

# Bits and Bytes

December 2013

*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](http://www.bvcompclub.org)

E-mail: [jrc@bvcc.arcoxmail.com](mailto:jrc@bvcc.arcoxmail.com)

**Richard Clark, President**

Don Hood, Newsletter Editor

### HOW TO REMOVE WINDOWS APPS (and a new way to uninstall programs)

OK so you're new to Windows 8 (or 8.1) and you have this really annoying App on your start screen and you want to get rid of it. You go to Control Panel, Programs, Remove a program and what the x??!!xx\*\*\*!! ? It's not there! You're starting to hate Windows 8 because it seems so different. OK it's different but sometimes different is good.

It's much easier to uninstall an App than it was uninstalling programs from earlier versions of Windows:

How to uninstall an App in Windows 8 or 8.1

1. Right-click the App's tile on the Start Screen,
2. At the bottom of the screen you'll see a trash can icon labeled "Uninstall" - click it
3. A confirmation dialog will appear, click Uninstall.....Done!

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**JIM DEICHMAN** has graciously stepped forward and volunteered to serve as the Club's Programs Chairman. Jim welcomes any ideas and suggestions of topics for consideration as programs for the monthly meetings. Call Jim with your suggestions at (479) 903-4238 or submit your ideas to him by email [program@bvcompclub.org](mailto:program@bvcompclub.org)

### Computer Club Classes

Windows Live Mail (Windows 7 & 8)  
Dec 10, Dec 12, 10 am to noon

PC Maintenance Part 2 "Protect and Recover"—Dec 10, 1 pm to 3 pm

File Management—Dec 11, 9 am to noon

Digital Photography Part 3 "Photo Editing & Sharing" Dec 11 — 1 pm to 4 pm

Pre-registration is required for all classes and are free to all Computer Club members. Call Marie Herr (273-2558) for more information and to pre-register.

### Open houses for Computer Repair & Help

*Dec 18th (10 am—1 pm) (Wednesday)*

*Jan. 1st (1 pm—4 pm) (Wednesday)*

*Jan 4th (10 am—1 pm) (Saturday)*

### WELCOME NEW COMPUTER CLUB MEMBERS

Celia Ann Arnold  
Chuck Stearns  
Rick Guptil  
Glen Houts

Jim Deichman  
John Coats  
Joyce Kramer  
Sharon Houts

## **LETTING OTHERS USE YOUR COMPUTER OVER THE HOLIDAYS**

**(XP, VISTA, WINDOWS 7, WINDOWS 8)**

After all the computers we've worked on since February 2012, one thing we have noticed is how many of you have friends, kids or grandkids that use your computer. How many times have we heard, "I don't know how that got there! It must have been my -- son, grandson, grandkids, daughter, grand-daughter, friend --- who installed that! Get it off my computer!"

There's a way you can allow your friends, kids and grandkids to use your computer but not make any changes to it -- and it's as simple as activating the Guest account in Control Panel/Users -- and securing your own administrator account with a password (a strong password).

Those using a Guest account cannot make changes to your computer, but they can access the Internet -- Facebook and the like.

A guest account is an account for users who don't have a permanent account on your computer. It allows people to use your computer without having access to your personal files. People using the guest account can't install software or hardware, change settings, or create a password.

You have to turn on the guest account before it can be used. And here's how you do that.

Open User Accounts in Control Panel. Click Guest. Click Turn On the Guest Account. The guest account will be activated. Now, a user without a user account can use your computer but not make any changes to it.

In Windows Vista, Windows 7 and Windows 8 -- you may have to click "Manage another account" before you see the "Guest" account. To turn it on, click on Turn On the Guest Account

(continue on next column)

It's a great way to allow others to use your computer while protecting the integrity of your computer and the confidentiality of your personal files and folders.

When your kids use your computer or your grandkids come over and use your computer - log out of your password-protected account and have them click on the Guest account icon to start using you computer.

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### **Colin doesn't see the folder options in Windows Explorer on Windows 7**

When I open Windows Explorer I just get a layout of my discs but nowhere is there a "Tools" option? I was trying to follow up on your tip about exposing hidden files.

#### **Our answer**

Windows Explorer on Windows 7 does not, by default, display the toolbar or menu at the top. You can choose to show the menu/toolbar by doing the following:

Open a Windows Explorer Window.

Click on the Organize button and then "Layout".

To Turn On the Menu Bar - Click on Menu Bar to check it.

Once you have the menu/toolbar displayed, click "Tools" "Folder options" then "View".

Check "Show hidden files and folders" and if you like, uncheck "Hide protected operating system files and folders".

Here's another way to accomplish the same thing.

Click Start / Control Panel. Switch to Category view (if it's not in that view already), then click "Appearance and personalization". Next click on "Folder Options" then "Show hidden files and folders".

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## PRIVACY & SECURITY ON FACEBOOK

*“Did you know that out of the 1.26 billion Facebook users worldwide, 128 million are American users — 11,000 of whom are being watched by the US government? Over 600,000 Facebook login credentials are compromised daily, and one in four of those credentials will later be used for identity fraud.”*

### **A few facts:**

Facebook reaches 76% of the smartphone market and accounts for 23% of all mobile app use.

200 million photos uploaded everyday.

55% of teens who have given out personal info to strangers on Facebook.

30% Facebook photos that were identifiable by off-the-shelf facial recognition software.

43% of employers who do **NOT** hire after viewing a profile.

67% of teens know how to hide their online activity from their parents.

### **Top 10 biggest Facebook Privacy “No-No’s”**

**NEVER** use Klout.com and similar servers if you want to maintain privacy. It’s not clear who can or cannot see your “Klout moments”.

**NEVER** publicly post that you are away for an extended period of time. Some US insurance companies are changing policy rules to exclude claims if they can prove you revealed too much on social media resulting in a burglary.

**NEVER** give too much info about your current whereabouts. Turn off “location,” even if you are nearby or only going to be away for a short time.

**NEVER** publish your full home address contact details anywhere online, including your Facebook profile.

**AVOID** posting photos of your children, or IF YOU MUST do not identify and tag them.

**NEVER** used Facebook apps or mobile apps that “want to post for you” if you have concerns.

**NEVER** post or tag photos of your friends doing “questionable” things. Ask them to check with you as well before posting. You would think all this would be common sense, but friends of friends might be posting photos of you.

**NEVER** post “insider information”, especially for publicly-traded companies. The legal repercussions might be worse than losing a job.

**DON’T** accept friend requests from people you don’t know, especially if they have very few friends in their profile. At least with LinkedIn, you know how they’re connected to you.

**AVOID** using short, simple passwords. Use longer passwords, some uppercase letters mixed with lowercase letters, numbers and punctuation. Use multiple unrelated words if it makes it easier for you to remember.

Get the full story and facts at: <http://main.makeuseoflimited.netdna-cdn.com/wp-content/uploads/2013/11/facebook-privacy.jpg>



5702 Brookside Rd.  
Bentonville, AR  
72712  
(479) 795-0751

**Saturdays (except holiday weekends)**

**8:00 AM - 4:00 PM**

The Benton County Waste District provides a free service to the public for the disposal of electronics.



2111 S. 8th St. Rogers, AR 72758

E-Waste Community Drop-off

Second Saturday of each month

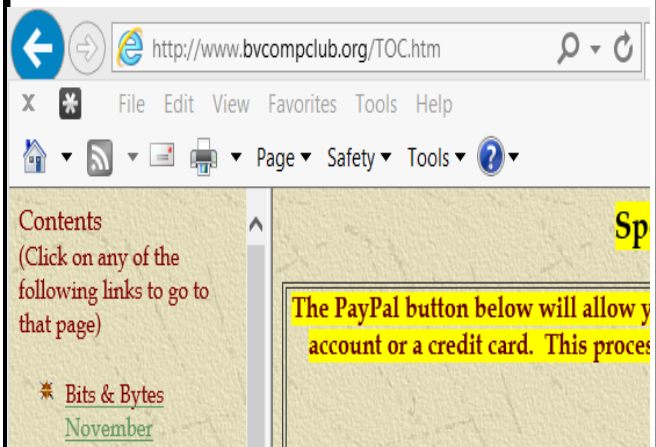
8:00 AM - 12:00 (noon)

Esco is a electronics recycling and asset recovery firm with zero electronic waste landfill policy. Esco ensures data destruction on all electronic components and audits all tier-one downstream vendors to ensure compliance with strict guidelines. (479) 899-6443

### WHAT IS AN URL?

We asked an computer user to type/paste a URL in their browser, but this individual did not understand what we meant. It made us stop a moment and remember that just because something seems simple and obvious to us, it may not be so simple to others.

A URL or **Uniform Resource Locator**, is the location of a file on the web. It's a web-site address - for example, the URL for Bella Vista Computer Club Web page is <http://www.bvcompclub.org/> If you received this URL in an email or saw this web site in the header of the "Bits & Bytes", and you were unable to click it to go to this page, your other option would be to copy/paste to the address bar in your browser, or to type it in your browser.



### COMPUTER MANUFACTURERS RANKED: HOW TO PICK A LAPTOP THAT WON'T FAIL

With so many options available, picking the right laptop can prove to be awfully difficult. How do you know you'll end up with a reliable model? Or one that will last you at least three years without feeling outdated? While you can't predict the future, you can use information from the past to figure out your best bet before you make your purchase.

Any laptop can break, but some manufacturers have a better track record than others. A 2012 study by SquareTrade, that looked at failure rates over the course of three years, found that Asus' electronics broke the least often (followed very closely by Toshiba) and HP's broke the most often. In fact, with HP, you had more than a one in four chance of getting a broken laptop in those three years. That may seem high, but even the best couldn't achieve a failure rate below 15%. Let's take a look at the rankings, from best to worst:

- |             |       |
|-------------|-------|
| 1. Asus:    | 15.6% |
| 2. Toshiba: | 15.7% |
| 3. Sony:    | 16.8% |
| 4. Apple:   | 17.4% |
| 5. Dell:    | 18.3% |
| 6. Lenovo:  | 21.5% |
| 7. Acer:    | 23.3% |
| 8. Gateway: | 23.5% |
| 9. HP:      | 25.6% |

Many users would normally pick Apple as the most reliable and Sony and Dell as the worst. These numbers don't necessarily account for everything, however they do matter somewhat. If you want a better chance of a lasting machine Toshiba and Asus are more likely to provide one. (Adam Dachis on Life hacker [http://lifehacker.com/computer-manufacturers-ranked-how-to-pick-a-laptop-tha-1467145338?](http://lifehacker.com/computer-manufacturers-ranked-how-to-pick-a-laptop-tha-1467145338?utm_medium=referral&utm_source=pulsenews)utm\_medium=referral&utm\_source=pulsenews)