

Bits and Bytes

November 2014

Arkansas' Premier Computer Club

Bella Vista Computer Club - John Ruehle Center

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

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Richard Clark, President

Don Hood, Newsletter Editor

CLASS SCHEDULE

Computer Security

Nov 11, Session 1 of 1, 9 am to noon

Internet, Internet Explorer 11

Nov 11, Session 1 of 2, 1 pm to 3 pm

Nov 13, Session 2 of 2, 1 pm to 3 pm

PC Maintenance, Part 1, "Cleaning"

Nov 13, Session 1 of 1, 9 am to noon

Understanding Windows 8.1

Nov 18, Session 1 of 2, 10 am to noon

Nov 20, Session 2 of 2, 10 am to noon

Windows Live Mail 2012

(Windows 7 & 8.1)

Nov 18, Session 1 of 2, 1 pm to 3 pm

Nov 20, Session 2 of 2, 1 pm to 3 pm

Microsoft Word 2010 & 2013

Dec 2, Session 1 of 2, 10 am to noon

Dec 4, Session 2 of 2, 10 am to noon

Microsoft Excel 2010 & 2013

Dec 2, Session 1 of 2, 1 pm to 3 pm

Dec 4, Session 2 of 2, 1 pm to 3 pm

Windows 8.1 Mail "People Applications)

Dec 3, Session 1 of 1, 10 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. 5 members are required for each class.

WELCOME NEW MEMBERS TO BELLA VISTA COMPUTER CLUB

Elaine Crain Carolyn Sagely
Donna Holland

Open houses for Computer Repair & Help

Nov 19 - (10 am—1 pm) (Wednesday)

Dec 3 - (1 pm —4 pm) (Wednesday)

Dec 6 - (10 am — 1 pm) (Saturday)

WHAT ARE ZIP FILES?

Zip files (.zip or .zipx) are single files, sometimes called "archives", that contain one or more compressed files. Zip files make it easy to keep related files together and make transporting, e-mailing, downloading and storing data and software faster and more efficient. The Zip format is the most popular compression format used in the Windows environment, and WinZip is the most popular compression utility.

Why do people use Zip files? Zip files compress data and therefore save time and space and make downloading software and transferring e-mail attachments faster.

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Typical uses for Zip files include:

- Distributing files on the Internet: Only one download is required to obtain all related files, and file transfer is quicker because the archived files are compressed.
- Sending a group of related files to an associate: When you distribute a collection of files as a single Zip file, you benefit from the file grouping as well as compression.

Saving disk space: If you have large files that are important but seldom used, such as large data files, simply compress the files into a Zip file and then unzip (or "extract") them only when needed.

Where does WinZip fit in? To store files in a Zip file, or to access the files in a Zip file, you need a compression utility such as WinZip. WinZip makes it easy for Windows users to work with archives. WinZip features a standard Windows point-and-click drag-and-drop interface for viewing, running, extracting, adding, deleting, and testing files in Zip files. Occasional and first-time users can choose to use the intuitive WinZip Wizard.

<http://www.winzip.com/aboutzip.html>

7 ZIP IS STILL THE BEST

Unzip any kind of compressed file with this freeware program

First, before we sing the praises of our favorite free "zip" program, we want to tell you that it works on Windows XP, Vista, Windows 7, Windows 8.x, Windows 10 but 32bit and 64bit systems.

With that out of the way... Yes, we know since Windows XP, you don't need a 3rd-party unzip program to unpack zip files. But what if you download a RAR file or Gzip file or some other kind of compressed (zipped) file? You're kind of stuck, because Windows won't recognize them. So you'll have to search for a program to open these other

types of compressed files because Windows decompression (unzipped) is limited to a few file types, like zip and cab.

So doesn't it make sense to install a free program that will unzip any kind of zipped file you might download and associate it with all compressed formats? Of course. It's good advice. And that's why we're recommending 7-zip – a free and unique decompression utility that unzips any kind of zip file easy and automatically. All you have to do is install 7-zip and associate it with all types of compressed files (zipped files) and let 7-zip handle unzipping them.

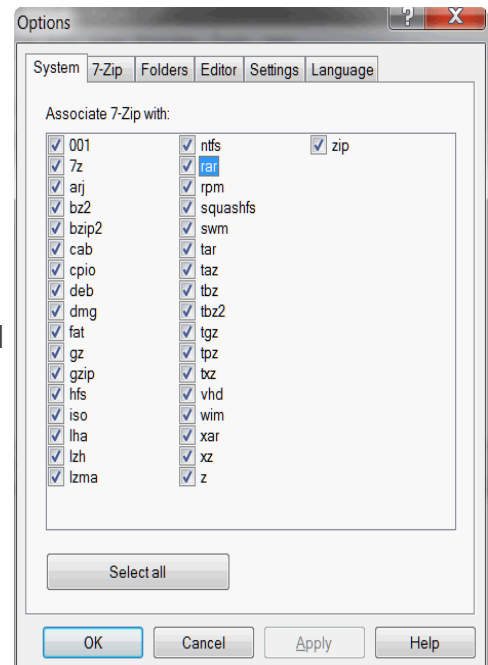
To do this, download 7-Zip from www.7-zip.org and install it.

Then open it, click "Tools" and under the "System" tab you'll see all 35 types of compressed files that 7-zip will open. Press the "Select all" button – then click "Apply". 7-zip is now associated with every

kind of zipped file you're ever likely to encounter. So the next time you download a file with an RAR extension – you won't get the "Select the program you'd like to open this file with..." dialog. 7-zip will open RAR and 34 other zipped file types (including zip and cab).

7-Zip is unrestricted freeware – the file size is about 1MB. 7-Zip works on Windows XP, Vista and Windows 7 – both 32bit and 64bit. We tested the 7-zip installer on October 24, 2014 and it is free from malware, PUPs, and toolbars. Still the best free compression utility and still free from garbage during install. Good job 7-zip!

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A SIMPLE EMAIL SUGGESTION

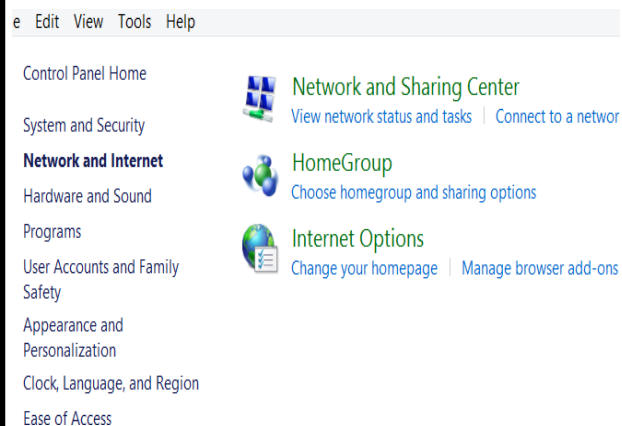
Do not forward virus warnings, spyware warnings, or rumors that you receive from others. These kinds of emails almost always are hoaxes. You can always check them out with www.snopes.com. or www.scamadviser.com. to verify the info. Just delete, don't forward them to others.

HAS YOUR INTERNET CONNECTION BEEN HIJACKED?

Windows XP, Vista, Windows 7 and Windows 8.x

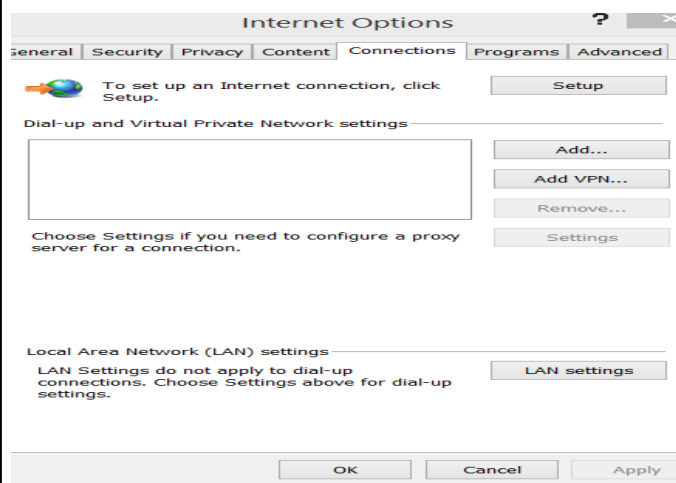
Malware is getting smarter and smarter and harder to remove. Your best protection against malware is not to get it in the first place. The new "smarter" malware is very sneaky. Not only does it hijack your browser and your home page - and resists attempts to remove it -- it does something more insidious - it hijacks your Internet connection and removing the malware itself does not return your Internet connection to its normal settings. Indeed, via a proxy script, this kind of Internet-connection hijacker routes everything through the malware developers server -- or server of their choice. This means everything you do online goes through that server and everything you do online can be logged by the malware scumbags.

So how can you tell if your Internet connection is hijacked? Go to Control Panel (category view) .



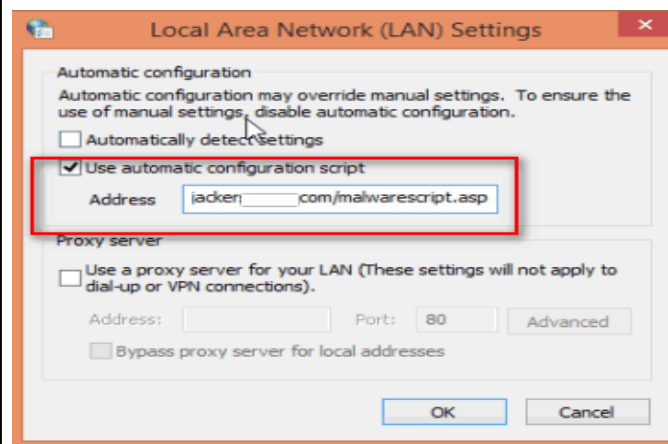
Click on "Internet Options"

Click on the "Connections" tab.

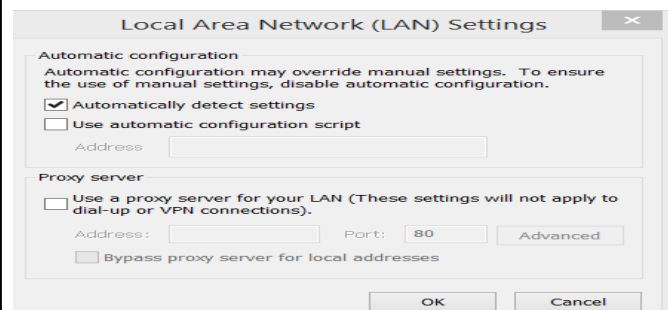


click "LAN Settings"

If Then you see anything other than "Automatically detected settings"



Erase anything in the address boxes by putting your cursor over the text and pressing "Ctrl"+"A"+ Delete and uncheck "Use automatic configuration script" and check "Automatically Detect Settings". Sometimes there are no symptoms at all, but some-



times you'll notice a distinct slowdown in your internet connection. It only takes a couple minutes to make sure your internet connection has not been hijacked by malware. *copyright 2008 by Cloudeight Internet, <http://thundercloud.net/infoave/index.htm>*

HOW TO BACKUP YOUR EMAIL WITH WINDOWS LIVE MAIL

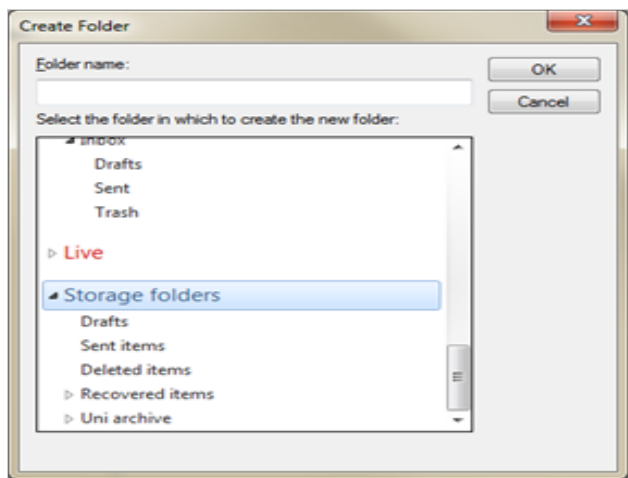
We'll use the export function of the email program to first copy messages from the program to a different location (folder). You can then create a backup of Windows Live Mail email by moving this folder to an external storage device such as a hard disk or a flash drive.

WLM (Windows Live Mail) stores each email as an individual file ending in *.eml*. It is therefore easier to locate and move emails from folder to folder. The default location where WLM stores emails when you add an email account is here:

"C:\Users\<<Your Username>\AppData\Local\Microsoft\Windows Live Mail"

What we want to achieve is to move the emails from the account folder to a different location, thereby deleting them from the server. We need to do that from inside WLM.

Right-click on Storage folders and Click on "New folder".



Give your folder a name and make sure "**Storage folders**" is selected as the parent folder. Click on OK and a new folder will be created. Now all you need to do is

1. Go to the account whose email you want to backup
2. Select all the email in the inbox (or whatever folder you want to backup)

3. Right-click and select "Move to folder...."
4. In the dialog, select the new folder which you just created

5. Click Ok. You are done

Your email will be moved to the storage folder and deleted from the email provider's server. The Storage folders are also located here:

"C:\Users\<<Username>\AppData\Local\Microsoft\Windows Live Mail\Storage Folders"
With the files in the Storage folder, you can now search your email through WLM as usual and even click on the storage folder to browse the backed-up email.

If you are not regularly making backups of your computer to an external drive, you are encouraged to do so and make sure you include your emails in the backup.

Within **Windows Live Mail 2012**, press Alt+F on the keyboard (**File** menu), then Copy *all* files in this directory (or copy the actual **Windows Live Mail** folder containing them) to removable media such as a USB memory stick, CD/DVD, or external hard drive.

<http://www.codinguser.com/2011/02/how-to-backup-your-email-with-windows-live-mail/>

Genealogy Special Information Group will meet at 10 AM **November 15th** at the John Ruehle Center.

FIX PAGE LOADING PROBLEMS

Any browser—all versions of Windows

If you're having trouble with a site that doesn't load correctly, try this: This tip will clear the cache or a single site-which forces the browser to load the page again. Just hold down the SHIFT key while pressing the browser's refresh button—or hold down SHIFT key while pressing the F5 key. The browser will reload the page.

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