud storage, which I find to be an easy and convenient option on both my Windows 7 and 8.1 computers.

OneDrive   OneDrive

Why should you consider storing files in the cloud? If you travel often or have multiple computers or devices, the possibility of creating a document on one computer and saving it on the Internet where it can be accessed from any computer and most devices at any time is a huge benefit. Plus, if your computer fails, your files are safe in the Cloud. Before I began using OneDrive, I would create a document on my desktop computer, copy it to a flash drive or a CD, and copy it from there to my laptop. Now I just save an important document to OneDrive, making it easy to get to it on my other computer or any device which has the OneDrive app.

If you use Microsoft Office, OneDrive is an obvious choice. Let me introduce you to OneDrive in this two part series.

The History: Microsoft first introduced online storage outside the business world in 2007, when Windows Live SkyDrive was introduced. A person with a free Microsoft Live account could have 25 GB of free storage in a secure place on the Internet. At that time, though, it was a cumbersome process to learn and use. I tried it, but soon got frustrated and gave up. In the next few years, Microsoft made several improvements. In 2010 Web Apps were added to SkyDrive. These were simple versions of the Word, Excel, and PowerPoint applications which could be used online in Sky-Drive to create and edit files. By 2012, the SkyDrive app was available for Apple and Android devices and was easier to use, although it only offered 7 GB of free storage space for home users. In February 2014, the name SkyDrive was changed to OneDrive as result of a copyright suit. Since then, the service is being upgraded and improved continuously. For instance, those users who purchase the subscription version of Office 2013, called Office 365, now get a total of 27GB of free storage space on OneDrive.

How it Works: OneDrive will not work with Windows XP; it comes already installed on Windows 8.1. In Windows 7, unless you have Office 2013, you must first establish a Microsoft account or have a Hotmail email address, Windows phone, or Xbox Live. Then you can download the OneDrive desktop app to your computer. As long

as you don't move this OneDrive folder to a new location, all changes you make to files you have saved to OneDrive will be synced to the OneDrive cloud location and any other computers or devices on which you have set up the OneDrive app. To save a document to OneDrive, either drag it to the OneDrive icon in the Explorer window or save it directly from the Word program.
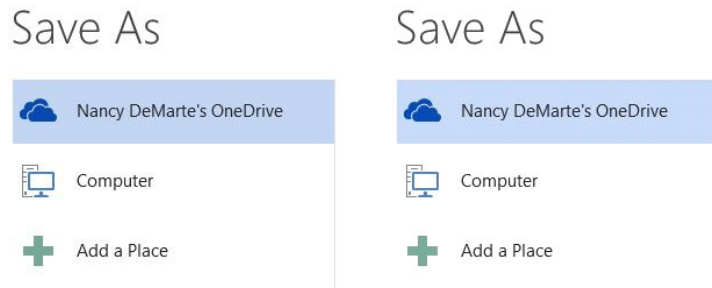
I don't save all my files to OneDrive, although in Office 2013, OneDrive is the default saving location. "Computer" is listed as well, as is "Add a Place," where you can add other online locations. You can change the default location back to the computer, if you wish, from any Office program by clicking the File tab – Options – Save – in the first group of options, and putting a checkmark next to "Save to computer by default." – OK.

Managing Files in OneDrive: Whether the OneDrive app came with your computer or was downloaded from Microsoft, it appears in the left pane of the Explorer window and the taskbar notification area. Clicking this icon will take you to OneDrive, where you can open, edit, copy, and share files. You can edit a file either on the web in OneDrive with Office Online (the new name for Web Apps), or download it to your computer and edit it with its full application. You can also upload other types of files to OneDrive, such as music and photos, as well as whole folders. Just drag the folder or file from your computer to the OneDrive icon. OneDrive works the same as any other folder on a computer. I can manage files (create sub-folders there, save files into them, sort, or delete) on OneDrive the same way I do in an Explorer window on my computer.

Tablets, Smart Phones, and Office 365: You can a download the OneDrive app from the Microsoft website to your Apple or Android tablet or phone, which makes it easy to synchronize your files among devices. Plus, some Office 2013 apps (Word, Excel, and PowerPoint) are now available for iPad and Android devices. When I

open the Word app on my iPad, I can view all my files and folders which I have

saved in OneDrive. Because I have Office 365, I can edit an

existing document or create a new document using the Word app, which I can save either to the iPad or OneDrive. Those with other Office versions can only open and view files with the Office apps, but this is handy when you receive an email attachment in Word or Excel.

Next month we'll explore two important topics regarding OneDrive: how to keep files safe on OneDrive and how to share OneDrive files with others.

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www.MrModem.net

Ask Mr. Modem

www.MrModem.com

Who Regulates the Internet?

Q. Is there a governing body that regulates the Internet in the United States?

A. No one person, company, organization or governmental agency oversees the Internet at this time, though that is certainly subject to change. There are some individuals who feel the Internet should be overseen by the Government, much like a public utility. At present, however, it is a globally distributed network comprised of many voluntarily interconnected autonomous networks. It operates without a central governing body with each constituent network setting and enforcing its own policies. However, to help ensure its operation, several key technical and policy aspects of the underlying structure and the principal "name spaces" are administered by the Internet Corporation for Assigned Names and Numbers (ICANN), which is headquartered in Los Angeles. ICANN is a very influential agency whose employees adhere to the philosophy, "ICANN if I think ICANN."

Q. Where does Microsoft Word save a document if all you ask it to do is to save it? I forgot to use "Save As," and now I can't find the saved document.

A. It depends. If no destination location is selected -- in other words, if the "Save In" field is blank, the default is usually Documents or My Documents, but that can vary, depending how Word was configured originally. You can check the default location by going to Tools > Options > File Locations and see what it shows as far as the default location for Documents. (You can also use Word's Help to search for "File Locations.")

Without a specific location designated in the Save In field, often the destination se-lected for a previous document will appear, in which case the document will be saved to that same location. If you are saving an existing document with the same name (as opposed to using Save As and providing a different name), you will overwrite the ex-isting document with your newly saved document, so it should reside in the same lo-cation as the "original" document.

If you truly can't locate a saved document, run a Windows Search via Start > Search > For Files and Folders and you will be able to find it, as long as you can remember ei-ther the name of the file or a specific word or phrase within the document itself.

Q. I just switched to Windows 7 from XP and I want to create an icon on my Desktop that would allow me to go straight to a Web site. Can you help me with that, Mr. M?

A. Start by going to the Web site to which you would like to create a shortcut. Make sure that the window in which it appears is small enough so you can see part of your Desktop.

Look for a little icon next to the address of the Web site as it appears in your browser's Address bar. Click and drag that icon to your Desktop and voila! A shortcut is born! To rename the shortcut, click to select it and press F2.

Q. Do flash drives have a limited lifespan? Do they deteriorate after a couple of years?

A. The general consensus is that flash drives are good for a maximum of ten years. That estimate depends on the manner in which the device is stored, as temperature, humidity, proximity to electro-magnetic devices, small animals that chew things, and small children that flush things, can also adversely affect the useful life of a flash drive.

I've seen flash drives fail in less than a year, though that can also happen to CDs and DVDs. Some CDs claim a shelf life of 100 years, which is silly, since CDs weren't

mass produced until 1980, so it's pure speculation if they will last 100 years.

I would avoid relying on flash drives for long-term data storage. 10 years is an industry "best guess," but failure can occur in far less time. I wouldn't place all my digital eggs in one basket. I replace storage media approximately every five years, just to keep it current.

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

Pack
This is a fun social media site with a focus on dogs. You can become the leader of your pack today and create a page for the pooch in your life. When you arrive at the site it begins by asking you if you have a dog. Just answer the questions as they appear and have fun!
http://packdog.com/

Veteran Owned Businesses
A comprehensive directory of more than 21,000 veteran-owned businesses. If you're a veteran and would like to add your business, click the red "Sign Up Now" button and select the Basic Listing, which is free. Fill out the online forms and click "Submit Your Listing." Be sure to visit this site often and support our veterans!
www.veteranownedbusiness.com/

Virtual Tours of Historic Britain
Quicktime videos of many historic sights, including The Beatles' Abbey Road, Leeds Castle, Gloucester Cathedral, Stonehenge, the Master Modemshire Pub, the Tower of London, Oxford and more. Once the images load, drag your mouse cursor across them to view the entire panorama. Images require the free Quicktime Player at www.apple.com/quicktime/.
http://britishtours.com/360/

Use Promo Code MODEM when entering your six-month subscription to Mr. Modem's award-winning weekly computer-help newsletter and receive one month for free! Visit

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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

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

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Asset Management	Glen Moore	mooretours(at)earthlink.net
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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.
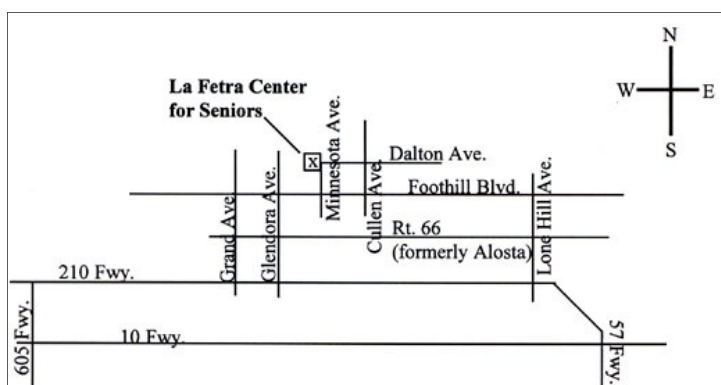
Type GSCC in Subject Line.

Email to Dan Leddy

ranchitoave(at)yahoo.com

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

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