QBITS

QCS: May 7th 7:00 PM AVAST anti-virus software

**presented by
Bob Gostischa**

Protecting yourself and your identity online:

It's common wisdom that avoiding suspicious web-based content and especially 'dodgy' websites will keep you safe on the Internet. Unfortunately, that sort of information is 'old and outdated technology'. Internet security (protecting both your computer and your identity online) can, however, be demystified. This presentation focuses on normal computer users, rather than "IT geeks," and clearly explains security myths, Internet do's and don'ts, the evolution of computer threats, and more. Join presenter Bob Gostischa, as he simplifies, clarifies, and demystifies your computer, making your Internet experience a safe one and explaining why even AARP recommends avast!

About the presenter:

Norbert "Bob" Gostischa, after a successful career in banking, enjoys his retirement as an enthusiast IT security expert, most notably for Avast Software. Avast is the creator of avast! antivirus software. The avast! website has a discussion and help forum, where Bob has been helping with security-related issues since 2004, having contributed over 17,000 forum interactions. Avast! is one of the most popular antivirus softwares in the world. Avast has been making security software for over 20 years and has more than 160 million users worldwide.

Views and opinions expressed by presenters do not necessarily reflect those of the Quad-Cities Computer Society. Monthly meetings are open to the general public.

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QCS: Review Abby Stokes: DemystifyingComputers, E-mail, and the Internet

by Joe Durham

Abby Stokes, author of *Is this Thing On?*, visited the QCS to share her insight into computing for those of use who are in the 50+

The QCS is a member of

apcug

group. She has the unique insight and ability to explain computing in everyday terms. Computers and their use should not intimidate anyone. As she said, "It is just a plastic box". When she works with beginners she encourage them to physically shake computers and twirl computer mouse by their cords to demonstrate that these things are simply machines. They work for us not the other way around.

By sharing ideas from her revised expanded edition of her book (which covers Skype, Facebook, social media, Windows 7, and eReaders) she guided us through the steps that take the fangs out of the beast and guided us along the digital highway. We begin by carefully selecting a computer.

First do not purchase a computer the first time you enter a store. Look things over, digest what you have seen.

How would the computer fit in your home? Does the monitor work for your eyes? Some people have issues with how they see the screen: bifocals for example. Does the keyboard feel comfortable to you?

Take a Computer Test Drive form with you. Let the salesman do their work and fill out the comparisons that it lists. Then take that form to a technical savvy friend or relative who can help you choose the right computer for your budget, space and speed. Low end computers and Tablet computers are in the $300 range. Desktop models are in the $500 category.

How you use the computer will help decide which model is best.

If you plan to write letters, email and browse the Internet. Your requirements for computer space, and speed will be low. For using videos, music and photos you will need

much more space, a faster computer and more powerful software.

The computer world is divided into Apple computers and PC computers. Apple computers fit graphic designer and architects. Whereas PC computers, which have a variety of hardware and software options, are geared toward everyday computer use.

After purchasing a computer system we all likely will first use it to send email and browse the Internet. These two intentions expose us to the world and at large which can expose to virus and malware manipulation of our computers that can potentially take the joy out of computing.

Abby says that it does not have to be so. By using email etiquette, by creating a secure password, and by using an alternate web browser you can protect yourself from those on the web whose wish is to wreck mayhem on us.

Abby expressed a powerful common sense analogy for using the computer. We would not post everything on our front door. We would not open the door to anyone who knocks. Likewise we should not do so on the Internet.

We can manage the spam that enters our email box by have two web base email accounts. One for family, friends and business. One for shopping, newsletters, and miscellaneous Internet information. The second account will eventually contain spam that is generated like junk mail and we can ignore it.

Each of these two accounts should have a password that is secure. Abby stated that this means one that is at least 8 characters in length containing numbers, lower case and upper case characters. Do not use items that are openly

known. If you must use common terms intersperse them with numbers. Because it is a frequent password hack, do not use a Capital letter as your first character.

It is less likely that you family, friends and business will be sending you junk mail or virus laden email. Even in this category Abby stressed that email etiquette is necessary as a safeguard even among those we know.

Do not open email with general subject headings. Always communicate with those you know in direct and knowing terms. Mention in the subject what you are talking about specifically. If you send a link, mention it in the body of the email that you are sending this particular item for their attention. This will help to prevent you from opening an email that has virus embedded code or links from unknown sources who "seem" to be from those you know.

You can additionally protect your email account by using the blind carbon copy (bcc:) function when you send an email to multiple recipients. The other parties do not see the other email addresses and there is less change for spam generators to gather all of the other addresses if they were in an open carbon copy mailing (cc:)

Completing the email etiquette circle by cleaning up any forward email if you decide to send it on to your friends. Open up a new email to your friend, and then copy the body of the forwarded email minus all of the other carbon copy addresses that it may contain, so that a "clean" uncluttered email is sent out.

When we browse the net, ignore items that flash on the screen telling you to do things immediately,

download this program to fix things, etc. If it feels uncomfortable for you to respond, it usually is and ignore it!

Abby observed that it may be useful to download another Internet browser to your computer in additon to Internet Explorer for those times when it appears that your Internet connection is not working or is slow. You can use the other browser as a test. She recommended Firefox as that alternative.

Abby emphasize that technology is here to assist us. Technology is not bad, it is use that make headaches for us all. Abby just barely touch the surface of the many topics that she covers in her updated *Is This Thing On?* She did close out her presentation with wonderful way for the older generation to work with and interact with the tech savvy younger generation with the *Grandparents Cheat Sheet for Staying in the Game* she handed out to everyone.

She encourages everyone to download Skype to their computer. This program allows your have a video chat with another Skype enabled computer for free. And with Skype, grandparents can interact visually with their grandkids. Plan to meet them via Skype during the week to share things. Share genealogy, pick out some on line games to share with one another. Before you know you will be a part of there tech heavy lives and they will remain a part of yours.

It was a fine presentation, and Abby remained to sign her book. *Is This Thing On?* is available on line, from the publisher Workman Press and Amazon. She welcomes email questions and comments:
abby@abbyeandme.com

Her website is **abbyandme.com**

which has many useful tips and helps. She is on Facebook, Twitter and YouTube:
facebook.com/abbystokes
twitter.com/abbystokes
youtube.com/abbystokes

The QCS would like to thank Abby for her fine presentation and we will look forward perhaps to a return visit to our organization in the future.

Bruce Buzbee: Founder and President of RootsMagic
"Climbing Your Family Tree with Computer Software"

by Joe Durham

RootsMagic5.com

Bruce Buzbee shared the new features of RootsMagic 5 and gave us an overview of Personal Historian 2. Genealogy has always been a favorite subject of our members and Bruce always taps into our fascination with our ancestors. It is quite remarkable how he has designed this program and Family of titles to interface our ancestors in new ways.

There is a new List report function. In this area you can generate Who Was There List. You can query your database to reveal who

was alive during the 1940 census for example. More detailed search categories can be delimited by age, or location. So that you can search for those who were alive during 1940 that were of military age.

RootsMagic 5 can automatically search several common genealogical sites for names that you enter. You can also customize the search list with your own data online data sources.

Perhaps one of the more fascinating new features is the graphical Timeline. This is generated from different reference tags in your genealogical database. The main family name's Timeline appears in red. Those people in his or her genealogical tree will appear with blue markers. As you click either type, the program will display data and information from that Timeline location.

Now one does not have to enter the similar data into each family members genealogical record. In RootsMagic 5 you can share this data with a simple click so that places and photos will be automatically associated with those you select. For example the picture of a father can be shared with the wife and children and his picture will appear in his descendent's record without the need to insert it individually in each case. A logical and useful time saving feature.

The County Check option is new to Roots magic 5. This feature allows you to check and research the evolution of your ancestors in counties as they were created. Linn county Iowa may not have existed when your relatives lived in the area. It may have been part of another county. County Check will discover this and so report it to you.

RootsMagic 5 does two things for you. It allows you to easily enter your genealogical data and then once it is recorded, it gives you the software tools to arrange and create reports of intersections of your data in myriad ways. You can see and visualize your family relationships in unique and undiscovered associations and this allows you to appreciate your past more deeply.

Bruce did not have time to fully discuss Personal Historian 2. This software allows you to easily create a personal book of your history whether it be autobiographical and biographical in nature. There are many tools and a built in word processor to help you achieve this goal. Once you are finished you can print out different versions with different data based upon your selected keys of information.

At the **Rootsmagic5.com** website you can download free versions of their programs:

RootsMagic Essentials

Personal Historian Essentials

However in this author's opinion is it better to purchase the product. RootsMagic 5 is an approximately 25 MB download and Personal Historian 2 is just over 8 MB is size. Just click the Downloads tab to access either the paid or free versions.

Once you have purchased the program you will discover that new online media webinars will be a welcome aid in your use of these fine programs. Click the Learn tab and a Webinar menu will appear listing many from which to choose.

At this time there are 34 webinars online. On May 17 a webinar will appear on **Creating a 1940 Census Citation**. There is another webinar called **1940 U.S. Census Images and Indexing Updates with DearMYRTLE**. The recent release of the 1940 census will open new

vistas for exploration of our family and friends.

RootsMagic 5 and Personal Historian 2 can certainly expand our genealogical horizons and help us see connections in our past that we didn't know existed. The QCS would like to thank Bruce for his fine presentation and will look forward to another visit in the future.

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QCS uStream recorded session at: **http://www.ustream.tv/recorded/21773444**

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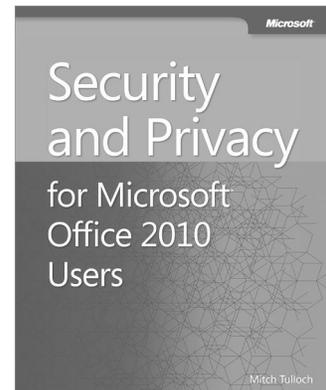
goo.gl/Qnz4g

Update: You can now download this free eBook in three formats from the Microsoft Download Center: PDF, .mobi, and ePub.

We are very excited to announce that we are able to offer Security and Privacy for Microsoft Office 2010 Users (ISBN 9780735668836), by Mitch Tulloch, as a free eBook.

You can download a free copy of the eBook from the Microsoft Download center, or purchase a print book for $9.99 here.

Take control—and put the built-in security and privacy features in Microsoft Office to work! Whether downloading documents, publishing a presentation, or collaborating

online—this guide offers concise, how-to guidance and best practices to help protect your documents and your ideas.

• Get practical, proactive guidance for using the security and privacy management features in Office 2010 and Office 365

• Walk through everyday scenarios, and discover everyday techniques that help you take charge

• Understand common risks and learn best practices you can apply right away

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iTunesU

by Don Singleton,
APCUG Director

I have discovered a wealth of information that is absolutely free, and I suspect that every Program Chairman will want to schedule a program on for his/her General Meeting, and very possibly several SIG leaders may find useful in preparing a Presentation for his/her Special Interest Group. Go to **http://apcug.net/itunesu** to learn more What I discovered is that hundreds of colleges and universities in the US, and in many other countries in the world (Australia, Austria, Belgium, Canada, China, France, Germany, Hong Kong, Ireland, Italy, Japan, Mexico, New Zealand, Norway, Portugal, Singaport, Spain, Sweden, Switzerland, and the United Kingdom) have recordings of at least some of their classes available for the public to watch FOR FREE. You do not get college credit for watching these classes (but you also don't have to complete homework assignments or take tests), and you won't get the professors notes or PPT slides or other handouts (those

are often available in a private area that requires a student id and password to access). But you can watch the classes in the public side at no charge.

Install iTunes

To install iTunes go to **http://www.apple.com/itunes/download/** and click Download Now. Save the downloaded file and click on it to install iTunes. I discovered iTunesU as a result of a personal matter, which I described at **http://bit.ly/z90gQS** if you are interested. But I began wondering what else was available for free on iTunes. A friend of mine was interested in setting up a Joomla website, and I found:

* **http://itunes.apple.com/us/ podcast/10-minutejoomla-tips/id325350784**

* **http://itunes.apple.com/us/** podcast/thejoomlapodcast/id287461616

* **http://itunes.apple.com/us/** podcast/joomlajabber-the-talk-joomla/id205186867 and since APCUG is working on a Drupal site I also discovered:

* **http://itunes.apple.com/us/** podcast/drupalschool/id167898834

* **http://itunes.apple.com/us/** podcast/drupalvideos/id291391221 I live in Tulsa, so I decided to check out the University of Oklahoma and found (http://pacesetter.ou.edu/) which had 12 classes related to

* Journalism, Mass Communication, graphic arts, etc **(http://bit.ly/Al4sCt)**

* PhotoShop CS4 **(http://bit.ly/xDkvgz)**

* Illustrator CS4 **(http://bit.ly/AyGgVb)**

* InDesign CS4

(http://bit.ly/wHG15g)

* and 9 others (see http://apcug.net/itunesu/pacesetter.htm). Professor Walter Lewin at MIT has some very entertaining classes on Physics

* Physics I: Classical Mechanics **(http://bit.ly/dAMTM8)**

* Electricity & Magnetism **(http://bit.ly/fHShHc)** What topics would your members be interested in? I bet they like to eat. What about doing a search on

* Cooking. **(http://apcug.net/itunesu/** cooking.htm)**. Or maybe they are into

* Gardening. **(http://apcug.net/itunesu/gardening.htm).** Are they interested in

* Social Media? Check out: **http://apcug.net/itunesu/social_media.htm**. Are they interested in

* Programming for Mobile Devices (cell phones, tablets, etc): **http://apcug.net/itunesu/mobile.htm**. I have a good friend who is Photographer and is excellent at Photoshop. I decided to see what there might be on

* Photography **(http://apcug.net/itunesu/photography.htm)** and

* Photoshop **(http://apcug.net/itunesu/photoshop.htm)**. As we get older we all seem to have more health challenges, so what about Medical **(http://apcug.net/itunesu/medical.htm)**.

Next quarter we plan to have an article with other gems we have found on iTunes and YouTube. If you have any you have found which should be included,

email dsingleton@apcug.org.

Dynamic Pricing Gives Different Pricing to Different People

By Sandy Berger, CompuKISS
www.compukiss.com sandy (at) compukiss.com

If you walked into WalMart to purchase a camera and the sales person told you the camera you were interested in was $300 and then he offered it to the next person in line for $200, you would probably be aggravated.

If the clerk explained that your higher price was based on the fact that he thought you were a very interested buyer who was ready to make a purchase, while the other person was not a serious buyer, you might be even more outraged.

Yet, that is exactly what is happening with online shopping. Online retailers are using cookies to track your moves. Although cookies are relatively harmless and unobtrusive, they show the retailer exactly which items you have looked at and how often you have view them.

Retailers can also use click loggers, ad sites, and computer-generated statistics to track your shopping. If you look at the same item several days in a row, the retailer might decide that you will soon be ready to buy and raise the price.

This happened to me recently, when looking for a bird feeder for my husband for father's day. After several days a looking at the item and mulling the purchase, the price of the bird feeder suddenly went from $42 to $51.

This is what is commonly referred to as dynamic pricing which is, in effect, changing the price of a good based on what the retailer thinks a buyer is willing to pay. If you think about it, you realize that dynamic pricing has been around for eons. In a street market hundreds of years ago, a person who was a better haggler may have paid less for the same item as someone who simply agreed to the first price given.

Today's online dynamic pricing is the practice of charging consumers different amounts based, not on their haggling ability, but on their characteristics as consumers. Evidently, as long as this does not include discriminatory criteria, like charging someone with blue eyes more than someone with green eyes, this is perfectly legal.

After all, airlines have been doing it for years. They typically charge more for flights that are popular with business travelers and they also have complex pricing schemes to fill unused seats.

This year the St. Louis Cardinals introduced dynamic pricing for tickets to their ball park. This allows the Cardinals to charge more for "hot" games on popular days. A recent look at ticket prices showed that an infield pavilion seat for a Saturday night game was selling for $42. The same seat on a weeknight might be a little as $13.50.

It was said that a few years ago, Coca Cola did a test with their vending machines that charged more for soft drinks when the outside temperature rose.

Dynamic pricing doesn't always go against you. For instance, it might be advantageous if you are booking a last minute flight or looking for a cheap ticket to the Cardinal's game. When dealing with dynamic pricing online, however, the instances that I saw in my recent shopping have all been leading toward higher pricing. There is, however, something that you can do to counteract this when it goes against you.

When they raised the price on my bird feeder, I decided to check out the price of the feeder using another web browser that didn't have a cookie identifying me. Sure enough, the price was back to $42. I was able to see the two different prices at the same website side by side when using two different web browsers.

You can do the same thing, just download a new web browser like Firefox (www.firefox.com), Chrome (www.google.com/chrome), or Opera (www.opera.com). These are all free.

Then visit the website in question and look at their prices without logging in or giving any personal information. If you have been using one of these alternative browsers and want to use them for a price comparison, you should clear your cookies before you start your price search. A setting for doing that is usually found in the browser's Tools menu.

Dynamic pricing is not going away anytime soon. It looks like it will be a vital part of both off-line and online commerce for years to come. So get used to it, but don't get taken in by it.

Cerny's Cyber Sense What's The Difference Between "Save" and "Save As…"?

By Jim Cerney, Director, Sarasota PCUG, Florida
February 2012 issue, Sarasota PC Monitor
www.spcug.org jimcerny123 (at) gmail.com

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My usual answer to this question is "always use Save as…". Well, OK, now why?

Save A File Process
NEW ITEM

First, let me take a moment of your time to show the "save a file" process.

If you open a program and create something NEW, when you are done you probably want to save your work.

If you click on the "Save" option, guess what? – you will get the "Save as…" Dialog Box.

The "Save as…" Dialog Box is important because that is where you can see and change (if you wish to) the following three options:

* WHERE you save your file – in what folder or disk.

* The NAME of the file. If it is the first time you are saving the file, you need to give it a good name that means something to you – so you can find it again.

* The FILE TYPE. Many programs allow you to save a file with a selected file type. I don't want to get into file types here, but that is a great topic for another article.

Ok, so now you save your file with a good file name, right? So the next day comes and you want to OPEN that file you created yesterday and make some changes to it.

ALREADY SAVED ITEM

Once you have made some changes and you want to save the changed file – be careful now – do you click on "Save" or "Save as…"?

If you click on "Save" you do NOT get the "Save as…" Dialog Box and BOOM your changed file has TO-TALLY REPLACED your previous file with the same name. Thus, your previous file is GONE, and it is NOT in the recycle bin either.

But, if you always use "Save as…", you will always get the "Save as…" Dialog Box so you can check those three important file options (location/folder, name, and file type).

If you choose not to change any of these options, then it is no different than using the "Save" option. But, with "Save as…" you always get to see what is going on and you get a chance to change an option if you wish.

If you do change the NAME of the file, then you will have two files saved, your old file before your changes and the new file with your changes and the new file name.

Conclusion

So if you are in the habit of always using the "Save as…" option whenever you save a file (old or new) you will always be given the chance to change something if you want.

Choosing just "Save" will not give you those options unless your file is being saved for the first time.

Windows 8 – Exciting and Challenging

By John Pearce, Member, Pikes Peak Computer Application Society, CO
March 12 issue, *Bits and Bytes*
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The Microsoft Development Team for Windows 8 has been writing a blog about its development. The first post was in August, 2011; the frequency varies from a few days to a few weeks. I have often wondered why certain design decisions are made in the Windows OS. The blog attempts to discuss some of those issues as related to Windows 8.
bit.ly/xlUCi8

Based on what I have read in the Microsoft blog and in the computer trade press, I think

Windows 8 will be both exciting and challenging. Windows 8 will run on legacy x32/64 hardware as well as the ARM processor found in tablets. The blog posting related to the ARM processor called this Windows on ARM or WOA.

You will have your choice of Windows 8 on a desktop, laptop, net book, ultra book, or tablet.

The look and feel of the Metro interface will be the same across all

the hardware platforms. The difference is the physical control of the interface. If you want to use the touch interface with your desktop PC, you will need a touch enabled screen, otherwise you will still use the mouse. You can also revert to the old style desktop if you must.

In some ways, Windows 8 reminds me of the transition in Windows that happened with Win 2000. A benefit of melding the Windows 98/Me product line with the NT 3/4 product line was a way to run games that wanted to have direct control of the display screen. The dark side of the Win 2K release required new drivers for devices because Microsoft changed how drivers interact with the OS.

Windows on ARM generally requires new code. Porting most of the existing applications is not allowed because the ported applications would negatively affect battery life and would require more system resources than programs developed specifically for WOA.

And there is the issue of designing the interface for Metro rather than the traditional Windows desktop.

The Windows Consumer Preview (otherwise known as a Win 8 beta release) was available by the end of February. The release is reported to be open to anyone who wishes to download and install the software. The hardware used to run the preview must meet the minimum requirements for Windows 7.

Microsoft is saying there is lots of work to do before the first release candidate is ready. There are few hints about the Windows 8 release schedule. It appears Microsoft is aiming for a grand slam event with Windows 8 on tablets (ARM processors) and on x32/64 hardware.

Tips and Tricks for Enhancing the PC Visual Display, Part 1

By Bonnie L. Snyder, Member, Pikes Peak Computer Application Society, CO
February 2012 issue, Bits and Bytes
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If you are in need of assistance in seeing the screen on a PC, there are several options available to help you do this. If you are using Windows 7, for instance, there is a built-in screen magnifying program that is head and shoulders above the one in Windows XP. You can run it at any time (provided your video can use the Win 7 Aero display) by pressing Windows key – plus on the keyboard. Pressing Windows key – plus additional times will increase the magnification with each press, and Windows key – minus will decrease the magnification with each press.

Once you are in the magnification program, you can set up the program with the options you want. To do this, go down to the taskbar and click on the magnify icon. A window will open toward the top of the screen and an icon that looks like a "gear" will allow you to choose your options, including having the magnification load automatically at startup. You can change options on the fly by using Windows key – L for Lens mode, Windows key – D for Dock mode, Windows key – F for Full screen mode.
An interesting freeware program you might want to try is aRuler for Windows. It works under Win XP

and Win 7. Initially it loads a ruler that you can use to help focus on the line of text you wish to read. It is configurable in length, and the ruler's visual display can be changed to the user's preference. It also includes a screen magnification option from 1X to 4X. **www.arulerforwindows.com/**

One of the things that can cause visual fatigue when reading on a computer screen is the brightness of the display. There is a freeware program called Tinted Window which works in both Win XP and Win 7 that can mitigate this problem. Once loaded (it is a Java executable so it doesn't install), Tinted Window comes up in a small window. Right-click on that window and you can set up the color of the tint you wish. The window also allows for full screen or just a lens.
www.softoxi.com/
tinted-window.html

Tips and Tricks for Enhancing the PC Visual Display, Part 2

By Bonnie L. Snyder, Member, Pikes Peak Computer Application Society, CO
March 12 issue, Bits and Bytes
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tvvip.org

A quick and easy way to magnify the information on the screen is to hold down the Control key and roll the mouse roller forward. The more you move the roller forward, the larger the display will be come. This feature does not work in all

programs, so you'll have to just try it for each one. Interestingly, in Firefox, the most recent magnification done this way is "remembered" so that when initially magnified with the control key, mouse roller, it will be already magnified. You can lower the amount of magnification by rolling down. This feature works in both Windows XP and Windows 7.

Display Tuner (Dtuner) is really nice freeware for adjusting many facets of the video and audio. When you run it (after installation), an icon remains in your system tray so that you can access it any time you feel the need to make the video display better for the comfort of your eyes. Again, this program works in both Windows XP and Windows 7. **bit.ly/yJcvO6**

Is that mouse cursor just too small? Well, Bigger Cursors can solve that problem. This is another freeware. All you have to do is unzip the cursors into the Windows/Cursors folder and then select the one you want via the Control Panel/Mouse listing. Once chosen, the cursor will remain that way until you wish to change it. This program works in both Windows XP and Windows 7. **bit.ly/xDcXRV**

Next month I will tell you about more display adjustments that will make screen viewing more comfortable for you.

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by Joe Durham

Dan Lewis has created an email broadcast newsletter that contains little know facts and trivia. It is an interesting way to start your day. You can subscribe to this newletter by going to **dlewis.net/nik/**

Shortcuts and How to Type Strange / Odd Symbols on Your Computer
BY TANYA MATTESON

Ever wondered how people manage to type those 'strange' symbols (for instance ¶) that are seen – in emails, websites, letters? Generally, in many programs everyone know (at least for Windows) these simple shortcuts.

TO SELECT ALL (as in the complete document or page) Hold down the Ctrl key and press A

TO COPY (as in the selected section) Hold down the Ctrl key and press C

TO CUT (as in remove part of a paragraph or sentence) Hold down the Ctrl key and press X

TO PASTE (the cut or copied selection) Hold down the Ctrl key and press V. These shortcuts work not only in documents, but in some drawing and photo applications.

Now for the 'odd' ones:

HOW TO TYPE CENT SIGN ¢ Hold down the ALT key and type 0162 on the numeric keypad

HOW TO TYPE BULLET • (list dot) Hold down the ALT key and type 0149 on the numeric keypad

HOW TO TYPE COPYRIGHT © (copyright sign, copyright symbol) Hold down the ALT key and type 0169 on the numeric keypad

HOW TO TYPE PARAGRAPH ¶ (paragraph symbol) Hold down the ALT key and type 0182 on the numeric keypad

HOW TO TYPE REGISTERED SYMBOL ® (registered trademark) Hold down the ALT key and type 0174 on the numeric keypad

HOW TO TYPE TRADEMARK ™ Hold down the ALT key and type 0153 on the numeric keypad

HOW TO TYPE HEART ♥ Hold down the ALT key and type 3 on the numeric keypad

To find more/others symbols, punctuation, accent marks – just search the web.
"How to type symbols" search led me to these sites: Alt-Codes.org **http://alt-codes.org/how/** (they have pages for Mac, Linux, Windows, and Laptops) How To Type.net
http://www.howtotype.net/ (just click on the mark you want, and it will list the different formats) Wikihow.com
http://www.wikihow.com/Type-Symbols-Using-theALT-Key uses the character map found in the computers.

For Windows:

Click on the Windows Start menu. Select "Programs", "Accessories", "System Tools", then "Character Map." (For Windows 7 just search for character map)
Choose a font

Double-click the character(s) you want. It is important to select the exact font you're using in your document before selecting the symbol you wish to copy. Not all font-faces contain all possible combinations of available symbols.
Copy.

Return to your document. And Paste. Font size of the character may need to be changed after you've pasted it into your

document.

For Macs:

Hold the Option key and press any other key to get custom characters To get a second set of custom characters, hold down both the Option key and the Shift key. One can always do searches for not only symbols, but special characters, accent marks – or if you know the name do a search for "how to type infinity symbol" Good luck!
By Tanya Mattson, Librarian, Computer Users of Erie, Pennsylvania
January 2012 issue, Horizons
www.cuerie.com
faith6860 (at) verizon.net

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facebook
Name:
Quad-Cities
Computer Society

QUAD-CITIES COMPUTER SOCIETY
Members Helping Members

Membership Corner
The Dues are
*NO More **prorated***

Any New Members joining and Members renewing in the month of July **2011,** your dues are
Individual : $ 30.00
Family: $ 40.00

The QCS board has changed dues payments :
Dues are annual and due on July 1st.
Anyone
who joins in January or after
Individual will pay $15
Family will pay $20

Name   _____

Company   _____

Address   _____

City   _____

State, Zip +4   _____

Home Phone   _____

Cell Phone   _____

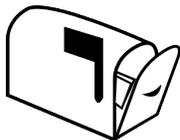Email   _____

Referred by   _____

QCS Meeting Dates – May 2012

S	Mon	Tue	Wed	Thu	F
		1	2	3	4
6	7	8	9	10	11
	5:45 PM **Beginners SIG** **Jim Kristan** **309-755-8277** jmkris@gmail.com **7:00 PM** **AVAST** **ANTI-VIRUS SOFTWARE** **presented by** **Bob Gostischa**	**QCS Officers** President Judi McDowell **julee89@gmail.com** Secretary Diana Wolf **theqcs.sec@mchsi.com**			
13	14	15	16	17	18
20	21	22	23	24	25
	5:30 PM **Genealogy SIG** **Len Stevens** **563-359-9672** judylenstevens@msn.com **7:00 PM** Internet SIG **Ted Huberts** **309-792-9470** slowhand54@sbcglobal.net	Vice-President Nancy Polios **npolios@gmail.com** Treasurer Dave Tanner **dl.tanner@mcshi.com**			
27	28	29	30	31	
	5:30 PM **Digital SIG** **To be announed** **7:00 PM** **Windows SIG** **Larry Stone** **309-787-5574** lstone512@mchsi.com				

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HEYA GREG. I'M SUPPOSED TO COVER FOR YOU IN TECH SUPPORT TODAY.

OH...GREAT. LET ME GET YOU SET UP.

HEY...THIS LOOKS LIKE AN INTERESTING MANUAL....IT'S ON XML...

DON'T BREAK THE SEAL!!!

WHY NOT?

READ THE FINE PRINT ON THE SEAL, MAN. IT'S THE BARE, NAKED TRUTH. KINDA LIKE NIETZSCHE.

"BREAKING THIS SEAL IMPLIES THAT YOU HAVE READ THIS MANUAL, AND ARE THEREFORE OBLIGATED TO PROVIDE SUPPORT TO ANYONE WHO DOESN'T WANT TO READ THIS MANUAL." OH, MAMMA.

Quad Cities Computer Society
c/o Cheryl Heimburger
17209 Cedar Rd
East Moline IL 61244-9729

Moving? Send an
address change to:
felspaw@sbcglobal.net

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Name:
Quad-Cities
Computer Society

This Month in *QBITS* ....

Tuesday
May 7, 2012
7:00 PM
AVAST
anti-virus software
presented by
Bob Gostischa