

Orange Coast IBM PC User Group

README.DOC

ALL MEETINGS ARE HELD IN THE COSTA MESA SENIOR CENTER 695 WEST 19TH STREET

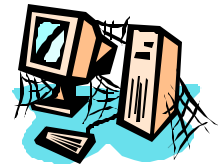
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June 29 General Meeting

Upgrading you PC

Adding a new modem and a Sound and Video Cards



Search Gems: Sites for Special Searches



21 Specialty (and less-well-known) search sites that are strong alternatives to the big guys. They let you focus searches on specific topics.



Adobe Photoshop 7.0

Get a first-hand look at the incredible new features: Powerful New Brush Engine, Spell Checker, Patch tool, File browser, Tool Presents, Pattern Maker Filter and Enhanced Web features



Orange Coast IBM PC User Group
2973 Harbor Blvd Box 621
Costa Mesa, California 92626-3934

ADDRESS SERVICE REQUESTED

*See mailing label
or email address
for membership
expiration date.*

General Meetings are held from 9:00AM to noon on:

29 June	2002
27 July	2002
24 August	2002
28 September	2002

For details see inside pages of this issue, Web Page, or Information Line

Meetings of the Executive Board will be held at 7:00PM on:

24 June	2002
29 July	2002
26 August	2002
30 September	2002

All OCIPUG members are welcome.

Special Interest Group (SIG) meetings are held monthly as follows:

1st Saturday	9:00 AM - New User
1st Tuesday	7:00 PM - Quicken
1st Wednesday	7:00 PM - Internet
2nd Tuesday	7:00 PM - Hardware
2nd Wednesday	7:00 PM - Windows XP
3rd Tuesday	7:00 PM - Window 98
4th Tuesday	7:00 PM - Digital Photo

President's Message

Robert Walker

At our May General Meeting I talked about the online classes - learning center that HP has. You can go to their Web site at <http://www.hplearningcenter.com> to find out more about the classroom. As a student at HP Learning Center, you have a number of ways to interact with others in your virtual Classroom. The Classroom includes a Message Board and a Class Roster.

The Message Board allows you to interact not only with your instructor but also with your fellow classmates. Everyone in the class has access to the Message Board and can browse through messages at their leisure. Use it to post comments or questions to the instructor or other students, share ideas, talk about your learning experience, or discuss course-related topics with other students.

The Class Roster includes a list of most of the course's students. At enrollment you can choose not to be listed on the roster, but unlisted students may miss out on a chance for interaction with their classmates. You can click on a student's name to see his or her profile on the Roster or the Message Board. software & technology, classed in Adobe Photoshop 6 basics, advanced Microsoft Word for Windows, basic project management with Microsoft Project, how to build your first web site, introduction of Microsoft Excel, running your small business with Intuit QuickBooks 2002. wireless technology and the real estate professional, wireless networking solutions and coming May 31 digital photography

OCIPUG Annual Elections of Officers

Nominations from the floor at our June 29 General Meeting. Offices are President, Vice-President, Secretary and Treasurer/CFO, plus all four members of the Board of Directors. The requirement to run for office and to vote is that you be a paid-up member in good standing at the time of nominations and election

President	Robert Walker	949-642-7681	rwalker820@msn.com
Vice President	Morris Fier	949-646-8292	fier@bigfoot.com
Secretary	Frank Mastroly	714-960-9472	fmastroly@earthlink.net
CFO/Treasurer	Charles Schreiber	714-378-1253	cschreib@csulb.edu
Director 2002	Robert Strader	949-646-1475	rstrader@attbi.com
Director-2002	Chris Davidson	714-832-7835	ccusgo2@aol.com
Director-2002	Red Davidson	949-548-0413	red.d@juno.com
Director-2002	Sandi Tierney	714-648-2218	gadgetgoddess2002@hotmail.com
Past President	Leonard Stein	714-533-4971	leonardstn@netscape.net
Long Range Planning	Leonard Stein	714-533-4971	leonardstn@netscape.net
Readme.Doc Editor	Robert Walker	949-642-7681	rwalker820@msn.com
Newsletter Coordinator	Michael Conway	714-962-2194	mchbca@aol.com
Membership	Sandi Tierney	714-648-2218	gadgetgoddess2002@hotmail.com
SIG Coordinator	Robert Strader	949-646-1475	rstrader@attbi.com

SCHEDULES AND REPORTS OF EVENTS

SPECIAL INTEREST GROUP (SIG)

(All Special Interest Group (SIG) meetings are held at the Costa Mesa Senior Center on the southeast corner of 19th and Pomona at the times noted below.) The next SIG meeting will be:

June 2002

1 June 2002

New User - 1st Saturday, 9:00 AM
John Lunsford 714-995-0947
jlunsford@gentech.com

4 June 2002

Quicken - 1st Tuesday, 7:00 PM
Dan Dickinson daniel3@cox.net

5 June 2002

Internet / Web Publishing
1st Wednesday 7:00PM
Robert Strader 949-646-1475 rstrader@attbi.com

11 June 2002

Hardware - 2nd Tuesday, 7:00 PM
Ed Leckliter eleckliter@adelphia.net

12 June 2002

WindowsXP - 2nd Wednesday 7:00 PM
Ed Leckliter eleckliter@adelphia.net

18 June 2002

Windows 98 - 3rd Tuesday 7:00 PM
Robert Strader 949-646-1475 rstrader@attbi.com

25 June 2002

Digital Cameras / Scanning - 4th Tuesday, 7:00PM
Robert Strader 949-646-1475 rstrader@attbi.com

There is now a web site for the OCIPUG Win XPSIG
-<http://www.homestead.com/ocipughardwaresigWinXPMainPage.html>

OCIPUG Windows XP SIG - Meeting Recap

Meeting Date: May 8, 2002
There were 8 attendees



The Featured Topics were: AntiVirus Protection, Internet Access, Back-Up and Restore

At the beginning it seemed like nothing could go right. We had trouble with the projector and started 15 minutes late. When the projector did finally work (there had been similar problems the night before), the screen was cropped on both sides. Then the anti-virus program Ed had planned to use turned out to be the wrong version (Norton's 2001 - from the Intel motherboard CD he received only a month earlier). The 2001 version of the program is NOT compatible with XP. Bob Strader suggested we use the FREE AV program from www.grisoft.com (called AVG) but...we could not get the Internet connection to work - NOT an XP issue. So Ed reluctantly defaulted to the third agenda item, "Back-Up and Restore"

Ed used PowerQuest's Drive Image 5.0, which he had installed prior to the meeting. He first built two "rescue disks" (boot disk and DI program disk) and then rebooted using a Win 98 boot up disk he already had (because XP will only accommodate FAT 32 or NTFS and the boot disk produced by DI uses Caldera's DRDOS). [Before actually rebooting he went into the BIOS and set it to boot from the floppy drive.] After rebooting Ed used the DI program diskette (just created) to back up the entire "C" drive to two CD-R disks using a relatively old Yamaha 8x4x24 CD-RW drive (highest level of compression - about 2:1). There were 2-3 error messages along the way but the back up proceeded. He then bit the bullet, rebooted using the Win 98 boot disk, FDISK'ed the "C" drive, and confirmed the drive was "ready" to mimic a replacement drive. Next he rebooted again with the Win 98 boot disk. Once rebooted, he used the DI program diskette to identify the CD-R media as the source and the "C" drive as the destination for the restore. Notwithstanding what appeared to be 2-3 more error messages along the way, the "C" drive restore went ahead. Ed rebooted, changed the BIOS to boot from "C", and brought the XP desktop up - BETTER than ever. The screen display had NO cropping and we had perfect Internet access. Good example of "pure dumb luck".

We then proceeded to take Bob Strader's advice and downloaded and installed Grisoft's AVG 6.0 Free Edition. Regrettably, as time progressed, we again experienced screen cropping.

During Random Access David Wintle asked how to set up the Windows' Task Scheduler to run Defrag. Ed went through the normal set-up - as David had previously done on his own - only to find he had the same problem that David did. The selected task did not run when scheduled. Ed suggested that David try the Microsoft Knowledgebase.

Before ending the meeting, Ed advised the group that he had just purchased SuSE Linux 8.0 and would try to dual boot it with the XP box he uses for the SIG. We'll see if "pure dumb luck" continues.

Next Meeting: June 12, 2002

Next Featured Topic: First Two Chapters from the SIG's Initial Text, "Microsoft XP Step by Step" - "Getting Started" and "Working Efficiently"

ACP Swap Meet

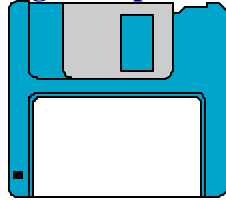
July 28, 2002

ACP Computer Swap Meet
which is usually held on the
fourth Sunday of the odd
month, is held at 1319 East
Edinger in Santa Ana

**RED-HOT
SAVINGS**

OCIPUG Hardware SIG - Meeting Re-cap

Meeting Date: May 14, 2002
There were 13 attendees



The Featured Topic was: Hard Drives and "Floppies"

There was one hardware submission. Ted Carpenter brought in his Dell notebook. He had troubles installing a PCMCIA network card. The group was unable to help. Ed recommended that Ted contact Dell.

During Random Access Anne Fawcett and Frank Mastroly had questions. Anne is looking for a "dream PC" and had received a quote from a local retailer. Ed reviewed the spec with the group line by line and made a few suggestions. Frank inquired about the advantages and disadvantages of IDE vs SCSI drives. Frank also inquired about the advantages and disadvantages of replacing vs adding a second hard drive. Finally, Frank inquired as to whether replacement hard drives are available for notebooks - they are.

Next Meeting: June 11, 2002

Next Featured Topic: CD, DVD,
and Other Non-"Floppy",
Removable-Media Drives



Following Meeting: July 9, 2002

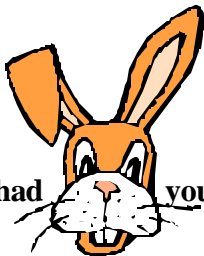
Following Meeting Featured Topic: Graphics Processors, Video Cards, and Monitors

Posted on the OCIPUG Hardware SIG web site
(www.homestead.com/ocipughardwaresig/index.html)
Presentation slides in Microsoft PowerPoint format (.ppt).

For the latest Hardware SIG info, please check the SIG's web site
or contact Ed Leckliter (SIG Leader) at eleckliter@adelphia.net.

Dig this:

You haven't had your weekly time waster yet, right?



Put your cursor behind the wily rabbit and it tries to nab the cursor. The bunny's fast, but if it gets your cursor you can shake it loose. Visit the rabbit at:

<http://slava.podolsk.ru/flash/go.swf>



A new computer worm targeted at users of Kazaa's popular file-swapping system infected

PCs in Germany, Mexico, South Africa and the United States this weekend. Posing as popular song and movie files, the Benjamin worm aims to infect Kazaa users' PCs by tricking them into downloading a phony media file to their computer and opening it. "It is very difficult right now to say how widespread it will be, but we are very worried about this worm (proliferating) in the Kazaa network," said Denis Zenkin, head of corporate communications for Moscow-based Kaspersky Labs. Already, victims are reporting cases of infection.



After downloading a file that apparently had been corrupted, Theo Meyer of South Africa told CNET News.com that his PC slowed to a near stand-still, with the worm consuming almost 100 percent of the processor cycles. Another user reported that the worm filled up the space on his C drive and then proceeded to crash the computer. Finally, Dayton, Ohio, resident Gary Detherage said his son had downloaded the worm from the Kazaa network, but that his antivirus program caught it and quarantined it. "It was simple to get rid of," Detherage wrote in an e-mail to CNET News.com. "I had it gone (in) a couple of minutes." Because the worm poses as any of thousands of different files, and varies with the size of the file, it may be hard for a Kazaa user to discern which files on the network are real and which are infected. In addition, the worm does little but store copies of itself on a PC, and besides the change in hard-drive space, Zenkin worried that most users wouldn't detect it.

To date, though, few reports of the worm have surfaced. Kaspersky Labs has seen just two: one involving a Kazaa user from Germany and another involving a Kazaa user from Mexico. Other antivirus software makers have said they're aware of only a handful of infections by the worm. "It is only users of Kazaa that can be infected, and we are seeing very few," said Kevin Haley, group product manager with security company Symantec's security response team. But while it's unknown how many people use the Kazaa network, there have been more than 74 million downloads of the client from CNET's Download.com. A representative of Sharman Networks, the makers of Kazaa, could not be reached for comment.

The Benjamin worm spreads to a computer after the PC owner downloads a fake file from another infected user over the Kazaa network. Once opened, the worm brings up a dialog box claiming that an error has occurred as a result of file corruption. In reality, the worm works in the background and creates a new directory called "Sys32" in the Windows Temp folder, which it sets as an upload directory for Kazaa. It then fills the new directory with files of various sizes, each containing a copy of the worm and labeled with a name chosen randomly from a list carried by the 216KB Kazaa program.

Then the worm waits for other users on the Kazaa network to download the infected files. Because Kazaa only runs on Microsoft Windows systems, the worm only infects Windows computers. Benjamin also attempts to show pop-up ads from a Web site in Germany. However, the site has since been closed "due to massive abuse," according to a message posted there. The worm appears to do no other damage to infected systems. Benjamin is not the first attempt at infecting file-swapping networks. A virus written in Microsoft's Visual Basic Script infected some users of the Gnutella network more than a year ago.

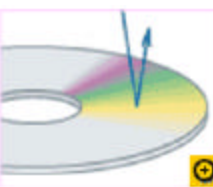
CD-Recordable and CD-Rewritable, or CD-R and CD-RW: *PC World How It Works.*

optical media for storing audio, video, and other types of data.

Widely adopted standard
High capacity, low cost
Lower capacity than DVD

PC users have an embarrassment of options these days when it comes to storage: from DAT to Zip, with digital linear tape, floppies, Jaz, Orb, SyQuest, and Travan in between. But, despite these many options, the versatile, inexpensive, and durable compact disc—in its CD-ROM, CD-Recordable, and CD-Rewritable forms—continues to thrive. Some kind of CD drive is standard equipment on most PCs sold today. And with the latest challenger to the throne, Digital Versatile Disc, mired in standards disputes, CD drives are likely to remain the high-capacity, drive of choice for most users for years to come.

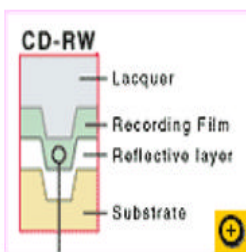
Most CDs can store up to 650MB of data. While standard CD-ROMs can't be "written to" by home users, CD-Rs can be written to once, and CD-RWs can be written to hundreds of times. CD-RW drives offer the added benefit of being able to write to CD-Rs as well.



All three disc types store information in grooves that are 1.6 microns wide (a micron is one one-thousandth of a millimeter; the average human hair is about 50 microns wide). Unlike magnetic storage media, such as hard disks, which store data as polarized particles on a magnetic surface, CD-Rs and CD-RWs store data as microscopic reflective and

nonreflective spots along the grooves. A drive reads the disc by shining a laser onto its surface and noting how the light reflects (or doesn't) off these spots in the grooves.

Mass-produced audio CDs and CD-ROMs are stamped by small presses that create tiny bumps (called lands) and holes (known as pits) in the grooves. Pits reflect light differently than lands along a disc's aluminum or gold surface, and the laser tells the difference by measuring the brightness of the reflection. CD-Rs and CD-RWs contain light-sensitive dyes or chemicals embedded beneath layers of protective plastic. When the high-intensity recording laser hits these light-sensitive materials, they become reflective (or not).



CD-ROM, CD-R, CD-RW, and even DVD drives can all read just about any disc type. The exceptions: A few early CD-ROM and some first-generation CD-R drives cannot read rewritable discs. There's less contrast between the reflective and the matte spots on the surface of blank CD-RWs, and the early, less sophisticated laser read-heads can't distinguish between the two. Those drives will simply reject a CD-RW.

Go for a Spin

Nearly every computer sold in the past ten years has some kind of optical drive that reads CDs. And CD-R, CD-RW, and CD-ROM drives can be found in almost any store that sells peripherals. Prices range from \$40 to more than \$500: Basic CD-ROM readers from companies including Hi-Val and Iomega cost the least, while the fastest CD-RW drives from such vendors as Hewlett-Packard and Plextor cost the most. Average CD-R drives fall in the middle of that price range, though they are becoming rare as CD-RW drives push them out of the market.

As for the discs themselves, CD-Rs from vendors including Verbatim and Memorex cost about \$1 to \$2 each; CD-RW blanks cost about \$5 to \$10 each, depending on the brand and where you purchase them. One cautionary note: If you have a CD-R or CD-RW drive that records at 8X or 12X speeds, you need to buy specially rated discs with fast-acting dyes.

Besides cost, the main differentiating factors between drives are read speed and, for CD-R and CD-RW drives, write speed. CD read speeds are usually rated as a multiple of how much faster a given drive reads data than the first generation (1X models) of drives, which could read discs at a sluggish 150 kilobytes per second. For example, a drive advertised as "32X CD-ROM" reads data at up to 32 times the speed of first-generation drives.

You'll sometimes see a range of read speeds, "12X-32X," for example. The reason is that grooves toward the center of a CD-ROM have less linear velocity relative to a drive's fixed read head than grooves on the outer edge. More data passes under the head per revolution on the longer outer tracks than on the shorter inner tracks. Older CD-ROM drives compensated for this by varying the rotation speed so that data passed under the head at a constant rate. Today's CD-ROM drives keep the disc spinning at the same rate (slowing down only if the disc is dirty or damaged). That means they read data at the inner part of the disc more slowly than data at the outer edge—which accounts for the range of read speeds in the drive specs. Be sure to note the minimum speed as well as the more-often-advertised maximum speed.

With a CD-R or CD-RW drive, you'll also want to know how fast the drive burns, or writes: That speed makes a big difference in the time it takes to record data. The fastest CD-R drive available can record data at 12X. CD-RW drives often have three sets of "X" speeds, listing, in order, the recording speed for CD-Rs, the recording speed for CD-RWs, and the read speed (6X/4X/24X).

Keep in mind that you might not need the fastest drive. If you own one with a minimum speed of 8X to 12X, and you use it only occasionally—to install software or to look up something on a reference disc, for example—the benefit of getting data a few milliseconds faster doesn't outweigh the cost of adding a top-of-the-line drive.

While recordable CDs are dominant now, a threat is on the horizon: DVD, which has taken its first steps into the recordable drive era. DVDs—which look similar to CDs but can't be read by conventional CD-ROM or CD-R drives—can store as much as 4.7GB of data on each side, or 135 minutes of digital video. DVD-ROM drives range in price from \$70 to \$200.

Analysts predict DVD will gradually supplant CD formats—although the time line for this transition keeps getting longer, as industry squabbles about standards and worries about copy protection have given CD technology some breathing room. DVD-Recordable drives are extremely expensive and made for professional applications only.

The only rewritable DVD format currently available is DVD-RAM. DVD-RAM drives can store 2.6GB on each side of a disc, which comes in a protective cartridge, although drives that record 4.7GB per side are due next year. The competing DVD+RW standard has not made much headway, and the outlook for it remains grim

PC World How It Works.

Latest privacy threat: Monitor glow

By Robert Lemos
Staff Writer, CNET News.com

BERKELEY, Calif.—Law enforcement and intelligence agents may have a new tool to read the data displayed on a suspect's computer monitor, even when they can't see the screen. Marcus Kuhn, an associate professor at Cambridge University in England, presented research Monday showing how anybody with a brawny PC, a special light detector and some lab hardware could reconstruct what a person sees on the screen by catching the reflected glow from the monitor.

The results surprised many security researchers gathered here at the Institute of Electrical and Electronics Engineers' (IEEE) Symposium on Security and Privacy because they had assumed that discerning such detail was impossible.

"No one even thought about the optical issues" of computer information "leakage," said Fred Cohen, security practitioner in residence for the University of New Haven. "This guy didn't just publish, he blew (the assumptions) apart."

Many intelligence agencies have worried about data leaking from classified computers through telltale radio waves produced by internal devices. And a recent research paper outlined the threat of an adversary reading data from the blinking LED lights on a modem. Kuhn's research adds the glow of a monitor to the list of dangers.

Eavesdropping on a monitor's glow takes advantage of the way that cathode-ray tubes, the technology behind the screen, work. In most computer monitors, a beam of electrons is shot at the inside of the screen, which is covered in various phosphors, causing each pixel to glow red, green or blue, thereby producing an image.

The beam scans from side to side, hitting every pixel—more than 786,000 of them at 1024-by-768 resolution—in sequence; the screen is completely scanned anywhere from 60 to 100 times every second. The light emitted from each pixel of phosphor will peak as the pixel is hit with electrons, creating a pulsating signal that bathes a room. By averaging the signal that reflects from a particular wall over nearly a second and doing some fancy mathematical footwork, Kuhn is able to reconstruct the screen image.

Not so fast

Yet Kuhn, who is still completing his doctoral thesis, is quick to underscore the problems with the system.

"At this point, this is a curiosity," he said. "It's not a revolution."

First off, Kuhn performed the experiments in a lab at a short distance—the screen faced a white wall 1 meter away, and the detector was a half meter behind the monitor. There have been no real-world tests where, for example, other light sources are present and the detector is 30 feet across a street.

Other light sources, including the sun, make things much more difficult if not impossible. Normal incandescent lighting, for example, has a lot of red and yellow components and tends to wipe out any reflections of red from the image on a screen.

And several countermeasures are effective, including having a room with black walls and using a flat-panel liquid-crystal display. LCD monitors activate a whole horizontal line of pixels at once, making it immune to this type of attack.

Still, other researchers believe that Kuhn may be on to something.

"Anyone who has gone for a walk around their neighborhood knows that a lot of people have a flickering blue glow emanating from (their) living rooms and dens," said Joe Loughry, senior software engineer for Lockheed Martin.

While Kuhn calculated that the technique could be used at a range of 50 meters at twilight using a small telescope, a satellite with the appropriate sensors could, theoretically, detect the patterns from orbit, said several security experts.

That could open a whole new can of worms for privacy. If Kuhn's technique proves to be practical, the result of the research could be a new round of battles between law enforcement agencies and privacy advocates in the courts over whether capturing the faint blue glow from a home office is a breach of privacy.

Until that's resolved, the safest solution is to compute with the lights on.



Have you ever wanted to play at being an air traffic controller? The Airport Monitor shows you the almost-real-time location of incoming and outgoing planes at Los Angeles International Airport. Pan out to 48 miles...if you get anxious, remember that planes appear closer together than they actually are. (Warning: This is a very slow site.) <http://www1.passur.com/lax.html> Dodging Disasters



Bugs and Fixes: Top Tips for Busting Bugs

Stuart J. Johnston

I'm a big believer in the Boy Scout motto: Be prepared. It's wise to follow that old adage in this era of seemingly inevitable computing snarls. Every month in *Bugs and Fixes*, I keep you up-to-date on the latest bugs, security holes, and other software and hardware glitches. This month, though, I'm going to share some tips on how I protect myself from bugs and bad guys.

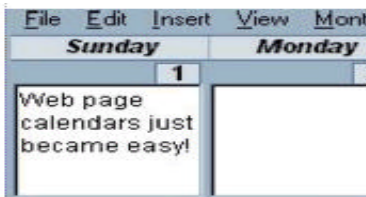
Strengthen your browser. Take advantage of your browser's built-in security settings to exercise more control over the information that comes your way on the Internet. >>TIP If you use IE 5.5 or later, go to Tools*Internet Options and click Security. Then select the Internet icon, click Default Level, and set the slider bar to Medium. To adjust Netscape's individual security settings, Netscape 4.x users need to select Edit*Preferences*Advanced. Netscape 6.x users can choose Edit*Preferences and then click the Security & Privacy tab. Think before you click. Plenty of clues will tip you off when something isn't kosher. For example, if an e-mail message from a coworker contains a subject line that seems unlike the person's usual style, view it with suspicion—especially if it includes an unexpected attachment. >>TIP Never open a file attachment from someone you don't know. Ignore 'Microsoft updates' via e-mail. Don't click any e-mail with an attachment that purportedly contains an update to a Microsoft product. >>TIP Microsoft never sends out updates via e-mail, but in several cases viruses have been found masquerading as Microsoft updates.

Test beta software at your own risk. In my experience, beta software—the testable version made prior to the final product—is chock-full of bugs. Beta software can destabilize your PC by damaging files that other programs depend on or by overwriting important data in the Windows Registry. You could end up losing the entire contents of your hard drive. >>TIP So avoid beta software unless you can't bear to wait for the shipping version of software—or you plan to use a separate test machine.

Practice safe computing before disaster strikes. My last piece of advice takes its cue from the Boy Scout strategy. >>TIP Back up all of your essential data—religiously. Stay on top of your antivirus software updates. And if you maintain an always-on broadband connection, make sure you use an Internet firewall program.

Stuart J. Johnston is a contributing editor for *PC World*.

HTML Calendar Maker Pro



Keep a tight rein on the upcoming birthdays, vacations, and meetings in your life by posting your schedule on the Web.

HTML Calendar Maker Pro helps you to create calendars without Web design or programming experience. Calendars can be created for any month in any year, so you can use the app for planning, or noting past events. You can use different colors for each part of your calendar, add links to other pages, and modify fonts. Images can also be added, as well as headers and footers (using elementary HTML skills). Free trial Download HTML Calendar Maker Pro at:

http://www.pcworld.com/downloads/file_description/0,fid,16520,tk,hsx,00.asp

Internet directories vs. search engines

Search jargon Making it easier

Martin Sargent

Search Engine Strategies

There are some 800 million websites out there. But let's say that only one of them holds the information you need. Watch today's show to discover ways to sift through the Internet haystack for that one shining needle.com.

The Web has tons of search engines, but most people become accustomed to one and stick with it no matter what. To get the most out of Web searching, understand the distinctions between the various search tools and use the one that's best suited to what you're doing.

Internet directories

About half of all Internet users rely on Yahoo! to find information on the Web. Yahoo! isn't a true search engine, it's an Internet directory. Internet directories hire people to group all submitted sites into categories, such as San Francisco restaurants. Underneath this broad category are more precise groupings such as Chinese, Italian, and Swiss restaurants. Internet directories, therefore, are the best way to go if your search isn't too obscure and if you want a broad range of results.

Search engines

If you're looking for more precise information, such as websites that contain your name, Internet directories aren't as effective as true search engines (unless you're a big movie star).

When you perform a search, engines such as AltaVista send out programs called 'bots or spiders that scour the Web looking for pages that contain your keyword. The found pages are then sorted according to relevance.

Search Jargon

No matter what search tool you use, you need to know how to refine your search using tricks such as Boolean operators.

If I vainly want to search for my name and type Martin Sargent in the Search box, the engine is going to give me every website it can find that includes the words Martin and Sargent somewhere within it. I might get pages about Martin Lawrence, John Singer Sargent, or maybe even Dick Sargent from "Bewitched." If I type my name in quotes — "Martin Sargent" — most engines will only look for the exact phrase. Many search engines offer an advanced search option that lets you search on exact phrases by checking off a radial button.

Boolean operators add a little logic to your Web searches. They consist of AND, OR, NOT, and other operators. The best way to explain the Boolean brew is by example. So let's say I'm having Leo Laporte over for dinner tonight and plan on cooking a quiche. (No jokes, please.) Thing is, I need a new quiche recipe because Leo hated my last one because of all the red onions in it. I also want only one type of meat, because I'm getting fat

So in the search box, I'd type: recipe AND quiche AND (bacon OR ham) NOT "red onions"

What I'm looking for is a site that includes the words "recipe" and "quiche" (signified by the AND) as well as either the words "bacon" or "ham" (signified by the parenthetical OR statement) but definitely not the words "red onion" (signified by the NOT in front of the quote-enclosed red onion [the quotes tell the engine to not search for the words red and onion apart from each other]).

Get it? With many search engines, you can do the same thing with + and - signs.

So the search request would read: +recipe +quiche +(bacon OR ham) - "red onions".

Making It Easier Ask Jeeves



Some search engines take novel approaches to Web hunting. Ask Jeeves, for example, is one of several sites that let you search the Internet by writing questions the way you would ask someone in a conversation. So if you spill catsup on your new white shirt and want to find out how to remove it, you'd simply ask: "How do I remove a catsup stain?"

Ask Jeeves has thousands of pre-written responses ready to go that aren't available anywhere else on the Web. Though there's no direct response for catsup-stain removal, there is a description of how to remove tomato stains as well as stains caused by 25 other substances.

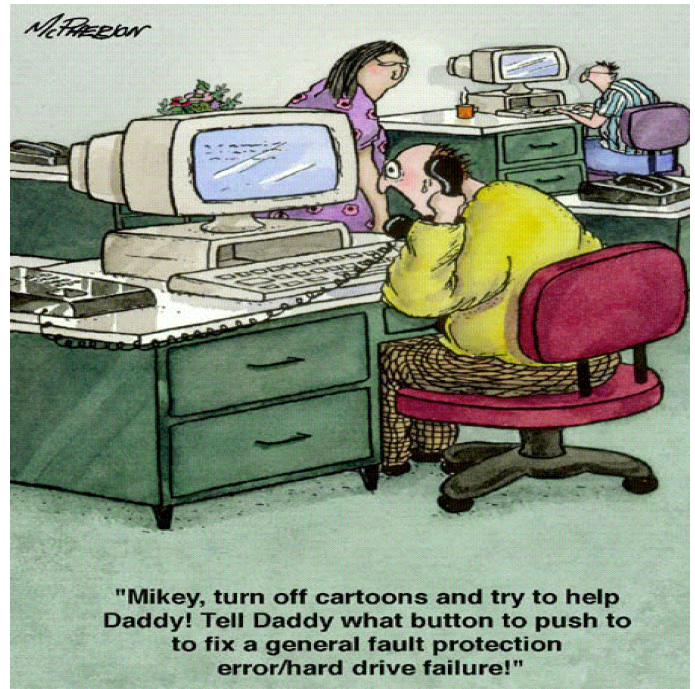
Ask Jeeves isn't a total loss if there's no pre-written answer to your question. The service also queries several external search engines — much like a metasearch engine does — using the keywords in your question.



Google

In the opinion of many, Google is the king of all search engines. Google uses a different search approach than other engines. Using a complex mathematical algorithm, Google determines what sites containing your search criteria are most relevant by calculating how many people link to the sites.

Therefore, the success of the search depends on the tastes of the entire Internet community, which turns out to be a pretty good measure of a site's quality.



Virus Hoax Spreads by E-Mail

False warning urges users to delete Java file that they actually need.

Gillian Law, IDG News Service

An e-mail hoax pretending to be a virus warning has been playing on users' fears and causing them to delete their Java Debugger Manager file, called jdbgmgr.exe, by telling them it's a virus, Symantec says Friday.

Symantec's security response staff have been dealing with calls all week, senior researcher Andre Post says Friday. Many say they have deleted the file "just to be cautious" and have to be told how to reinstall it, Post says.

The fake advisory claims that the file is a virus that is spread through address books and will damage the PC after sitting quietly for 14 days. It is usually easy to spot such hoaxes because they tend to have no attachment, say the virus is very destructive, and end in an appeal to send it to everyone you know, Post says.

"And capitalization rules. In this one for example, the final appeal is all in capitals," he says.

Check It Out

If in doubt, Post says, people should check the list of hoaxes on Symantec's Web site. At the moment most people don't, and just pass them on as directed.

"These e-mails are very successful. Generally as soon as it starts, you see it spread and get translated into different languages," Post says.

However, Symantec only discovers around one hoax a week, which is minimal in comparison to the 10 to 20 real viruses discovered, Post says.

It is hard to identify who starts this type of e-mail, but they are presumably non-technical, or would create their own virus instead, Post says. "And a high proportion appear to be Dutch! I don't know why," he says.

Hardware Tips:

A Cool Breeze Keeps Your PC's Innards From Frying

Here's how to beat the PC heat, make the most of your AGP graphics card, and solve mouse conflicts.

by Kirk Steers

Do the cold, dark days of winter have you dreaming of tropical beaches, sunny deserts, and the inside of your PC? You read right. The climate inside your computer can rival that of Death Valley in the summer, and triple-digit temperatures are bad news for your hardware.

Most desktop PCs run comfortably when their internal temperature is between 60 and 110 degrees Fahrenheit. (Check your system documentation to find your PC's exact range.) Internal temperatures over 110 degrees can stress delicate circuits and electrical contacts, which may substantially shorten your computer's life. Hard drives are especially vulnerable when the temperature goes up: Data transfers slow down, and data written to the disk is more likely to be lost. Here's how to beat the PC heat.

Avoid ups and downs: Sudden changes in temperature are just as harmful to your PC's circuitry as high temperatures. The biggest temperature changes occur when you turn your system on and off, so leave your PC on but use its power-management functions to keep its innards as cool as possible when it's idle. When you turn on your computer in a really cold office, let the system warm up for 15 minutes before saving anything to its hard drive. Listen to your fans: Your PC keeps cool by blowing a constant stream of air through its case. The primary air mover in most PCs is the power-supply fan, although some systems have an additional ventilation fan built into the case. Even in relatively clean offices, dust can accumulate on the fan intakes and seriously obstruct airflow. Clean your PC's fans and fan intakes regularly, especially if you hear a change in the fans' one-note whir.

Most CPUs also have a cooling device—either a fan or a heat sink. (A heat sink is a metal plate with fins or spikes intended to dissipate heat.) If your CPU's fan or heat sink stops functioning properly, a CPU failure won't be far behind.

A heat sink needs a constant flow of air to remove heat. In most PCs, the internal fans provide the required airflow. Never leave the case off your system while it's running. Going topless may lower the overall temperature inside your PC, but it also destroys the internal airflow patterns that keep your CPU and other components from overheating.

Mercury rising: Most PCs made in the last few years monitor and report on the state of their case, CPU, and power-supply fans. Some also provide data on the system's internal temperature, and some have a temperature alarm built into their BIOS. You usually have to open your system's CMOS setup program to see these statistics. But we've found a handy workaround: Just use Alex van Kaam's Motherboard Monitor freeware utility to keep watch over your PC's fans, voltages, and temperatures. development tools are currently the only programs that benefit greatly from fast-moving texturemaps.

To make sure you're getting the full benefits of AGP 4X, go into your CMOS setup program and make sure your PC is set to run at AGP 4X rather than 2X.

Load the latest AGP drivers onto your PC. The AGP drivers that come with Windows 9x are limited, and systems using AMD's Athlon CPU don't work well with older drivers. Check with the manufacturer of your PC, motherboard, or chip set—in that order—to find updated drivers and installation instructions.

A Conflicted Mouse

Does your cursor sometimes appear and disappear, move in the wrong direction, or change size and shape? It could be a sign of mouse trouble, which is often due to a conflict with your graphics card's driver. If you use Windows 9x or Me, there may be a solution simpler than installing an updated driver. Open Control Panel, double-click the System icon, choose the Performance tab, and click the Graphics button. Move the slider next to Hardware Acceleration one notch to the left. This change disables some graphics capabilities, but it may be the solution to your rodent problem.

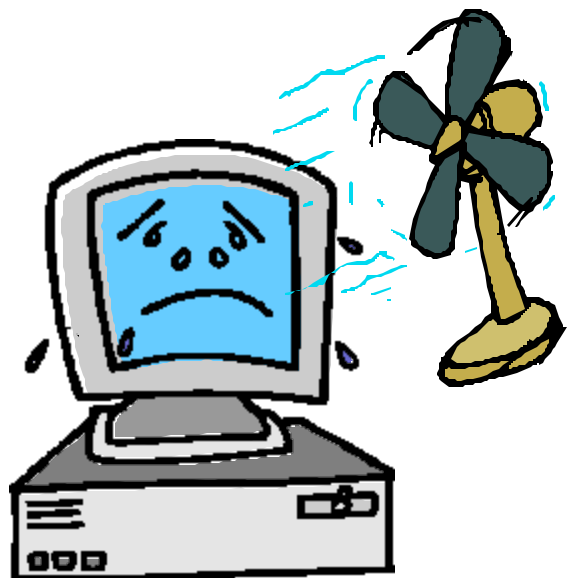
* Renaming files.

While you're viewing and moving files you also need to rename them. (What, you don't find `epson001.jpg`, `epson002.jpg`, and `epson350.jpg` meaningful?) When I find a stack of photos with a similar scene—say, "food vendors"—I add something unique to the file name while leaving the extension alone. For instance, "`food_vendors_001.jpg`," "`food_vendors_002.jpg`," "`food_vendors_003.jpg`," and so on.

For this part of the project I'm using RJH Extensions, a powerful utility that lets me globally rename files and add sequential numbering (or even words) to the file names. I can also change the extension and preview my changes before honking up a hundred files.

Grab your own free copy of RJH Extensions here:

http://www.pcworld.com/downloads/file_description/0,fid,21460,tk,sbx,00.asp



The next version of Office business software

By Joe Wilcox
Staff Writer, CNET News.com

Microsoft is finalizing plans for the next version of its Office business software, which will likely include new Web services, communication and collaboration features, said sources familiar with the company's plans. Many of the features once planned as part of Microsoft's .Net My Services initiative—a consumer-focused Web services strategy—may now find their way into Office, sources said.

Microsoft has not set a release date for the next version of the business software, which has been referred to internally as Office.Net or Next Generation Office. Microsoft shipped Office XP, the current version of the software package, one year ago this month. New versions typically follow the current release by 18 to 24 months.

News of the next version comes as rival Sun Microsystems announces a new version of its StarOffice package, which is an alternative to Microsoft Office. Sun on Tuesday said it will begin selling the software May 21, priced at \$75.95.

Among companies, “what’s most interesting is the sudden increase in interest in StarOffice,” said Gartner analyst David Smith. “We’re not seeing much deployment of it, but (there is) tremendous interest, and companies (are) setting up testing labs.”

Though StarOffice interest may be on the rise, Microsoft still controls more than 95 percent of the desktop business software market, according to Gartner.

Microsoft isn't standing still. For the next version of Office, the company is considering an optional subscription version tied to Web services based on Extensible Markup Language (XML). Those services, which could include some of the online calendaring and collaboration features envisioned for .Net My Services, would also be available separately for Office copies sold at retail or on new PCs, sources said.

.Net My Services, announced more than a year ago, was originally envisioned as a “digital safe-deposit box” for hosting and delivering personal information while providing an array of services, ranging from commerce to communications, in partnership with Web retailers such as eBay.

Reader Resources
Windows XP superguide
Check for Windows XP Office pricing

Microsoft had hoped that consumers would pay fees that would cover the bulk of the expense to run these one-stop services, which would manage passwords, calendars and other personal information. Instead, the plan has been the source of continual confusion among potential customers, has encountered a series of problems with its underlying technology, and has faced internal frustration that sources say even led to its top executive being reassigned.

In court last week testifying as part of Microsoft's antitrust trial, Jim Allchin, the company's senior vice president responsible for Windows, described .Net My Services as being “in a littlebit of disarray.”

Microsoft has said it plans to retool .Net My Services for corporate customers, so that they can more easily share information over local area networks (LANs).

Now, Microsoft appears to be linking .Net My Services to Office—its cash cow—in the hope of garnering more interest in paid services. That plan would put access to Microsoft's Web services within the reach of millions of Office users. This week, Microsoft said that customers had purchased the right to install 60 million copies of Office XP.

One new Web service being considered by Microsoft would provide customers with Web-based e-mail capable of connecting to multiple services and linking to Outlook. Another service would take a similar approach to calendaring and online collaboration. The service would, for instance, allow online calendars to be updated and linked to a wireless handheld. Another service would provide online data storage for documents.

Embracing XML

Overall, XML-based services, either delivered directly through Office or available as a Web adjunct, will be one of the biggest areas of change to the business software, sources said.

Under one scenario being considered by Microsoft, people could either buy Office and pay for the Web components separately on a subscription basis, or license both pieces for an annual fee. The latter option would give subscribers ongoing access to any product or online enhancements, but they would have to stop using Office if they failed to renew the software or if they bought it outright, said sources familiar with the product strategy.

The move to subscriptions, which would target consumers, would be a big shift for Microsoft as it rethinks its Web services strategy, though sources warned that the plan is not ironclad.

Microsoft pulled back from subscriptions once before. The company had planned to offer a subscription version of Office XP but abruptly retreated from the idea. Microsoft sold an optional subscription version of Office XP in Australia and New Zealand, but nowhere else.

Overall, Microsoft is exploring a number of changes to Office that may appear in the next version or the one after that, sources said. The software giant will shift away from just bulking up features to adapting existing applications to users whose work and home styles are changing—particularly as the two areas continue to merge. This change also plays into increased emphasis on services.

Outlook—Office's calendaring, contact and e-mail application—would get a makeover with emphasis on delivering information anytime, anywhere. Microsoft also plans to introduce tools for accessing Outlook files from multiple devices.

The company plans to beef up Office's support for SharePoint Team Services, its online collaboration service. The change would make SharePoint “the underlying infrastructure for collaboration,” said one source familiar with the product strategy. Enhanced SharePoint, which would include new management tools, would likely appear in the next version of Office.

Also on tap: new tools for capturing information. The Redmond, Wash.-based company plans to deliver a downloadable enhancement that will bolster Office XP's existing handwriting features for Tablet PC. Microsoft is working on a version of Windows XP exclusively for portable tablets that can capture handwritten text input by a stylus.

Microsoft plans to deliver Windows XP for Tablet PC as early as late summer, around the same time as Windows XP Service Pack 1; the collection of bug fixes is expected to begin beta testing later this month. The Office XP enhancement for Tablet PC would be available around the same time as the service pack, sources said.

Besides introducing tools for capturing handwritten notes, Microsoft wants to make finding handwritten notes in Word documents easier, for example. People would eventually be able to search those notes, too, similar to how they can search for typewritten text today.

As part of Microsoft's "Trustworthy Computing" initiative, Office will get improved security and privacy features, sources said. Microsoft will shift the focus away from security in Outlook, which has been the carrier of some of the worst recent virus outbreaks, to other applications. The company plans to introduce new tools for better securing Word and other Office documents, as well as to work with companies on how they manage the security of their documents.

Your Office or mine?

Smith said that Microsoft's increase in volume licensing fees more than 100 percent for some companies—directly accounts for much of the interest in StarOffice among Microsoft's Office customer base. The increases will come through a new licensing program called Software Assurance that will commit customers to buying operating system and application upgrades for an annual fee.

"Some of these (StarOffice) pilots are in place to get Microsoft to back down on the licensing changes," Smith said. "We think the interest is serious enough that if Microsoft doesn't change its pricing and licensing strategy, it will lose 10 percent of the Office market to StarOffice and alternatives in a couple years...by 2004."

Such a shift, while seemingly dramatic, wouldn't do much to dent Microsoft's dominance in the office productivity market. Smith estimated that Office could drop from 95 percent to 85 percent share—and that's certainly not going to break the company. Nonetheless, they're very concerned about StarOffice in Redmond."

Office accounts for more than one-third of Microsoft's overall revenue. The tug-of-war between Microsoft and corporate customers over volume licensing is also an attempt by Microsoft to lock subscribers into contracts that will make them less likely to switch to competing products.

"Locking companies into contracts so they won't consider anything else is exactly what Microsoft is trying to do," Smith said. "They will make sure (customers) don't deploy any other software and help protect the market share."

Companies considering a switch to StarOffice or a competing product won't find the move cheap. Gartner estimates that the average cost per user would be about \$1,200, which works out to about \$800 for labor and \$400 for productivity. In contrast, companies upgrading to Office every two years would spend about \$550 per user, or \$700 every four years. That means many businesses would the desktop, you're taking a risk," Smith said. "You're moving to something that's not tried and supported...There's no guarantee that file compatibility won't be a problem."

Another issue affecting companies' buying decisions may be the new Web subscription feature being added to Office. Those services will be available as part of Microsoft's new volume-licensing program, which may add incentive for companies to stick with Office.

Secret Windows Software You Already Own

Chris Pirillo

Editor's note: Chris Pirillo demonstrates this tip on today's episode of "The Screen Savers." like downloading software, but did you know that some of the best utilities are probably already hiding on your hard drive? I'll show you how to find these helpful utilities; before you scour the Internet, uncover these goodies and give them a try.

I'm talking about Windows stuff here, primarily Windows 2000 or XP. Here's a list of the hidden software and how to use it.

IExpress

Have you ever wanted to make a customized self-extracting executable? You already have the tool. IExpress' wizard will step you through the process, and in a matter of minutes, you'll have something ready for download. To use IExpress, open the Run box and type, "iexpress.exe".

Microsoft Word Script Editor

You know how annoying it can be when, in the middle of typing a document, suddenly a paragraph's formatting changes. Argh! I didn't want to do that! How can I stop this from happening? Look no further than the built-in script editor. Open it by pressing Alt + Shift + F11 on your keyboard. Newer Word documents are done in XML, so you can easily edit the source to your heart's content.

Vintage Windows Media Player

If you're like me, you hate the new Windows Media Player. Sure, it's skinnable, but it also sucks up a lot of resources. Did you know the old one is still there? Yep, it's now called "mplayer2.exe". Just type the name in the Run box.

On-screen keyboard

Keyboard stuck? Don't wanna reboot? Use the on-screen keyboard. It's an accessibility tool, but it'll work just as well for anybody. To get to it, open the Windows folder, then open the System32 folder. The application is in this folder, and it's called, "osk.exe".

Winchat

Instant messaging is fun, but what if you don't want to install any of that kind of software on your machine? Launch Winchat, and then connect with another buddy on your network (your buddy also has to run Winchat). It's not incredibly useful, but still, it's there. To use Winchat, open the Run box and type, "winchat.exe".

Get more processing power

In the Run box, type, "Rundll32.exe advapi32.dll,ProcessIdleTasks". This frees up any idle tasks running in the background so that XP devotes its full attention to what you want it to do.

11 Chris Pirillo is the host of Call for Help.

**As a courtesy to OCIPUG members the memberships up for renewal are published in the README.DOC
IS YOUR NAME LISTED BELOW ?. DON'T FORGET TO RENEW YOUR MEMBERSHIP.**

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3478 Barbara GRADY

Feburary 2001

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3478 Dave ARMSTRONG
1652 Dino PANICACCI
1537 Donna SPRINGER
1852 Peter CHRISTIE
525 Robert OLEA

March 2001

564 Taoward LEE

April 2001

3398 Annabelle FARAGO
3546 Jack NIEFELDT
3545 Paula McGe
3400 Roger HUGHES

May 2001

3168 Jack STARBIRD

June 2001

1681 Elvin (Al) DAUGHERTY
3548 Michael COX
1571 Paul MELTON

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2092 Donald ROUNSAVELL
1758 John SCOTT
1499 Rocky FORD

August 2001

2297 Frank DISPARTE
1238 Jeff SINN

September 2001

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1777 Jim HICKS
3552 Patricia NOLING
3551 Peter NOLING
3553 Vivian STIMSON

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369 John DONOVAN
1818 Richard BLACK
2144 Seymou SPIEGEL

November 2001

2287 Don PELTZ
2534 Joseph LBOVITZ

December 2001

3276 Nita PEARCE

January 2002

3327 Andrew REFALO
1350 Bernie GOLDWARE
1196 Farrell EAGLE
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1637 Jim STOLP
3555 Lyall COLEMAN
2182 Wayne ALI

February 2002

3079 Adele ELLIOTT
3485 Bob SCHMIDT
1780 Donald CROW
1653 Jim KIRKPATRICK
3500 Michael ELLIOTT
1555 Richard HERMAN
2243 Robert LYNCH
1924 Robert RANK
1843 Will LUIJT
2311 William JENNINGS
1351 William (Bill) GOLDWAG
934 Ken MARTIN

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1946 Alex LANCASTER
2848 Bill SPLITTER
1658 Don KRUEGER
2172 Michael DE FALCO
3559 Robert COWLEY
3560 Roberta COWLEY

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2478 Anthony DOPAZO
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1436 Jack BENTLEY

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1716 Audrey WOLDEN
1063 John GALLIE
14 Kevin MOSER
1015 Ed FITCH

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2929 Dan DICKINSON
1976 Dennis WALZ
24 Dick CRUCE
3180 Kenneth PAETH
3186 Leonard ROBERTSON
1784 Nicholas SHISHKOFF
1113 Preston HILL
3357 Roman KRAMARSIC
903 Steve KILMER
677 W.F. "William" PHILLIPS

July 2002

2375 Dennis MATTHEWS
251 DON REIS
1767 Edward EALES
2057 George AUSTIN
3457 Helen MARTIN
259 Jim PETIT
1742 Karl COOK
2366 Keith CAMPBELL
3081 Dennis MARTIN
3192 Donald BIXLER

August 2002

2960 Robert WALKER
3554 Beverly WALKER
2717 Bob FULKERSON
3561 Karl WESTER
3562 Cheryl WESTER
3120 Larry THOMAS
2715 Patricia THOMAS
2737 Richard HUNTER
682 Robert STRADER
3550 Ruby STRADER
3083 Warren FRANDSEN
490 Hugh WILKOFF

September 2002

2498 Jesse BEQUETTE
3135 Victor OLCOTT
1896 Marshal BOSLOW
2130 Richard BAZNIK

If you have renewed recently, we thank you.



The Worst Internet Hoaxe



Gotcha! E-mail hoaxes are out to get you. Here are the ten most cunning ruses to watch out for.

Scott Spanbauer

Communicating by e-mail seems safe and clean compared to the real world—no bad breath, no cauliflower ear, and no anthrax. But e-mail doesn't escape the clutches of con artists. Just because an e-mail message looks legitimate and plays upon our deeply felt hopes and fears doesn't mean it's true. Here's our top ten list of some of the most devious hoaxes and outright scams in Internet history. Don't be surprised to see some of them appear (and mutate into new forms) again and again.

And don't get taken in.

10. Let the Good Times Roll Even the threat of a computer virus is enough to throw many PC users into a tizzy. And virus warning hoaxes are nearly as bad as the real thing. Frightened recipients frantically forward the bogus advisory to everyone they know. One of the first phony bulletins warned recipients not to read or download any files with the name Good Times. Naturally, the message spread like a virus, bogging down mail servers. Do you have a virus alert but you're not sure if it's genuine? Visit Vmyths.com.

9. Help a Sick Child Who wouldn't want to save a little girl dying of cancer? Or help a little boy with epilepsy? The various incarnations of this hoax go on and on. Most of them involve forwarding the e-mail message to others. In return, the American Cancer Society, a hospital, or another medical organization will donate anywhere from a few cents to a dollar to the non-existent child. See HoaxBusters for chapter and verse.

8. Bill Gates Reaches Out to You Impossible as it may seem, Bill Gates is contacting you, personally. And not only that, the billionaire wants to give you money! "My name is Bill Gates. Here at Microsoft we have just compiled an e-mail tracing program..." Naturally, there will be some forwarding of e-mail involved. Starting to see a pattern? Variations on this theme appear to come from Walt Disney Jr. (who never existed), The Gap, Victoria's Secret, and AOL. To get the skinny, hop to HoaxBusters.

7. Dial 809 for Trouble This started as a real e-mail scam, but somebody managed to turn the whole thing into a hoax, too. A few years back, an e-mail message requesting payment of an "outstanding account" demanded that recipients call a number in the 809 area code (a Caribbean prefix) to clear things up. Lots of people dialed the number only to incur \$25-per-minute phone charges. ScamBusters exposed the original threat, but some joker started circulating an altered version of the ScamBusters report that adds to the confusion. According to ScamBusters, there were other area codes used in the scam: 242 (Bahamas), 284 (British Virgin Islands), and 787 (Puerto Rico). Does that mean you should never dial numbers in the 809 area code or these other zones? Of course not. Head to HoaxBusters for the dirt

6. Money Nonsense in Nigeria You receive an urgent, confidential message from a Nigerian government official who wants to deposit millions of dollars in your bank account. The official is contacting you in order to bypass some local bureaucratic snafu. All he needs is your name and bank account number. Should you respond, or delete the message?

You might find it peculiar, but lots of people have been conned out of their savings in this dangerous and ongoing con game, known as the Advance Fee Fraud, 419 Fraud, or Nigerian Scam. According to the 419 Coalition Web site, the con has pulled in more than \$5 billion and is one of the largest industries in Nigeria. For details, check out ScamBusters or the posting by the United States Treasury Department.

5. Save Big Bird Everybody knows that PBS needs your support to keep delivering its programming. So when you receive a professionally written plea quoting Nina Totenberg and warning that the system is in danger, it comes as no surprise. You don't even have to send money, just—you guessed it—forward the message. This kind of hoax is bound to stick around for a while. So for future reference, remember that there is no such thing as an e-mail petition. Hop to About.com for more details.

4. The \$250 Cookie Recipe This is a true story, really. It must be—I read about it in an e-mail message. You've probably stumbled upon this message, too. But in case you haven't heard, the story goes like this: Someone ate a cookie for dessert at a restaurant in a Neiman Marcus store. The customer asked for the recipe, and was charged \$250 for it (not "\$2.50," as expected). Though this urban legend dates back more than 50 years, according to the San Fernando Valley Folklore Society, it's gained a new life thanks to the wonders of e-mail. Whatever you do, don't bother forwarding it.

3. Deodorant Endangers Your Health? We tend to believe reasonable first-person accounts, especially if they report the advice of doctors or other experts and prey on our fears. A convincing-sounding message forwarded from a woman who attended a health seminar warned that deodorant can cause breast cancer. There's no truth to the story, says the American Cancer Society. But post the message to your favorite mailing list and just watch the panic ensue. You can stop worrying about shampoo and toothpaste, too.

2. Last Photo From the World Trade Center Deck? Even the tragic events of September 11th have spawned hoaxes. Did you see the photo posted on the Web of a tourist posing on the World Trade Center observation deck a split second before an airliner crashed into it? Visit the Urban Legends Reference Pages for the photo and the reasons why it never happened.

1. Next Time, Just Say "I Don't Know" If you've been suckered by an e-mail hoax, you're in good company. During the 2000 elections, a gullible television reporter asked debating Senate candidates Hillary Clinton and Rick Lazio about pending legislation to establish a 5-cent tax on e-mail messages. Both stated their opposition to it—live on the air. Never mind that no such bill ever existed—the reporter had just read one of those urgent e-mails. Go to HoaxBusters for the full report.

Scott Spanbauer is a contributing editor for PC World.

OCIPUG General Meeting, May 18, 2002

The May 2002 General Meeting of the Orange Coast IBM PC User Group (OCIPUG) was held on May 18, 2002, with 26 members and 1 guest present. All members present were requested to note on the sign-in sheets if they had not received the e-mail which transmitted the May 2001 Readme.Doc. Fourteen members so indicated. A copy of the sign-in sheets was given to President Bob Walker who has taken over the assignment of uploading the Readme.Doc and notifying the membership of its availability. Also on the sign-in table was a membership roster showing when the current membership expires. All members were requested to check the roster and note any corrections. Director Red Davidson is currently updating the roster to determine who is eligible to vote in the upcoming election and so he needs any changes ASAP.

Ed Leckliter conducted a very informative Random Access Session.

- * To sort entries in the Programs (or other) menus in all versions of Windows back to Win95, you right click in the particular menu and select Sort by Name. In Win XP all pages of a menu will be sorted.

- * There was no New Users group meeting in May. This needs to be followed up with John Lundsford.

- * When web pages are first downloaded they go into cache but do not automatically update. In Internet Explorer, to pull up and update a site in cache, press Ctrl+Refresh.

- * In Outlook Express, previewing a message in the preview pane does not open it. However, Norton Anti-Virus 2002 can be set to scan incoming mail as it is being downloaded before it gets to the Inbox.

- * Windows XP boot time is a function of how many things it has to check while booting up, such as the number of programs in the System Tray, connected hardware, both internal and external, etc. The BIOS does the first check, and then the operating system does its own check. As for system time-outs to detect connected hardware, the questioner was referred to the Microsoft knowledge base.

- * Windows XP (both Home and Pro) has an Event Viewer which maintains logs about programs, security, and system events on your computer. It can be used to view and manage event logs, as well as to gather information about hardware and software problems and to monitor Windows security events. It can be accessed by double clicking the Administrative Tools icon in the Performance and Maintenance folder on the Control Panel. This opens a two-pane window with entries for application error records, security audit records, and system error records. Much of the data displayed under these headings is informational, but any errors that occurred, whether minor or otherwise, are identified. Those using Windows XP are encouraged to go through the process of opening and viewing the Event Viewer to see just what it does and does not do. There is also useful information in the Windows Help function.

- * One attendee reported having problems when he switched from a cordless Vista Mount mouse and keyboard to one made by Logitech. It was suspected that the problem was related to the system having problems with two mice connected at the same time.

Dan Dickinson then gave a brief progress summary for upgrading the SeniorNet computers. Several options are being explored, ranging from full replacement to partial upgrades, with none adopted as of the date of this meeting.

President Bob Walker then asked for brief reports from each of the SIG leaders:

- * Quicken (Dan Dickinson, Tuesday June 4) — Will continue working with the check register and investment portfolios, and will be encouraging questions from the attendees.

- * Internet (Bob Strader, Wednesday June 5) - No definitive plans as yet.

- * Hardware (Ed Leckliter, Tuesday June 11) - Will cover CD-ROMs, DVDs, and other non-removable (internal) drives.

- * Windows XP (Ed Leckliter, Wednesday June 12) - Ed reported he received a book from Microsoft entitled "Windows XP Step-By-Step" and intends to use it as a basis for future sessions.

- * Windows 98 (Bob Strader, Tuesday June 18) - More on file extensions.

- * Digital Photography and Scanning (Bob Strader, Tuesday June 25) - Creating and using thumbnails

President Bob Walker announced that badges for new members were on the table at the back of the room. If a member needs a new or replacement badge, notify Bob by E-Mail.

Mike Conway reported on the status of the election. As indicated earlier, all offices, including the four directors, are open. We have tentative candidates for Vice President, Secretary and Treasurer/CFO and several Directors positions. We are desperately in need of candidates for President, as per the by-laws Bob Walker cannot seek reelection after two terms.

The May Readme.Doc was e-mailed to all members for whom we have a current e-mail address. If you did not receive it check the appropriate column on sign-in sheet and make sure that the club has your current e-mail address.

The next Southwest Regional User Groups (SWUG) Conference will be held Friday, August 9 through Sunday, August 11 at the San Diego Mission Valley Hilton Hotel. Registration fee is \$40 if paid before July 26, 2002 (\$50 after that). The hotel rate is \$119 per room per night irrespective of the number of occupants, with a \$4/night parking fee. For more details on the various workshops being planned visit the SWUG website at www.swugconf.org. During the meeting we received a renewal (cash) from member (3341) George Williams.

President Bob Walker then concluded his opening remarks by announcing that we would be having our raffle after the meeting.

The main portion of the meeting was a very informative series of presentation on computer maintenance, both periodic and major, presented by OCIPUG Director Chris Davidson. These presentations utilized CDs she had purchased from Learn 2 (www.learn2.com). Later in the session she visited the site to show that it covers tutorials other than computers, and to show how one can sign up to receive the various CDs and the associated prices. The first presentation covered computer hardware basics, such as processors (CPUs), motherboards, tower cases, power supplies, ports, random access memory (RAM) modules, heat sinks, various PIC cards (modems, network and SCSI (small computer system interface) interfaces), and operating system. There was also a discussion on CPU clock speed and multipliers. The presentation then went on to show how to assemble the system from scratch and then how to set up the BIOS and install the operating system, including the registry (which should not be modified unless you know exactly what you are doing).

Board Of Directors Meeting, May 20, 2002

The next presentation was on backup utilities and hardware and the need to frequently back up those portions of the system that it would be difficult if not impossible to duplicate from scratch. The difference between complete and incremental (partial) backup was discussed. The use of various diagnostic software programs was discussed, including those that come with Windows (disk cleanup, scandisk, disk defragmenter) and 3rd party utilities such as Norton Utilities, McAfee Nuts and Bolts, First Aid Guardian, PC Technician, etc. Go to Google to get more listings.)

Computer preventive maintenance was then discussed, along with recommendations for basic and more complete tool kits, soldering irons, etc. Every 2-3 months you should open the case and vacuum out the dust, as dust can both impair ability of parts to dissipate their heat as well as cause other problems. For a more complete cleaning it may be necessary to completely disassemble the unit and clean all connectors.

The question of whether to leave the PC on all of the time vs. shutting it down at night was covered. Each time the PC is powered up (cold or hard boot) there is a thermal stress on the electronic components. On the other hand, leaving it on all of the time could be a fire hazard or could cause critical mechanical parts such as the hard drive to fail. It is possible to set the computer to a power saving mode whereby the hard drive shuts down after so many hours of inactivity.

Director Bob Strader supplemented this presentation by demonstrating that HP has various training material available for free (go to www.homeandoffice.hp.com and scroll down and click on either useful tips and articles or online training courses under the learning library button. Another good source of information is at www.shortcourses.com. Bob also went to the Tech TV website (www.techtv.com) and related sites for the various shows, the most informative being "The Screen Savers" and "Call For Help." Each show has its own web site from which an archive of show notes and links can be accessed and free utilities downloaded.

We concluded the General meeting with the raffle. Among the prizes won were

- * Mouse Pad and Media Flipon- Warren Frandson
- * ProTool PC Tool Kit - Eugenia Frerich
- * Greeting Card CD - Leonard Stein
- * Notebook Screen Cleaners — Bob Strader
- * Holms Performance Evaluation - Bob Walker
- * Flashlight and HP Greeting Card CD - Sandi Tierney
- * Monitor Picture Frame and Lion's Club Spaghetti Dinner Ticket - Red Davidson
- * Lion's Club Spaghetti Dinner Ticket - Frank Mastroly

The next General meeting will be on Saturday, June 29, 2002, with a continuation of the presentation by Chris Davidson.

President Bob Walker called the meeting to order at 7:20pm with six of nine officers and directors (sufficient for a quorum) present. Vice President Morris Fier, and Directors Sandi Tierney and Bob Strader, were absent having previously indicated that they would not be present. There were also two members, Kevin Moser and Mike Conway, present. In a motion by Director Red Davidson, seconded by Treasurer Charles Schreiber, and carried, the minutes of the April 2002 Executive Board of Directors meeting was approved as attached to the meeting agenda and published in the April Readme.Doc.

President's Report - President Bob Walker distributed the latest membership roster and requested any corrections ASAP (see also minutes from the May 2002 General Meeting). Bob and Director Red Davidson are working on updating the roster. Bob and Director Bob Strader continue to meet with former Webmaster Michael Moore regarding how to upload the Readme.Doc to our website. Later in the meeting Bob Walker stated that we could rent 15mb of additional space on the InReach site for \$7/month. In a motion by Red Davidson, seconded by Leonard Stein and passed, Bob Walker was authorized to get the best deal he can for more web storage space from InReach.

Secretary's Report - Secretary Frank Mastroly reported that in addition to the two new members who joined during the April General Meeting, we have received three renewals. In addition, during the May General Meeting we received a renewal (cash) from member (3341) George Williams. Frank turned over all of the checks and cash he was holding to Treasurer Charles Schreiber and distributed copies of the applications to Charles and to Director Red Davidson. There was a question as to whether or not Anne Fawcett, a former member who has rejoined, actually paid.

Treasurer's Report - No report, as Treasurer Charles Schreiber had just returned from his vacation. Director Red Davidson stated that we need a monthly statement of income and expenses, and Charles will work with former Treasurer Larry Pearce on the format for this report, with the consensus being that there should be a one-page summary of income and expenses for each month covering general categories, such as membership income, cost of mailings and supplies, etc. In addition, apparently we still need to file the appropriate reports to both the Federal and State governments, as they were due four months after the close of our fiscal year, or in December 2001. Charles will get a list from Larry as to specifically what reports are due and when.

Activities Report: Director Chris Davidson reported that at the June General meeting we would have additional presentations on computer maintenance, including hard drive clean up, and multimedia in follow-up to what was presented at the May General meeting. President Bob Walker repeated his request for information for inclusion in the June Readme.Doc.

SIG Meeting Report - There were no SIG reports. However, for completion, the reports made at the May General meeting are summarized below:

- * Quicken (Dan Dickinson, Tuesday June 4) — Will continue working with the register and investment portfolios, and will be encouraging questions from the attendees.
- * Internet (Bob Strader, Wednesday June 5) - No definitive plans as yet.
- * Hardware (Ed Leckliter, Tuesday June 11) - Will cover CD-ROMs, DVDs, and other non-removable (internal) drives.

* Windows XP (Ed Leckliter, Wednesday June 12) - Ed reported he received a book from Microsoft entitled "Windows XP Step-By-Step" and intends to use it as a basis for future sessions.

* Windows 98 (Bob Strader, Tuesday June 18) - More on file extensions.

* Digital Photography and Scanning (Bob Strader, Tuesday June 25) - Creating and using thumbnails

President Bob Walker reiterated his request that SIG leaders get their reports to him for the Readme.Doc as early as possible so that the current issue can cover advance notice of the material to be covered in all of the SIGs for that month. The goal is to publish the Readme.Doc during the first week of each month.

SeniorNet Report - Secretary Frank Mastroly reported that the SeniorNet team has purchased an E-Machine 1.2GHz tower with Windows XP (Home) and Works 2002 for use as the computer to drive the TV. The existing 486 will be surplus, but there may be some organization that can use it. We have also received eight copies of Windows XP Pro for installation on the seven class computers as well as the new E-Machine. The next SeniorNet team meeting will be on Friday May 31, 2002, probably at 3:00pm. As discussed under New Business, the SeniorNet team is in need of additional instructors and coaches.

Nominating Committee Report - Chairman Mike Conway distributed two sets of candidate lists, depending upon who runs for Vice President. As noted in the minutes of previous board meetings, all officer and director positions are open. Thus there will be four directors elected, with the top two vote getters being elected for two years and the next two for one year. Because of the limitation imposed by the bylaws, President Bob Walker is ineligible to run for reelection, having served two consecutive terms as President. Ballots are to be mailed to the membership no later than 15 days after the June General meeting, (or before July 15, 2002), with the ballots to be counted no later than 30 days after being mailed. Installation of new officers and directors will be at the July 2002 General meeting, with all to assume office on August 1, 2002.

We currently have sufficient candidates for Secretary, Treasurer, and Directors. Director Bob Strader has previously indicated a willingness to run for Vice President, but concurrently has strongly stated that he does want to be President. At the meeting, Mike Conway was asked if he would like to be President, and President Bob Walker promised to work with him to ease the transition. Mike indicated some willingness, but requested some time to think it over. Mike did request a copy of the by-laws and procedure manual, and Bob Walker promised to give Mike the requested material.

In a related matter, there was discussion of whether or not we should drop our status as a 501c3 non-profit organization, as this would apparently free us from the statutory requirement that we formally elect a President. Instead, we could elect only a board of directors from whom a President would be selected by the board. However, we would then have to formally dispose of our assets to another non-profit organization which if all works out would be our club operating under a different charter. As there are many legal and other aspects to be investigated, Directors Red and Chris Davidson will go over the applicable California code sections and

by-laws to see if this is feasible and, if so, desirable. The plan is to hold a special board meeting in two or three weeks to review our options. Red expressed the thought that perhaps too when the membership is aware of the importance of our having a President for us to continue to function as a club we may get more volunteers to run for President.

Long Range Planning Report - Past President Leonard Stein held a long range planning committee meeting to be held at the conclusion of the April 2002 board meeting, but there was no consensus reached as yet. Director Red Davidson and his committee consisting of himself, Vice President Morris Fier, and President Bob Walker are continuing their review of the results of the membership survey prepared by Kevin Moser and will put together a summary package for the membership.

Financial Review - No report, as the Treasurer just returned from vacation)

Maintenance and Operations - Nothing new to report. Director Red Davidson is working with several members of the SeniorNet team on upgrading their computers.

Webmaster Report - With the resignation of Webmaster Michael Moore, we are in need of a new Webmaster, with Richard Hunter a possible candidate. President Bob wants to upgrade our website to add more graphics and is looking for one or two others to work with him on this.

Publications (Readme.doc) - No report except repeat of the request by President Bob Walker that all SIG leaders e-mail him a synopsis of the most recent SIG as well as a summary of what is planned for the next session, and that these be sent in time to get into the current issue of the Readme.Doc.

Public Relations - No report, as Vice President Morris Fier was absent.

Membership - No report (see Secretary's report relative to new and renewed members).

New Business

New Software for OCIPUG Computer - We need to update our subscription to receive Norton anti-virus program and virus definitions. In a motion by Frank Mastroly, seconded by Red Davidson, and passed, the Treasurer or his designee is authorized to renew this subscription each year as it becomes due until further notice.

Southwest Regional User Group Conference - The next Southwest Regional User Groups (SWUG) Conference will be held Friday, August 9 through Sunday, August 11 at the San Diego Mission Valley Hilton Hotel. Registration fee is \$40 if paid before July 26, 2002 (\$50 after that). The hotel rate is \$119 per room per night irrespective of the number of occupants, with a \$4/night parking fee. All board members, especially the new ones, are encouraged to attend, as in addition to being very informative, these conferences are a very good way of networking with your counterparts in other user groups, not too mention the workshops, the free

meals and software. For more details on the conference and the various workshops being planned visit the SWUG website at www.swugconf.org.

Miscellaneous

We will need three members to serve on the election committee to tabulate the election results. Also, it is planned to have pictures and brief statements from each of the candidates in the July Readme.Doc.

The SeniorNet team is in need of both instructors and coaches due to the expansion of the number of classes being offered. Anyone interested should contact Dan Dickinson directly at danield3@cox.net.

Director Red Davidson is compiling a list of members who indicated a willingness to conduct one or more existing or new SIGs. He also feels that each SIG leader should prepare a brief summary of what he/she plans to cover along with handouts.

Adjournment - Moved by Chris Davidson, seconded by Frank Mastroly, and carried. The meeting was adjourned at 9:05pm. The next BOD meeting will be on Monday, June 24, 2002 (or on the Monday prior to the June General Meeting) at 7:00pm.

Respectfully Submitted

Frank Mastroly, Secretary

Would you like too be a coach for our Senior Net classes hear is your chance to brush up on any of these programs offered in an 8 week course. Email **Dan Dickinson** at danield3@cox.net or **Frank Mastroly** at fmastroly@earthlink.net.

SeniorNet Class Descriptions, June 2002

This is a brief summary of the SeniorNet classes to be offered during an 8-week session starting on June 17, 2002. Not all classes will be held, as we feel we should have minimum of 3-4 students to make the class worth our time. However, we have conducted classes with as few as two students. In any OCIPUG member is at all interested in either teaching or coaching any of these classes please contact either Dan Dickinson at danield3@cox.net or Frank Mastroly at fmastroly@earthlink.net. Thank you for your attention to this matter.

Introduction to the Internet (Monday Mornings, 9:30-11:30am Starting June 17, 2002)

Learn to surf the Internet. Use a variety of search engines and techniques to locate information efficiently. Customize your browser to facilitate future searches to find what is available on the net. Learn how to shop on line and find useful information. Join chat rooms and discussion groups to share information with others, often in real time.

Genealogy Using Family Tree Maker (Monday Afternoons 1:00 to 3:00pm Starting June 17, 2002)

Create your own family tree, compile, organize, and store family history (names, dates, pictures, and more).

Introduction to E-Mail (Tuesday Mornings, 9:30-11:30am Starting June 18, 2002)

Send and receive e-mail using Hotmail and Outlook Express with and without attachments. Set up and maintain an address book. Filter incoming mail to store for future reference and/or to eliminate Spam (junk e-mail).

Print Shop (Tuesday Afternoons 1:00 to 3:00pm Starting June 18, 2002)

Learn to create impressive print projects such as greeting cards, custom calendars, brochures, postcards, fliers, and much more. Scan your own pictures into projects. Print Shop is fun and easy to learn.

Money Management Using Quicken (Wednesday Mornings, 9:30-11:30am Starting June 19, 2002)

Manage your money; plan for the future; help reduce your taxes; keep track of your income, investments, and expenses; do on-line banking and much more. This course requires that the student has completed the Introduction to Computers class.

Digital Photography Using Photo Shop Elements (Wednesday Afternoons 1:00 to 3:00pm Starting June 19, 2002)

Learn how edit photos to remove flaws (scratches, red-eye, eye) and/or to modify the color, brightness, contrast, etc. Learn special effects such as converting a photo to look like a watercolor or oil painting. Change the background to enhance the image and make it stand out more. Add color tinting to black and white photos. Scan your own photos into projects and edit them.

Introduction To Computers (Thursday Mornings, 9:30-11:30am Starting June 20, 2002)

Learn personal computer fundamentals. Learn how to use the Microsoft Works Suite Word 2000, spreadsheets, and databases). Learn how manage and protect data and files, and how to surf the Internet, including e-mail basics.

Introduction To Microsoft Windows 98, Part I (Thursday Afternoons 1:00 to 3:00pm Starting June 20, 2002)

This class is for new students or for those wanting to get more familiar with the Windows 98 operating system. The course covers Windows basics and its structure, opening and running multiple programs simultaneously, dealing with dialog boxes, function of the task bar, managing folder windows, disk drives, folders, and data files.

Note: This is the first part of a 16-week course, but students must have completed Part I before taking Part II.

Introduction To Microsoft Windows 98, Part II (Friday Mornings, 9:30-11:30am Starting June 21, 2002)

This is the second part of a 16-week course, but students must have completed Part I before taking Part II. This class is a continuation of Part I and covers more on Windows basics and its structure, opening and running multiple programs simultaneously, dealing with dialog boxes, function of the task bar, managing folder windows, disk drives, folders, and data files.

Introduction To Word Processing Using Word 2000 (Friday Afternoons 1:00 to 3:00pm Starting June 21, 2002)

This course uses Microsoft Word 2000 to cover the basics of word processing, character and paragraph editing and formatting, page formatting, spell check, bookmarks and footnotes, and the use of the Task Wizard to create personal and business documents.

ORANGE COAST IBM PC User Group (OCIPUG) ©

Mailing Address

2973 Harbor Blvd, Box 621
Costa Mesa, CA 92626-3934

Meetings Location

Costa Mesa Senior Center
Southeast Corner of 19th and Pomona

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Publication Deadline

Material for the **July** issue must be received on or before **June 7, 2002**
rwalker820@msn.com

Publication Guidelines

All material submitted will be published *exactly* as submitted, but may be subject to editing at the *Editor's* discretion. We reserve the right to refuse any material submitted for publication. Send all submissions as follows:

1. Send via Internet e-mail to: editor Robert Walker
rwalker820@msn.com and newsletter coordinator
Michael Conway 714-962-2194 mchbca@aol.com
2. Mail a 3.5" disk so as to be received by the deadline by the Newsletter Coordinator at the OCIPUG mailing address above.
3. Hard copy to Editor at the OCIPUG mailing address above.

Membership

Benefits of OCIPUG Membership include, but by no means are limited to:
* Subscription to OCIPUG's monthly newsletter, *Readme.Doc*, with up-to-date information on meeting schedules as well as the newest software and hardware.

* Free monthly General Meetings with speakers from industry and academia describing advances in technology.

* Free Special Interest Group (SIG) meetings/seminars to exchange tips and tricks and to solve problems.

* Free technical support from knowledgeable fellow members via telephone and/or e-mail.

* Pleasure in helping your fellow member solve their problems.

* Camaraderie with those of similar interests.

* Discounts from vendors on software, hardware, and other items.

Orange Coast IBM PC User Group

2973 Harbor Blvd Box 621
Costa Mesa, CA 92626-3934

Membership status: New Renewal - Member # _____

Membership type: Individual Family

Title: Mr. Mrs. Ms. Dr. Prof. Hon. () (Circle one)

First Name: _____

Last Name: _____

Street Address: _____ City: _____ State: _____ Zip: _____

Home Phone: () _____ Work Phone: () _____ Fax: () _____

E-mail address: _____

Profession/Trade: _____ Retired Current Occupation: _____

Family Member(s) Names: _____ Company: _____

Annual Dues:

Make check payable to OCIPUG
and mail to the above address
or bring to the General Meeting.

Individual	\$30.00	\$ _____
Family	\$35.00	\$ _____
*Full-time student	\$20.00	\$ _____
Donation		\$ _____

I consider my skill level to be:

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