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The RCSI '**Monitor**' newsletter can be found in most public libraries in Monroe County. *Free* copies can also be found in the following computer stores: Microworx, Just Solutions, TSC Electronics, and Pod Computers. Digital copies may be obtained from **www.rcsi.org** or my cloud storage at **http://tinyurl.com/tonydel-rcsi-newsletters/**.

Some Past Presentations:
Open Source and Free Software
Protecting Your Identity
Keeping Mobile Devices Secure
Mobile Payments
Flash Drives-Not Just for Storage
Features, Mac OS X & Windows
Tablets, the Programs and Uses
Personal Finance Software
Amazing Browser Tips
Linux is Like Cars
Close up Photography

Member of apcug An International Association of Technology & Computer User Groups

The Rochester Computer Society, Inc.
a computer club open to everyone

MONITOR

Vol. 35, No. 4 April 2017

Next Meeting - Tuesday, April 11, 2017
3-D Printer Demonstration, by Skip Meetze,
volunteer at RIT's e-NABLE Lab

Tuesday, May 9
Search With Better Results With Google,
by Hewie Poplock, via Skype
Central Florida Computer Society

In This Issue

7 Everyday Technology Skills Every Boomer (and up) Should Have

By Pam Holland
President and Instructor, TechMoxie

Technology is both magical and daunting. It gives us the ability to do so many wonderful things – apps that measure your heart rate, show the constellations in your night sky, and stream radio from anywhere in the world. But with that comes the challenge of keeping up with our devices, new features, apps and websites – not to mention when things go wrong. For those eager to move beyond the basics of email and Google, we believe these 7 tech skills are key to getting the most out of technology – both today and going forward.

Special Interest Group

Linux Sig

The workshop is the **third Saturday of each month**, at Interlock Rochester, 1115 East Main St. www.interlockroc.org

Enter through door #7 on the end of building, near *Comics Etc* and Goodman St. Find 'Interlock' on the intercom directory to get buzzed in and go upstairs to suite #200. We have experts on hand to fix problems and answer questions about Linux and FOSS (free and open source software). Bring your system in so we can help you get the most out of it. Hope to see you there.

Free, online
Virtual Technology Conferences,
presented by APCUG
Saturdays from 1-5 pm, on

May 6, 2017
August 19, 2017
November 4, 2017

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1. Use Your Voice

Who would have thought that dictation would be a contemporary tech skill? Every device, from computer to smartphone now has the capability to turn your speech into text. Speech recognition, also known as voice-to-text, has improved dramatically, providing a wonderful alternative to the awkwardness of using an on screen keyboard. Even commands can be spoken ("open email"…"send a text").

At first, speaking text or commands into a smartphone or tablet takes a bit of practice and may feel like patting your head and rubbing your stomach (think what you want to say…tap microphone icon…speak…tap 'done'… repeat). But with a little practice it quickly becomes natural.

Going Forward: More and more devices have voice features, including virtual personal assistants such as Apple's Siri, Windows' Cortana, and Google Now. These programs recognize natural speech patterns making it easy to get driving directions, find a restaurant or play music. The Amazon Echo, for example, is exclusively voice activated. Request it to play music or news, or current weather. It can be paired with devices to control your home environment. And importantly, voice commands are empowering for users with vision impairment or physical limitations such as a tremor.

2. Conduct a Search

Basic Internet searching is pretty simple – just plugging in a few words will usually get you what you need. But having good search skills is like having a super power. Find an old email with a favorite recipe, locate a 'missing' app on your smartphone, or locate a specific phrase in a document or website.

Going Forward: Using search is more than the Internet. Rather than trying to remember where Microsoft, Apple or Google hid a particular setting, use the search feature on your device (e.g., printer setup). Apple has even added a search feature on iPad and iPhone for settings alone – a nod to the frustration that many of us have experienced trying to locate a feature.

3. Send Text Messages

We are often asked about the advantage of texting versus email. The appeal of texting is in the immediacy – like a non-verbal phone call. There are far fewer steps to sending (and receiving) a text message, and much greater likelihood that the recipient will see the text right away (assuming, of course that their cell phone is at hand…). Texting is a great way to communicate on the fly.

Going Forward: You can use text messages to access and manage online accounts, send a photo, receive emergency alerts, schedule airport pickups, and more. If you're running late, need to send a phone number, or don't have time for email to load, texting lets you get in touch quickly. And you can also send a voice recording text – one more way to avoid typing on that small screen.

4. Get to Know Your Accessibility Settings

All devices have "accessibility features" that help you make your computer, tablet, or smartphone easier to touch, see, and hear. You can make icons bigger/bolder on smartphones, increase the font size on email, and increase the size of the mouse "pointer" on your computer screen (something TechMoxie recommends to all our clients).

Importance Going Forward: These features help us accommodate, for what may be poor tech design, but also help us as we age and need a little "extra" to see and hear better.

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Monitor editor: . . . . Tony Dellelo

Planning Meeting

Held on 1st Tuesday of each month at 7 pm, at St. John's Meadows, Briarwood building.

Newsletter Printing

The March newsletter was printed at St John's/Chestnut Court by the printing group of Don Nichols, Steve Staub, Bill Sheridan and Don Wilder (computer and printer operator). *We will try and print on the 1st or 2nd* ***Thursday morning,*** *following the monthly meeting.*

5. Order an Uber

Access to transportation is freedom. With Uber, reasonably priced transportation is available with a few taps on the app. Your credit card information is stored when your account is set up and all payment is done through the app. And Uber's no tipping policy means that at the end of the ride, neither cash nor credit card need be presented. The Uber app shows available cars in your area, giving you immediate information on the wait time for a car (which in even suburban neighborhoods may be only a few minutes).

Importance Going Forward: Using Uber is increasingly essential to older adults who may not wish to drive at night, or may want to not keep a car at all. It is also a great emergency backup transportation mode in the event of a car breakdown or bad weather. Tip: try using an Uber when you don't need to so you will be ready when you really need to get somewhere.

6. Download an App

Mobile devices come loaded with a great assortment of apps, but there the fun really begins when you find apps that leverage your interests. Downloading an app is not particularly difficult, but entails recalling the (correct) password and knowing how to occasionally update credit card information.

Getting comfortable with apps is a key skill, particularly as entertainment, health and the latest innovations are available via apps on smartphones and tablets. Beyond pure fun, there are many practical apps such as for paying parking meters, making dinner reservations and ordering an Uber.

7. Be Curious

Curiosity…we think this is why technology comes so easily to children. They are naturally programmed to explore through touch, to ask questions, and to practice. If you want to stay up-to-date, let your curiosity loose. Try tapping unfamiliar icons and let yourself play (really…it won't break!). As you master the first six skills, you'll find that new innovations will be easier as they build on your existing skills.

The above article is from the January 30, 2016 Blog Article, www.tech-moxie.com, pam@tech.moxie.com.

Rochester Computer Society
Annual Picnic, Tuesday, August 8, 2017
Henrietta Town Park, Robinson Cabin

Each year, we have a club picnic. This gives us a chance to enjoy the Summer and have some fun with our computer friends. There will be additional details forthcoming in later newsletters.

New Programs and Devices

By Dick Maybach, Member
Brookdale Computer Users' Group, NJ

Computer programs can be complex and learning to use a new one can be difficult and frustrating. Further, many hardware devices contain processors, making it easy for designers to add features that can make them equally complex. My primary operating system is Linux, and I like to explore new applications. These are usually free, and there are often several for every task, usually with drastically different approaches. I also love such gadgets as

digital cameras and pocket GPS navigators. As a result, I am continually trying to master new programs and devices and have worked out some methods of doing this.

There are many barriers that make the task difficult.

- Every designer has a different idea of how a program or device should work, and trying to use a new one the same way you used an old one can be counter-productive. Sometimes, the most difficult part is unlearning what you think you know, especially for experienced users who may feel they should be able to figure out new software and hardware by instinct.
- Different products can use different vocabularies – for example "uploading" sometime means importing information into an application and sometimes exporting it.
- Except for a handful of very popular applications, good tutorial books don't exist. This is especially so for Linux, OS X, and many cameras.
- The number of brick-and-mortar bookstores is decreasing, and those remaining are continually decreasing the shelf space for technical books. Software is frequently updated, meaning that books quickly become outdated and public libraries can't keep up. As a result, it is difficult to find useful information by browsing books.
- Information on the Internet is fragmented, poorly organized, and often wrong.
- Tech writers seem to fixate on tasks that don't interest me – they go into elaborate detail on things I never do and skip over those I perform almost every day.
- User interfaces are frequently not well designed, and not all products have useful help features.
- Purchased software and hardware usually includes only a small printed pamphlet, containing mostly legal disclaimers in several languages and labeled, "Getting Started Guide," or something similar. Many people assume this is the manual and never look at the real manual, which resides on an included CD-ROM or the vendor's Website.

I have found several ineffective techniques.

- Calling a friend – while this is occasionally appropriate, you will soon run out of friends if you overuse it, and some friends have more confidence than expertise.
- Taking random screen shots – unless you organize these and add comments as soon as you take them, you just end up with directories full of useless graphics.
- Handwritten notes – unless you organize these you end up with stacks or useless paper.
- Working by analogy from similar products – every program is different, and few are clones. New ones appear because their developers felt previous ones had fundamental shortcomings; few are just old ones with bug fixes.
- Using a new program to work with valuable data – making a mistake here could mean you lose the data.

Before you install the software or turn on the device, gather the available information about it that appears useful, including: the full manual (if only an on-line version is available, get its URL) not just the getting started guide, reviews (which frequently provide helpful overviews), and Internet articles (or their URLs). If this is software, make a complete backup of your computer. This is important if you downloaded the software, especially for Windows users. Linux users can install new software on a virtual machine, which isolates any problems. Read

Computer Recycling

Some Residential Drop off Locations: **Call first**, to find out what is accepted, especially for 'tube type' tvs or monitors.

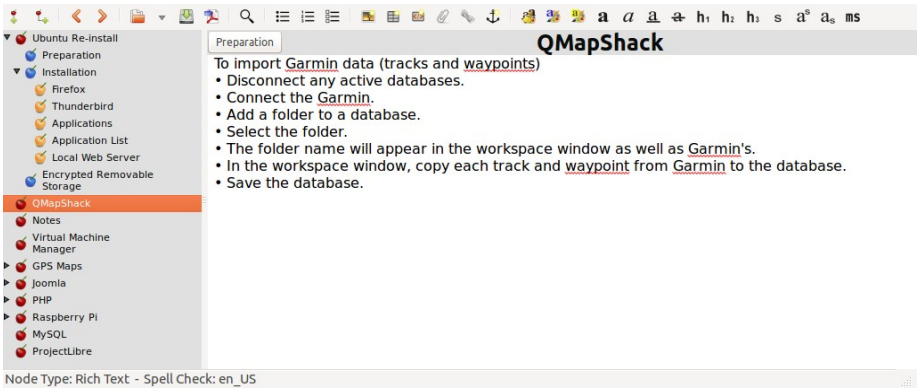
Monroe County *ecopark*
(Cathode Ray Tube TVs and monitors - $10 each credit/debit card only) 10 Avion Drive
Rochester, NY 14624
Phone: (585) 753-7600 (Option #3)

Best Buy stores accept most electronic waste (CRT and some other TVs include a fee of $25 each)

Maven Technologies offers *free* residential drop off, 9:00 am – 4:00 pm (M-F), 1450 Lyell Avenue, Rochester, NY. The processing center is located on the NW corner of Lyell and Mt Read, behind the 'strip mall'. Go to the customer entrance. 458-2460.

Pod Computers accepts most electronic waste (no tv's or crt's), located at 1925 South Ave, the wedge where South Ave and East Henrietta Rd meet. 244-2240.

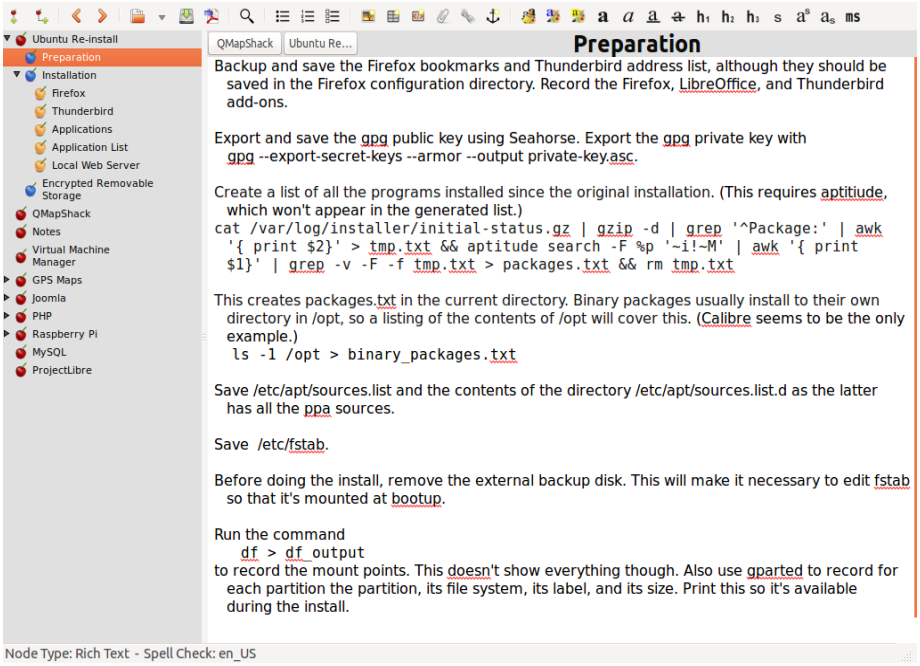
the reviews and articles you gathered and at least the introduction and installation sections of the manual. Create a sandbox in which to experiment. This can be as simple as a directory with a few files you will manipulate with the new software or as complex as a virtual machine. Set up means of recording notes. I use CherryTree, http://www.giuspen.com/cherrytree/, which is free, but available only for Linux and Windows; Mac users can find equivalents at http://alternativeto.net/software/cherrytree/?platform=mac.



Screen 1. Initial CherryTree Notes on QmapShack.

Screen 1 shows my complete CherryTree notes on QMapShack after an hour or so of use. (This is a mapping program that works with a GPS.) As you can see, these fit on a single page, and at this point I had a lot yet to do.

By contrast, Screen 2 shows a portion of my notes on installing Ubuntu Linux, which have been refined for several years. Note from the outline view in the left panel, that these now extend over several pages. I modify these notes again with every new installation.



Screen 2. CherryTree Notes on Ubuntu Linux.

Now you're ready to begin. Open the manual, or equivalently open its file or URL on your desktop, and open your notes program. As a result, you may have three open windows on your desktop, the manual, the notes program, and the new software. You may have less if you have a full printed manual or if you are working with new hardware. Follow the instructions to install the program or set up the hardware, making notes as needed. (Do this as soon as you perform the action. Don't wait until the end of the session.) Work your way through the manual, making notes about what you do, especially if something surprises you or works differently than you expect. On the first pass, cover only the basics and skip over those features that don't interest you. At this point you're looking for only the features that you are likely to use initially. Take screen shots as appropriate and include them in the notes (although I seldom find this necessary). Note especially any configuration changes and the locations of the files used. Repeat this until you don't have to refer to the manual, but only your notes.

By now, you should have captured the features that are important to you. I often find that my notes fall into two areas, configuration and work-flow (the process you follow as you use the program or device). A complex program may require several of these. They need not be polished, after all, no one but you will ever see them, but they should be complete enough to guide you days or weeks in the future.

Every time you use the software or device, open the notes, as you will want to revise and augment them as you correct early misinterpretations and learn more. This is especially important for things you use infrequently.

Your notes should contain everything you need; that is, you shouldn't have to rely on any other material to use the program or device they cover. This should include:
- the URLs of any on-line material, such as manuals, reviews, tutorials, and newsletters,
- the supplier's Website URL,
- configuration data at install time,
- work-flows,
- contents of configuration and profile files, and
- annotated screen shots.

Place a copy of these notes on all the PCs with which you will use the program or device. For example, if you take a laptop on vacation, it should have the notes for your camera. Consider making such notes for your operating system, your complex applications, and your hardware, including peripherals. Without them, such jobs as reinstalling an operating system will take far too long and may require several attempts. You will find that they make using and maintaining complex products much easier and maintaining them far less frustrating, especially for those you don't use every day.

From the November 2016 issue, BUG Bytes, www.bcug.com, n2nd@att.net.

Ask Leo !

By Leo Notenboom, https://askleo.com/
Making Technology Work For Everyone

Should I Run CHKDSK on My SSD?

CHKDSK and Defrag are different tools for different purposes, and have different side effects. One is OK on any drive; the other should be avoided on SSDs.

//

I've heard I should not defragment my SSD because it'll wear out faster. How does that apply to CHKDSK? Should I run it or not?

CHKDSK (standing for Check Disk) and Defrag are different tools for different purposes. When it comes to CHKDSK, it doesn't matter what type of drive you have; it won't harm the drive the way a defrag might harm an SSD. Let's look at why that is. In fact, I'll see if I can't extend one of my metaphors – perhaps to the point of breaking – to clarify what's going on.

Defrag: scattered pages

To summarize from a previous article (What is 'defragging' and why should I do it?):
Imagine you have a book, but the pages are randomly scattered throughout your house. You have a list of where each page is, so when you want to read your book, you go find page 1, then you look on the list for page 2 and go to that, then look up page 3, and so on. To read your book in order, you're racing around the house, because the pages are all over. That's a fragmented file – lots of "fragments" scattered all over the disk. It takes time to do all that running around to read the book from beginning to end. Defragmenting is nothing more than the hard disk equivalent of collecting up all the pages and putting them next to each other, in order, for every book on your shelf.

Defragging an SSD: wearing out the paper

Let's say that all the pages of your books, while still very much scattered about, are within reach. You can reach any page you need *very* quickly – almost as quickly as if they were organized into their original page-after-page book form. In fact, they're so close, there's really no point in rearranging them at all; you wouldn't really be able to access them any faster. You can *read* them quickly.

That's an SSD (Solid State Disk). SSDs are fast. Really fast.
Let's say you want to rearrange them back into their book form anyway, and you set about "defragging" the pages. The mere act of shuffling the pages around to get them back in order causes friction. (Remember, this is a metaphor – there's no friction in a real SSD.) That friction causes each piece of paper to get a little thinner each time you move it (write it to disk). Eventually, the paper crumbles and you lose its contents completely. I hope you have a backup.

Takeaway: defragging an SSD drive is not a good idea.

Defragging a hard drive: schlepping stone tablets
Now let's say that each page of your book is carved into a stone tablet. It's heavy, slow to read, and slow to move around, but it's exceptionally durable. That's your traditional spinning-platter hard disk drive (HD or HDD). It's slower than an SSD, but "rock" solid. Since those tablets are so heavy to find and move, you really would prefer that the pages of your books be one after the other, so they're easy to locate and handle.
Since the stone lasts essentially forever, there's no reason not to take the time every once in a while to put them back in order. It makes sense to defrag your slower stone tablet books, because it'll make reading them much easier.

Takeaway: defragging traditional hard disks is good practice.

CHKDSK: Checking the pages
CHKDSK has nothing to do with where the pages of your books are, or even whether they're paper or stone. CHKDSK is mostly about each book's Table of Contents. It locates each Table of Contents, reads through it, and makes sure all the pages for each chapter can be found. If not (and if you've specified the /F "fix it" option), CHKDSK will update the Table of Contents the best it can to reflect what's missing. In techspeak, CHKDSK verifies that files are stored on disk properly and fixes logical file system errors. Occasionally, CHKDSK finds missing pages, doesn't know to which book they belong, and sets them aside in a separate book, just in case they happened to be important.

CHKDSK vs Defrag
They key difference here is that CHKDSK does a lot more reading than writing. In fact, most often CHKDSK *only* reads data, confirming that everything's fine. Where it needs to fix something, the write is very small and very quick. That's in contrast to Defrag, which is constantly writing data as it moves your "pages" around to put them in order.
In short:

- Defrag should only be done on actual hard disks, not SSDs.
- CHKDSK can happen on any kind of disk.

When to run each
In recent versions of Windows, Defrag runs automatically once a week, and only on the drives for which it makes sense. That's plenty. You needn't do a thing more. CHKDSK is something that, quite frankly, I ignore unless I experience a problem or have some reason to suspect there's something wrong, CHKDSK might find and fix. Running CHKDSK on a disk – any disk – that has no problems and is completely benign.
It's important to note that CHKDSK will never *cause* a problem. At its worst, it more explicitly exposes problems that were there all along… and that's a good thing.

DO YOU HAVE AN IDEA THAT YOU WOULD LIKE TO SHARE?
Monthly club 'planning meetings', are held on the **first Tuesday** of each month, beginning at 7:00 pm, and are currently held at St John's Meadows, in the Briarwood building foyer. **Any member is welcome to attend** and help develop ideas for running the club, as well as help decide on future presentations for our general meetings.

President's Corner

I Feel the Need, the Need for Speed!

By Greg Skalka, President
Under the Computer Hood User Group, CA

This quote from the 1986 hit movie "Top Gun" states what we all strive for in the end - faster and better. Though now thirty years old, this movie is still one of my favorites. At the time, it seemed to portray an exciting, high-tech world. Young naval aviators Maverick and Goose fly their F-14 Tomcat fighter jet off aircraft carriers and go supersonic, have mock engagements with "enemy" aircraft in the Top Gun Naval Fighter Weapons School and shoot down MiGs with guided missiles and sophisticated radars. Yet 1986 was a long time ago, before the commercial Internet, cell phones and a lot of the technology that we take for granted today. A lot of 1986 tech seems almost antiquated by today's standards. We have come a long way since then in many ways, but in other ways not so much, and progress has usually come at a cost.

The cost of the Grumman F-14 Tomcat fighter that Maverick piloted thirty years ago was around $38 million dollars. Today's new Navy-version Lockheed Martin F-35C Lightning fighter costs $337 million apiece. Though it is meant to perform the same job as the Tomcat, today's Maverick would have to dump Goose, as the F-35C is a smaller single-seat, single-engine plane. For ten times the per unit cost, Maverick would get tremendously better radars, weapons and electronics in the F-35C. Based on that, New Maverick should be able to easily shoot down Old Maverick's F-14. His need for actual speed may not be helped, however. Though the F-35C and other modern military aircraft have become more efficient over the years, the advertised top speed of the F-35 (1199 mph) is actually less than the F-14 (1544 mph). Sorry, New Mav!

Automobiles have seen progress in a lot of the same ways as military aircraft over the last thirty years. No, you can't shoot a missile at that guy that just sits there at the light though it has turned green, but our cars are now packed full of electronics and technology. They can't drive any faster, but they do cost a lot more.

The first new car I bought for my wife was a 1986 Ford Tempo, a five-passenger sedan with a four-cylinder engine. We had been married for a little less than a year, and were planning to start a family. We would need something a little bigger and safer than her old Pinto, and with more seating than my two-seat pickup truck.

Like the F-14, the Tempo had some electronics, but it was pretty basic by today's standards. It was the first car I ever owned without a carburetor, having electronic fuel injection (how high-tech!), which I hoped at that point was a mature technology, as I performed my own auto servicing. The entertainment system consisted of a dial-tuned AM/FM radio and cassette tape player. All the instrumentation was analog; the only digital readout in the entire car was the LCD clock in the middle of the dash. We bought a fairly basic four-door model, but there were not many options available in those days, anyway. I was able to find the purchase contract for the car after all these years (I really need to scan and/or shred the contents of that old file cabinet); we paid $10K for it brand new.

Fast-forward 30 years, and my wife just got another new car (unfortunately not the second new car I bought her). She now drives a 2016 Hyundai Tucson Eco. It is a compact SUV and so is a little bigger than that Tempo was. Unlike the Tempo, it is loaded with electronics and high-tech stuff. The 1.6L Turbo four-cylinder engine is a little smaller than the 2.0L engine in the Tempo, but is completely electronically controlled and has better performance (power and gas mileage). Our Tempo had a five-speed manual transmission. The Tucson has an electronically controlled seven-speed dual clutch transmission. For better fuel economy, the transmission, essentially a manual transmission, has standard clutches, instead of a fluid torque converter. The clutches and transmission are controlled and actuated electronically, so to the driver it acts like an automatic transmission.

The Tucson has a digital dash display, as well as a center display for the entertainment system. It has an integrated digital AM/FM radio and satellite radio, and can play digital audio files on memory sticks plugged into the dashboard USB connector. It of course, has Bluetooth to integrate your smart phone into the sound system and display. It has a lot more capability than the old Tempo and should be more reliable, but it also cost around $25K, and can't really get you there any faster.

It seems funny to think about it now, but in 1986 Maverick and his friends had no Internet and no cell phones. A

movie about Navy pilots today would no doubt show them on their smart phones all the time. The only phone scene I recall from Top Gun showed "Wolfman" on a pay phone, a piece of technology you would be hard pressed to find today. The World Wide Web was born in 1991, with dial-up commercial Internet access starting in 1992. I remember as UCHUG secretary sending my meeting minutes to the editor, then Ray Ferbrache, via a dial-up connection to a BBS (bulletin board system). That 56K modem seemed fast back then, but as the Internet became more popular and filled with features, we all felt the need for more speed.

I found some old bills that showed I had EarthLink High Speed Internet through Time Warner Cable in early 2004. I don't know how fast it was then, but it cost $42 per month. Over the years, TWC hid the cost of my Internet access in a "bundle" with TV. Adding in DVRs and other charges, my total bill grew to be around $170. I did see an increase in speed over those years; my access got up to 17 Mbps download, 1.2 Mbps upload, which is pretty reasonable. Still, the bill seemed high and only seemed to go one way - up.

My parents have been complaining about how slow their computers have become over the last year. My dad thought their computers were just getting old and had bought a new one for my mom, but when I was there to help him set it up for her and performed an ISP speed test, I found their real problem was a slow Internet connection. Their basic DSL service was only giving them 1.7 Mbps download and around 200K upload. At those speeds, a Yahoo home page filled with photos and other fluff took a minute or more to load. It was like being back in the days of dial-up.

After researching their ISP's current DSL plans, we found they could up their speed considerably for not much more cost. Their old house phone wiring limited them somewhat in how fast a service they could get, but in the end they were able to increase access to 15 Mbps, which made their old computers work on the Internet just fine. Sometimes a little speed is all you need.

Meanwhile, my wife was approached by someone from AT&T, who reminded us that they had pulled fiber up our street a few years back, and now that they had bought DirecTV, they could offer much faster Internet and satellite TV for a lower combined cost. In the end, we saved $40 per month and got better TV, a tremendously bigger DVR and 50 Mbps download, 5 Mbps upload Internet. Finally the speed I need!

The switchover was not without its issues, however. The change to DirecTV was easy and problem-free. The Internet access was a bit more challenging. Though they claim to have fiber in the box in my front yard, it still must come the 20 feet into my garage on buried twisted pair phone lines. It took two separate installation visits, but they were somehow finally able to get the 50 Mbps they promised (and I checked it) out of their box in my garage (where the phone line comes in). Unfortunately, their equipment was a little different from what I was used to. I had previously used a TWC cable modem, followed by my own router. Since I have network cameras and network hard drives that require specific router settings to work, I wanted to continue using my old router as configured. Unfortunately, AT&T supplies a combination DSL modem / router with this service, and I could not figure out a way to bypass the router.

I tried many times to configure things so I could connect my router's WAN input to their router's LAN output. I was able to set this up with a spare router, but was unsuccessful in doing so with my old router. I finally gave up on my old router and tried to use the router in the AT&T box. After playing with the settings in their router for a few days (port forwarding was required), I was able to get almost all of my home network working.

I still have a few network items to clean up, but I'm finally getting their advertised service speed and saving money. Now when I feel the need for speed, I have it. So far it seems fast enough (though not fast enough to "take my breath away"), but is anything really enough in the long term?

From the September 2016 issue, Drive Light, www.uchug.org, president@uchug.org.

Techspert Talk

Tablet Checklist: What can it do?

By Melanie Birnbom

Q. A frequent question I get from users is: "What can a tablet actually do? Is it just for playing games?

That is why I've put this checklist together using the three main operating systems for tablets: Android, iOS (found on iPads), and Windows (this does not include the now discontinued Windows RT operating system).

Read and Write E-mail
Android: Yes
iPad: Yes
Windows Tables: Yes

Surf the Internet
Android: Yes
iPad: Yes
Windows tablet: Yes

Use Sites that Require Flash player:
Android: No
iPad: No
Windows Tablet: Yes

Play Games
Android: Yes (With apps downloaded from Google Play store)
iPad: Yes (With apps downloaded from Apple App store)
Windows Tablet: Yes (With apps downloaded from Windows store. If tablet model has enough computing power you can also download PC games. Windows 10 tablets will allow you to stream games from an Xbox One.

Use Office Programs
Android: Yes (several office suites available including MS Office apps)
iPad: Yes (multiple office suites available as well as MS Office apps)
Windows Tablet: Yes (multiple office suites available and Microsoft Office apps. Users can also run the full desktop version of Office.)

Print
All three tablets will allow you to print from selected apps with compatible wireless printers.

Listen to Music
Android: Yu can stream from services like Pandora, Spotify, and Amazon as well keep digital copies of music on your tablet.
iPad: Designed to work especially well with iTunes; you can also stream using apps for services like Pandora and Spotify.
Windows Tablet: Works with streaming services and Groove Music.

Stream Movies
All three operating systems will allow you to watch services like Netflix or Hulu, as well as view videos on websites. (If the videos require Flash Player, only a Windows table will work.)

eBooks
All three tablets will allow you to download apps for reading eBooks including Kindle and Nook books.

Use Facebook and other Social Media

All three tablets will allow you to use a Facebook app.

Make Video Calls
All three tablets allow you to use Skype and other services for video calls and programs like Messenger for video or audio chats in addition to text chatting. Almost every tablet has a built-in front-facing camera.

Use a Keyboard
Nearly any tablet will allow you to connect with a keyboard (usually via Bluetooth). There are keyboard cases available for carrying convenience. Make sure you get the compatible keyboard for your tablet. If it is a case, make sure it is the right size.

Use a Mouse
Only Windows tablets are compatible with using a mouse and it is a fairly simple process to pair a Bluetooth mouse.

Use Desktop Versions of Programs
Only Windows tablets can run full desktop versions of programs.

Access Cloud Storage
All three tablets will allow you access cloud storage.

From the June 2016 issue, CVC Computer Club Newsletter, www.cvcomputerclub.com, nbirnborn@yahoo.com.

* * * * * * Software and Hardware * * * * * *

DeedMapper

Presented by Mary Stewart
Northern Neck Computer Users Group, New Jersey

Mary Stewart gave a presentation on DeedMapper and showed a case study on how she found a family home.

DeedMapper is software that one can plat old land patents, grants, and deeds, and place them on a modern map. It is particularly useful when surveys are done with metes and bounds as was customary in our area. It also works with public lands. With DeedMapper, you can find the location of a particular plot by anchoring a group of neighboring plots against a stream. You can also discover genealogical relationships by showing that person X sold part of person Y's land. It can untangle people having the same name by analyzing their landholdings and transfers.

With DeedMapper you can create a map of original landholders in a region. You can also trace changes in parcel ownership over the years.

Mary told us about Land Records in Genealogy and explained what State Lands are. Twenty colonies and states did not cede the unclaimed land in their borders to the federal government when they became part of the United States. These states are known as State Land states and included the original 13 colonies, those states created from original colonies plus Hawaii and Ohio.

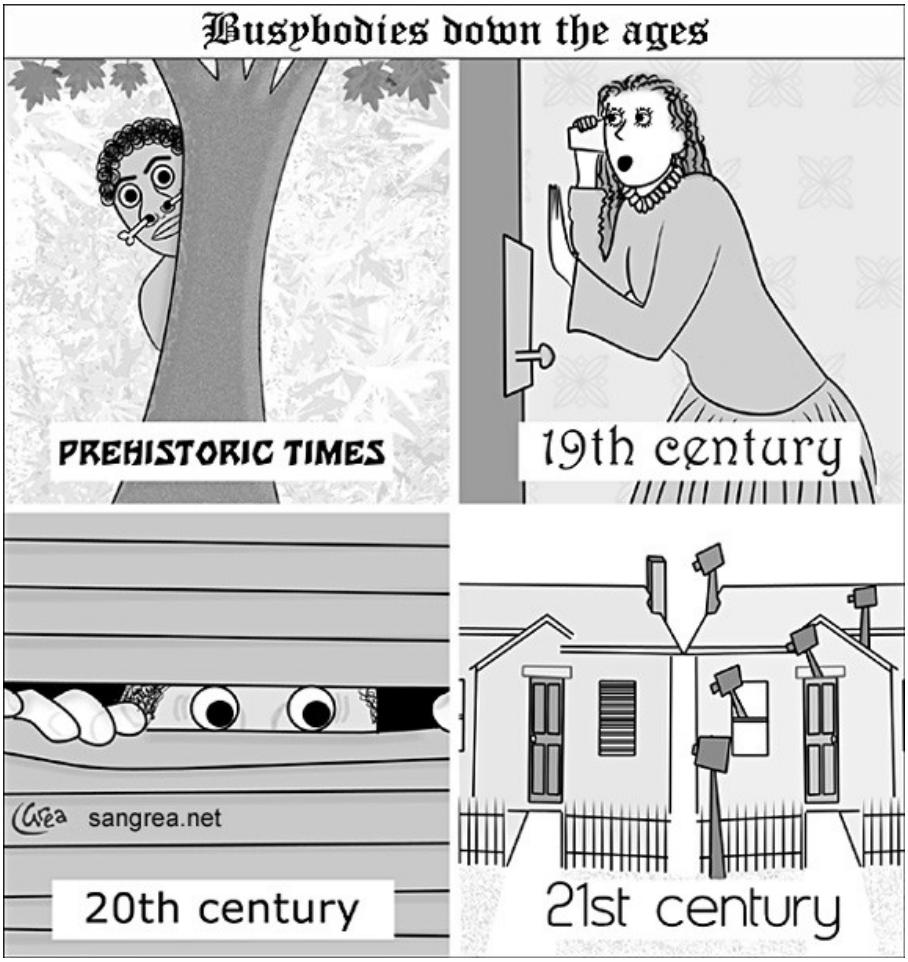
Why research deeds? By researching deeds, they can help you determine family relationships, establish death dates, and upon the death of a widow, her dower interest goes to her husband's heirs.

Mary demonstrated how DeedMapper works by starting with the survey of Gerard Alexander's land. She showed how she took the information from the survey and inputted it in the Metes and Bounds function of the program. After entering the information, into the program, it created a map of the property boundaries. It also produced a map of what the property looks like today. Mary advised all this information can produce a view of the property in Google Earth. Mary advised she was able to find Col. Gerard Alexander's home that was built in 1820 in Campbell County VA.

To learn more about DeedMapper, go to directlinesoftware.com. A book Mary recommends for discovering your ancestors is Locating Your Roots Discover Your Ancestors Using Land Records by Patricia Law Hatcher. More

information about the book can be found at genealogical.com.

Taken from the Genealogy SIG Meeting Recap, October 2016 issue, The Computer Link, www.nncug.net, geocadjr@verizon.net.



Co-Author Word 2016 Documents in Real Time

By Nancy DeMarte, 1st Vice President
Sarasota Technology User Group, FL

Sometimes we need to get another person's input on a document while we're composing it. In the past, we had to email versions of documents back and forth, with markups and comments. Office 2013 introduced a system where two users could see the same document on their screens at the same time, and both could make changes, although the changes weren't visible to the other person until they were saved. Office 2016 has upgraded and simplified this process. Now two or more users can edit the same document at the same time from different locations, and both can see changes being made as they occur. This is called "real time co-authoring." It isn't difficult at all. And it works with Word documents, PowerPoint presentations, and Excel workbooks. I'll use Word 2016 in Windows 10 to explain the steps:

1. Be sure you have OneDrive active on your computer, which might involve signing in to your Microsoft account. This free cloud location, which is built into recent Office versions, is where you can store documents and access them from anywhere over the Internet.

2. Create a folder in OneDrive just for the purpose of co-authoring, and give it a name, like Share or Co-Author. Then save your document to this folder by clicking the File tab – Share – Share with People - Save to Cloud. (Fig. 1) Navigate to your One Drive's Co-Author folder and click Save.

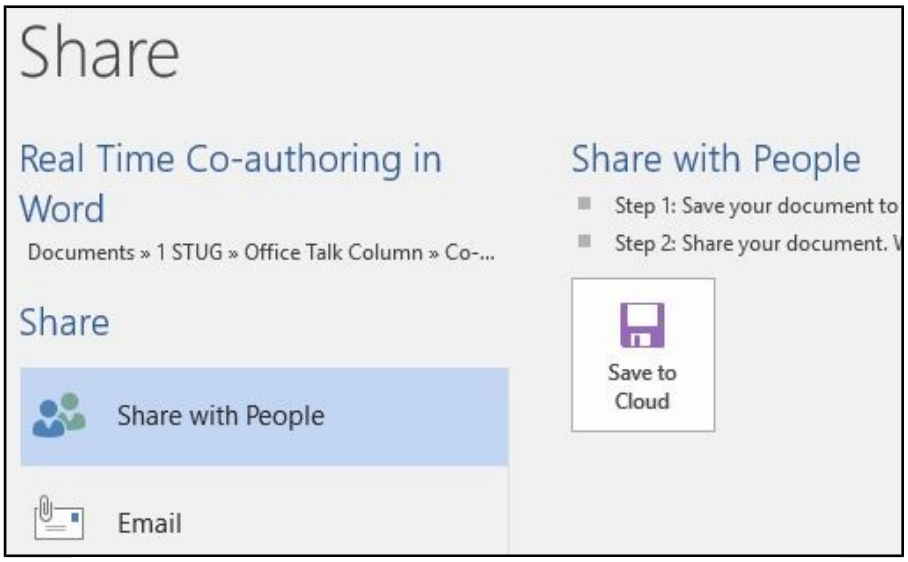


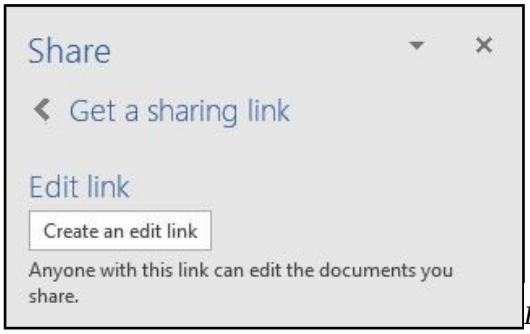
Figure 1 - Share window in Word 2016

3. Now you are ready to invite a person or team to join you to edit your document. Click the Share icon on the right end of the ribbon. (Fig. 2) In the 'Invite people' box, enter one more email addresses or names to access your Contacts list. Leave 'Can edit' as the choice and add a short message, if desired.

Figure 2 – Share icon above ribbon

4. Then choose a sharing method from those at the bottom of the Share pane. I prefer to use "Get a Sharing link" (Fig. 3) because my co-author will find his document opening either in his version of Word or in Word Online if he doesn't have Word 2010 or later on his computer. Word Online offers fewer editing options, but it works well for most editing tasks and can be used even by people who don't have Word at all.

Figure 3 - Sharing Options list



Click "Create an edit link," (Fig. 4) then highlight the link that appears, and click Copy. Close the Sharing pane, open a new email message, paste the link into it, and send it to your co-author(s). Anyone who gets this link will be able to edit your document.

Figure 4 – Create an edit link dialog box

5. Your editing partner has a choice of whether to let you see his changes as they are being made. To do this, he must click the File tab – Options – General and, in the Real Time Collaboration section, click Always in the drop down menu. This option can be changed at any time. If he has chosen not to let you see changes in real time, you can only see them when he saves the document. During the editing process, colored flags appear in the spot each editor is working. Alerts appear when an editor arrives or leaves. Co-editors can communicate with each other during editing by clicking Comments in the ribbon at the top of the page to chat.

Figure 5 - Share icon showing one co-author

The best way to learn this process is to experiment. Ask a friend to be your test co-author and go through the steps. As usual, practice, if done properly, makes perfect.

From the November 2016 issue, Sarasota Technology Monitor, www.thestug.org, ndemarte@verizon.net.

Apple COREner

By Gary Roerig
Front Range PC Users Group

Did you know . . .Your calendar App can consume a lot of data on your iPhone/iPad, depending on your settings. Normally keeping only six-months worth of information is sufficient for most of us but your setting may be for All Events so if you have been using a calendar app for 4-5 years that can be an unnecessary data hog. Go to Settings, and scroll down to Mail, Contacts, Calendars. Tap on it and then scroll down near the bottom and look for Sync. Tap on Sync and change to one of the following: Events 2 Weeks Back, Events 1 Month Back, Events 3 Months Back, Events 6 Months Back (my preference) or All Events.

Calls on your iPhone using Wi-Fi

Some of us live in areas where our Cellular Carrier's signal is not very strong. If that is the case, and you have a Wi-Fi Router AND your carrier offers it, you can set your phone to use Wi-Fi for calling. Go to Settings, Phone, and tap on Wi-Fi Calling and then tap Wi-Fi Calling on This Phone to ON (Green).

I have had great success with this setting but there is a caveat. Not all businesses or carriers accept a Wi-Fi call.

If that happens simply go into Settings as above and reverse the setting, make your call, and reset it again. It is rare but it does happen. Also note that you can use this over free Wi-Fi such as in hotels or such places in case you have a poor signal.

In Need of a Quick Level?

There are times you may want to quickly use a level to see if a picture frame or other such item is level. Simply get your iPhone, tap on the Compass App, then swipe to the left and a level appears. You can use in Portrait (not real helpful) or Landscape mode. Place on top of your picture frame and straighten the frame until the level shows 0 Deg and Green. Swipe right to return to Compass mode and close as you would any App.

Need to make a quick note of things but do not have a pen or paper handy?

Your iPhone has a built in App (often hidden in a folder called Extras) called Voice Memos. You simply tap on the App, tap on the red Record button and speak, and tap on the red square to stop recording (remember to do so or it will keep recording in your pocket). If you want to, you can tap on Done and give your recording a quick name. You can then play the recording at a later date.

Another App to take notes is Notes. You can tap on the symbol for New in the lower right corner, then tap the Microphone in the keyboard and speak. Remember to speak the punctuation, e.g. Period at the end of your sentence. It will return to a new line for your next sentence. When you are finished be sure to Tap on Done at the bottom of the screen. Now you can read your notes at your leisure when you get home.

From the Front Range PC Users Group, (FRPCUG), Fort Collins, CO, http://www.frpcug.org.

Membership Ideas Needed

We are always looking for ways to increase our membership. If you have an idea that you think might help the club, then please share it with us. Your suggestions can be anything from our current presentation format, videoing our presentations for later replay, changing the pricing of the yearly dues, types of refreshments, etc. All suggestions are worth some merit and would be greatly appreciated. Send comments to the newsletter editor, tonydel@techie.com. I will print them in the May newsletter. This is your chance to make your voice heard, anonymously (I won't print your name with the suggestion).

The *Rochester Computer Society* will have its **election of club officers on Tuesday, May 9th**. We would like someone to head up the nominating committee; a list of candidates will be provided. Current officers can rerun, if they wish to. The following positions will need to be filled.

The **President** runs the planning meeting on the 1st Tuesday of the month and the business portion of our general meeting on the 2nd Tuesday of the month. The President's name will be on our bank account, along with the Treasurer. Either can use the club checking account to pay club approved expenses.

The **Vice President** is the backup to the President and runs the meetings if the President is unable to attend a meeting or is unable to fulfill the responsibilities of the office.

The **Secretary** will keep minutes of both the planning and general meetings (including 'Help's Half Hour).

The **Treasurer** will pay all club approved expenses, via our checking account and handle the 'year end' tax statements.

The club has three **Members at Large**, that help make decisions on programs and club approved activities. One Member at Large position comes up for renewal each year.

Mother Nature came howling from the North and dumped snow on us. The shopping malls started closing shortly after 3:00 pm, followed by grocery stores, then town halls and next a travel advisory was issued. For those who didn't make it to the March meeting, you didn't miss anything, we had to cancel. I have rescheduled our presenter for the May meeting.

I was forced to take the day off, couldn't get out of my driveway. I shoveled 25 feet at a time, then took a break to rest a bit (go do some work on a kid's computer), then repeat the process until I made it back to the garage. The snow by the street was 16 inches deep and by the time I shoveled to the other end of the driveway, where my car was beautifully buried, I was picking up 22 inches of the white stuff. I threw most of it up against the house, to act as insulation.

There is a bright side to all of this snow, *sledding*. My recent car accident isn't going to keep me down any longer. There will be enough snow on the ground to protect my knees from injury, I hope. I'm saving Saturday for the Linux Sig and Sunday for sledding with my nieces. No doubt, the rest of you can't wait to hit the slopes, so maybe I'll see you all out there. Enjoy the season, before spring melts it all.