

TOGGLE

THE MICROCOMPUTER TURN (ON)

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UPDATE

Beginners

In *Capture a PowerPoint Picture* the author outlines how she captured an especially attractive photograph in a PowerPoint presentation and made her new screen saver.

Word Processing

In *Customizing WORD 7 - Creating Your Own "Normal" Template* the author describes how she changed the basic dimensions, insets and formatting of text in WORD2007 to those with which she was familiar in WORD2003 a writing style with which she was most familiar. She tells us how she did it.

Communications

In *Firefox Usage Notes* the author gives several suggestions about configuring Firefox the way he likes it. This may be of some value to Firefox users.

In *All Things Google* the author opens with "There's more to Google than just a search engine. If you only use Google for searching, you are missing out on a lot of features." She then describes several goodies there to take advantage of.

In *How Much Information Are You Revealing on FaceBook and How Much is Too Much?* the author asks how much information you are giving the potential felons and lists some statistics. If you use Facebook it's worth a look.

In *Hang Ten - How to get the most out of your web surfing* the author discusses the features of the most popular search engines on the web. She hints

that while Google is great, some of the other search engines may offer you something useful as well.

In *25 Times Faster Internet Speed Proposed for the US* some new rules are suggested.

Operating System

In *Patch Time: Keeping Your System and Programs Up-To-Date* the author says: "At Lavasoft News, and in other security new outlets, you're often reminded of the importance of patching your system. Need more information on exactly what this means, why it's so important, and how to do it? Read on to learn more about this important aspect of keeping secure online."

General Interest

In *Have You Ever Wanted to Get a SoundTrack Off of a Video Clip?* the author discovered, by accident, that Windows Movie Maker did the job. She tells how she did it.

In *Identification Theft Advice* the author lists actions that we all should take to preserve our identity. You probably have seen these before. They are somewhat arduous and extensive but might save you some anguish.

In *How Thieves Are Planning on Hacking Into Your Car* the author discusses some aspects of computer controlled functions in modern automobiles that you may not have heard of.

Software Notes & Tips

In *What Programs Do You Load on a New Laptop?* the author responding to the posed question lists the bare-bones minimum programs he would start with. Read it and see if you agree.

BEGINNER'S NOTE & TIPS

Capture A PowerPoint Picture

Reprinted from Claremont Senior Computer Club

I just received a wonderful PowerPoint, full of beautiful pictures, and I have decided to save one of them for my desktop. Here is the way to do it.

Start the PowerPoint and get to the slide that has the picture you want to use on the screen. Make sure it is fullscreen. On the keyboard push the PrtScr (Print Screen) key and this will put the image on the clipboard.

Next open Paint by going to Start/All Programs'/Accessories/Paint. When the Paint window opens go to the Menu Bar and click on Edit/Paste. The picture is now separated from the PowerPoint Presentation and is ready to be saved in your My Pictures folder. Click on File/Save As. When the Save window opens, direct your new picture to the My Pictures folder, give it a name and make sure it is being saved as a jpg.

To make it your desktop wallpaper, right click on a blank area of the desktop. Click on Properties. Select the Desktop tab and then the Browse button. Navigate to the My Pictures folder and select the picture you just saved from the PowerPoint Presentation. You will see how it will display on the screen by looking at the thumbnail picture. If you want to change how it looks use the options below the thumbnail to adjust how it looks. Once you have it like you want, click okay. The picture is now on your desktop to enjoy.

WORD PROCESSING NOTES & TIPS

Customizing Word 2007

- Creating Your Own "Normal" Template

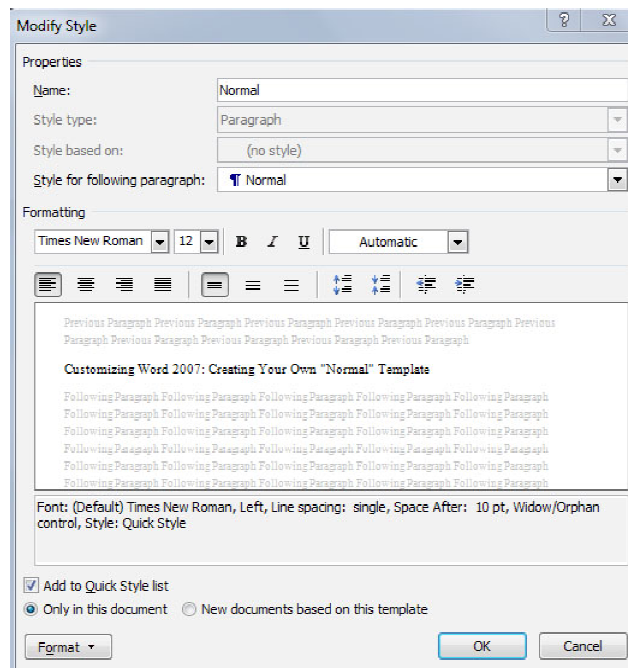
by Nancy DeMarte, <ndemarte@verizon.net">, Sarasota Personal Computer Users Group, Inc.

If you want to create documents with new and colorful formats, Word 2007 offers some interesting options with the Quick Styles gallery, a new feature located on the Home tab. This gallery contains sixteen templates, each available in Live Preview and able to be selected with a click. Each style template includes certain fonts and font effects, such as color, size, bold or italic, and line spacing. The first two styles, Normal and No Spacing, apply to the body text in documents; the rest apply to parts of documents, such as headings or subheadings. The default style, or the one you get if you open a new document, is Normal (normal.dotm). In 2007 the normal template contains several variations from the Word 2003 normal template, some of which started to bother me the first time I typed with Word 2007. For one thing, it uses two new fonts, Calibri for the body text and Cambria for headings. At

an 11 point size, these fonts seem too small for my older eyes. The space between lines in a paragraph (1.15) is a bit larger than single space, and the space after paragraphs at 10 points seems wastefully large. The margins in the new normal template are 1" on each side. I prefer smaller margins for most documents. This new Normal style is modern and gives a sleek, open look to a document, but it's possible that many users moving from Word 2003 to Word 2007 are finding its quirks irritating.

I decided to try to change the Normal Style in Word 2007 to be more like the one I was used to in 2003. I found several possible approaches to this task, but finally settled on a process which worked for me. Below are the steps I used to change Word 2007's normal style to one that I preferred:

First I set myself a plan. I decided that I wanted to change only the font, the font size, the space between lines in a paragraph, the space allowed before and after paragraphs, and the margins. I thought it wise to alter only the basics, knowing I could always make changes manually for special documents or rework the normal template if I wasn't happy with it. To change any of these things, I found I needed to work in a dialog box that had a Default button which would save my changes for use in future documents. I began by opening Word 2007. On the Home tab in the Font group I clicked the dialog box launcher, a tiny arrow in the lower right corner of that group. This opened a familiar dialog box from Word 2003 containing all sorts of font-related options. I changed the font to Times New Roman, which, along with Arial, was one of the standards for Word 2003. I set the font size to 12 points. I would have set it to 10 if I had chosen Arial. These are typical sizes for average documents. Then I clicked the Default button and selected Yes when asked if I wanted this change to affect all future documents.



Then I clicked the dialog box launcher arrow in the Paragraph group and set the line spacing to Single Space and the Space before and Space after paragraphs to .6. Again, I clicked Default and answered Yes.

Next, I clicked the Page Layout Tab, and, in the Page Setup group, clicked the Margins button, which gave me a list of margin schemes, including diagrams of each. Even though I wanted the Narrow margin scheme, I knew just clicking it would not make it hold for future documents, so I clicked Custom Margins at the bottom of the list. Sure enough, up came a dialog box with a Default button. I made sure .5" replaced 1" in all four boxes, then clicked Default and Yes.

My last step was to go back to the Home tab and right click the Normal style icon, then Modify. In the Modify Style dialog box, I clicked the radio button next to "New documents based on this template." This dialog box is a good place to see a preview of what your next document will look like and to confirm that the changes you've made are listed beneath the preview window. You might be puzzled by the "widow/orphan" item in the list, but don't eliminate it unless you have a specific reason to. The widow/orphan control keeps the last line of a paragraph (a widow) from appearing alone at the top of a page and the first line of a paragraph (orphan) from appearing alone at the bottom of a page.

When my modifications were complete, I clicked OK to close the Modify Style dialog box, pretty confident that my changes had taken effect. I decided, however, to create a new document at this point to see for myself if it would conform to my specifications. I knew if something were incorrect, I could always go back through the steps to fix it. But all was well. I now have my new Normal style and am liking Word 2007 better and better.

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COMMUNICATIONS NOTES & TIPS

Firefox Usage Notes

David McRitchie (firefox@acgnj.org)
New Jersey User Group

Firefox gets its robustness not from what is installed when you install Firefox itself (from mozilla.com), but from the extensions that you add in later.

I like to work with a lot of tabs open in the window, so I have changed a number of tab related options, and have added a number of tab related extensions and styles.

One annoyance that many users faced is that Firefox tabs were changed in Firefox 3.6 to be more like those in the Opera web browser by opening to the right of the parent tab instead of at the end of the tabs bar. To disable this feature enter "about:config" into the location bar and then filter on "insertRelatedAfterCurrent", which will probably show nothing, so right-click under "preferences" and choose "New -> Boolean", then for the name enter "browser.tabs.insertRelatedAfterCurrent" (without any spaces) then set the value to "False".

(The current version of Firefox is 3.6.6).

You can change Firefox styling (chrome) with changes to "userChrome.css", but an easier way is with the "Stylish" extension. A style to add color below the tab's title is "Tab Color Underscoring active/read/unread (Fx3.6)". It colors the bottom border of a tab with RED for active tab, BLUE for a normal tab, GREEN for a still unread tab, and MAGENTA for loading/reloading tab activity. In other words distinguishes tabs as active tab, viewed tab, or unviewed tab: (<http://userstyles.org/styles/24728>).

One of my web pages, "Tabbed Browsing in Firefox", has additional suggestions for tab usage and some help for debugging link target usages: (<http://www.mvps.org/dmcritchie/firefox/tabs.htm>).

One of the extensions I've recently started using is "Multiple Tab Handler" which you can find at "addons" (<http://addons.mozilla.com>). It allows you to make selections among tabs, and to close selected tabs, close tabs to the left or right of the active tab, and also adds a "close all tabs" to the tab context menu. You will also find this extension useful to add tab selections of titles and url names in formatting of your choice to the clipboard for use in HTML files, wikis, blogs, and email. For single tab use where you can include a selection of web page text, the "Copy All Urls" extension is one of my favorites.

One of the most frequent problems users have with Firefox is installing extensions that are not compatible with each other or even with Firefox, so a good place to start is with “Problematic extensions”, where you will find suggestions for making changes to modify options, or to disable a conflicting extension, so that you can use what is most important to you: (http://kb.mozillazine.org/Problematic_extensions).

I have an introductory page for new Firefox users: (http://www.mvps.org/dmccritchie/firefox/lessons/intro/fox3_intro.htm).

(David McRitchie runs the ACGNJ Firefox Special Interest Group, on the third Monday of each month).

All Things Google

by Donna Gorrell, MVPCUG Explorer | June 2010

There’s more to Google than just a search engine. If you only use Google for searching, you are missing out on a lot of features.

I use Google’s Gmail when I want an address for web use and don’t want to use my roadrunner account. However, some people use it as their primary email. Mail is accessed by going to the website, but I have the mail forwarded to my Eudora email program and can send mail from Eudora too. Gmail also has a POP fetcher which can retrieve messages from up to five of your other email accounts. It also allows you to send mail using any of those five account addresses from Gmail via a drop down menu in the From box. Using IMAP you can access your Gmail on multiple computers or mobile devices and changes you make on one device are reflected elsewhere. IMAP syncs the read and unread status of all your messages in all your labels. To enable IMAP in Gmail’s Settings, click the “Forwarding and POP/IMAP” tab. You will have to configure your email program using Gmail’s secure IMAP settings; click the “Configuration instructions” link to get details for your software. Gmail has filters that you can set and it does a great job of putting spam into a spam folder; after 30 days spam is deleted from your computer. There’s lots of storage and it’s all free.

Microsoft Outlook has a calendar, but Outlook Express does not. Since I use neither of those, I have no access to a calendar. Here’s where Google comes to my aid. I was given a web address to obtain Google Calendar but my AVG antivirus software kicked in and told me the site could be harmful. So, I brought up Google main page and then clicked on “More” on the upper left side of the page. This brings up the calendar and after a few clicks on the help page, I figured out how to use it.

It is very easy to enter your appointments, either by using the Create Event, Quick Add or by clicking in the date box.

There’s a category that is labeled Tasks which brings up a sidebar on the right side of the calendar. Here’s where you would enter any tasks you want to record.

To bring up your calendar, make sure to bookmark it or you’ll have to go through Google|More to get to it again. When you create an event you can also configure an email or popup reminder--days, weeks, or minutes before the event.

To receive your daily agenda via email go to the calendar list on the left of the page, click the downarrow button next to the calendar, then select “Notifications”. Check the “Daily agenda” box and save your settings. For those of you with smart phones, you can even have a text message sent to your phone. Text the word day to shortcode GVENT [48368] to get your agenda. Remember - fees apply for text messaging.

Another feature you can add to your calendar is the weather forecast. Go to Settings, General Tab, enter your location [city or zip code] and then , near “Show weather based on my location”, choose Celsius or Fahrenheit. Remember to save your changes. The forecast will now appear as small icons on the next four days; click on the icon to expand the details. If you aren’t afraid to work in the clouds, Google Docs might be for you. Once again, go to Google and click on “More”. Choose “Documents” from the drop down list. Follow the instructions or click on the “Browse Template Gallery” next to the search box. There are thousands of templates and forms that you can choose. There was one for diabetes management, one for a survey which could be used on a webpage, or sent as e-mail, and so many more that you just have to investigate them yourself.

You can access your documents offline. There is a free browser add-on for Firefox, IE, and Safari [Google Gears] that allows access to your files while offline and will sync the changes once you reconnect to the Internet. Download at <http://gears.google.com>.

While you are in the clouds you might also want to store and/or share files other than documents. Well, Google has taken care of that too. To save your files, simply click the Upload button. File sizes can be up to 250MB. You are allowed up to 1GB of space for storing non-Google Doc files, such as music, video, photos or zip files. Once uploaded, you can select a file and click the Share link to give other access to it.

You can also share entire folders; create a Dropboxlike meeting space for your friends and colleagues to collaborate on files.

Google isn’t just a simple search engine anymore!

How Much Information Are You Revealing on FaceBook and How Much is Too Much?

Source PC Tools FaceBook Ad

Did you know that more than half of social network users are putting themselves at risk of cybercrime by revealing too much personal data?

A recent survey conducted by the Consumer Reports National Research Center* illustrates how risky behavior on social networks can have serious consequences:

- ◆ 52% of adult users post information that makes them susceptible to cyber attacks
- ◆ 40% include their full birth date
- ◆ 26% post sensitive information about their children, including photos and names
- ◆ Many users post their full address as well as updates about when they're not home
- ◆ 9% of users have experienced some type of online abuse, such as identity theft or a malware infection, within the last year

Don't let poor security practices affect you or your friends! For additional protection, upgrade from your trial version today!

UPGRADE NOW (remember this is an ad - Toggle Ed)

Tips from PC Tools for staying safe on social networks:

1. Choose a strong password. You should combine letters (upper- and lowercase), numbers, and symbols.

PC Tools can help you out by generating a random, secure password for you.

2. Don't post too much information. Social networks give us a false sense of security, as we assume that we're surrounded by friends. A status update, however, could be searchable online, and you certainly wouldn't want just anyone to know that you and your family will be on vacation and away from your unprotected home for 3 weeks.
3. Familiarize yourself with the latest Facebook privacy controls. Tweak them to reflect your custom preferences and control what information your friends as well as your friend's friends, can see about you. The Facebook Privacy Guide has more information.
4. Invest in an antivirus and antispyware product. A comprehensive security product, like Spyware Doctor with Antivirus, will protect your PC from malware that spreads like wildfire through scams that prey on social networks.

*"Social insecurity - what millions of online users don't know can hurt them", Consumer Reports Magazine, June 2010

Hang Ten - How to get the most out of your web surfing

Written by Beverly Rosenbaum, member of HALPC, Texas
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This article has been obtained from APCUG with the author's permission for publication by APCUG member groups; all other uses require the permission of the author (see e-mail address above).

Many people consider "Google" to be synonymous with web searching, implying that it is the only search engine available.

Indeed, practically everyone uses the word "Google" as a verb to describe searching the Internet, much like "Xeroxing" is intended to mean photocopying. But Google is only one of hundreds of search engines and search tools available. And, depending upon what information you're seeking, selecting the best one can improve the success of your search. This is especially true when searching for more specialized technical, legal, medical or scientific information. As an example, Google would be a poor choice when looking for job opportunities, while there are more than ten job search engines that would yield much better results.

So exactly how do search engines work, and why would you need them? They're actually tools designed to retrieve content from Internet indexes based on criteria defined by you, the user. These databases contain information collected from billions of pages and documents that are on the Internet. Google claims an index of more than 3.3 billion pages, and Yahoo more than 3.1 billion! Think of a search engine as a card catalog in a huge library, to help you locate the information you need without having to examine every single book yourself.

When you sit at your computer and submit a search, you are presented with a list of results almost immediately. The speed of this search varies from one engine to another, and the results are often different because each search engine uses a different ranking process. And you're probably wondering how search engines can collect information from so many pages that are constantly changing. To do this, they use software programs called "robots" or "crawlers" or "spiders" to continually follow hyperlinks from one document to another all around the Web. When these programs discover new links, updated pages, or dead links, they send that information back to their main site to be indexed. Google's Googlebots fetch not only titles and text, but also copies of the page contents, and return them to their index stored on a huge set of computers. That is how you're able to view from a Google search result a "cached" copy of how a web page last appeared, when the site may be currently unavailable.

An estimated 30 billion web pages are linked to more than 100 million web sites, and every single page has a unique

address or URL (Uniform Resource Locator) to specify its location. This address incorporates three components 1) the protocol, 2) the domain name or IP address where the resource is located, and 3) the path and file name. The protocol identifier is separated from the resource by a colon and two forward slashes; for HTTP (Hypertext Transfer Protocol), the resource name would always begin with “www.” The parts of the domain name or IP address are separated with periods, and single forward slashes separate the domain from the path of the files. So in this example -- http://www.halpc.org/journal/2009/09_feb/index.html -- the protocol is HTTP, the domain name is www.halpc.org, and journal/2009/09_feb/index.html is the path for the index page of the February 2009 issue of HAL-PC Magazine.

Site Maps Play an Important Role

To improve visibility and inform search engines about the pages on their site, webmasters create a text document outline of those links called a Site Map. This is a standard inclusion for web sites, and is always located at the root of the server. The URL for ours is www.hal-pc.org/sitemap.html. The Site Map is an XML file that contains URLs for the site along with additional information about each URL (when it was last updated, how often it usually changes, and how important it is, relative to other URLs in the site), enabling search engines to more intelligently “crawl” the site. So the information from Site Maps augments the data collected in the “crawling” process. In addition, visitors to specific web sites often seek out and use the Site Map to find the page they need more quickly. This “bird’s-eye view” of the site’s content shows the structure and layout, and allows one-click access to all the topics. Visually impaired users who employ text readers to help them surf the Internet are also able to navigate web sites much more easily with a good Site Map. They are as important for human visitors as for the automated indexing “crawlers.”

You can imagine how single web pages that are not linked to any other page would never appear in the search engine results. Google first introduced the Sitemap Protocol in June 2005 so web developers could publish lists of links from across their sites. The next year Google, Yahoo, and MSN announced their joint support, followed by other search engines, and state governments were the first to announce that they would use Site Maps on their web sites.

How to Search

I’m sure you’ve often entered a search term and either gotten too many pages of results or nothing at all. Here are a few rules to remember: The most important thing to do is keep the search simple - describe what you are looking for in as few words as possible. If you’d like to search for an exact phrase, enclose the words within quotation marks. You can exclude certain words by appending them to the search terms, preceded by a space and then a minus sign (-). Placing a plus sign (+) immediately before the search term will yield only an exact match and no synonyms.

The biggest general search engines include Google

(www.google.com/), Yahoo (www.yahoo.com/), and Ask (www.ask.com). While Google and Yahoo process search terms similarly, Ask allows you to enter your search in the form of a natural question, such “How do I make a resume?”

Both Yahoo and Ask also provide kid-oriented search engines at kids.yahoo.com and www.askkids.com.

In meta-search engines like Dogpile (www.dogpile.com/), Mamma (www.mamma.com/), Clusty (clusty.com), or Copernic (find.copernic.com/), the keywords you submit in the search box are transmitted simultaneously to several individual search engines and their databases of web pages. Within a few seconds, you are presented the results from all the search engines queried. Meta-search engines do not have their own database of Web pages, they search the indexes maintained by other search engine companies. Most send their queries to smaller, free search engines and directories, but Dogpile uses Google, Yahoo, Ask.com, and MSN Livensearch. Many search engines blend into the results any sites that have purchased ranking and inclusion, so you’ll see “sponsored” links below or beside the search results.

Waiting 17 Years for an Engine

A new search engine is due to come online later this year as a result of the Anti Car Theft Act of 1992 (Public Law 102-519). The National Motor Vehicle Title Information System (NMVTIS) will provide a searchable database of Vehicle Identification Numbers (VINs) to avoid fraudulent retitling of salvaged vehicles. This system will provide an electronic means to verify and exchange titling, brand, and theft data among motor vehicle administrators, law enforcement officials, prospective purchasers, and insurance carriers, and allows state titling agencies to verify the validity of ownership documents before they issue new titles. It has taken thus far 17 years to accomplish a piece of legislation that a majority of Congress obviously agreed would benefit the public. When available, it will be found at www.nmvtis.gov/.

At the end of 2008 Google controlled 72% of all searches in the US, Yahoo had 14%, and MSN 8%, for a total of 94%. So all the other search engines together have 6% market share. In future columns we’ll explore what you may be missing. Did you ever want more information about some of the people in the news? There are lots of reference engines, and even a pronunciation engine that provides both phonetic and audible assistance from 50 resources.

The Internet is a great place to find information on any topic by letting your fingers do the walking on your keyboard. In future columns, we’ll delve more deeply into search strategies and how to select the best tools for your needs. If you have any search queries, questions, or favorite search tools to share, send them to webwindow@hal-pc.org.

Beverly Rosenbaum, a HAL-PC member, is a 1999 and 2000 Houston Press Club Excellence in Journalism award winner.

25 Times Faster Internet proposed for the U.S.

(Translated by the editor from a recent Reuters article in a German newspaper)

According to the FCC, in the near future U.S. Internet users will be able to browse the Internet with blazing speed. This branch of the government has plans to increase the data transfer speed in its switchboards 25-fold. At the same time, a number of areas of the country would then be connected to the Web for the first time.

“One-third of the U.S. does not have high speed Internet connections,” the FCC says in its plan. “Like making electricity available 100 years ago, a high speed Internet would stimulate economic growth, job creation, and a higher standard of living.” The plan will cost \$16 billion over the next 10 years, and by 2020 over 100 million U.S. households would have Internet connection speeds of 100 Mb/sec. At that speed, a 2-hour movie could be downloaded in less than 10 minutes, with no loss of quality.

By comparison, according to the German government, German Internet users will only have 75% of that Internet speed by 2014.

Read more here: <<http://www.reuters.com/article/idUSTRE62D0ZX20100316>>

OPERATING SYSTEM NOTES & TIPS

Patch Time: Keeping Your System and Programs Up-To-Date

submitted by Carole D'Andrea, Lehigh Valley Computer Group (LVCG) LVCG Journal, June 2010

At Lavasoft News, and in other security news outlets, you're often reminded of the importance of patching your system. Need more information on exactly what this means, why it's so important, and how to do it? Read on to learn more about this important aspect of keeping secure online.

Patching Explained

You know it's important to keep your security software up-to-date in order to stay protected from the latest threats. But, other programs and software on your computer not to mention your operating system also need to be updated regularly in order for you to stay secure.

The United States Computer Emergency Readiness Team (US-CERT - <http://www.us-cert.gov/>) provides a helpful analogy to explain what security updates, or patches, are. “Similar to the way fabric patches are used to repair holes in clothing, software patches repair holes in software programs. Patches

are updates that fix a particular problem or vulnerability within a program,” US-CERT explains on its Cyber Security Tips page.

Why is patching so important?

You need to update your operating system, your security software, and all other programs on your computer on a regular basis. Why? Patching your system and programs is key to keeping malware from infiltrating your computer. Unpatched programs can become an entry point for an attack.

One case in point: the proliferation and ongoing threat of a much-publicized piece of malware, known most commonly as Conficker. The Conficker worm, (also referred to as Downup, Downadup and Kido), began dominating the security headlines last March, due in part to Microsoft's offer of a \$250,000 bounty in return for information leading to the arrest of the malware's perpetrators, as well as because of hype surrounding the predicted April 1, 2009 activation of the massive botnet of infected computers that it produced.

But here's the important part in the updating context: one of the ways Conficker has been known to spread and infect computers is through a known vulnerability in the Windows Server service, the MS08-067 vulnerability. The patch that fixed the MS08-067 vulnerability was published in October 2008 yet Conficker continues to thrive, meaning people are still not in the habit of installing security updates. In fact, according to data released in April 2010 from Qualys, one in 10 Windows computers are still unpatched against the Conficker worm's exploits; 25 out of every 1,000 systems are estimated to currently be infected by it.1

How can you stay up-to-date?

It's important to keep your operating system and programs up-to-date and install updates as soon as they become available. Below are a few quick tips on how to do just that.

Use automated update options, such as turning on Microsoft's Automatic Update feature. You can also choose to take advantage of mailing list notifications from some vendors that will inform you when an update is ready.

- ◆ Don't click remind me later'. For your security's sake, install security updates as soon as they become available in order to protect your computer.
- ◆ Get the updates only from the product's vendor, and through a trusted website.

Remember: don't blindly trust links in e-mail messages. Cyber criminals have been known to push patch-related scams through spam - directing a user to a malicious site or attachment, in an attempt to infect your system with malware.

GENERAL INTEREST

Have You Ever Wanted to Get a SoundTrack Off of a Video Clip?

by Karen Wilt <karenwilt@verizon.net>

Lehigh Valley Computer Group LVCG Journal , June 2010

In YouTube or some other clips, this isn't that difficult because there are programs out there that are geared to the more popular video websites. But the video clip I was trying to grab the sound file from wasn't the usual clip and therefore, wasn't going to be easy to do, but I always give these things a try. How else do you learn, right? I went online, of course, and tried to find some kind of software out there that could do this for me, but to no avail. Oh, there were programs out there, but for the small project I was doing, it wasn't worth the cost. There were also different ways that people were showing and talking about how to do this, but they were way to complicated to go through for this small project. I wasn't willing to spend the time either.

I thought for awhile and then decided to try Windows Movie Maker, which I use a lot, and most of the time, am impressed with what I get out of it. I have a laptop with Vista on it and that version of Movie Maker is supposed to be better. I, however, have nothing but problems with it. It freezes for no apparent reason. I recently found out that there is an upgrade to it, but I haven't downloaded that yet.

Anyway, I put it in Movie Maker and, as usual, Movie Maker didn't do what I wanted it to. It kept freezing up, but through Movie Maker I ended up finding out how to do what I wanted to do in the first place however, by accident.

First I segmented the part of the video/audio file that I wanted and then uploaded it to a site called *Youconvertit.com*. This site will take what you give it and covert it to whatever you want it to and then send you the file via email. I've used sites like this before with success so I thought I'd give it a try. It did what I wanted it to, but, I need a bigger piece of the music, so I tried the process again, but found that *Youconvertit* took forever to download anything of a greater size, so that was the end of that.

One last time, I put the video/audio clip back into Movie Maker (not really knowing what I was going to do with it), but out of desperation I clicked on the Video plus sign on the timeline and it showed both the video and audio tracks, plus another audio track below, which I never saw before. On a whim, I pulled the audio track from the original track it was on, to the one below it. Not only did it move it, but the video section disappeared! I wasn't expecting that. Therefore, I was left with an "audio only" track, which was a .wma (windows media

audio) file. I then proceeded to convert that file with DVDVideoSoft's free audio conversion program from a .wma file to a .wmv file and, waalah*, I got my sound file off of the video file. All quite by accident, I assure you. But oh how we learn sometimes, huh? (*She really means Voilà - Toggle ed)

Identification Theft Advice

By Jim Sanders, NOCCC (North Orange County)

I recently received the following in an e-mail from a friend. It is supposedly written by an attorney. After reading it and checking the validity of the phone numbers, I decided that it was pretty good advice and worth passing on to NOCCC members.

Not a Joke!! Even If you dislike attorneys. You will love them for these tips.

Read this and make a copy for your files in case you need to refer to it someday. Maybe we should all take some of his advice! A corporate attorney sent the following out to the employees in his company:

1. Do not sign the back of your credit cards. Instead, put 'PHOTO ID REQUIRED.'
2. When you are writing checks to pay on your credit card accounts, DO NOT put the complete account number on the 'For' line. Instead, just put the last four numbers. The credit card company knows the rest of the number, and anyone who might be handling your check as it passes through all the check-processing channels won't have access to it.
3. Put your work phone # on your checks instead of your home phone. If you have a PO Box, use that instead of your home address. If you do not have a PO Box, use your work address. Never have your SS# printed on your checks. (DUH!) You can add it if it is necessary. But if you have it printed, anyone can get it.
4. Place the contents of your wallet on a photocopy machine. Do both sides of each license, credit card, etc. You will know what you had in your wallet and all of the account numbers and phone numbers to call and cancel..... Keep the photo copy in a safe place.

I also carry a photocopy of my passport when I travel either here or abroad. We've all heard horror stories about fraud that's committed on us in stealing a Name, address, Social Security number, credit cards.

Unfortunately, I, an attorney, have first-hand knowledge because my wallet was stolen last month... Within a week, the thieves ordered an expensive monthly cell phone package,

applied for a VISA credit card, had a credit line approved to buy a Gateway computer, received a PIN number from DMV to change my driving record information online, and more.

But here's some critical information to limit the damage in case this happens to you or someone you know:

5. We have been told we should cancel our credit cards immediately. But the key is having the toll-free numbers and your card numbers handy so you know whom to call. Keep those where you can find them.
6. File a police report immediately in the jurisdiction where your credit cards, etc., were stolen. This proves to credit providers you were diligent, and this is a first step toward an investigation (if there ever is one).

But here's what is perhaps most important of all: (I never even thought to do this.)

7. Call the 3 national credit reporting organizations immediately to place a fraud alert on your name and also call the Social Security fraud line number. I had never heard of doing that until advised by a bank that called to tell me an application for credit was made over the Internet in my name.

The alert means any company that checks your credit knows your information was stolen, and they have to contact you by phone to authorize new credit.

By the time I was advised to do this, almost two weeks after the theft, all the damage had been done. There are records of all the credit checks initiated by the thieves' purchases, none of which I knew about before placing the alert. Since then, no additional damage has been done, and the thieves threw my wallet away this weekend (someone turned it in). It seems to have stopped them dead in their tracks.

Now, here are the numbers you always need to contact about your wallet, if it has been stolen:

- 1.) Equifax: 1-800-525-6285
- 2.) Experian (formerly TRW): 1-888-397-3742
- 3.) Trans Union: 1-800-680-7289
- 4.) Social Security Administration (fraud line): 1-800-269-0271

For similar advice check out this URL: https://www.chase.com/index.jsp?pg_name=ccpmapp/privacy_security/protection/page/protect_identity

We pass along jokes on the Internet; we pass along just about everything.

If you are willing to pass this information along, it could really help someone that you care about.

How Thieves Are Planning on Hacking Into Your Car

by Craig Howie, Correspondent AOL Autos
Special Thanks to member Susan Hansen for forwarding this article.)

Interface The award winning monthly newsletter of the Long Beach Computer Club July, 2010

The two lead researchers for the project tested two identical 2009 model year vehicles (they did not reveal the name of the car), plugging their laptops into the controls for the ECU and running a software system. Their findings show that there are two main hacking threats to your car:

♦ **Physical Access:** "Someone -- such as a mechanic, a valet, a person who rents a car, an ex-friend, a disgruntled family member, or the car owner -- can, with even momentary access to the vehicle, insert a malicious component into a car's internal network via the ubiquitous OBD-II port (typically under the dash). The attacker may leave the malicious component permanently attached to the car's internal network or, as we show in this paper, they may use a brief period of connectivity to embed the malware within the car's existing components and then disconnect."

♦ **Wireless interfaces:** "In our car we identified no fewer than five kinds of digital radio interfaces accepting outside input, some over only a short range and others over indefinite distance. While outside the scope of this paper, we wish to be clear that vulnerabilities in such services are not purely theoretical. We have developed the ability to remotely compromise key ECUs in our car via externally-facing vulnerabilities, amplify the impact of these remote compromises using the results in this paper, and ultimately monitor and control our car remotely over the Internet."

After running tests using software with their laptops plugged in, the researchers were able to disable braking systems, control main vehicle functions and even turn off the engine, all while the test vehicle was traveling at speed.

Security In Today's Cars

Cars' vital functions, including steering, brakes and startup largely run on a system of interconnected electronic control units that form the car's central nervous system. These units run on millions of lines of computer code. It's estimated that the average premium new car runs on about 100 million lines of computer code, while Boeing's new 787 Dreamliner requires just 6.5 million code to function.

Representatives from the Big Three told us, not surprisingly, that they are working hard to make sure security and privacy are paramount. All the while, consumer demand is creating something of a supercomputer in every vehicle. Ford, GM and Chrysler all have introduced wireless internet sys-

tems that allow consumers to surf the internet while in or around the vehicle and download music and road-trip directions to an in-car computer. Most in-car wireless systems work in much the same way as a home-internet wireless connection and require a password to gain entry to the network, said Chrysler's Nick Cappa. This basic step, he says, prevents almost all security breaches of the car's wireless system.

Cappa says that the system offered by Mopar as an option on certain Chrysler, Dodge and Jeep models is independent of, and not integrated with, a car's central electronics systems, including its hard drive and the media library. "Think of its as a picnic table you can use in the vehicle but you can also detach and use outside the vehicle," he said. Similarly, when a new user wishes to log-in to Ford's wireless internet system the driver must give their permission for a connection to be established, which prevents "piggybacking," according to company spokespeople. A music encryption system also prevents anybody from removing or copying tunes from the car's on-board library by wireless connection or by plugging the hardware into another car. Its route finder information can be locked from prying eyes by a four-digit PIN code (similar to an ATM card's) when needed. Ford also says the SecuriLock engine-start system only works with a designated key that sends a unique signal code to a transponder in the engine amid some 72-millionbillion code configurations (which would severely challenge the most dexterous of hackers).

While your ride seems to be safe at the moment, the threat looms ahead. All the while, it never hurts to park your car off-street and tuck away your valuables, either.

SOFTWARE NOTES & TIPS

In our May issue, (of Orange County IBM PC Users Group newsletter) we sought answers from computer users for our survey question: "What programs, software, free stuff, antivirus, anti-malware, firewall, Office and so on, do you load on a brand new laptop when you get it home? If you have time, please say why you prefer one over the other." We received a fine answer from an unexpected location. Ralph Campbell, a member and instructor in the Baton Rouge, Louisiana, Cajun Clickers Computer Club, sent us his recommendations for programs he'd install on a new laptop.

What Programs Do You Load on a New Laptop?

by Ralph Campbell, Cajun Clickers Computer Club

I saw your request and thought I'd share what I would do, and probably will do if I replace the old rebuilt clinker this year.

Avira AntiVir Personal--the free version of anti-virus software has been recommended twice by Consumer's Reports, an

independent testing organization that takes no donations from the industries it checks out. I have respect for this unbiased organization. I have used Avira for about a year now, and it runs quietly in the background, needs no attention from me, updates regularly, and so far, has kept the baddies at bay. I have it on two computers.

If there is a drawback to this service it is the unexpected pop-up, advertising the paid version. It can be maddening if you happen to be on short final to Runway 18, at night, and your screen freezes! It's worth the aggravation, however.

ZoneAlarm from Zone Labs is widely used as a bi-directional firewall. I tried several others; Comodo drove me crazy; it seemed to never learn, and challenged me with every command. I gave it over a year to learn my security needs, and it just never stopped with the pop-ups. Earlier, I had had some issues with ZoneAlarm, but after trying two other free firewalls, I returned to the New ZoneAlarm, and it has worked smoothly with Avira and my other security utilities.

SpyBot Search and Destroy. The new version, which I installed just last week onto my EeePC, was a bit balky getting installed, but the EeePC was using a wireless connection, so that may have accounted for some of the slowness. I have been using this free spybot catcher for 7-8 years with no complaints.


I also use **Counterspy** and would consider purchasing another copy for a new PC. I does a good job, and is a good back-up (or vice versa) to Spybot S&D. These are all FREE versions.

That would constitute my basic configuration for security features. I would pay a visit to **Karen's Power Tools** for other goodies, for backing up and that sort of thing. Eventually I would add some clean-up utilities, but not now.

I would NOT load in an anti-virus program, even **Avira**, if the new PC came with any other antivirus installed as a free trial. I might give the trial a spin, and compare it to Avira, but it would have to show me a lot before I kept it



Help Lines

| SOFTWARE HELP | Advisor No. | HARDWARE HELP | Advisor No. | |
|--|----------------|--|--------------|--|
| Win 95/98/ME | 2, 3, 4, 7 | Reformat Hard Disk, FDISK | 2, 4, 5 | |
| Win 2K/NT/XP | 2, 3, 7 | Install Hard Drive, CD-ROM/RW | 2, 4, 5 | |
| MS Word | 2, 7 | Install Video Card | | |
| MS Excel | 4 | Deleting Files, Wiping | 6 | |
| MS PowerPoint | | Internet/Intranet | 6, 7 | |
| WordPerfect | 1, 7 | Audio Cards | 4 | |
| QuickBooks | 8 | MP3 Files, WMA Files, WAV Files | 4 | |
| Norton/Symantec AntiVirus | 2, 3, 6, 7 | Burning CD's | 3, 5 | |
| Norton System Works | 2, 7 | Partitioning Hard Drives | 2 | |
| CompuPic/CompuPic Pro | 3, 7 | Net Objects | 7 | |
| Winzip, WinRAR | 6 | Homesite | 7 | |
| JV Registry Cleaner | 3 | MS Access | | |
| Outlook, Outlook Express | 2 |  | | |
| Internet Explorer | 2, 7 | | | |
| Netscape Navigator | 7 | | | |
| Instant Messaging | 2 | | | |
| Installing Software after Reformatting | 5 | | | |
| Ccleaner | 3 | | | |
| Easy CD DA Extractor | 3 | | | |
| ADVISORS | PHONE | | HOURS | |
| Fred Shelton [1] | (253) 752-0120 | | Variable | |
| Bob Henkel [2] | (253) 537-6732 | | 8A-8P anyday | |
| Tom Stepanek [3] | (253) 922-7939 | 7-9P Mon-Fri | | |
| Carl Tenning [4] | (206) 824-3843 | 6-9P Mon-Fri | | |
| Oclad Wesley [5] | (253) 503-7833 | 6-9P | | |
| Bob Thomson [6] | (253) 752-5582 | | | |
| Ray Mills [7] | (360) 692-7568 | 6-9P Mon-Sat | | |
| Sandee Gimblett [8] | (253) 952-3538 | | | |

Tacoma Open Group for Microcomputers (TOG)

New Member Application/Existing Member Change of Address Form

For **Tacoma Open Group** annual membership, send form (if needed) & **\$25** to Bob Henkel., 10613 25th Avenue E., Tacoma, WA 98445.

Make checks payable to TOG

Please print or type. Date: _____ Sponsored by: _____

Member's Name: _____

Address: _____

City: _____ State: _____ Zipcode: _____ Plus Four _____ Country: _____

Home Phone: (____) _____ Work phone: (____) _____ E-Mail Address _____

TACOMA MEETING

When: **Mon 11 Oct 2010 -7:00 PM**
Where: SE Tacoma Community Centre
1614 99th Street E.
Tacoma, Washington

From I-5 take Exit 127 (Hwy 512) to
Portland Ave., north on Portland to 99th,
left over tracks. Building is on south side.

Future Dates: 2nd Monday of Month

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Deadline: 15th of this month to appear
in next months' issue, if room

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How To get To The Meeting

For those readers still unfamiliar with how to find our meeting place we have reproduced the map showing its relationship in Tacoma to Portland Ave S. and the 512 Freeway. The 512 Freeway can be entered from I-5 in Tacoma on the west or from Hwy 167 in Puyallup on the east. Proceed to Portland off-ramp and turn north to 99th Street. Some folks in the middle of Tacoma may prefer to take Portland southbound to 99th. At 99th turn west over the tracks and there you are!



Tacoma OPEN Group for Micros
1808 Lenore Drive
Tacoma, WA 98406-1920

Change Service Requested

PROGRAMS

This Month's Meeting

This will be a regular monthly meeting. Meeting discussions are always interesting and the ever-popular Q&A (Question & Answer) period is sure to pique your interest, come up to your expectations and tickle your fancy. Come and share your own experiences, problems and discoveries.

Program Presentation

No program has been announced at press time, but lively discussions always occur at our meetings. Please join us and contribute to the subject matter.