

February 2016

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“JOIN US FOR FUN AND LEARNING AT CROSSVILLE’S COMPUTER CLUB”

Volume 22, Issue 2

This Month’s Meetings

Photo Editing Workshop
Thursday, February 11 at 1:00 P.M.
At FFG Library Bldg.

General Meeting
Monday, February 15 at 3:00 P.M.
At 127 S. Senior Center
Note Winter Hours

Plateau Photography Club
Thursday February 18 at 1:00 P.M.
At FFG Library Bldg.



Monday, February 15, 2016

February Program Topic

Bob Willis, our local tax expert, will present his traditional program on using your computer to file your income taxes on-line. He will also give an overview of the tax law changes for 2016 and explain “E-Filing.” The program will include a live demonstration on how to prepare both Federal and Tennessee Hall tax returns.

Like last year, reporting on health insurance is required. If you don’t have government or employer provided health insurance, you may be eligible for tax credits, based on your household income, to help pay for your health insurance. There are also penalties for no health insurance, but there are some exceptions in the law that waives the penalties. Medicare meets this requirement.

Computer prepared income tax returns are much less likely to have errors and generate questions from the IRS. With “E-file” you get an acknowledgement within hours, which verifies that the IRS has received and accepted your tax return. If a refund is due, you can receive it within 10 days. If you need to pay, that too can be done by bank check or electronically and is not due until April 15. E-filing is secure and confidential; there is nothing to mail; it is all done on-line... and it could be FREE.

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“FREE” Table

We have set up a table at our member meetings to share our “extra” goodies with other club members. If you have something to give away, bring it in and put it on the FREE table. It’s first come, first served. If you see something you want, help yourself.

Join the Club!

Anyone interested to attend the general meeting or any of the SIG meetings as a guest will be charged \$3.00 per person for any or all meetings in that month. Afterwards, you are encouraged to become a member of the Plateau PC Users Group. Our Club cannot exist without you, the members.

Membership Dues

Our annual dues are now payable July 1st of each year. Annual dues are \$24 per single person / \$30 per family starting July 1, 2014, with partial years dues as follows:

Join Date	Jan. 1, 2016	Apr. 1, 2016	July 1, 2016 Annual Dues	Oct. 1, 2016
Single:	\$12	\$6	\$24	\$18
Families:	\$15	\$7	\$30	\$22

Student memberships (21 and under) are \$10 annually. Corporate memberships are \$30 a year for the first two memberships and \$10 a year for each additional membership from the same company. Contact the PPCUG Treasurer (931) 707-3677 for pro-rated dues of these types of memberships.

BOARD OF DIRECTORS DISCLAIMER

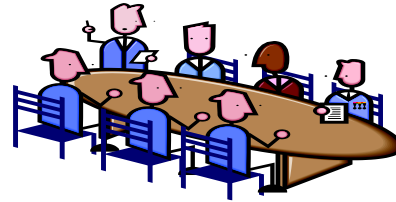
All members of the Plateau PC Users Group are willing to help one another in the area of advice and tutorial instruction over the phone. If you should require more involved services or instruction, we have a few members who are very knowledgeable in several areas. As a responsible consumer, it is up to you to discuss, before retaining a member, any and ALL charges for repair services and time consuming tutorial activities.

It is not the desire of this Board of Directors to set fees for individuals for services rendered, nor the responsibility to intervene between members who enter into a contract among themselves

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Photo Editing Workshop	Ed Thornblade	(931) 456-6020
Plateau Photography Club	Jim Mansfield	(931) 484-6920

Up Coming Meeting March 2016

The next General Meeting of the
PLATEAU PC USERS GROUP
Will be on March 21 at **3:00 P.M.**
at **127 S. Senior Center**
Note: Winter hours

Classes

Please send ideas for new classes to Alan Baker
(ambaker@citlink.net)

Cool Tips & Sites

Microsoft Word:
Add or Remove Text Effects

Add an effect to text

You can change the look of your text by changing its fill, changing its outline, or adding effects, such as shadows, reflections, or glows.

Step by Step

1. Select the text that you want to add an effect to.
2. On the Home tab, in the Font group, click Text Effect.



3. Click the effect that you want.
For more choices, point to Outline, Shadow, Reflection, or Glow, and then click the effect that you want to add.

Remove an effect from text

Step by Step

1. Select the text that you want to add an effect to.
2. On the Home tab, in the Font group, click Clear Formatting.



PPCUG ISP

We wish to thank the following for providing
ISP connections:

Frontier for DSL at the :
127 Senior Center, Crossville, TN

News of the Special Interest Groups

The PPCUG sponsors several Special Interest Groups (SIGs) tailored to meet the varied needs of our many members. Each SIG is a small group whose leader prepares material for presentation and encourages open discussion and questions. We urge you to attend the SIGs and hope you will find one or more of interest to you. Ideas for additional groups are welcome, as are volunteers to form and lead new SIGs.

Plateau Photography Clubs

A photo editing workshop is held at 1:00 PM at the Fairfield Glade Library Bldg. on the second Thursday of each month. Members meet to discuss & demonstrate various editing software programs available to enhance their photographs. The SIG leader is Ed Thornblade.

The Photography Club, a PPCUG SIG, meets the Third Thursday of each month at the Fairfield Glade Library Bldg. at 1:00PM. Topics vary each month but we show and discuss member's photos each month. The SIG leader is Jim Mansfield.

The Photo Club/SIG website

The Photo Club/SIG website is now up. Access to it is through the PPCUG website, using the "Photo Club" navigation link at the top of each PPCUG page. I think that this is a big improvement, and could not have been done without the work of Dallas Richards.

PPCUG Website

Visit our website at www.PPCUGinc.com. The Learning Center class schedule and Gazette are all available on our web site.

Send your comments and suggestions to the
Webmaster, Alan Baker
Webmaster@ppcuginc.com (931) 788-2201

PPCUG General Meeting Minutes January 18, 2016

Windows Edge by Carl Nordeen

Carl Nordeen began the Q&A portion of this meeting with 25 members and 9 guests present in spite of the cold weather.

Ques. When should we update to Windows 10?

Carl is still recommending delaying if you prefer to let Microsoft more time to correct and improve functionality of Windows 10. It is still a work in progress. Currently you have until July 27, 2016 to take advantage of a free upgrade to “10” from Windows 7, service pack 1 and Windows 8.1.

Ques. I can't see or get to the print command at the bottom of my screen. It is just out of sight.

One problem may be a screen resolution exceeding the screen size. Go to settings, display and reset to a higher number, apply and see if that helps. You might also try auto-hiding the task bar so that it is out of the way. To do this, right click on a blank portion of the task bar and select auto-hide.

Ques. Someone was having a problem with Flash Player not working properly.

Carl recommended uninstalling Flash Player and then reinstalling to correct.

Ques. One person was having a problem with an unwanted banner for home shopping that was appearing on screen. How to get rid of it please?

One of Carl's favorite sites for finding appropriate software to solve many problems is Bleepingcomputer.com. He recommends going there and searching for answers. In this case he chooses to use an adware removal program called ADWCleaner. Another option would be JRT. (Junkware Removal Tool).

Ques. What do I need in addition to antivirus protection?

Windows 10 comes with security protection for virus. In addition Carl recommends several other free to home users programs for protection from adware and malware such as, Malwarebytes Anti-Malware, SUPERAntiSpyware and CCleaner.

Ques. “At times I am unable to close a program or window. When I try nothing happens. What do I do now?”

To close whatever software is in use. Select Alt + F4. This will also display the Windows Shut Down menu if selected while on the Desktop screen.

Ques. How can I change the default font style/size in Word?

Open a new document then look for the little drop down menu cue in the lower right corner of the “Font” section of the File window. In the drop down menu, make your changes and select “set as default”. Close the program saving changes.

Ques. Will upgrading to Windows 10 cause some of my peripheral accessories to stop working such as my printer?

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This is possible if they are older and the manufacturer has not provided new drivers compatible with Windows 10. The Microsoft wizard may or may not have a driver for all equipment. Best place to look for help would be the manufacturer's site.

Ques. The machine I bought came loaded with McAfee antivirus for one free year. What would you suggest as a replacement?

The recommendation was a free Avast antivirus download.

After the break Carl began his presentation of Microsoft Edge. Edge is the new web browser which comes as part of Windows 10. It is the latest way to surf the web giving new ways to find stuff, read and write on the web.

The key to getting started with Edge is in the upper right corner. You'll find three small dots which will take you to a drop down menu allowing access to settings. These are fairly lengthy and should be selected carefully. Several of these settings have to do with information about your use of the computer, its' location, what sites you visit, contacts etc. The stated purpose of the information gathering is to allow "Cortana" (an electronic digital voice and information assistant) that will be ready to help with questions and features of Edge and Windows 10 dependent on how you seem to use the machine and what your interests are. With an adequate microphone, you will be able through voice recognition software to "talk" to your machine (Cortana) and "she" will be able to talk back. Communication can also be done through print. This feature can also be selected off if desired.

Also in the upper right side of the task bar you will find three horizontal parallel lines called the Hub. This is where you will find favorites, once selected, history and a reading list once created. Between the three dots and the three lines icons you will find icons that will allow making notes directly on a webpage either free hand or typed as well as a sharing icon with another menu with those options. The default search engine for Edge is Bing but others may also be used and set as default if desired. Some features of edge may not available with other search engines and at the present time most add-ons are not supported. This may change with time.

The program for the March general meeting will also be presented by Carl and will go further with the Windows 10 operating system and more on Edge.

A very brief business meeting was held at the end of the presentation with Steve Rosenstein, club president taking a poll of the audience to see how many were attending from Fairfield Glade. The majority were from FFG. He announced that beginning in April, PPCUG will hold 3 consecutive monthly general meetings at the Christ Lutheran Church on Snead and Lakeview

Dr. These meetings will begin at 6:00PM our normal summer schedule. The purpose of this experiment is to determine if this will enhance membership and attendance. This information will be considered by the Board in determining the future Club schedule. It was also discussed that the Board would consider changing the format of our general meetings to put the presentations first and the Q and A portion of the meeting last which would in some cases shorten our meetings if there were fewer people with questions which is often the case.

The February general meeting topic will be Tax Law changes for year 2015. Bob Willis a PPCUG Board member and long time AARP member of the Income Tax Preparation program group will be the presenter. This should be of interest to all taxpayers

Submitted by:

Dick Del Frate
Secretary

Backups are needed for all devices

Review by Bart Koslow, Review Chair, Channel Islands PC Users Group, CA
October 2015 issue, The Outer Edge
www.cipcug.org
review (at) cipcug.org

The most important single maintenance action you can take to protect your computer is to make regular, at least weekly, image backups to an external hard drive. If you have the usual store-bought computer, you most likely do not have a Windows installation disk. In the event you cannot boot your computer, you must have a Windows installation disk to boot your computer to restore your Windows Backup image. If you do not have it, your Windows Backup image will be useless. That is why I recommend a good backup program like Acronis True Image so you will not have this problem.

If you have the usual store-bought computer, it probably came with two partitions (volumes), one of which is a reserve partition for the system. This means you have only one large partition with your operating system, your programs and your data.

When you restore a partition image from an earlier date, you will lose any programs or data that were added or changed on that partition after the restored image date. That is why you should always have at least one more partition where you can store your data and most of your programs. When I have had problems where I had to restore an image backup, I always found that restoring my operating system partition solved my problem. My other partitions never had to be touched, so make sure you have a separate partition for your data that does not have your operating system on it.

Many advanced users have at least three partitions, one for the operating system, one for all their data and one for their programs. I usually divide my hard drive into three partitions. I always do “custom” installation of programs, which permits me to keep them off my operating system partition. If you do not know how to divide your one large partition into a few partitions, go to someone who does. You will be glad you did it some- day when you have to do an image restore of your operating system partition.

Talking about backing up, when is the last time you backed up your tablet or smart phone? I can think of two instances where I had to use a backup of this type. You may back up your iPad to your computer using iTunes or to iCloud. I occasionally backed up my wife’s iPad using iTunes. On one of the IOS updates her iPad began to malfunction, and I had to reset it. I then was able to use the latest backup to restore everything that had been lost.

Unfortunately, I was not so smart when it came to our smartphones. My wife’s Moto G would not boot, and I could not reset it from the Settings menu. I called Motorola, and they walked me through a reset using the external buttons on the phone.

After restarting from scratch, most of the icons and the contact list reappeared. However, the home pages were blank. I laboriously had to set up all the home pages again.

Again, I learned the hard way. I went to the Android Google Play Store and installed a free app, Easy Backup, which gives me a choice of backing up to any of five cloud services — Drop Box, Google Drive, One Drive, Box, and GMail— and to my SD card. I selected Google Drive and GMail. The actual backup took about 10 seconds. Well, I guess it is never too late to learn to do backups on ALL your devices, not just desktops and laptops.

The "Internet of Things" or IoT - More Common But Hackable

by Ira Wilsker
WEBSITES:

<http://www.cnet.com/news/internet-connected-homes-open-the-door-to-hackers>

<https://www.cesweb.org>

<https://www.cta.tech/Blog/Articles/2015/December/VIDEO-The-Wearables-Making-Us-Smarter-More-Fit-an>

https://en.wikipedia.org/wiki/Internet_of_Things

<https://nest.com>

<http://www.forbes.com/sites/josephsteinberg/2014/01/27/these-devices-may-be-spying-on-you-even-in-your-own-home>

<https://www.shodan.io>

A few years at the Consumer Electronics Show (CES) in Las Vegas, I was intrigued by the numbers of both prototype and production items that were evolving into what is now known as "the "Internet of Things", or "IoT". For the majority of us, when we think of the internet, we think of our internet connected computers, tablets, and smart phones. What many of us are not well aware of is that the Internet of Things is beginning to be much more common, and the IoT is already around us in a big way.

When I was last at CES, I was amazed at how internet connections had already made their way into household appliances, and other electronic devices. At CES I saw products being introduced by major appliance manufacturers that had connected intelligence built into them.

Among some of the most impressive items that I saw demonstrated were what appeared to be conventional residential kitchen refrigerators that had what appeared to be a flat screen tablet on the front of the door, as well as other types of sensors and readers built into the appliance. The tablet on the front door could be connected to the internet via Wi-Fi and used to order groceries from participating supermarkets, display recipes, and create shopping lists. A small bar code reader was installed on the door that could read the UPC codes on products, adding those items to a digital shopping list that could be remotely printed, or sent directly to the chosen supermarket. The tablet on the refrigerator door would also display digital coupons and other promotions, enabling the owner to instantly add the promoted item to the grocery list.

This internet connected refrigerator, as well as IoT connected washers, dryers, dishwashers, air conditioners, stoves, ovens, microwaves, and other major appliances also incorporated a "service connection" which monitored the physical operating condition of the appliances. These appliances utilizing their internet connection, typically Wi-Fi, would report their operating condition, suggest repairs and maintenance, provide or order a list of replacement parts, display do-it-yourself repair instructions, or contact a repair service if necessary. Most of these devices would actually send an email or text message to the appliance owner alerting him of the issues.

Many auto manufacturers currently offer "OnStar", "BlueLink", or other types of cellular or internet connected monitoring systems that can report on maintenance issues, service reminders, and other issues, as well as providing a method of emergency communications. My wife's car periodically sends her an email listing the mechanical condition of each of the major components on her car.

We are seeing much more of our homes being controlled or secured by the IoT under the general topic of "Building and home automation". Most modern home security systems can be remotely accessed and controlled by cell phone; security cameras can display their images on remote devices anywhere. Lamps can be remotely controlled to turn on or off by remote command. Even our utility usage and thermostats can be accessed remotely. The very popular Nest thermostat, along with an increasing number of competitors, offers internet connected control of household temperatures, as well as smoke detectors and remote cameras. My new "smart TV" is connected to my home data network which allows me to use my smart phone as a fully function-

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al remote to not just control the TV, but to also search through dozens of streaming media services to watch countless movies, TV shows, videos, and other content, all connected by my home Wi-Fi network.

A review of local industry, health care facilities, public utilities, transportation systems, and other commercial enterprises are rapidly becoming more involved with the IoT. Look at your water, gas, and electric meters; many are already internet connected in order to speed automate "meter reading" saving time and money. In the medical field, health monitoring and diagnostic equipment is becoming more connected to the internet. According to Wikipedia, "These health monitoring devices can range from blood pressure and heart rate monitors to advanced devices capable of monitoring specialized implants, such as pacemakers or advanced hearing aids. ... Other consumer devices to encourage healthy living, such as, connected scales or wearable heart monitors, are also a possibility with the IoT. ... Doctors can monitor the health of their patients on their smart phones after the patient gets discharged from the hospital."

While much of this current IoT technology is infringing on what used to be in the realm of science fiction, there is also a dark side to the IoT. Already hackers are breaking into internet connected devices other than the traditional computers and data networks in order to illicitly control these IoT devices, alter or steal data and personal information, or shut them down on demand. In terms of connected medical devices, there have been some serious concerns expressed about complying with HIPAA and other privacy and security rules and regulations.

It has been well documented that some common household smart devices, most notably smart TVs, have actually spied on their owners. This was reported about two years ago in Forbes magazine by Joseph Steinberg, in his expose' "These Devices May Be Spying On You (Even In Your Own Home)" On January 27, 2014, this article in Forbes said, Televisions may track what you watch. Some LG televisions were found to spy on not only what channels were being watched, but even transmitted back to LG the names of files on USB drives connected to the television. Hackers have also demonstrated that they can hack some models of Samsung TVs and use them as vehicles to capture data from networks to which they are attached, and even watch whatever the cameras built in to the televisions see." Internet connected coffee makers, which can be remotely programmed to make morning coffee may disclose to hackers when you may be waking up, and even what time you might be returning home, valuable information for residential burglars. The smart refrigerator may be selling your shopping information to third parties. In an unexpected and unusual case, Joseph Steinberg reported that a smart refrigerator was used to send out spam emails, " ... (potential vulnerabilities have been reported in smart kitchen devices for quite some time, and less than a month ago a smart refrigerator was found to have been used by hackers in a malicious email attack. You read that correctly – hackers successfully used a refrigerator to send out malicious emails." Also in that Forbes article, companies providing DVR, satellite, and cable service have been alleged to have sold information of shows and other content watched in the household in order for advertisers to better target their advertising. It is also widely known that many internet service providers compile lists of websites visited; since many people get their TV and internet from the same provider, these companies could combine that information, which Forbes warns, "a single party may know a lot more about you than you might think."

Another popular target for hackers and other miscreants is common household video capture equipment, such as a webcam or a home security camera; remote baby monitors are similarly targeted. Forbes disclosed that malware on a computer can remotely turn on and off the internet connected cameras. In one notable case referenced in the Forbes article was how a Miss Teen USA was allegedly blackmailed by a hacker who controlled her laptop's integral webcam, " ... and photographed her naked when she thought the camera was not on." The images of home security cameras, often transmitted unencrypted over the internet, can be captured by burglars, informing them that not just is the home currently unoccupied, but also the location of the potentially incriminating cameras!

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Information about specific items connected to the internet is readily available, and even searchable as easily as any other internet data. The Shanghai based website Shodan (shodan.io) describes itself as, "Shodan is the world's first search engine for Internet-connected devices." On the front page of Shodan is a self aggrandizing statement that says, "Explore the Internet of Things. Use Shodan to discover which of your devices are connected to the Internet, where they are located and who is using them.", followed by, "See the Big Picture - Websites are just one part of the Internet. There are power plants, Smart TVs, refrigerators and much more that can be found with Shodan!" Just as an experiment, I registered on Shodan with a disposable email address, and did a quick search of my neighborhood; I found nine potentially vulnerable IoT connected devices within a small radius of my house. I also found that some local service stations monitor their gasoline inventory in real time, transmitting their data in real time over an unencrypted internet connection. For example, when searched, one particular major refiner branded station reported, "IN-TANK INVENTORY Regular 7263 (gallons), Temperature 51.74 degrees" as well as other inventory information. This was one of 45 "Automated Tank Gauges" reported by Shodan in this area. This gasoline tank information was just a very small snippet of the millions of such internet connected devices that most of us have no idea even exists.

In a December 28, 2015 article published by Cnet, "Internet-connected homes open the door to hackers", with the subtitle, "Baby monitors, thermostats, kitchen gadgets and other "smart" devices add convenience to our daily lives. What are manufacturers doing to make sure they don't make life easier for criminals too?", the author, Laura Hautala, explained the vulnerabilities of our household IoT. In the opening of the article, employees of a Sunnyvale, California cybersecurity company, Fortinet, used the Shodan search engine to find a video stream in Saudi Arabia, 8100 miles away. Using the too common factory default username and password of "admin", they were able to view the streaming video. According to Fortinet engineer, Aamir Lakhani, the Shodan search engine can display, " ... a huge trove of Internet-connected devices, from baby monitors to cars, cameras and even traffic lights." Sadly, many of these devices still use factory default usernames and passwords, and transmit their data over unencrypted internet links. The Cnet article goes on to state, " Billions of sensors will soon be built into appliances, security systems, health monitors, door locks, cars and city streets to help manage energy use, control traffic, monitor air quality and even warn physicians when a patient is about to have a stroke."

The Cnet article stated that a well respected market forecaster, Gartner, predicted that in 2016 there will be 6.4 billion internet connected devices in use. Many new IoT devices will be displayed and demonstrated at this year's CES in Las Vegas. Among some of the risks of an insecure IoT could be a variety of malicious vandalism, as well as outright identity theft, terrorism, and crimes of opportunity. Tanuj Mohan, co-founder of Enlighted, gave one such potential example of vandalism. He was quoted in Cnet as saying, " That connected coffee maker in the office -- it wouldn't be much of a stretch for a hacker to put it into a continuous loop and brew coffee throughout the weekend, flooding the office. ... When computers hold the reins, criminals can grab control in unexpected ways." At present, there is no coordination or uniform standard for IoT security, and many manufactures of IoT devices do not incorporate adequate default security into their devices, making the aggregate vulnerability of the devices potentially catastrophic. Mohan warned that manufacturers are not paying attention to the potential security vulnerabilities of many of their products. "They're not yet aware of how everything they build can be exploited. Safety last."

We, as users of IoT products need to take some personal responsibility for the use of our connected products. We should never use any default usernames and passwords such as the "admin" used to give total access to video link mentioned above, but instead use difficult to guess passwords. Since many of the devices offer some form of encryption as an optional setting, it would be wise for all users to engage that option, and set a complex pass phrase for a decryption key.

The Cnet article closes with a very prophetic statement. "Baby monitors, thermostats, kitchen gadgets and other "smart" devices add convenience to our daily lives. What are manufacturers doing to make sure they don't make life easier for criminals too?"

AUD Mini6 Party

Review by George Harding, Treasurer, Tucson Computer Society, AZ

September 2015 issue, TCS eJournal

www.aztcs.org

[georgehardingsbd \(at\) earthlink.net](mailto:georgehardingsbd@earthlink.net)

When you have a party, you want music. And how do you get it? Not with your iPhone, at least not if you want to hear it above the party noise! Instead, you use the AUD Mini6 Party external Bluetooth speaker.

This is a really neat device! It plays your music, of course, from your iPhone, other smartphone, your Apple smartwatch, an MP3 player or any other device that has Bluetooth capability.

Bluetooth has been around for quite a while but has improved over the years to the point that today it transmits data faithfully. It still requires pairing with your device, but that's pretty easy. Once you have your device turned on with Bluetooth running on your iPhone or whatever, you look under Bluetooth in Settings and wait for the two to hook up. It usually takes a minute or so.

Once paired, you can play your songs through the AUD Mini6 Party. You do this for several reasons. First, the quality of the songs is much better than through the iPhone alone. While the sound is quite good from the iPhone, considering the size of the speakers (tiny), it can be much better. This external speaker gives you higher highs and lower lows, for more enjoyable listening.

Second, the volume through the iPhone tends to distort as the volume increases. If you are having a party, or just listening on your patio, you will want more volume without distortion. The AUD Mini6 Party gives you just that. I tested the frequency response with several of my songs, testing both the distortion at low frequency and at high frequency. I noted some distortion at low frequencies, but none at the high end. The stated frequency response range is 200Hz to 20KHz.

Third, you can answer your calls through the speaker, even if your songs are playing. There is a microphone built in to the speaker so you can hear and respond to a phone conversation.

Fourth, the controls are the essence of simplicity! One button turns on the speaker (a sound tells you that there is a connection with your phone), another increases volume, another decreases volume, each also moves forward or back to other songs. There is also a button to press when you receive a call.

Fifth, a delightful feature of the AUD Mini6 Party speaker is the lighted panel, which not only changes with volume levels, but also presents a changing display of colored lights to enhance your listening pleasure. A last button allows you to change the display to seven different ones, or to turn off the display.

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The design of the speaker is compact. The unit I was given to review is black, about an inch thick and its length and width are about the same as an iPhone. It's easy to handle and to pack.

The kit includes speaker, cable for charging the internal battery and a Quick Start Guide. The QSG is brief and contains mainly pictures rather than text. The contents are printed in English and seven other languages.

About: AUD Mini6 Party

Manufacturer: iLuv

Price: \$40

www.iluv.com

TypeItIn - a Review

By Leah Clark, Editor, Los Angeles Computer Society

January 2016 issue, User Friendly

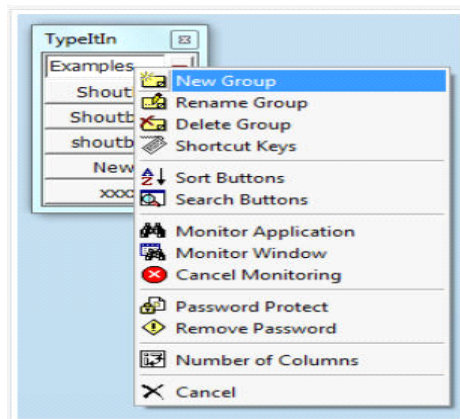
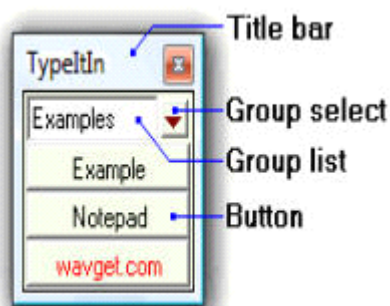
www.lacspc.org

leahjc (at) sbcglobal.net

When, at the Daytime SIG, someone asked about software to create macros, I mentioned that I have been using TypeItIn from wayget.com for years. It lets you create buttons that will type any information you want in any application. It is a time-saver for typing in frequently used information like names, addresses, e-mail addresses, etc. It also prevents me from making typos!

Assign usernames, passwords, applications, websites, and other items to a single button. Groups that contain sensitive information may be password-protected. You can launch applications or websites with a click of a button.

You can define up to 50 single key buttons. The program can automatically type in the time, date, month, or day of the week as well.



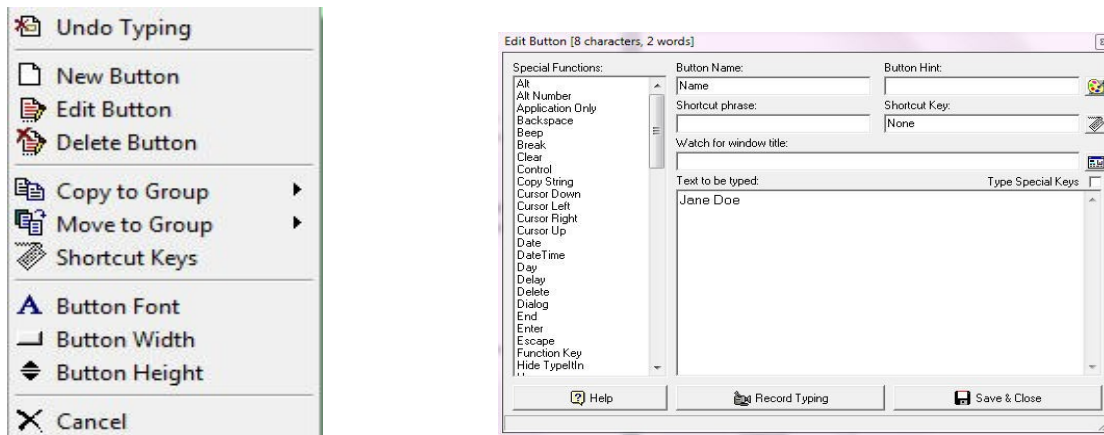
When you download TypeItIn a box like this will appear on your desktop. By right clicking on the group name, you can rename the group anything you want, and perform other functions as noted on the drop-down menu.

When you right click on a button you can edit the button, insert a new button or delete a button, and more.

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When you click on “New Button” you can enter a name for the button and the text you want that button to type for you. In this example, the button is Name, and “Jane Doe” is the Text to be typed; then you click on Record Typing and on Save & Close. In a document or form, place your cursor where you want “Jane Doe” to be typed and click on the button. It will appear in that spot.



There are a lot of other functions in this program, as you can see from the menu. Check out YouTube tutorials.

At <http://wavget.com> you can download a 30-day free trial. The Professional version is \$19.95 per user. More advanced versions cost more; I don't think they are needed by most users.

How to save money on accessories

By Bart Koslow, Review Chair, Channel Islands PC Users Group, CA
August 2015 issue, The Outer Edge
www.cipcug.org
review (at) cipcug.org

Where did I buy the following accessories? The figures below are delivered prices!

- iPad screen protector: \$1.85.
- Panasonic cordless phone battery: \$3.03.
- Bluetooth 3.0 keyboard, stand and Aluminum cover for iPad: \$22.98 (great item — works well, looks good).
- Zippered bag for iPad: \$3.99 (you need this if you buy the Bluetooth keyboard, which locks into the iPad).
- 10-foot charger cable for iPad: \$1.88.
- 6-foot charger cable for iPad: \$1.69.
- Apple AC wall charger to USB for iPad, etc.: \$3.29. This was an exact duplicate of the one from Apple. It even had the Apple part number on it.
- Three stylus touch pens for tablets: \$1.97.
- Leatherette case stand for iPad 3: from \$6.99 to \$7.99.
- Dual USB car charger for iPad, etc.: \$1.70.

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- 6-foot USB male to VGA male cable \$4.97
- USB female-to-female adapter: 99 cents.
- 5-in-1 camera USB, memory card adapter for iPad: \$2.37. *See note below.

In addition you earn a 2 percent rebate on each of the above purchases, and if you use a credit card at least another 1 percent rebate.

*I found out that an iPad memory card adapter works well. Take your camera SD card (or other card) and plug it into the iPad using the adapter, and the pictures on the card will be transferred into the iPad or attach the camera's USB connector to the adapter and do the same.

Where and how did I obtain the above prices? Since they are all made in China, you must buy directly from China. You do this by buying on eBay. All the Chinese (and other Asians) sell on eBay for a fraction of what you would pay in the USA. Where do you think the U.S. sellers obtain their items to sell? From China of course. The only downside is that delivery from China (usually Hong Kong) takes 2.5 to 3.5 weeks.

How to manage passwords and use Dropbox

Meeting Review

By Mike Hancock, Contributing Editor, Golden Gate Computer Society

June 2015 issue, GGCS Newsletter

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LastPass

GGCS guru Steve Shank told us that LastPass Password Manager is a powerful and flexible password manager that keeps your login information secure without your having to memorize all of it. You can automatically log in to any website once you have entered the username and password, once. This is achieved by setting up an account with your email address and a strong, complex master password that should be at least 12 characters long, and include upper and lower letters, numbers, and special characters.

All your passwords are encrypted "locally," that is, on your computer before the encrypted version is stored on your computer and is encrypted by a LastPass algorithm for every site you wish to access.

After creating your account, the LastPass download will appear as an add-on shortcut icon in your browser (LastPass works with all browsers). After you log in once with your Master Password, LastPass will then auto-fill all your passwords for you.

The plug-in also has a shortcut to your vault of existing passwords and can generate new, super secure passwords for new websites.

A mobile version, LastPass Premium, is available for \$12/year. LastPass also allows you to save credit/debit card info, addresses, bank accounts, driver's license, and contact info. Having demonstrated LastPass, Steve also confirmed that it can handle certain multi-factor authentications that might apply to bank accounts, investment managers, etc., and even to your Master Password. It would be best to check with your facility to see if its multi-factor service works with LastPass.

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Finally, be warned that, if you forget your Master Password, you will not be able to recover your individual passwords, and LastPass cannot help you, because it doesn't keep your Master Password. So, it is essential that you be responsible for it.

LastPass does provide support, primarily through email. Your only fallback is to go to each website and use their method of password recovery, which can vary. Some sites may simply send you an email with a password reset. Others might require the answer to challenge questions. Perhaps your bank may require you to come into their branch in person.

Dropbox

Another GGCS guru, Marcelino Nogueiro, pointed out that, while many cloud storage programs, such as OneDrive, Google Drive, and Amazon Cloud Drive, exist, Dropbox has been around the longest, has the most users, and is the simplest of the cloud-based storage and file synchronization tools. This online storage service helps you share files between computers and mobile devices with the app installed. You can store and sync files by simply dragging and dropping them into the Dropbox shortcut icon on your desktop. These files are also available over the Internet using the Dropbox web interface.

You can share files (photos, for example) with others by creating a share file or folder. You can password-protect folders you share via email or if you share by sending a link the link is encrypted but anyone with the link can open the folder or file. Files are encrypted when you upload them and stay encrypted on the DropBox servers. Shared files are not encrypted after they are downloaded by the recipient.

When the DropBox program is installed and active, a green checkmarks appear on top of files and folder icon that have been synced and are up-to-date. By default, Dropbox syncs only files stored in a single, dedicated folder and subfolders. The default

Dropbox folder usually locates itself in C:\Users*(username)*\MyDocuments\Dropbox.

Dropbox offers 2GB of storage free, which is not a lot compared with competitors, but this amount can be increased to 16GB by introducing friends to the service, at 500MB/friend. Paid personal plans, called Dropbox Pro, include 1TB of space for \$9.99/m or \$99/year.

For file collaboration, competing services, such as Google Drive, are better than Dropbox. It has applications for Windows, Mac, Linux, iPhone, iPad, Android, and Blackberry, and your files are available on any Internet-connected machine where Dropbox has been installed or has a web browser.

Once a folder or file has been synced, it is in Dropbox's cloud storage and can be deleted from your computer. Any time you use the Dropbox icon on your desktop, however, the files are also stored on your machine, so you haven't actually saved any storage space on the machine.

You can choose whether or not to sync automatically by turning off the instruction to sync in the Dropbox settings. A word of caution: if you have automatic sync turned on, files that you delete from the Dropbox folder on your computer will also be deleted from the Dropbox cloud storage.

If you only want to use Dropbox as a storage location in the cloud while being able to delete files from your local drive, do not use the sync feature; instead, use the Dropbox website to upload the files that you wish to store in the cloud.



Plateau PC Users Group, Inc. Application for Membership

_____ New Member _____ Renewing Member

Return this application, with check for annual dues payable to "PLATEAU PC USERS GROUP." Return to the club Treasurer during our meeting or mail to PPCUG Treasurer, P.O. Box 3787, Crossville, TN 38557. Our annual dues are now payable no later than July 1 of each year. Annual dues are \$24.00 per single person / \$30.00 per family starting July 1, 2014. with partial dues as follows.

Join Date	Jan. 1, 2016	Apr. 1, 2016	July 1, 2016 Annual Dues	Oct. 1, 2016
Single:	\$12	\$6	\$24	\$18
Families:	\$15	\$7	\$30	\$22

_____ Date

_____ Last Name First Name Family Members (if family Membership)

_____ Address:

_____ City State Zip Code Phone Number

_____ E-Mail address

I have used PCs since (year): _____ I have belonged to a Computer Club before. Yes ___ No ___

I have knowledge in the following areas that I would be willing to share with club members:

I would like more information about the following areas:

11/10/15



March 2016



Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10 1:00 P.M. Photo Editing Workshop Mtg.	11	12
13	14	15	16	17 1:00 P.M. Plateau Photog- raphy Club Mtg.  Everyone's Irish On March 17th.	18	19
20	21 3:00 P.M. Q & A Session Followed by General Mtg.	22	23	24	25 <i>Wishing you</i>  <i>a Blessed Good Friday</i>	26
27 	28	29	30	31		

Note: Please see page #15 for the Plateau PC Users Group, Inc. Application for Membership form.