

Bits and Bytes

JANUARY 2012

Arkansas' Premier Computer Club

Bella Vista Computer Club - John Ruehle Center

Highlands Crossing Center, 1801 Forest Hills Blvd, Suite 208, Bella Vista, AR 72715

Web Site: www.bvcompclub.org

E-mail: jrc@bvcc.arcoxmail.com

Nan DeLany, President

Don Hood, Newsletter Editor

A HEARTY WELCOME

New members joining since the last Bits & Bytes include: **Wayne Gruben, Sara (Sally) Dungan, Ron C. Riley, Pamela Svihel, Zadean Auyer, Ellie Wood, Sally R. Benson, Peter Doyle, Brian Kolb, and Virginia Reynolds.** Congratulations and lets keep expanding our Computer Club membership.

OPEN HOUSE SCHEDULE: *If you need help with your desktop or laptop computers or just have some problems or questions, don't forget the next two open house sessions scheduled for Wednesday January 18th and Saturday February 4th. Come to the Computer Lab between 10 am and 1pm to receive personal assistance. This help is **for computer club members only.** If not a member, assistance will be provided after joining. **This is a free service provided by your Computer Club.** Bring only the desktop tower and when bringing a laptop, bring the power cord. **Club members volunteer to help other members.***

Sally Dunegan missed out on receiving a cash prize of \$25.00 at the December 12th monthly meeting. Sally's name was drawn from a container of all computer club members. Unfortunately she was not in attendance and missed out receiving it. President Nan DeLaney will be again trying to give \$25.00 at the January meeting. You must be in attendance to win!

WINDOWS 7 TROUBLESHOOTING CENTER

Windows 7 does have some interesting and useful new features . One of them is something called the Troubleshooting Center. It contains many useful and helpful features. You can get help with printer problems, connection problems, Windows Update problems, sound problems, performance problems and more. There are two different very easy ways to get to the Troubleshooting Center. Both start from the "Start Button".

1. Click on the "Control Panel". Then on the next screen click on "System and Security" followed by "Find and Fix Problems".
2. From the start button type in "troubleshooting" (without the quotes) in your start menu search box.

The resulting Center will contain fixes for Programs, Hardware & Sound, Network & Internet, Appearance & Personalization, and System and Security. Even if you're not having any problems with your computer you should visit the Troubleshooting Center and familiarize yourself with it just in case a problem arises in the future.

Chuck Billman, Training Center Administrator, has been changing many of the Computer Club Classes to divide some classes into different and shorter sessions to facilitate individuals taking classes.

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COURSE OFFERINGS: January 2012

Setting up Windows 7 Jan 11 – 10 am to noon

The Digital Photography — (Part 1) “The Camera” Jan 16 – 9 am to noon

Basic Windows 7 Jan 16 – 1:30-3:30 pm
Jan 18—1:30-3:30 pm

Computer Security Jan 23 – 9 am to noon

Internet Jan 23—1-3 pm
Jan 25—1-3 pm

PC Maintenance, (Part 1) “Clean & Protect”
Jan 25 – 10 am to noon

Word Jan 30 – 10 am to noon
Feb 1—10 am to noon

Basic (Vista) Jan 30 – 1-3 pm
Feb 1—1-3 pm

Digital Photography — (Part 2) “Camera to Computer

Feb 6—9 am to noon

Windows Live Mail Feb 6—1-3 pm
Feb 9—1-3 pm

Using Vista (Part 1) “Settings”
Feb 13—9 am to noon

Using Windows 7 (Part 1) “Programs
Feb 13—1-3 pm

INTERNET EXPLORER 8 OR 9?

(Windows Vista and Windows 7)

If you have installed Internet Explorer 9 Beta and you're not happy with it, you'll be glad to

know you can uninstall it. But wait— you can't use Control Panel/Programs/Uninstall a Program—nope Microsoft is too wise for that.

Once you install something from the mighty Microsoft—they don't want to make it too easy for you to get rid of it. But thankfully, you can get rid of Internet Explorer 9 Beta.

Follow these instructions if you have downloaded and installed Internet Explorer 9 Beta and don't like it.

1. Press the Windows Key plus the “R” key.
2. Type appwiz.cpl
3. From the panel on the left of the window that appears, choose “View installed updates”.
4. From the list of updates locate Windows Internet Explorer 9.
5. Right click on it and select “Uninstall”

You will get a warning asking if you're sure you want to uninstall Windows Internet Explorer 9. Click Yes. (Microsoft really thinks you'd go through all the steps above and not actually uninstall it?)

Please note you will need to reboot your computer after uninstalling Internet Explorer 9. When your computers finishes rebooting, Internet Explorer 8 will be reinstalled. You'll need to set it up again (configure it). That's it.

Genealogy will meet at 10 a.m. in the John Ruehle Computer Club classroom on February 21st.

UNFREEZE A FROZEN COMPUTER

(Windows XP, Windows Vista, Windows 7)

“Want to know a little trick you can use to save yourself when you’re in a situation that seems to have only one solution? You know, when your computer completely freezes up and the only thing left to do is to resort to shutting off your computer at the switch and turning it back on.

Lots of things wrong with doing that; however, I must say the consequences of that are not as bad in Windows XP as they were in Windows 95, 98 or ME—with those operating systems—shutting off your computer at the switch was like playing Russian Roulette—you never knew if your computer would start up again or simply die on the spot. “Those were the days my friend, we thought they’d never end.....” OK I’ll stop singing and get back to the business, sorry.

Even with Windows XP shutting your computer off at the switch and then turning it back on should be done only when you have no other option. Some bad things can happen although seldom does it result in catastrophe. Just being honest.

Shutting your computer off at the switch and then turning it back on may result in some Windows problems. Plus—you’ll lose any current documents you’re working on. And face it, restarting this way takes some time....especially if your computer’s getting older and you’ve installed lots and lots of software, restarting this way can take a long time (well relatively speaking) - know what I mean?

So here’s a really nifty trick that has bailed us out more than a few times—you might want to memorize this one because someday you’re going to need it.

If you’re ever working in Windows and suddenly everything freezes, don’t panic. Don’t hit the “Off” button. Don’t take the chance on losing your work.

Try this:

1. Press the “CTRL” “ALT” “DELETE” keys in sequence.
2. Task Manager appears (in Vista select Task Manager)
3. Click the “Processes” Tab
4. Find any and all instances of “Explorer.exe” and close them all by right clicking and choosing “End Process”
5. If you’ve done this successfully your taskbar will disappear—don’t worry—that’s what you want.
6. Now, while you’re still in Task Manager, click “File” “New task” and type in “explorer.exe” (without the quotes)
7. Your taskbar should now reappear and your computer that was frozen should now be ready to go.

This trick will work most of the time—but not always. Sometimes you cannot even use your CTRL—ALT—DELETE keys. If this happens you’ll just have to shut’er down, And, then restart.”

The above article is copyright 2008 by Cloudeight Internet, <http://thundercloud.net/infoave/index.htm>

Editor’s note: You may want to keep this article in a place where you can find it

SHUTTING DOWN THE COMPUTER WITHOUT

A MOUSE: If your computer malfunction that disables the mouse.

- ◆ **Tap the Caps Lock key several times to see if the Caps Loc light goes on and off.**
- ◆ **If the light goes on and off, tap the windows key, and then tap the right-arrow key one time to highlight the Shut down button then tap the Enter key** (Bella Vista Computer Club Class “Basic Computing”)

FUTURE PROGRAMS

FEBRUARY: *"Digital Photos & Power Point for Creating a Home Inventory"*

MARCH: *"Skype & Logitech Video Calls"*

APRIL: *"Photo Editing with Photoshop Elements, Picasa, Glimp"*

MAY: *"Remote Applications Teamviewer & Logmein"*

ANOTHER WAY TO REDUCE BOOT TIME

There are many different ways to keep your computer clean. The cleaner your computer is kept, the shorter the boot time when starting the computer. A tip that is some what unknown is to reduce the number of sites you have visited since Windows checks all of the sites you've visited. The longer the list, the longer it takes for your computer to start up. For Vista and Windows 7, click on the start button. Type **shell:recent** into the Start Search box. In the list that appears, click on shell:recent. When the folder opens, delete any (or all) items you wish.

Club Officers

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QUICK TIPS FOR WINDOWS XP

WINDOWS VISTA , WINDOWS 7

- **Quick Change:** Want to change the name of a desktop icon, folder, file. Click whatever you want to rename, then click the F2 key and make your change.
- **Quick View:** To view properties menu of a file, folder, etc., highlight it and click Alt + Enter. Highlight My Computer and click Alt + Enter to view System Properties.
- **Quick Print:** Click Control + P to open the Print Dialog.
- **Quick Favorites:** Click Control + D to quick save a web page to your Favorites menu.
- **Quick Windows Explorer:** Click the Windows Key + E to open Windows in a flash!
- **Quick-Lock Your Computer:** (This tip only works if you have more than one user account on your computer and your account uses a password) Click the Windows Key + L to lock your computer. You'll need to type your password to log back into your user account.

The Bella Vista Computer Club assumes no responsibility for the accuracy of the information contained herein and will accept no liability for its application .