

Bits and Bytes

January 2014

Arkansas' Premier Computer Club

Bella Vista Computer Club - John Ruehle Center

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SECRET WINDOWS 8 STUFF -

Part 1

Windows 8 and 8.1

Back in the day, if you wanted to take a screen shot with Windows you had to press the Print Screen Key and then paste the clipboard contents into MS Paint or another paint program.

Microsoft made it a bit easier in Windows Vista and Windows 7 with the introduction of the "Snipping Tool".

But guess what? Screen shots just got even easier with Windows 8. Now, if you press Win+Print Screen (or Win+Volume Down on a tablet), Windows will take a screenshot of your screen and save it automatically in your Pictures folder as a PNG file. It's a fast and easy way to take screen shots on your Windows 8 computer or tablet.

Of course, if you looking for a full-featured screen capture program, Windows 8's built in screen capture utility isn't it. You'll do better with something like Fast-stone Capture or Skitch by Evernote - <http://blog.evernote.com/blog/2012/10/25/skitch-for-windows-desktop-and-skitch-for-windows-8-are-here/> .

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Due to inclement weather conditions causing the cancellation of the December meeting, program changes are:

Feb: Questions & Answers with a Panel of Experts. (Bring your questions!)

Mar: Windows 8—How Do Things Function?

Computer Club Classes

Internet (IE 9 or IE 10) Jan 20, Jan 22, 10 am to noon

Windows 8 Mail and People Applications Jan 29, 10 am to noon

Digital Photography Part 2 "Camera to Computer" Jan 5 — 9 am to noon

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

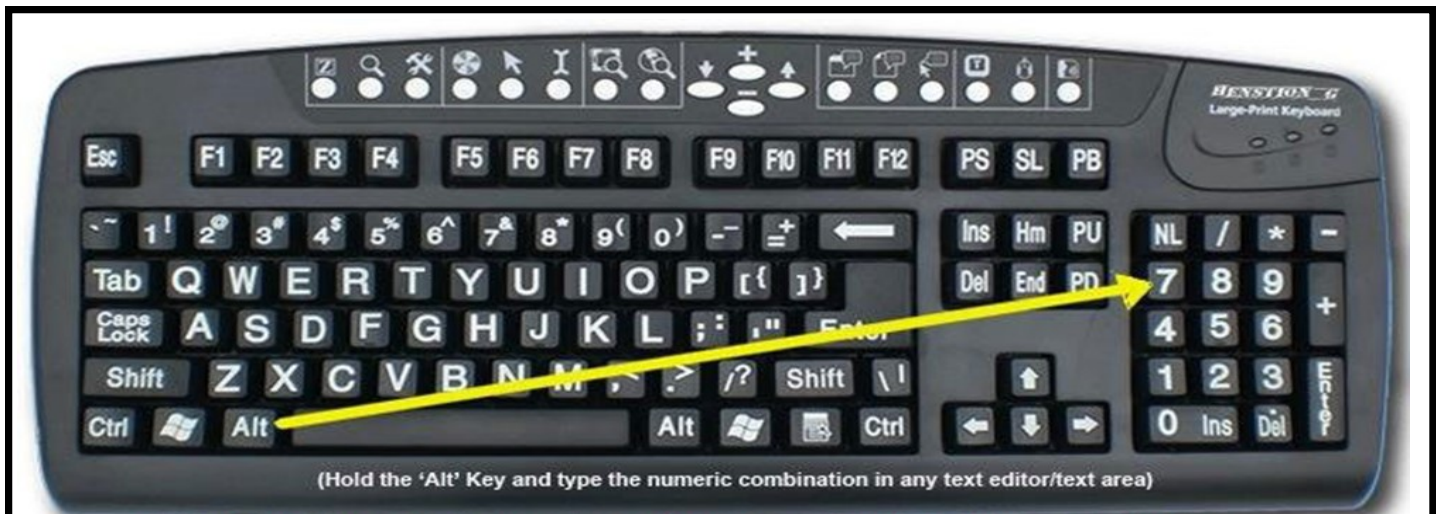
Jan 15th (10 am—1 pm) (Wednesday)

Feb 1st (10 am—1 pm) (Saturday)

Feb 5th (1 pm—4 pm) (Wednesday)

WELCOME TO GEORGE COLE WHO BECAME THE NEWEST COMPUTER CLUB MEMBER DURING DECEMBER

Genealogy Special Information Group will meet at 10 AM January 18th at the John Ruehle Center.



HOW TO MAKE SYMBOLS WITH KEYBOARD

Alt + 0153..... ™... trademark symbol
 Alt + 0169.... ©.... copyright symbol
 Alt + 0174..... ®....registered trademark symbol
 Alt + 0176 ...°.....degree symbol
 Alt + 0177 ...±.....plus-or minus sign
 Alt + 0182 ...¶.....paragraph mark
 Alt + 0190 ...¾....fraction, three-fourths
 Alt + 0215×.....multiplication sign
 Alt + 0162....¢....the cent sign
 Alt + 0161.....¡..... upside down exclamation point
 Alt + 0191.....¿..... ¯upside down question mark
 Alt + 1.....☺.....smiley face
 Alt + 2☹.....bla ck smiley face
 Alt + 15.....☼.....su n
 Alt + 12.....♀.....f emale sign
 Alt + 11.....♂.....m ale sign


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Alt + 6.....♠.....spade
 Alt + 5.....♣..... Club
 Alt + 3.....♥..... Heart
 Alt + 4.....♦..... Diamond
 Alt + 13.....♪.....eighth note
 Alt + 14.....♫..... beamed eighth note
 Alt + 8721.... ∑.... Nary summation (auto sum)
 Alt + 251.....√.....square root check mark
 Alt + 8236.....∞..... infinity
 Alt + 24.....↑..... up arrow
 Alt + 25.....↓..... down arrow
 Alt + 26.....→.....right arrow
 Alt + 27.....←.....left arrow
 Alt + 18.....↕.....up/down arrow
 Alt + 29.....↔...left right arrow

REMOVE ALL GOOGLE WEB HISTORY

You can permanently erase all items from your Google Web History at any time. Keep in mind that your search history helps you find what you're looking for faster, and gives you quick access to webpages you've visited in the past. Instead of deleting your entire Google search history, you might want to remove individual items.

Here is how to remove all Google Web History. While signed in to your Google Account:

Visit your Web History page at <https://www.google.com/history>, or click the gear icon  on the upper right corner of a search results page, and then go to **Search history**.

1. Click the gear icon  again on the upper corner of the Web History page, and go to **Settings**.
2. Click the **delete all** link.
3. Then click the **Delete all** button to confirm.

Tip: To prevent your future web activity from being stored, you can turn off your Google Web History.

As is common practice in the industry, and as outlined in the Google Privacy Policy, Google maintains a separate logs system for auditing purposes and to help us improve the quality of our services for users. <https://support.google.com/accounts/answer/54067?hl=en>

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

TOP 20 THINGS EVERY FIRST-TIME ANDROID USER SHOULD KNOW

From Mashable

“Some of you got a new Android tablet for Christmas -- and some of you will be snapping up Android tablets and those After-Christmas sales. For those of you who have an Android tablet or are planning on getting one, you will find this tip helpful and interesting.

The following information about Android comes from [Mashable](#). We found it very informative and thought we'd share it with you.

Choosing a new device like a new phone or tablet should be fun. But there are so many choices out there, and it can be hard to know where to start. If you're thinking about an Android device, or if you've just bought one and want to get the most out of it, we have some basic tips to get you started.

1. What is Android?

Android is an operating system, like Windows for computers or iOS for iPhones and iPads

2. Who makes Android?

Google makes Android, and a lot of manufacturers such as Samsung, HTC and Motorola put it on their phones, tablets and now even cameras.

3. Why does everyone keep talking about desserts?

As well as regular version numbers, every time Google makes a significant update to Android, it names the update after a dessert. The desserts run alphabetically, so you can keep track of different Android versions. In the past few years, devices have upgraded from Eclair, to Froyo, to Gingerbread, to Honeycomb, to Ice Cream Sandwich. The latest devices to be released are currently running Jelly Bean.

4. Does Android have apps?

Yes. Android has a huge app market called Google Play, where you can download books, music and movies as well as apps, all from one place. Amazon also has its own app store for Android phones, giving you even more choice.

5. Can I use Twitter and Facebook on Android phones?

Yes. Pretty much every phone released nowadays is a smartphone with Internet capabilities. Whether you choose a BlackBerry, an iPhone, a Windows phone or a phone running Android, you'll be able to use Facebook and Twitter.

6. How do I download apps to my Android device?

You can install new apps on your Android device in two ways. First, you can use the Google Play app that you'll find on your device when you power it up the first time.

No need to be connected to a computer; Android devices can install apps all by themselves. Second, you can use the Google Play website on your computer. If you log in with the Google Account you used on your Android device, Google Play will give you the option to install straight to your device. This can be handy when you want a big screen to browse through lots of apps.

7. Wait, I don't have to tether my phone to my computer to install new apps? Nope!

You can do it via cellular data or Wi-Fi directly to your phone or tablet. No cables.

8. Okay, I understand apps now, but what if I want to put some pictures or a movie on my phone? There are a couple of super-simple ways to move your personal files on and off an Android device. First, you can use a Dropbox account plus the Dropbox app. Upload everything to Dropbox via your computer, log into Dropbox on your phone or tablet, and they'll all be there waiting for you. Even easier, connect your phone to your computer and treat it like a fancy USB stick -- just drag and drop the files, and Android will know how to organize them.

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9. I have lots of music in iTunes. Can I listen to it on my Android phone? Yes. There's a piece of software called double Twist that works just like iTunes, letting you install your iTunes music collection on your Android phone or tablet. If you store your music collection outside of iTunes, then the drag-and-drop method of file transfer should work just fine.

10. There's a game called Angry Birds that I keep hearing about. Can I play it on Android? Yes. It's one of the top free games on Android. Download Angry Birds from Google Play.

11. My friend has an Android phone from Samsung, and my Android phone is from HTC. Why does Android look a bit different on our phones? Google makes the Android software and then lets hardware manufacturers such as HTC and Samsung install it on their phones and tablets. Device manufacturers usually add their own design tweaks to the standard Android operating system. These design tweaks are known as skins, and manufacturers use them to help Android devices stand out from the competition.

12. What if I just want pure Android without a skin?

If you want the pure Android experience straight from Google, then you should choose a device with "Nexus" in the title, such as the Nexus 7 tablet or the Galaxy Nexus phone. These devices always get updated to the latest version of Android first, too, because they don't use any extra tweaks from the hardware manufacturers that might hold up the upgrade process.

13. What's the difference between home screens and the app drawer? The app drawer is where you can find all of the

apps installed on your device. On Apple devices, all of your apps are live on your home screens. But Android devices have (up to) seven home screens that you can fill with your favorite apps and widgets for quick access -- any apps you don't choose to keep on your home screen will still be in your app drawer.

14. Widgets? What are widgets? Widgets are one of our favorite features of Android. Super useful at both displaying information and saving power, they are a little like snapshots of apps that live on your home screens. Widgets come in all different sizes. They can display simple things like how much data you've used this month or show more complex things like your Facebook news feed. Because they're designed for basic interactions like posting updates to Facebook or Twitter, widgets can help you save battery power because you don't need to open up the full app every time you want to make a simple update or reply to comments.

15. Do I need a Google account to use Android? Yes. Just like you need an Apple ID to use an iPhone, you need a Google account to use Android. You don't have to use any of the specific Google services like Gmail on a daily basis if you don't want to, and Google lets you add other email accounts to your Android phone or tablet. But if you really don't want a Google account, Android might not be right for you. Google's software and cloud services are really slickly integrated into the Android experience, and you'll miss out on some of the best features of Android if you don't want to use them."

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