

The Key



Volume 4, Issue 26

www.f1computerclub.com

January 2006

Carl King
President
ckingjr1@centurytel.net

Abby Hardin Jacquemain
Vice President
rhardin@mo-net.com

Naomi Bloom
Secretary
gnblossom@mo-net.com

Herb Hibbard
Treasurer
hibbard@mo-net.com

Kim Przybyl
The F1 Key Editor
pryzm@centurytel.net

Coco Johnston
Webmaster
cocojohnston@sbcglobal.net

Board Members
Ron Clark – clarkr@mo-net.com
Charlie Fox – foxfire@mo-net.com
Peg Chilcott – chilcott@mo-net.com



Inside This Issue

Some Interesting Stuff.....	2
Wireless Network – 10 Tips....	3
Club Business.....	4
Spyware.....	5
Retiring a Computer.....	6
Top 10 Downloads.....	6
Classifieds & More.....	7
Tips & Tricks.....	8

Vista™ (PCWorld, edited by Kim Przybyl)



Microsoft's next major operating system looks a lot different from the Windows you're used to

seeing. But the parts of it you can't see might be even more important.

With the advances in Windows Vista™, Microsoft enables the Windows platform to deliver on three key essentials:

- Helping people to be more confident by making the operating system safer, more reliable, and more responsive
- Helping people gain clarity by removing clutter and improving organization
- Helping people connect with others easily and securely by improving network security and integration collaboration

Also included are:

- Additional gaming features
- A stronger desktop search function
- A reworking of the graphical user interface
- Compatibility with high-definition TV
- And other multimedia tie-ins

What's New for 2006?



By Eric Hellweg from the December 2005 issue of PC World magazine

From a major Windows upgrade to powerful Web services to high-definition DVD, there's a lot to look forward to in the coming year.

The approaching new year looks to be full of change for the way you work and play with technology. Among the exciting developments heralded for 2006:

- Advanced Web applications and tools will further blur the line between the desktop and the Internet
- The next generation of DVD will arrive at long last, ushering in high-definition recording
- Wide-screen LCD monitors will continue to become less expensive and more attractive, while new technologies will begin to boost display quality dramatically
- And Microsoft will finally ship its long-awaited Windows Vista operating system



SOME INTERESTING STUFF

Step Right Up for Free Drivers and DLLs

*(PCWorld.com) Posted by Steve Bass
Tuesday, January 03, 2006, 01:55 AM (PST)*

Have you ever needed a specific driver? Or maybe a system crash corrupted a DLL you needed to load a mission-critical program.

You could scramble around your collection of original program CDs or holler for your tech support buddies.

Instead, visit the **DIIDump** for a hefty collection of free DLLs as well as INI and OCX files. If it's a driver you're trying to hunt down, head for **Microsoft's free driver site**. I'm guessing it's got hundreds of drivers, including printer, video, BIOS, multimedia, CD, and others.

10 Tax-Savvy Steps for After the New Year

(from TurboTax.com)

If you think your tax bill is chiseled in stone at the end of the year, think again. It's true that many money-saving options evaporate by January 1; on New Year's Day your options to defer income or accelerate deductions become much more limited. But there is a lot you can do to make the tax-filing season cheaper and easier.

Some strategies can help you lower your taxes, sometimes by thousands of dollars. Some save time and money when you are preparing your tax return. Other strategies help you avoid costly penalties and interest for both federal and state taxes. All in all, these 10 steps will lower your blood pressure while keeping money in your pocket.

- Contribute to Retirement Accounts
- Make a Last-Minute Estimated Payment
- Organize Your Records
- Find the Right Forms
- Itemize
- Consider a Home-office Deduction
- Provide Dependent Taxpayer IDs on Your Return
- File & Pay on Time
- File Electronically
- Decide If You Need Help



Knowledge Is Power: Your Essential Internet Glossary

*By Scott Spanbauer
From the February 2006 issue of PC World magazine
Posted Monday, December 19, 2005*

You can avoid trouble more easily if you know a bit about how the Internet works. Here is my executive guide to the essential acronyms of the Internet.

TCP/IP: The Transmission Control Protocol/Internet Protocol is the network software that allows your system to bundle data into packets and send it.

IP address: If your system is connected to a local network or to the Internet, it almost certainly relies on an Internet Protocol address to move data packets.

DHCP and NAT: The Dynamic Host Control Protocol allows one computer or other network device (such as a router) to hand out private IP addresses to other PCs.

DNS: The Web's domain-name system lets you connect to PC World's Web site using the domain name 'www.pcworld.com', instead of having to enter the site's IP address.

URL: The Uniform Resource Locator lets your browser and other programs on your PC connect to a remote server via the Internet. URLs contain the domain name (or alternatively, the IP address) of the remote server and often include the name of a file or subdirectory on the server. They are usually preceded by the Internet protocol ('http://' for Web sites).

Letter from the Editor

Regarding pg 6, Retiring a Computer, the SK Central Crossing Senior Center welcomes donated computers!

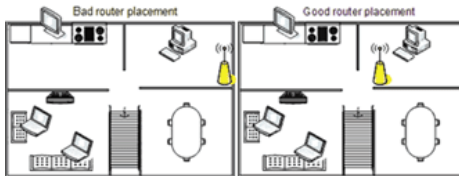
Please note that older monitors that cannot be used will cost the Center \$10 each to dispose of them.

As newsletter editor, I not only welcome, but encourage your comments and ideas.

Kim

10 TIPS TO IMPROVE YOUR WIRELESS NETWORK

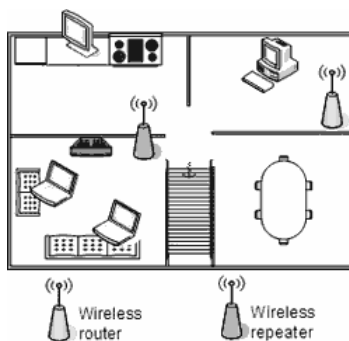
1. **Position your wireless router (or wireless access point) in a central location.** If your wireless router is against an outside wall of your home, the signal will be weak on the other side of your home. Don't worry if you can't move your wireless router, because there are many other ways to improve your connection.



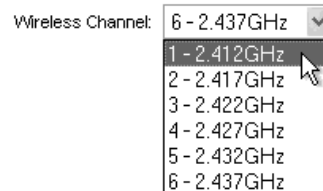
2. **Move the router off the floor and away from walls and metal objects (such as metal file cabinets).**
3. **Replace your router's antenna.** The antennas supplied with your router are designed to be omnidirectional, meaning they broadcast in all directions around the router. Upgrade to a hi-gain antenna that focuses the wireless signals only one direction. You can aim the signal in the direction you need it most.



4. **Replace your computer's wireless network adapter.** Wireless network signals must be sent both to and from your computer. Sometimes, your router can broadcast strongly enough to reach your computer, but your computer can't send signals back to your router. To improve this, replace your laptop's PC card-based wireless network adapter with a USB network adapter that uses an external antenna. In particular, consider the Hawking Hi-Gain Wireless USB network adapter, which adds an external, hi-gain antenna to your computer and can significantly improve your range. Laptops with built-in wireless typically have excellent antennas and don't need to have their network adapters upgraded.
5. **Add a wireless repeater.** Wireless repeaters extend your wireless network range without requiring you to add any wiring. Just place the wireless repeater halfway between your wireless access point and your computer, and you'll get an instant boost to your wireless signal strength. Check out the wireless repeaters from ViewSonic, D-Link, Linksys, and Buffalo Technology.



6. **Change your wireless channel.** Wireless routers can broadcast on several different channels, similar to the way radio stations use different channels. In the United States and Canada, these channels are 1, 6, and 11. Sometimes one wireless channel is clearer than others. Try changing your wireless router's channel through your router's configuration page to see if your signal strength improves. You don't need to change your computer's configuration, because it'll automatically detect the new channel.



7. **Reduce wireless interference.** If you have cordless phones or other wireless electronics in your home, your computer might not be able to "hear" your router over the noise from the other wireless devices. To quiet the noise, avoid wireless electronics that use the 2.4GHz frequency. Instead, use the 5.8GHz or 900MHz frequencies.
8. **Update your firmware or your network adapter driver.** Router manufacturers regularly make free improvements to their routers. Sometimes, these improvements increase performance. To get the latest firmware updates for your router, visit your router manufacturer's Web site.

Similarly, network adapter vendors occasionally update the software that Windows XP uses to communicate with your network adapter, known as the driver. These updates typically improve performance and reliability. To get the updates, visit Microsoft Update, and then under Select by Type click Hardware, Optional. Install any updates relating to your wireless network adapter.

Note: When you go to Microsoft Update, you may find more driver updates when you use Custom Install.

9. **Pick equipment from a single vendor.**
10. **Upgrade 802.11b devices to 802.11g.** 802.11b is the most common type of wireless network, but 802.11g is about five times faster. 802.11g is backward-compatible with 802.11b, so you can still use any 802.11b equipment that you have. If you're using 802.11b and you're unhappy with the performance, consider replacing your router and network adapters with 802.11g-compatible equipment. If you're buying new equipment, definitely choose 802.11g.

CLUB BUSINESS

Tentative Meeting Topics

Subject to change

Jan	24	Tax Information – Speaker (Turbo and Quick Books)
Feb	28	EXCEL
Mar	28	Computer Maintenance (Les and Chuck)
Apr	25	Graphic File Types
May	23	Graphic Picture and File Types
Jun	27	Annual Meeting
Jul	25	Open

F1 Key Advertising Rates

Classified ads (25 words or less) – free to
members

Flyer insert (advertiser supplies ad)	\$ 30.00
Full page (7.5" x 10")	\$ 20.00
Half page (3.5" x 10")	\$ 15.00
Quarter page (3.5" x 5")	\$ 7.50
Sixth of a page (3.5" x 3")	\$ 5.00
Business card	\$ 3.00

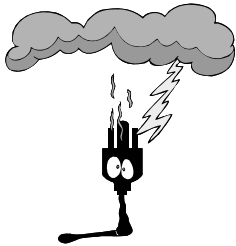
Ad on cover – add \$ 5.00

Prices shown are for one ad, one month.

**Ads must be submitted to the editor
(pryzm@centurytel.net) by the 7th of the
month.**

If you have any questions, e-mail:
f1club@mo-net.com

DON'T FORGET!



When lightning is in the area, unplug your power cord AND your phone line from your computer. Lightning will hit a computer modem before it damages anything else in your house. If rain is in the forecast, **UNPLUG** before you leave your home or office.



Want to join the F1 Computer Club?

Membership in the F1 Club entitles you to receive our newsletter and to come to our meetings, held on the 4th Tuesday of each month (except Dec.). As a member, you will also get a discount on any classes we offer.

Come to the next meeting, check it out, and if you decide you want to join, drop off your membership dues – good for one full year.

Individual membership - \$18
Family or business membership - \$24
OR

If you can't make it to a meeting, but you still want to join, send a scrap of paper with your name, address, phone number and e-mail address (if you have one) to:

F1 Computer Club
P.O. Box 535
Shell Knob, MO 65747-0535

Include your check made out to the F1 Computer Club.

Support for the Club

Bring your neighbor or friend to our next meeting. The survival of our club depends on membership. Do what **YOU** can to help it grow.

Please keep your dues paid. It's through these monies we are able to publish a newsletter and give back to the community through donations and education.



SPYWARE



What you can do about spyware and other unwanted software

(taken from Microsoft.com)

Signs of spyware

If your computer starts to behave strangely or displays any of the symptoms listed below, you may have spyware or other unwanted software installed on your computer.

- I see pop-up advertisements all the time.
- My settings have changed and I can't change them back to the way they were.
- My Web browser contains additional components that I don't remember downloading.
- My computer seems sluggish. Spyware and other unwanted software are not necessarily designed to be efficient.

If you think your computer is infected with spyware, find out how to get rid of spyware and how you can prevent spyware from getting on your computer.

How to prevent spyware

Step 1: Update your software

If you use Windows XP, one way to help prevent spyware and other unwanted software is to make sure all your software is updated. First, visit Microsoft Update to confirm that you have Automatic Updates turned on and that you've downloaded all the latest critical and security updates.

Step 2: Adjust Internet Explorer security settings

You can adjust your Internet Explorer Web browser's security settings to determine how much—or how little—information you are willing to accept from a Web site. Microsoft recommends that you set the security settings for the Internet zone to Medium or higher.

To view your current Internet Explorer security settings:

1. In Internet Explorer, click Tools and then click Internet Options.
2. Select the Security tab.

If you're running Windows XP Service Pack 2 (SP2) and

you use Internet Explorer to browse the Web, your browser security settings for the Internet zone are already set to Medium by default. Internet Explorer in Windows XP SP2 also includes a number of features to help protect against spyware and many other kinds of deceptive or unwanted software.

Step 3: Use a firewall

While most spyware and other unwanted software come bundled with other programs or originate from unscrupulous Web sites, a small amount of spyware can actually be placed on your computer remotely by hackers. Installing a firewall or using the firewall that's built into Windows XP provides a helpful defense against these hackers. To learn more about firewalls, read *Why You Should Use a Computer Firewall* and get answers to your Frequently Asked Questions about firewalls (Microsoft.com).

Step 4: Surf and download more safely

The best defense against spyware and other unwanted software is not to download it in the first place. Here are a few helpful tips that can protect you from downloading software you don't want:

- Only download programs from Web sites you trust. If you're not sure whether to trust a program you are considering downloading, ask a knowledgeable friend or enter the name of the program into your favorite search engine to see if anyone else has reported that it contains spyware.
- Read all security warnings, license agreements, and privacy statements associated with any software you download.
- Never click "agree" or "OK" to close a window. Instead, click the red "x" in the corner of the window or press the Alt + F4 buttons on your keyboard to close a window.
- Be wary of popular "free" music and movie file-sharing programs, and be sure you clearly understand all of the software packaged with those programs.

Step 5: Download and install antispyware protection

Microsoft currently offers antispyware beta software for download; more information is available on our Microsoft Windows AntiSpyware (Beta) site.

Additional security tools to help block, detect, and remove unwanted software from your computer are available on our Security Downloads resources page.

Note: Microsoft is not responsible for the quality, performance, or reliability of third-party tools.

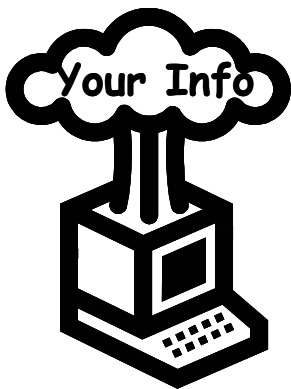
RETIRING A COMPUTER

Retire that computer more safely

(taken from *Microsoft.com*)

Tips on how to help reduce risks when selling or discarding computer hardware

If you're ready to replace, sell, or retire your old computer, it's very important to eradicate personal data stored on its hard drive before unplugging it for the last time. You should always remember that even though you manually delete computer files, an identity thief might still be able to recover them, possibly putting you or your family at risk.



Files you should remove before you donate or sell your computer:

- E-mail contacts
- E-mail messages
- All documents
- All files in the operating system recycle bin or trash folder
- Internet files
- All non-transferable software

(Most software is transferable if you have the original disks and product key.)

Options for removing files from your computer:

1. Remove the files yourself at home using disk-cleaning software. It's not difficult to do, and many cleaning utilities are free. Some currently available are listed below.
2. Call the computer manufacturer's technical services department and ask how to delete personal files (your computer might need to be under warranty for this service).
3. Take your hard drive to a local reputable computer supplier to have them safely overwrite your files.

Shared Windows disk-cleaning utilities (free of charge):

- Webraser Demo
- Active Kill Disk: Hard Drive Eraser
- Disk Cleaner
- Sure Delete
- Others available on Shareware.com

In addition, several commercial disk-cleaning utilities compatible with Windows are listed on the File Deletion page in Windows Marketplace.

Once you've cleaned the personal data from your old computer (and you don't plan to or are unable to sell it), what should you do with it? Consider donating or recycling.

Donate

If your unwanted computer still works, donating it is probably the best way to go, and doing so will help keep toxins such as lead, mercury, and other electronic byproducts out of the environment. Each computer dumped in a landfill is a missed opportunity to provide a computer for others to use through one of the more than 400 nonprofit or school-based refurbishers around the country. In addition, depending on the current market value of your donated computer, you might be able to deduct its value from your taxes (refer to current federal and local tax laws for more information).

Recycle

If your computer is an older model (five years is typically the maximum for donating), doesn't work, or donating isn't otherwise an option, you can dispose of it responsibly with the help of a qualified recycler near you, such as those found on the Electronics Equipment Recyclers Contact List or the Electronics Recycling Initiative Web site.

Top 10 Downloads from *PCWorld.com*

1. Ad-Aware SE Personal v1.06
http://www.pcworld.com/downloads/file_description/0,fid,7423,tk,Top10,00.asp
2. RegClean v4.1a
http://www.pcworld.com/downloads/file_description/0,fid,4666,tk,Top10,00.asp
3. Elf Bowling 3
http://www.pcworld.com/downloads/file_description/0,fid,2746,tk,Top10,00.asp
4. BearShare Lite v4.5.1
http://www.pcworld.com/downloads/file_description/0,fid,8062,tk,Top10,00.asp
5. Quake III: Arena
http://www.pcworld.com/downloads/file_description/0,fid,4100,tk,Top10,00.asp
6. Spybot Search and Destroy v1.3
http://www.pcworld.com/downloads/file_description/0,fid,22262,tk,Top10,00.asp
7. WinMX v3.53
http://www.pcworld.com/downloads/file_description/0,fid,8202,tk,Top10,00.asp
8. WinZip v10.0
http://www.pcworld.com/downloads/file_description/0,fid,4172,tk,Top10,00.asp
9. LimeWire
http://www.pcworld.com/downloads/file_description/0,fid,8221,tk,Top10,00.asp
10. Matrix Screen Saver
http://www.pcworld.com/downloads/file_description/0,fid,2263,tk,Top10,00.asp

CLASSIFIEDS & MORE



Mo-Net, Inc.

Your local
Internet service provider

Visit our offices at
301 N. Lincoln in Monett, MO

- E-mail account
- Personal Web page
- Local access
- Unlimited use
- One low monthly rate

Get connected:

417-235-8291

Mailing address:
P.O. Box 150
Monett, MO 65708

The Internet service provider that offers toll-free, local dial-up in the following communities in SW Missouri:

- Aurora
- Cassville
- Exeter
- Fairview
- Golden
- Jenkins
- Mano
- Monett
- Pierce City
- Purdy
- Shell Knob
- Slotts City
- Stark City
- Verona
- Washburn
- Wheaton

Digital Image Suite

by Fiona Thompson from microsoft.com

Technology now exists that makes it simple to pinpoint your favorite photos, sort them into a personalized photo library, and archive them so you don't lose precious memories.

Microsoft® Digital Image Suite (version 9) is powerful yet easy-to-use software that saves you time by speeding up the whole process of managing your photos. It includes two unique applications: a Digital Image photo editor to help you touch up, edit, print and share your photos; and the new Digital Image Library that helps you organize and archive your pictures.

- See all your photos at once
- Highlight your best photos
- Find specific photos fast
- Find similar pictures
- Keep your memories safe

Discover more about Digital Image Suite

The Digital Image Library is a great way to sort, store, find and save your digital photos. It comes as part of Digital Image Suite, which also includes a wide range of professional-style photo editing tools. To discover more about how Digital Image Suite can transform your pictures, please see: <http://www.microsoft.com/uk/homepc/digitalimage/default.mspx>



Cursor in a Haystack

(Microsoft.com)

If you find yourself searching for your cursor or mouse pointer more often than you search the

Web, use Cursor Options to change the size, appearance, width, speed, color and blink rate of your cursor, or the mouse setting in the Control Panel to modify your pointer, to make them easier to see. Review the tutorial:

- On the **Start** menu: Select **Control Panel**.
- In **Control Panel**: Be sure you are in Classic View (all Control Panel icons are showing). If not, under **Control Panel** in the left pane, select **Switch to Classic View**. Select **Accessibility Options**.
- In the **Accessibility Options** dialog box: Select the **Display** tab.
- On the **Display** tab in the **Cursor Options** area:
- Adjust the **Blink Rate** by moving the slider left for slower, right for faster. Adjust the **Width** by moving the slider left for narrower, right for wider.
- Select **OK** to save your settings and close the dialog box.
- To close Control Panel: Select the **Close** button.

Custom-Designed Computers

Built and serviced in Shell Knob.
Get the computer you want at the price you want to pay.

Call Les Ruble
417-858-2915

email: lruble@mo-net.com

Upgrades and Components
Installed at the lowest possible prices

- RAM
- Modems
- Backup tape drives
- Monitors
- Printers
- CD-ROM players

HARD DRIVES



TIPS & TRICKS

Templates, Templates, Templates

(Microsoft.com)

Next time you're looking for some sort of template of anything, give this a click.

<http://officeupdate.microsoft.com/templategallery/>

There are templates for a multitude of topics—stationary, cards, career, education, publications, marketing, finance and accounting just to name a few.

Open files with one click

(Microsoft.com)

It just makes sense that if you can do the same thing in Windows with a single click of the mouse that you can do with two clicks, you'd take the shorter route, right?

If you want to change your two clicks to one, click **Start**, click **My Computer**. Under the **Tools** menu, click **Folder Options**. Now click the **General** tab in the dialog box, click **Single-click** to open an item (point to select), and then click **OK**. This makes everything in Windows exactly one click faster.

Fax Hard Copy Documents From Your Computer

(Microsoft Word Help)

If you don't have faxing capability on your computer, or if you don't want to tie up your telephone line while sending a fax, you can connect to faxing services on the Web with the Fax Wizard.

If your computer supports faxing, you can also send faxes from your computer by using this wizard.

1. On the **File** menu, click **New**.
2. In the **New Document** task pane, under **New from template**, click **General Templates**.
3. Click the **Letters and Faxes** tab.
4. Double-click the **Fax Wizard**.
5. Follow the steps in the wizard. If you do not see this wizard in the **Templates** dialog box, you might need to install it.
6. To connect to the Web for faxing services, click **Internet Faxing Options**.

The  Key


P.O. Box 535

Shell Knob, MO 65747-0535

www.f1computerclub.com

NEXT MEETING:

- Tuesday
- January 24, 2006
- 7PM
- Central Crossing Senior Center

The  Key is distributed at the following locations:

Shell Knob Branch Public Library

Central Crossing Senior Center

Shell Knob Chamber

The F1 Computer Club Meets on the 4th Tuesday of each Month at 7PM