



# DACS.doc

A Computer & Technology Newsletter

January/February 2016

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## Next Event: February 2 Office 2016: Business Apps for the Next Generation

The DACS 25  
Gala anniversary  
Banquet March 9  
Details inside



*Editor's Note: The president's file was unavailable at presstime. The file will be posted on the DACS website at a later date.*

## Directors' Notes

### Danbury Area Computer Society (DACs) Minutes of the Annual Meeting Tuesday, December 1, 2015

The meeting was called to order at 7:40 pm. Andy Woodruff, a director of DACS, chaired the meeting.

#### Election of Directors

Andy gave a brief outline of the structure of DACS, including a description of the two alternating slates of directors, who each serve for two years.

The terms of the three-member slate of directors (Bert Goff, Lisa Leifels, Tom Zarecki) expired in December 2015.

Candidates for election to a new three-member slate of directors were nominated by the board: Bert Goff, Dave Green, and Tom Zarecki. (Biographical information about each candidate was published in the December edition of DACS.doc.)

No candidates were nominated by the meeting.

Jim Scheef proposed a motion that "the Board Of Directors enter a single vote to elect the slate as presented, essentially by acclamation". This motion was ruled out of order because the bye-laws require a vote by the membership.

Cathy Quaranta proposed a motion that the slate, as recommended by the Board, be voted on by a single vote. The motion was seconded by Jim Scheef.

#### IN THIS ISSUE

DIRECTORS' NOTES	2
HELP LINE	3
REVIEW: DIGITAL DEVICES FOR EVERYONE	4
PREVIEW: OFFICE 2016	5
REVIEW: WI-FI SECURITY	6
BOOK REVIEW: STEVE JOBS	7
WORKSHOP NEWS & NOTES	8
FEBRUARY CALENDAR	9
ACRONIS DISK DIRECTOR REVIEW	10
DACS 25TH ANNIVERSARY DINNER	11
BUCKY MILAM CARTOONS	11, 13
BROKESTUF MOUNTAIN	12
STYLE THEMES IN WORD AND EXCEL	14
FUTURE EVENTS	16

A voice vote of the membership was taken, and the three candidates were elected unanimously.

There being no other business to conduct, the meeting was adjourned at 7:45pm.

—Richard Teasdale

### Danbury Area Computer Society (DACs) Board Meeting Minutes Wednesday, December 2, 2015

The meeting was called to order at 7:10pm. Andy Woodruff chaired the meeting in place of President Dick Gingras, who was absent due to illness.

In attendance were Richard Corzo, Bert Goff (Treasurer & Secretary), Dave Green, Cathy Quaranta, Andy Woodruff, and Tom Zarecki. DACS members Steve Harkness and Sean Henderson were present as guests for parts of the meeting; also Michael Ross, a Personal and Professional Development coach. The minutes were taken by Richard Teasdale.

The Minutes of the 11/4/2015 Board Meeting were approved.

#### Reports

The Treasurer's report for November was reviewed and discussed. It now appears that the loss for the year will approximate that of 2014. *Bert to work with Annette on the possibility of using free Staples print services for more brochures.*

#### Membership committee:

- Bert: Total membership: 112 (including members up to 6 months lapsed).
- December general meeting attendance: 38, including 25 DACS members.
- Richard: CiviCRM is running okay. Newsletter was sent out via e-mail.
- Bert: Jim Scheef is close to automating the sending of dues reminder e-mails.
- Richard to schedule a CiviCRM training session for people who need access.
- Program committee:

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Computer Society, Inc.



## Membership Information

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### Postmaster

Send address changes to Danbury Area Computer Society, Inc., 4 Gregory Street, Danbury, CT 06810-4430.

### Editorial Committee

Managing Editor: Richard Teasdale  
Production Editor: Allan Ostergren

### Contributors

Charles Bovaird	Richard Corzo
Drew Kwashnak	Lisa Leifels
Dave Mawdsley	Bruce Preston
Jim Scheef	Annette van Ommeren
Andy Woodruff	

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The editors welcome submissions from DACS members. Contact Richard Teasdale ([dacseditor@dacs.org](mailto:dacseditor@dacs.org)). Advertisers, contact Charles Bovaird at (203) 792-7881 ([aam@mags.net](mailto:aam@mags.net))

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Danbury Area Computer Society, Inc.  
65 Legion Rd,  
New Milford, CT 06776



Dick Gingras APCUG Liaison  
[rgingras@dacs.org](mailto:rgingras@dacs.org)



## Officers

**DACS GENERAL NUMBER:** (203) 744-9198  
**PRESIDENT:** Richard Gingras [dacsprez@dacs.org](mailto:dacsprez@dacs.org)  
**VICE PRESIDENT PROGRAMS:** [vpprograms@dacs.org](mailto:vpprograms@dacs.org)  
**SECRETARY:** Bert Goff • **TREASURER:** Bert Goff

## Directors

[dacsboard@dacs.org](mailto:dacsboard@dacs.org)

Richard Corzo	(203) 797-1518	<a href="mailto:rcorzo@dacs.org">rcorzo@dacs.org</a>
Richard Gingras	(203) 426-1780	<a href="mailto:rgingras@dacs.org">rgingras@dacs.org</a>
Bert Goff	(860) 355-8895	<a href="mailto:bgoff@dacs.org">bgoff@dacs.org</a>
Dave Green	(203) 797-8682	<a href="mailto:davegreen@dacs.org">davegreen@dacs.org</a>
Cathy Quaranta		<a href="mailto:cquaranta@dacs.org">cquaranta@dacs.org</a>
Andy Woodruff	(203) 744-9588	<a href="mailto:awoodruff@dacs.org">awoodruff@dacs.org</a>
Tom Zarecki		<a href="mailto:ZareckiT@wcsu.edu">ZareckiT@wcsu.edu</a>

## Committees

**NEWSLETTER:** Richard Teasdale: [dacseditor@dacs.org](mailto:dacseditor@dacs.org),  
**PROGRAM:** [vpprograms@dacs.org](mailto:vpprograms@dacs.org)  
**WEB MASTERS:** Richard Corzo ([rcorzo@dacs.org](mailto:rcorzo@dacs.org)), (203) 797-1518  
Annette van Ommeren ([avanommeren@dacs.org](mailto:avanommeren@dacs.org)), (914) 232-0149  
**PRESS RELEASES:** Tom Zarecki ([pr@dacs.org](mailto:pr@dacs.org))  
**APCUG LIAISON:** Dick Gingras ([rgingras@dacs.org](mailto:rgingras@dacs.org))  
**MARKETING:** Cathy Quaranta ([cquaranta@dacs.org](mailto:cquaranta@dacs.org))  
**MEMBERSHIP COORDINATOR:** Charles Bovaird: [aam@mags.net](mailto:aam@mags.net)  
**RESOURCE CENTER:** (203) 748-4330 • **WEB SITE:** <http://www.dacs.org>

## HelpLine

Our former telephone HelpLine has been replaced by our web-based DACS Community Forum at <http://forum.dacs.org>. We have topic-specific forums where DACS members can post questions. Questions may be answered by Workshop leaders or other DACS members. If none of the categories fit your question, just post it to the Ask DACS forum.

### Topic

.NET Programming  
Digital cameras/scanners/image processing  
Content Management Systems  
Linux  
Mac and iPhone/iPad/iPod touch  
PC maintenance  
Smartphones & Tablets  
Virtual machine software  
Desktop publishing and website design  
Windows

### Forum

ASP.Net and C#VB.Net Workshop  
Digital Imaging Workshop  
Drupal Workshop  
Linux Workshop  
Apple Workshop  
PC Maintenance Workshop  
Mobile Devices Workshop  
Virtual Computing Workshop  
Web Site Design Workshop  
Windows Workshop

- o December general meeting - Tom reviewed a list of follow-up suggestions sent by Linda Bourie. It was agreed that a plan is needed to respond to these.
- o The board's consensus about the December meeting presentation was that it was well-presented but too basic for the audience.
- o Tom is writing the review article for the December meeting.
- Marketing committee:
- o Cathy: Good event at the Hackerspace in October. Follow-ups have not been done with the people who filled out raffle cards.
- o Steve visited the Naugatuck Valley Community College, which holds computer classes and is moving into the Main St office vacated by CityCenter Danbury. He plans to meet with Antonio Santiago, the Associate Dean for the Danbury campus, to discuss how to interest students in DACS.

### Press Coverage:

- o Tom: A press release was sent 2-3 weeks ago, via CiviCRM.
- o Tom & Linda are working on confirming contact names and getting feedback about publication.
- Website:
- o Consensus: the website is working well.
- o Bert: bill from Bluehost for domain registration. No corresponding credit, as received in other years. *Bert to follow up with Jim Scheef.*
- Internship:
- o Tom: Linda Bourie has been very busy but her internship will end soon. Tom is working on getting a replacement for Linda in the January - May semester.

## Old Business

- 25th Anniversary Dinner:
- o Several ideas and possibilities were discussed. There was consensus that a board meeting evening would not be a good date, but dinner in lieu of a general meeting is a possibility. It was agreed that a fixed price dinner with at least two choices of entree would be suitable. *Cathy to continue making preparations.*
- Goals and Staffing Predicament:  
An extended discussion of the challenges faced by DACS was held. Most comments and suggestions pertained to a few basic issues (shown **bolded** below).
- o The reduced number of members of DACS is a major issue. DACS' success as an organization should be measured by its membership count.
- § There have been several major people losses over past year. The burden on remaining active members is getting heavier.
- § Roles and responsibilities have to be well-defined and finite.

*Directors' Notes, Cont. on page 15*



# December Meeting Review

## Digital Devices are for Everyone - Guest Speaker Abby Stokes

By Tom Zarecki

**A**BBY STOKES HAD A LITTLE something for everyone during her 90-minute talk at the December, 2015 general meeting of DACS. Something for the experienced, something for the novice, and something for the many millions in between.

### A Guide for the Kicking and Screaming:

Abby spoke to an interested crowd on December 1<sup>st</sup> and found an audience of ex-

perienced computer users who are surrounded by inexperienced users nearly every day. That's why we at DACS asked her to talk with us. Abby's book is now in its third printing, the latest version came out this year so we knew it would have plenty of updated material. Her book with the long title, "Is This Thing On? A Friendly Guide to Everything Digital for Newbies, Technophobes, and the Kicking & Screaming

### Prehistoric Googling:

Her presentation, "Navigate Our Digital World", opened with a parody of the classic "Evolution of Man" chart we all had in junior high biology class, with an arc of progress from apes to man, but on her chart, the hump-backed apes became human, then reverted over time to hump-backed humans bent over a computer. (see photo 1, below)

Another chart showed how a normal human head weighs 10-12 pounds when standing or sitting. However, that same chart showed that while using their mobile devices, most people bend their necks at a 60-degree angle, which makes the same head the equivalent of 60 pounds, straining to be held up by the person's spine. "Better to keep your head up as much as possible when looking at a phone or sitting at a desk," suggested Abby, "for those hovering over a computer screen all day". (see photo 2 at right)

She even showed a photo captioned, "Prehistoric Googling" where people were using the old-fashioned card catalogs, long extinct in most modern libraries.

### Tons of Tech Tips

Rather than explain the technology behind wi-fi, the internet, mobile phones or routers, the entertaining Ms. Stokes simply provided plenty of tips and everyday advice for those in the audience, suitable for anyone. She explained Wi-Fi's benefits and issues.



### Narrow Your Search:

Abby also noted that on average, most people visit 10 websites total each week, and that to grow, you should visit at least 1 new website per week. One way is to search websites for info important to you. To find only the sites you want, rather than just typing words in a Google search window, try using quotation marks around a phrase, then a minus or plus sign after the phrase to greatly narrow a search, depending on what you want or don't want in your results.

Here's how that would work: Googling the phrase "gardening ideas" followed by a minus sign and the word "roses" would deliver results about any article where the word "gardening" was immediately followed by the word "ideas", but ZERO articles containing the word "roses". Conversely, the phrase "gardening ideas" followed by a PLUS sign and the word roses would provide links to articles where all the gardening ideas were ONLY ones that mentioned roses.

### Consider "a Jazzed-up" Desktop:

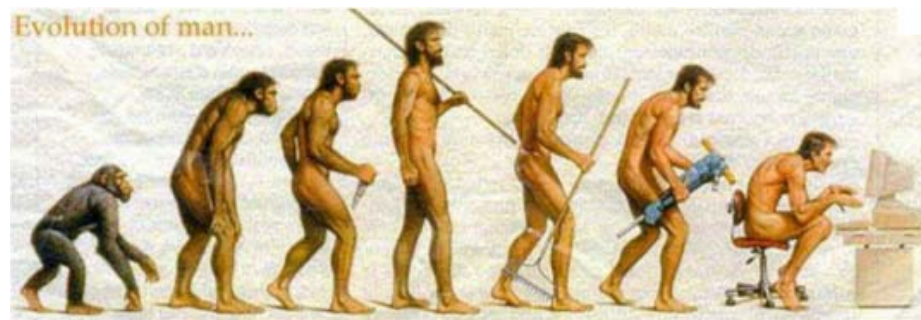
While providing the three factors to consider in purchasing a device these days, she says three words still ring true, the "cost, look, and feel" of the device. Make sure to consider all three aspects before buying.

Abby explained that although the world of technology is going mobile, there are still many desktops available with plenty of great features: lots of memory, hard drive storage, and fast speeds, at very low prices (since most people are buying smaller devices).

Or, she says, consider buying a "Netbook" instead of a laptop because, as she pointed out, a netbook is essentially a laptop without a disc drive, with all the other features and more, nearly always comparable (or better) than a laptop with a disk drive...and a significant savings on price.



periented computer users who are surrounded by inexperienced users nearly every day. That's why we at DACS asked her to talk with us. Abby's book is now in its third printing, the latest version came out this year so we knew it would have plenty of updated material. Her book with the long title, "Is This Thing On? A Friendly Guide to Everything Digital for Newbies, Technophobes, and the Kicking & Screaming



## Improve your Style with a Stylus:

For those who have difficulty navigating small keyboards on today's phones, she suggests using a stylus, which makes "a night and day difference" turning someone who could barely type on a small keyboard into a user who can type quickly and confidently with far fewer errors.

## Facebook Drama - Not at all

When the topic turned to social media, Abby mentioned that everyone should be able to have their own Facebook page if they want, with very little time spent setting one up. She said Facebook has become more mass-appeal than ever before, because it's very user-friendly and valuable for following, friending, and "liking" people, companies, and organizations. They all have Facebook pages these days.

## Take the Front-Door Test

One of the largest concerns about Facebook, Twitter, LinkedIn, and other social media, Abby pointed out, is when

people go too far and post far more personal or other internal family information than they would ever consider doing back before the internet.

If you're unsure whether or not to post, tweet or blog something, ask yourself this: "would I print this info out on a sheet of paper and stick it on the front door of my home, so anyone could see it at anytime?" If the answer is no, then don't post it. Otherwise, it's ok.

## Free Video Tutorials Online Right Now

Abby handed out a number of valuable reference sheets for the average computer user, including: *Over 200 Recommended Websites*, *Homework Assignments for Newbies*, and *100 Free Recommended Apps*. She also is making available links to her 14 videos, each featuring Abby discussing a specific subject, including:

- How To Protect Your Mobile Device With A Password
- Tips And Tricks For Deleting E-Mails
- Taming Apple's Mouse
- Searching Using A Tablet

There's even more valuable insight

on the use of Instagram, Dropbox, and many more apps, on Abby's website. Plus, the site has plenty of information for you to follow-up with, regardless of your level with technology. Her website is [www.AskAbbyStokes.com](http://www.AskAbbyStokes.com). You can also follow her on Facebook, [www.facebook.com/AskAbbyStokes](http://www.facebook.com/AskAbbyStokes) or email her directly at [Abby@AskAbbyStokes.com](mailto:Abby@AskAbbyStokes.com).

Abby took numerous questions during her presentation as well as afterwards, when interested DACS members and visitors kept her talking, asking additional questions. She was happy to answer them all.

... **But we heard her exclaim 'ere she drove out of sight:** While Abby was packing up to leave and putting on her heavy coat (it was cold outside), a DACS audience member complimented her on her jacket and she said, "hey, this isn't just a jacket, it's a TECH jacket!"

She then showed those who were still around the DOZENS of zippered and snapped pockets both inside and outside of the jacket, which could hold various tech devices! The pockets could barely be seen and it had a stylish look. The brand name is "Scott E Vest" and Abby said, "Google it, you'll like it!" With that, she was off.

# Meeting Preview

## Office 2016 - Danbury Microsoft Store

By Richard Corzo

**Tuesday, February 2, 2016, 7:30 PM**  
**Danbury Hospital Robilotti**  
**Conference Center**  
**Presenters: Danbury Microsoft Store**

**O**FFICE 2016 IS THE latest version of Microsoft Office for Windows and Mac computers, replacing Office 2013 on Windows and Office 2011 on the Mac. Although there are still stand-alone versions of Office 2016: Home & Student, Home & Business, and Professional, these are limited to one PC or Mac computer. For multiple computers, pricing is more advantageous with an Office 365

subscription, available in various Home and Business plans.

Office Home & Student 2016 includes Word, Excel, PowerPoint, and OneNote. The Office 365 subscriptions add Outlook for e-mail, calendar, and contacts, and (on Windows) Publisher, and Access database applications. The subscriptions also come with 1 TB of OneDrive cloud storage. You'll need to be running at least Windows 7 or Mac OS X 10.10 (Yosemite).

Microsoft Office is now available on a wide variety of mobile devices: Windows tablets, Windows phone, iPhone, iPad, and Android tablets and phones. The core editing and viewing features are free on devices with screens of 10.1 inches or less. Otherwise, they require an Office 365 subscription.

The new Office is "built for teamwork" so you can collaborate with others on documents. If you have or plan to upgrade to Windows 10, Office 2016 has been specifically optimized for Windows 10, whether on a desktop, tablet, or Windows 10 Mobile phone.



Microsoft will also bring their latest hardware to show us, the Microsoft Surface Pro 4 tablet which has an optional keyboard cover, and something called a Surface Book, which includes a real keyboard, but it can detach from the display. You'll get a chance to see these in person and decide if they might be right for your needs.

DACS General Meetings are free and open to the public. Members and prior attendees are encouraged to extend invitations to anyone interested in this topic.

DACS general meetings are usually held at Danbury Hospital, and again in February will be in the Robilotti Conference Center across the hall from the hospital auditorium. There is plenty of free parking in the guest parking garage adjacent to the auditorium. (Go to [www.dacs.org](http://www.dacs.org) to find directions and parking information).





# January Meeting Review

## WiFi Security Guest Speaker John Adams

By William Callahan

**C**OMPUTER SECURITY awareness is imperative to any end user; WiFi security is no exception. John Adams, the speaker for the DACS General Meeting in January, presented an excellent set of information which was invaluable to understanding wireless devices and securing them from malicious attacks.

John kicked off the meeting by exploring the concepts of the 2.4GHz and 5GHz WiFi bands. Currently, most modern devices are “dual-band”, meaning that they support both the legacy 2.4GHz band and the modern 5GHz band. Most wireless routers which are “dual band” provide backwards compatibility to support devices that are not compatible with the 5GHz band. However, although the 5GHz is the latest WiFi band, John explained how the new band may not be better. For example, the 2.4GHz band is able to provide a signal which has a greater range and greater ability to penetrate solid objects than the 5GHz band. However, the 5GHz band will provide a significantly greater speed if you can accept a shorter operating distance. Additionally, the 5GHz band provides up to 23 consumer channels compared to the 11 available on the 2.4GHz band. The expanded number of channels on the 5GHz band is a significant improvement for areas where WiFi congestion is common, allowing devices to have a higher probability of using a dedicated channel. In the end, the user must make the ultimate decision of which band to use, based on their environment and device requirements.

WiFi performance can be directly affected by a number of variables related to which WiFi channel is used. Interference from other devices, for example, can greatly reduce the performance of your WiFi. Additionally, cross-talk between channels (when radio frequencies overlap) can cause serious performance hits. This brings up a fairly controversial question: which channel is the best? Several people argue that channels 1, 6, and 11 of the 2.4GHz band are the best channels, given that they are well spread apart, causing little to no crosstalk. However, John felt that this may not always be the case. Going back to issues with interference, it is next to impossible to guarantee that any one channel will always be the best. At any given point in time, a device can unexpectedly

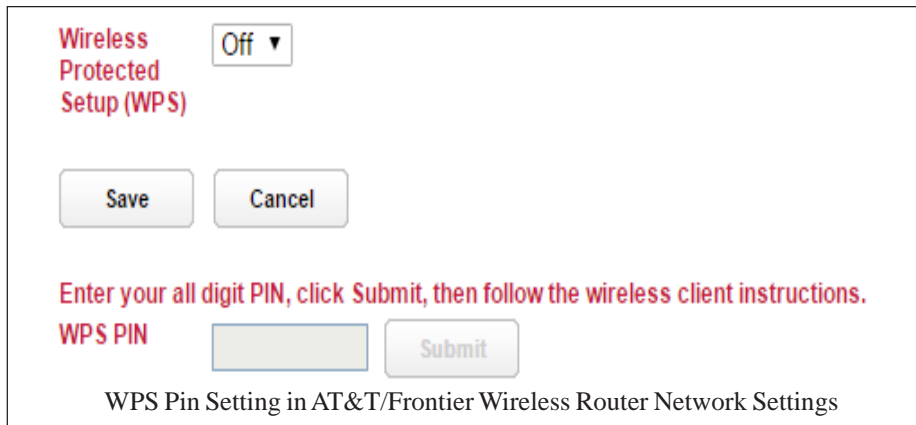
interfere with a channel which you have statically chosen. Therefore, the router should be set to automatically determine the best channel.

While the channel which is chosen may have no effect on WiFi performance, the number of devices connected will do so. This is due to the fact that devices that utilize the same access point will share the same channel. Therefore, if all other channels are not being used by another device, the channel used by the wireless router will have no effect on performance. In this case, the number of devices connected at any given point in time will affect the performance of the WiFi network. This is because each device must wait for its turn to communicate with the router, effectively sharing the same channel.

John brought to our attention a major security flaw in the WiFi Protected Setup (WPS) standard. The WPS standard allows end users to easily and seamlessly con-

nect their wireless devices to an access point or wireless router. Generally, the user invokes the WPS service by requesting it on their device and pressing the WPS button on their wireless router. In addition to pressing the setup button, many routers have the capability to require a Personal Identification Number (PIN) as part of the WPS service. Of course this seems like a good idea. However, John made the important point that introduction of this PIN completely undermines the security authentication of even WiFi Protected Access II (WPA2) security provided by a wireless router. An attacker can easily utilize a brute force attack method to guess the PIN of the WPS service and gain access to the network. In particular, the PIN is flawed in that only the first four digits must be guessed while the last four are calculated, significantly reducing the possible number of PIN numbers. Not to mention that many routers do not timeout if an incorrect PIN is provided, allowing the PIN to be guessed quickly. John recommended that this vulnerability can be eliminated by disabling the PIN option of a router which supports WPS.

Finally, users should be aware of the security implications of utilizing public networks. Commonly, people take advantage



Wireless Protected Setup (WPS) Off ▼

Save Cancel

Enter your all digit PIN, click Submit, then follow the wireless client instructions.

WPS PIN  Submit

WPS Pin Setting in AT&T/Frontier Wireless Router Network Settings



of free WiFi available at places like coffee shops. Therein lies an issue; any unprotected network which end users connect to provides attackers with a unique opportunity to steal data. The user should be aware of their environment and choose the appropriate firewall settings. Microsoft Windows, for example, will ask the user to provide what type of network they are connected to: Home, Work, or Public, Public being the most secure of all the settings. In addition, users should be self-aware of what

data they access through the network they are connected to. For example, if a website contains sensitive information, the user should only utilize that service over a secure connection such as Hyper-Text Transfer Protocol Secure (HTTPS) with a trusted Secure Sockets Layer (SSL) Certificate. Otherwise, hackers could use packet sniffing tools or even eavesdrop on the WiFi channel you are using to take data being transmitted.

In my personal opinion, John's presentation was clear but also comprehensive. I

am surprised that I learned so much about a topic in which I felt I was already knowledgeable. John was able to keep the audience engaged by providing opportunities for discussion across each topic he explained in detail. The one concept to take home from John's presentation was to realize that anyone and everyone is a target of malicious hackers. While you may believe that you have nothing to hide, this is the exact frame of mind which hackers tend to target; protect your data to protect yourself.

## Book Review

### SteveJobs

by Walter Isaacson

2011 Simon & Schuster

Book Review by Jim Scheef

**M**OST OF THE BOOKS about Steve Jobs and Apple Computer, indeed most biographies, tend to be sequential, moving linearly through

time telling the story, one anecdote after another. While this book more or less flows through time, Isaacson makes a point of following some of Steve's more notable character traits and using them to illustrate what made Steve the person he was – both genius and asshole all

at the same time.

Don't get me wrong, this is the best of the Steve Jobs biographies. It is the longest, most thorough, and presumably the most accurate of all. Jobs always had a sense of history and that he had a special place in history, so he wanted that history portrayed accurately. During the development of the original Macintosh, Jobs hired Michael Moritz to be Apple's "official historian". Moritz had extraordinary access until he was fired just before the launch when Jobs didn't like something Moritz had written. Isaacson covers the "authorization" of his book in the Introduction, stating that he was first approached about such a book in 2004. Isaacson had recently finished a book about Benjamin Franklin and was working on one about Einstein. It was not until 2009 that Isaacson agreed to write the book on Jobs. Jobs promised as much access as needed and promised he would not interfere with the book. In

fact he promised not to read the book prior to its being published. For Jobs, this was an unprecedented release of control over a project that meant a lot to him.

One of the best features of this book and something I wish all biographers would include is a list of Characters. Over three pages long, the list includes a sentence describing how each person fits into the story of Steve Jobs. For instance, who is Lee Clow? The list explains: "Advertising wizard who created Apple's "1984" ad and worked with Jobs for three decades." This is incredibly helpful when someone like Clow disappears from the narrative for a few chapters and then suddenly pops up again. This happens with many names far more obscure than Clow.

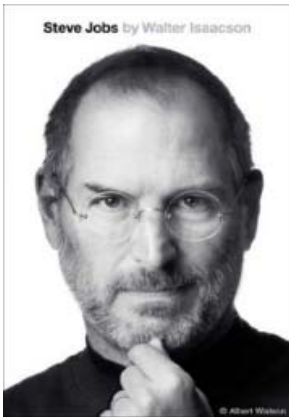
If there is a theme that flows throughout the book, it is Steve's insistence on seeing everything in black and white. There is never a middle ground and over the years Jobs utterly crushes many people when they can swing from hero to shitead and back again, often all in one day. Burrell Smith may be the ultimate example. Burrell was the hardware designer who took over for Steve Wozniak after Woz had crashed his airplane. Burrell worshiped Woz's genius and often worked multi-day stretches to meet Jobs' demands. By the mid-90's Burrell was incapacitated with schizophrenia. Burrell is often credited with coining the term "reality distortion field" in reference to Jobs' ability to persuade people to his point of view, even when they know that what he wants is impossible. The few who survived working with Jobs for any real length of time were those who learned to control the effects of the zone.

Another thing I like about this book is that it covers Steve's relationships with the people in his personal life. Many

other books, whether about Steve specifically or more generally about the history of Apple as a company, cover only small slivers of time in Jobs' life outside Apple. Isaacson has a chapter for Chrisann Brennan, his girlfriend from high school, and Lisa, the daughter he would deny for years. Lisa would later change her name to Lisa Brennan-Jobs when Steve accepted her into his family. Another chapter covers other relationships during the early Apple days when he dated Joan Baez, and later when he found his half-sister, Mona Simpson, and his birth mother, Joanne Simpson. These chapters are quite telling of the formation of his character or, as some would put it, his lack of character. Steve's wife, Lauren Powell, is woven throughout the last chapters of the book, particularly the chapters dealing with his cancer.

At the start of this review I said that this book is the most thorough of the Steve Jobs biographies. Most people do not realize that Apple computer is not where Jobs built his fortune. That happened almost by accident, through his purchase of Pixar, the animation film company, from George Lucas. For several years Jobs split his time between Next Computer and Pixar. By pouring money into Pixar, Steve kept the company afloat while gradually buying out the company management. After the success of Toy Story and the following movies, Jobs sold Pixar to Disney, becoming a billionaire and one of Disney's largest stock holders in the process.

The book is 627 pages, including acknowledgements, sources, and notes. Most of the book is a real page-turner and drags only when it pushes to get through the stories about the iPod, iPhone and iPad. Steve was already sick for much of that time and the story then moves into his leaves of absence from Apple, and how his family and friends helped him through the final stages. The book is always well-written and if you read only one biography of Jobs and Apple, this is the one to read.



# Workshops

## Workshop NOTES: February 2016

**Apple.** Focuses on all aspects of the Mac and iPhone operating systems.

**Contact:** Richard Corzo ([macsig@dacs.org](mailto:macsig@dacs.org)).

Meets 2<sup>nd</sup> Tuesday, 7 p.m. at DACS Resource Center.

**Next Meeting:** Feb 9

**Drupal.** Covers all things on Drupal, the open source content management system (CMS)

**Contact:** Jim Scheef ([jscheef@dacs.org](mailto:jscheef@dacs.org)).

Go to the DACS Community Forum - (<http://www.dacs.org/forum/>) within the Members only area.

**Next meeting:** Look for future announcements.

**Jobs.** Networking and jobs search

**Contact:** Charles Bovaird, 203-792-7881 ([aam@mags.net](mailto:aam@mags.net)). Go to DACS Community Forum (<http://forum.dacs.org>) for job listings.

**Linux.** Helps in installing and maintaining the Linux operating system. Also of interest to Apple owners using OS X.

**Contact:** Dave Mawdsley, [linuxsig@dacs.org](mailto:linuxsig@dacs.org)

Meets 3<sup>rd</sup> Wednesday, 7:30 p.m. at the DACS Resource Center.

**Next Meeting:** Feb 17

**PC Maintenance.** Review of PC hardware and OpSys maintenance and use.

**Contact:** Charles Bovaird, 203-792-7881 ([aam@mags.net](mailto:aam@mags.net)). Go to DACS Community Forum (<http://forum.dacs.org>).

**Online Business Workshop.** Informal gathering of members sharing ideas on creating an online source of income.

**Contact:** Steve Harkness (<http://forum.dacs.org/forum-38.html>).

Meets second Monday in nearby Brookfield, or by Webinar

**Next Meeting:** Feb 8

**Single Board Computers Workshop.** Explores small cheap computers like Raspberry Pi, Arduino, Netduino, Beaglebone, and more. Meets 3<sup>rd</sup> Thursday at the DACS Resource Center.

**Contact:** Jim Scheef ([jscheef@dacs.org](mailto:jscheef@dacs.org)), or go to the DACS Community Forum: <http://www.dacs.org/forum/>, within the Members-only area

**Next Meeting:** Feb 18

**Social Media:** Master the basics of Facebook, Twitter, LinkedIn, and Instagram.

**Contact:** Tom Zarecki 914-548-4948; email [tomZshow@gmail.com](mailto:tomZshow@gmail.com).

Meets on the 4th Wednesday of the month at 6:30pm, usually at the DACS Resource Center, but check the monthly schedule.

**Next Meeting:** Feb 24

**Video Production.** Explores all aspects of video capture and production including how to create good video using smartphones and tablets as well as using professional cameras and equipment. Meets on the 4th Tuesday or 4th Thursday of the month at 6:30 pm, typically at Charter Communications in Newtown.

**Contact:** Andy Woodruff ([awoodruff@dacs.org](mailto:awoodruff@dacs.org))

**Next meeting:** Check dacs.org

**Web Design and DTP.** The website design Workshop will be on hiatus starting November 2015 until April 2016. No meeting in November, and hope to start up again in April. Please check dacs.org or [design.annagraphics.com](http://design.annagraphics.com) for announcements early spring. Contact: Annette van Ommeren ([avo@annagraphics.com](mailto:avo@annagraphics.com)) for information

## Workshops News & Events

**Apple.** This month we discussed some video streaming devices that connect to your TV: the Apple TV and the Roku. Many people have smart TVs that connect to their home network, via either Wi-Fi or Ethernet cable. Typically this provides access to Netflix, YouTube, and some other services that stream video from the Internet. The selection is usually rather limited.

Video streaming boxes that connect to your home network and TV are much more versatile, providing access to a growing list of services that is updated periodically. Apple from time to time updated the services on the 3<sup>rd</sup> generation Apple TV, but this past fall came out with a new 4th generation Apple TV box that has an App Store. In addition to video services, the App Store can now offer other types of apps, particularly games. Games like you might see on an iPhone or iPad are now possible on the new Apple TV in part because of the new Siri remote that comes with it. In addition to a microphone, it has a touch screen area at the top of the remote, and an accelerometer that detects the orientation of the remote. Both Apple TVs support AirPlay for playing content from an iPhone, iPad, or recent Mac.

Roku has a Roku 2, Roku 3, and now even a Roku 4 model. The Roku 2 is around the same \$69 price as the 3<sup>rd</sup> generation Apple TV. It has a conventional remote but access to the Roku Channel Store with as many as 2000 channels. So the content

available is much greater. Compared to the Apple TV it would only be missing content (movies, TV shows, and music) from the iTunes Store. If you are an Amazon customer, it has Amazon Instant Video and Amazon Music, which are missing from the Apple TV 3<sup>rd</sup> generation box. I have read reports that the Amazon services may be coming to the 4<sup>th</sup> generation Apple TV box.

The Roku 3 has a more advanced remote with voice input and a headphone jack for private listening. I have a minor issue with the Roku 3 remote that caused me to buy the Roku 2 instead. The OK or select button that on most

*Workshops,, Cont. on page 11*





# February 2016

## Danbury Area Computer Society

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																											
	1	 <b>General Meeting</b> 6:30 PM	 <b>Board of Directors</b> 7:00 PM																																																																																														
7	 <b>Online Business Workshop</b> 7:00 - 8:30 PM <a href="mailto:onlinebizsig@dacs.org">onlinebizsig@dacs.org</a>	 <b>Apple</b> 7:00 PM Richard Corzo <a href="mailto:macsig@dacs.org">macsig@dacs.org</a>	10	 <b>Membership Committee</b> 7:00 PM Jim Scheef 860-355-0034	12	 <b>DACS.DOC Deadline</b>																																																																																											
14	15	 <b>Web Design</b> Annette van Ommeren 7:00 - 9:00 PM <a href="mailto:avanommeren@dacs.org">avanommeren@dacs.org</a> <b>On Hiatus until April 2016</b>	 <b>Linux</b> 7:30 - 9:30 PM Dave Mawdsley <a href="mailto:linuxsig@dacs.org">linuxsig@dacs.org</a>	 <b>Single Board Computers Workshop</b> 7:00 PM Jim Scheef 860-355-0034	19	20																																																																																											
21	 <b>PR &amp; Marketing Committee</b> 6:30 - 8:30 PM	23	24	25	26	27																																																																																											
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# Backup Utilities

## Acronis Disk Director has many new tools

*Review by Bart Koslow*

PAST VERSIONS OF ACRONIS-Disk Director (ADD) that I had used were programs to create and manage disk partitions of basic Windows hard drives. I was pleasantly surprised to see that ADD has been expanded in scope to the point that it has become a powerful set of tools to optimize your disk data and protect it. Added functionality includes managing and storing different types of file systems and operating systems on one disk; recovering lost or deleted data; and diagnostic tools to help improve performance.

After installing ADD, it was time to take the program for a spin. On my Windows 7 64-bit laptop the ADD screen showed my hard drive as a basic MBR drive (see explanation below), size 931GB with a primary C operating system partition (volume in ADD) of 517GB, a primary recovery partition, size 13.81GB, and a logical E partition, size 400GB. Right clicking on any partition brings up an extensive list of operations that may be performed on that partition (volume). Volume operations are resize, move, copy, merge, split, change label or letter, convert to primary, change partition type, format, delete volume, change cluster size, hide, browse files, check, defragment and edit volume.

I selected partition E, split volume. A popup box showed the 400GB partition would be split into 209GB and 191GB partitions. This may be changed in the box provided. I selected continue and was shown the result. I then again selected continue and was asked if it was OK to reboot the computer to perform the operation. After accepting the reboot, ADD did all the rest. It took a few minutes to complete. After the reboot, I checked my computer, and everything was as expected. My E partition was now 209GB, and I had a new F partition of 191GB. It is highly recommended that before you run any operations using ADD

you do a complete image backup of all your drives and partitions. I already had an image backup of my entire computer so I skipped this step.

I then merged partitions E and F, and now I was back where I began. I could have easily resized partition C from 517GB to a smaller size and then added the space removed from C to my E partition. I have used ADD to perform these operations in earlier versions. ADD is simple to use. However, before you begin changing things you must have an understanding of the underlying operations and the terminology used or you can make a mess of your computer. ADD has an excellent 64-page manual that I downloaded. It explains the basic concepts, each operation and has a complete glossary of terms at the end. The program also has a manual in the Help section.

Before you use this program, it is necessary that you have a basic understanding of disk structure. Therefore, I will cover the most important concepts here. Each hard drive may be either a basic or dynamic disk. A basic disk (the one that most computers have) can store one or more volumes (partitions) and cannot occupy more than one disk. A basic disk can store two types of volumes: primary and logical. A basic disk may use either an MBR (Master Boot Record) or GPT (Guid Partition Table) disk partitioning scheme. On each basic MBR disk, you can create either up to four primary volumes, or up to three primary volumes plus an unlimited number of logical volumes. The maximum volume size on an MBR disk is 2 terabytes. On each basic GPT disk, you can create up to 128 primary volumes. The maximum volume size on a GPT disk is 16 exabytes.

A dynamic disk can be used to create a large volume that occupies more than one disk. It may also be used to mirror one disk to another providing safety in the event one of the disks mirrored fails. A dynamic disk may be a simple volume that consists of disk space from a single dynamic disk; a spanned volume that consists of disk space from two or more dynamic disks, in portions that do not need to be equally sized. A spanned volume can reside on up to 32 disks; a striped volume that resides on two or more dynamic disks and whose data is evenly distributed across equally

sized portions of disk space (called stripes) on those disks; or a mirrored fault-tolerant volume whose data is duplicated on two physical disks. Each of the two parts of a mirrored volume is called a mirror. All of the data on one disk is copied to another disk to provide data redundancy. If one of the hard disks fails, the data can still be accessed from the remaining hard disks.

Volumes may also be active, system or boot volumes. An active volume usually contains one of the following programs: the operating system; a program that enables you to choose which operating system to run (if more than one is installed); a diagnostic or recovery tool that runs before the operating system. The system volume is one from which the operating system starts. The boot volume is the volume on which the files of a particular Windows operating system are stored.

Now that you understand something about disk structure, you will appreciate some of the many powerful features of Acronis Disk Director. You may create basic and dynamic volumes; copy or move a volume of one type to a volume of another type; convert primary volumes to logical and vice versa; convert basic disks to dynamic and vice versa; convert GPT disks to MBR and vice versa; add, remove, or break mirrored volumes; convert GPT disks to MBR and vice versa; and much more.

### Additional tools

Acronis Disk Director allows you to create a bootable media disk, which will run ADD without use of an operating system. Acronis Recovery Expert lets you recover volumes on a basic MBR disk that were accidentally deleted or damaged due a hardware or software failure. The Acronis Disk Cloning wizard lets you replace your old basic MBR disk with a new one without reinstalling operating systems and applications. It transfers the source disk data to a target disk. The source disk volumes can be cloned to the target disk "as is" or resized automatically with respect to the target disk size. Acronis Disk Editor can restore boot records, repair files and folder structure, find lost clusters, and remove computer virus code from a disk and more.

After reading the above, you can see that Acronis Disk Director is not for the novice or the faint of heart. An intermediate user may use this program for simple Disk Management like resizing, splitting or combining volumes. However, I suggest you thoroughly read the manual and understand how to use this program before you proceed. This is a great, easy to use



program that simplifies disk management. I highly recommend this program for advanced users and paraprofessionals.

#### In brief

Acronis Disk Director 12 may be purchased from Gene Barlow, UGR, for \$25 ([www.ugr.com](http://www.ugr.com)).

System Requirements: Boot firmware, BIOS-based or UEFI-based, CPU 800mhz or faster. Memory 256 MB or more. Installation space 150MB, CD/DVD or flash drive,

Windows XP, Vista, 7, 8.1.

Acronis Disk Director supports the following file systems for performing operations: FAT16, FAT32, NTFS, Ext2, Ext3, Reiser3 and Linux SWAP

The operations resulting in a change of volume size are not available for the XFS, Reiser4, and HPFS file systems

**BART KOSLOW** is review chair, *Channel Islands PCUG, CA*. [www.cpcug.org](http://www.cpcug.org); review (at) verizon.net

*This article appeared in the August 2015 issue, The Outer Edge and is reproduced by permission for APCUG member groups.*



### DACS 25<sup>th</sup> Anniversary Banquet and Gala Extravaganza

Help celebrate 25 years of fabulous meetings, great presentations, award-winning websites and newsletters plus many super-duper SIGs, all rolled up into 25 years of learning, sharing and just plain fun.

**What:** Banquet buffet dinner with cash bar

**When:** Wednesday, March 9<sup>th</sup> starting at 5:30 pm

**Where:** Two Steps Downtown Grill, Danbury

Cost: DACS Member: \$28.29

Non-member Guest: \$32.49

(Prices include taxes, gratuity and Eventbrite fees)

Tickets via Eventbrite (<http://dacs25.eventbrite.com>)

#### Workshops, Continued from Page 8

remotes is centered inside of the up/down/left/right directional pad, is positioned below the D-pad on the Roku 3 remote. I don't like having to reach to hit the OK button.

The latest Roku 4 adds support for the latest (and high priced) 4K TVs, which have a higher resolution (double in both width and height) than the full HD 1080p resolution that most TVs have. There is very little 4K content on services like Netflix or YouTube, so Apple hasn't found it necessary to come out with an Apple TV with 4K support at this time.

Roku has a nice chart (<https://www.roku.com/roku-vs-appletv-vs-firetv>) comparing its models to the competition, which includes the two Apple TV models.

—Richard Corzo

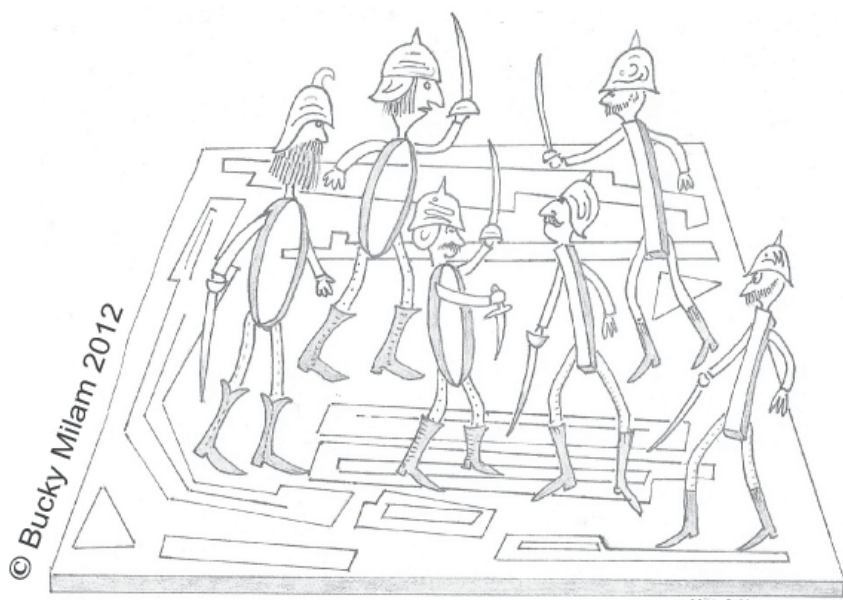
**Single Board Computer Workshop.** A single report will cover the last two months.

In December Will Callahan presented his microcontroller project using the PIC16F1938 microcontroller along with the same distance sensor I'm using in the oil tank. His application senses the water level in a sump pump well and alarms if the level is too high. Using a battery backup, he also detects an AC power failure. Will also showed us how he calibrated his sensors using an empirical measurement. Clever!

At the November meeting I demonstrated the code a circuitry needed to use the ultrasonic distance sensor that is key to the fuel oil tank gauge. This past week (January) I finally tested the sensor in my fuel oil tank. My design was a total failure. I'll cover what happened at the January meeting but I will say that a couple of members had speculated on the problem when I first proposed the design. For those just tuning in, this project uses an Arduino with an HC-SR04T "waterproof" ultrasonic distance sensor to measure the amount of fuel oil in the storage tank in my house. At least that was the plan.

In January, we'll discuss my failed design. While I recoup and move on to temperature and humidity measurement, we'll look at one or two Raspberry Pi projects that I would like to implement – a media center player and a network monitor. Unfortunately the January meeting occurs between newsletter deadline and publication.

—Jim Scheef



*The epic battle between the ones and zeroes, and the end of cyberspace*



## In the Workshop

### Brokestuff Mountain

By Greg Skalka

ONE OF MY GREATEST fears is broken stuff. As an engineer, my work days are filled with problem solving, which often involves trying to figure out why something does not work as expected. At home, I'm looked upon as the builder and fixer of the family. My experience with electronics, electrical items and mechanical things won't allow me to plead ignorance when someone in my family has a computer problem or a malfunctioning device. It seems all I do is solve problems and fix broken things. If heaven and hell are personalized, then I know what mine would be like. Heaven would be a place where everything works perfectly for eternity, while hell would be a place where everything is always broken.

This month I've been confronted with a mountainous pile of broken stuff. Some problems I've solved, others appear to be continuing, and some are fixed for now, but the can may only be kicked down the road a short ways.

#### Windows 8, Lay Them Straight

My daughter started graduate school this fall and sought my advice on getting a new computer. The old Windows Vista laptop I bought her for college carried her through to a bachelor's degree, but it has gotten filled up with junk over the years and she wants a fresh, new start. I paid for her first degree, so she realizes this new endeavor is on her own dime. She bought herself an iPad tablet after graduating, but even she does not think it sufficient for college work. She would have liked a MacBook Pro, a small, light Apple notebook computer, but she is on a budget, and so fortunately chose an Asus Q301LA tough screen laptop instead. It is a lot like the MacBook; small, thin and light, with no optical drive or removable battery. It does have a powerful Intel i5 processor, a 13.3" touch screen display and a 500G hard drive. She got a good deal by

purchasing a factory refurbished unit from Amazon for a third of the MacBook's price.

She brought it down with her on a visit with us a few weeks ago, so I got to spend a few evenings with a Windows 8.1 touch screen laptop. My assignment was to get it set up for her to use at school. It took me a little while just to figure out how to get around in Windows 8.1. The touch screen gives Windows 8.1 a tablet feel; one of the ways to get to Control Panel was to swipe the screen from right to left.

My first order of business was to back up the existing system as delivered, so I could recover from any mistakes I might make. I knew the Acronis True Image 2015 backup program I use can support Windows 8 touch screen PCs, but without a CD drive, it was going to be difficult to install or boot from the program CD. Fortunately, I have a Samsung external USB CD/DVD drive (I also have external USB 3.5" floppy and Blu-ray drives). I use an external USB3 hard drive to store my back-up files; it took me a little time to insure both external drives were being recognized when connected. I decided to run True Image from the bootable CD, but it again took a while to figure out how to change the boot options. I didn't see any apparent BIOS screen when booting the laptop, so finally had to search for the manual on-line to find out which function key allows you to enter the BIOS screens. Once I got it booting from the CD, the backup went smoothly.

My daughter wanted me to install Windows 10 and Microsoft Office (I have an unused 3-user copy of Office Home and Student 2010), but I was running out of time and there was no Windows 10 upgrade icon in the system tray. I finally figured out that there were over a hundred updates yet to be installed for

Windows 8.1. Once that was done (an all-evening process), the Win10 upgrade icon was present, but my daughter's visit was almost over. I just barely had enough time to install Office 2010 (once again using the external USB CD/DVD drive) and make a final backup before she left. I figured she could live without Windows 10 for a while.

My daughter called me yes-

terday to tell me she had decided to install Windows 10 herself, but had run into a few problems. Something had happened to her cursor, but she was able to search online and find a fix for it. She also asked if I had installed Office, because now she couldn't find it. I don't know what settings she used to install Windows 10, but I hope it did not wipe out my installation of Office 2010. Why am I suspicious that Microsoft might do something like that, so she would be enticed to subscribe to Office 360? I guess this problem lives on.

#### Assault and Battery

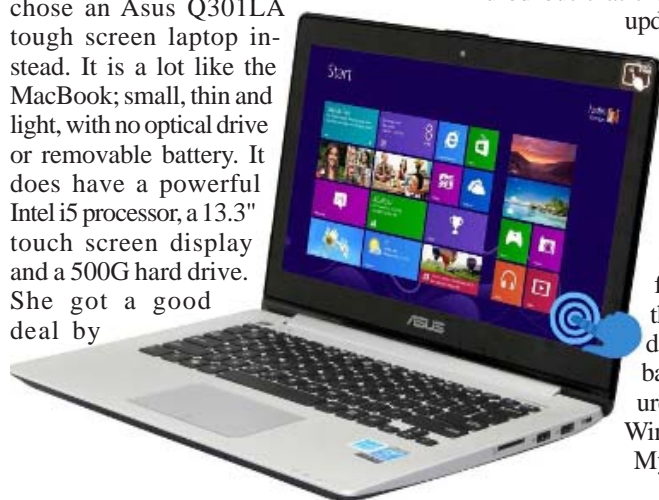
One nice thing about laptops is that they come with a built-in UPS (uninterruptable power supply). When running off of ac power, they will automatically switch to battery should line power fail. This is not a standard feature of desktop computers, so unless you want to risk losing valuable data or even messing up your system, an external UPS is a necessity.

I have an external UPS for each of the desktop PCs in the house, plus a smaller one to run my network drive. A UPS uses ac power to charge an internal battery; battery power is used to create 110 VAC to run your computer. I use a 350 VA (200 W) UPS for each desktop computer; the APC model BE350G is one I have several of. It has three outlets that provide uninterruptable power and three that are only surge protected from the switched input power. When the ac power goes out, you can have up to 15 minutes to shut down your computer gracefully. These UPS units work very well, but the internal batteries typically lasts only a few years, and are pretty expensive. I



can sometimes buy the whole UPS on sale at a price that is the same as a replacement battery, so I have a few UPS units I've bought on sale in reserve.

This particular model, which I use with my wife's desktop, puts out a loud, high-pitched tone when the battery is on its way out. This is unfortunately something you cannot ignore - it is so annoying. I came home recently to my



wife's almost equally loud complaining that she could not use her computer at all that day because the UPS had started putting out the low battery tone.

I had no spare UPS batteries, but I did have a couple of new, spare UPS units. I swapped out the UPS on my wife's computer for a power strip, so I could get her running again. I then opened up the new UPS units, hooked up the batteries and plugged them in to charge overnight. A new UPS is shipped with the battery disconnected and uncharged.

The next day, I turned on the two UPS units. One appeared to work, but the other put out the screeching low battery tone. Perhaps I'd had that one in the box for too long. I could have used the good UPS for my wife's computer, but though it was the same model number, it had a different mounting hole pattern (I mount the UPS to my wife's

## Wi Fi Fo Fum

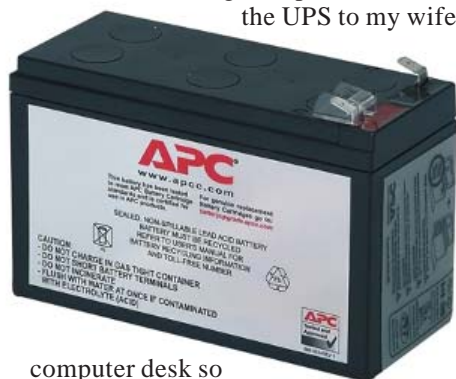
While I was working out the UPS battery problem, my wife also complained that she could no longer get onto our home Wi-Fi, and was using up too much data on her iPhone data plan. I have installed a Wi-Fi access point near the center of my house, as my wireless router is located at a corner of the house for better routing of wired Ethernet, and does not provide good coverage throughout all of the house from that location. I also have the access point powered through a power strip, so I can turn it on and off easily.

I logged into the wireless access point through its wired connection and turned off encryption on the wireless link. Even then, though my iPad Mini could see the SSID and connect, I could not get any data through the access point. This access point was bad - time for a new one.

I had fortunately bought a few low-cost Wi-Fi access points on sale, thinking I might use them for travel. I opened up a TP-LINK TL-WR700N mini pocket router I had bought and set it up per the manual. It had the advantage of being capable of more secure Wi-Fi encryption than my old access point, so I set it up for stronger encryption and installed it in the same location in the house. Now my wife is happy again - until the next thing breaks.

**GREG SKALKA** is president, Under the Computer Hood User Group, CA ([www.uchug.org](http://www.uchug.org); [president@at.uchug.org](mailto:president@at.uchug.org)).

*This article appeared in the September 2015 issue, Drive Light, and is reprinted by permission for APCUG member groups.*



computer desk so she can use the UPS switch as a system power switch). I found the good UPS unit used the same battery as my wife's unit, so I swapped batteries and hooked her UPS back up. Now I need to start looking for replacement batteries or UPS units for the next time the battery goes bad.

## There are Many Ways to Join DACS



An easy way to join DACS is to attend one of the monthly general meetings. General meetings are normally held on the first Tuesday of each month at Danbury Hospital. Or join right on our Website via the PayPal link, where you may also pay by credit card without a PayPal account.

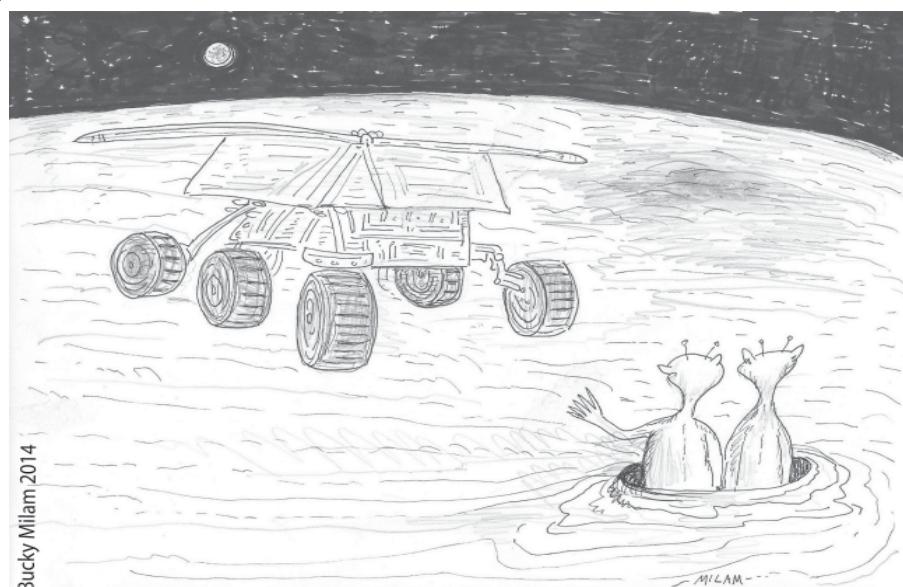
General meetings are always free to the public, but only members benefit fully from DACS' many other events, activities, and publications. As a member you become part of a dynamic computer group in the Greater Danbury Area.

You will receive a subscription to *dacs.doc*, our award-winning monthly newsletter, packed with news and information pertinent to computer users of all levels. In addition to interesting feature stories, the newsletter contains a monthly calendar of events and a recap of the the previous general meeting and last month's workshops. Members may also post questions to the DACS Community Forum.

Members may also attend the monthly workshops, where topics relating to computers, peripherals, software, and operating systems are discussed. Workshops meet throughout the month at our Resource Center in downtown Danbury unless mentioned otherwise in the calendar. Occasionally, special topic sessions are also offered to members.

### Individual/Family Memberships

Annual membership dues are \$40.00 for individuals or for each family living at the same address. Annual memberships which include a printed newsletter are available for \$60.00 a year.



*Did anyone here order Chinese take-out?*

© Bucky Milam 2014



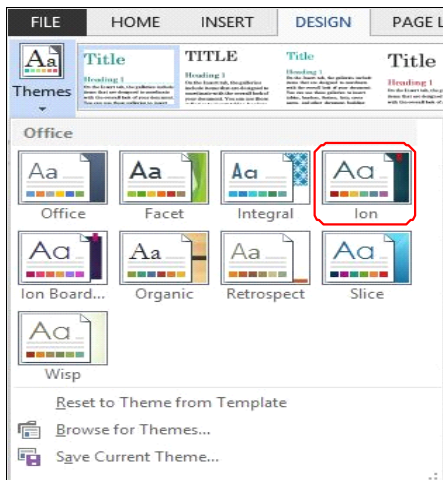
# Web Media

## Enliven Documents with Themes

By Nancy DeMarte

**I**F YOU OFTEN FIND yourself creating documents in Word or spreadsheets in Excel, you probably use the same font and layouts most of the time. You would be surprised how lively and stylish these files could be if you applied a theme to them. Themes in Word and Excel are Style sets that coordinate the color scheme, fonts, line and paragraph spacing, and effects. The Themes gallery is located on the Design tab in Word and the Page Layout tab in Excel. I will use Word 2013 as an example of how you can apply and customize themes in your documents.

### Choose and Apply a Theme



The default theme in Word and other Office programs is appropriately named “Office,” but you can apply a different theme to a document either during its creation or after. For example, I opened a blank document, clicked the Design tab, then Themes (left side of the ribbon), to open the Themes gallery. I chose the “Ion” theme, although I could have browsed for more online. A group of Styles that coordinate with this theme appeared in the ribbon. I chose a colorful one called “Lines (Simple)” and began to create my document.

First, I typed the title and highlighted it to display the Font toolbox just below it. I clicked Styles (bottom right) and selected the Title style, which changed my title to a maroon color and 40-point text. The title seemed too large, so I reduced the font size to 24 points. All these font changes can also be made on the Home tab – Font group.

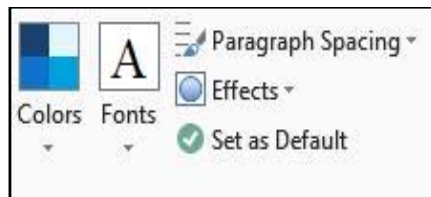
Next, I typed an introduction and my first heading, highlighted it, chose Styles from the font toolbox again, and picked Heading 1. It also was a maroon color, 18 points, and included a line below it. I changed the size to 14 points to be consistent with the new title size.

Then I typed the body of the document. After I had typed the first line of text, I clicked inside a word and learned that the theme’s body text was Century Gothic, 10.5 point, Normal style.

Just for fun, I added a couple of shapes from the Shapes gallery (Insert tab – Shapes) Sure enough; they too were a maroon color, keeping with the theme.

### Customize and Save a Theme

Next, it was time to experiment with



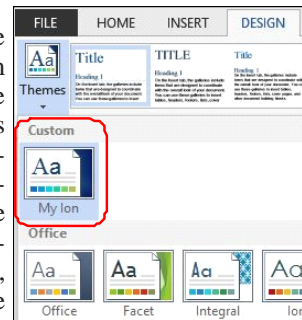
### Theme Customization Tools

changing a few of the elements of the theme. With my document open, I clicked the Design tab and then Colors, which revealed a menu of color schemes, each which included several coordinated colors. I clicked “Blue” and immediately found that all my maroon-colored features had turned a medium blue. Then I clicked Fonts and chose “Times New Roman – Arial.” The title and all the headings became the Times New Roman font, while the body text changed to Arial.

With my cursor still in the document, I clicked Paragraph Spacing, which dis-

played a list of preset distances between lines and paragraphs. Hovering my mouse over Default showed my theme’s spacing. I hovered my mouse over each of the choices to preview how it would affect my document. I decided on the Open spacing set, which added a little more space between lines and paragraphs. Because I had only a few objects or shapes in this document, I did not change the Effects, but clicking that icon showed me what changes were possible.

Now it was time to save this custom theme. I clicked the Design tab, Themes button, and selected “Save Current Theme” at the bottom of the gallery. I typed a name, “My Ion,” in the dialog box and clicked Save. This put my modified theme into the Custom area above the Theme gallery. The theme was also stored as MyIon.thmx in a special Document Themes folder.



My Custom Theme in Word

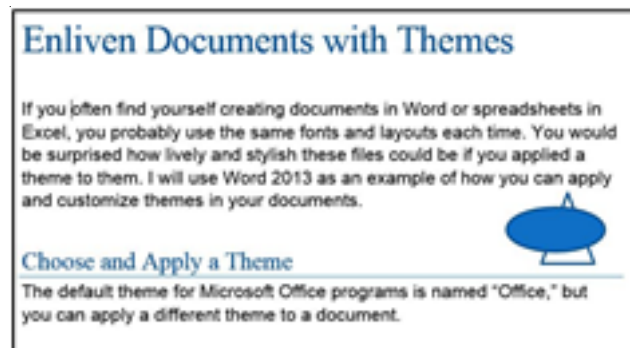
### Two Important Cautions

1. Don’t confuse saving a theme with setting it as the default. If you save your custom themes, you have the choice of when to use them. If you set a custom theme as the default, it will affect all future documents and may give you some unexpected results.

2. The Office theme is different from the rest in the theme gallery in that it affects all of the Office applications. If you make a change to the Office theme, such as changing the background from white to gray, and set it as the default, it will affect all programs in your Microsoft account, including those on other computers. However, saving your own custom themes in Word or Excel can be a handy way to give your documents some style and avoid recreating a favorite theme each time you need it.

NANCY DEMARTE, is 1st vice president, Sarasota Technology User Group, FL

Her article appeared in the October 2015 issue, Sarasota Technology Monitor ([www.thestug.org](http://www.thestug.org); [ndemarte\(at\)Verizon.net](mailto:ndemarte@verizon.net), and is reprinted by permission.



Article with My Ion Theme



## Directors' Notes, Cont. from page 3

- § Need for fun & satisfaction.
- § How appeal to everyone and stop membership erosion?
- § What is our mission?
- § We need to prioritize efforts and tasks.
- o We need to attract more attendees to meetings.
  - § General meetings don't get people to come back.
  - § More effective to target computer users, i.e. people working in the field, rather than students.
  - § Bring back AskDACS in a shorter version (like Trumbull group)?
  - § Socialization sells. Break in middle of meeting, to allow for networking?
  - § A smaller meeting room (i.e. the Robilotti room or the DACS Resource Center) may work better than the auditorium.
  - § Could we serve food/snacks (in the Robilotti room or outside)? *Dave to contact hospital re food in the conference center.*
  - § FUD - security - help people protect themselves? But we have had many security-related meetings. In general, the general meeting topics have been good.
  - § Maybe two small presentations in the same meeting?
  - § Issue of whether meetings can be skipped, e.g. have 6/year instead of 12.
  - § If we have to cut back our offerings, general meetings are not the right place to start.
  - § Radio station analogy: every 20 minutes has to be a microcosm of the entire station. Many companies and non-profits do the same thing.
  - § Consider other computer clubs' ideas e.g. Westchester PCUG.
- o Conjunction with other organizations. We should do more with them.
  - § Invite vendors to meetings?
  - § Would it be preferable to merge with another org rather than go out of business?
  - § Strategic relationships with other organizations, e.g. computer support providers (Network Support Co. was mentioned), the Danbury Hackerspace, etc.
- § Danbury High School - computer labs.

## New Business

- General meetings
- o January - Cloud Computing update (Amazon Web Services) - Anand Tirumani. Richard is contact person but will ask Jim Scheef about making contact and writing the preview article.
- o February - Office 2016.
- o Sean has a contact who could present about Configuration Management.
- Bert will chair the January meeting of the Board of Directors.

- The board will advertise for DACS Presidential candidates. *Sean to compose a first draft of the ad.*

The meeting was adjourned at 9:50pm.

—Richard Teasdale

## Danbury Area Computer Society (DACS) Board Meeting Minutes Wednesday, January 6, 2016

The meeting was called to order at 7:05 pm. Bert Goff chaired the meeting in place of President Dick Gingras, who was absent due to illness.

In attendance were board members Richard Corzo, Bert Goff (Treasurer & Secretary), Dave Green, Cathy Quaranta, Andy Woodruff, and Tom Zarecki. DACS members Linda Bourie, Charlie Bovaird, and Jim Scheef were also present. The minutes were taken by Richard Teasdale.

- The Minutes of the 12/2/2015 Board Meeting were approved.

## Reports

- The Treasurer's report for December was reviewed and discussed. The loss for the year 2015, at \$94.12, was much less than the yearly losses experienced in recent years, due to many member renewals in December and non-publication of the January 2016 newsletter.
- Membership committee:
  - o Jim reported that there are 100 current members + 12 in-grace, making a total membership of 112. 48 newsletters are being distributed, of which 19 are for promotional purposes.
  - o Andy asked that something be done about the high number of erroneous expired membership reminder e-mails being sent out from CiviCRM. Bert explained that update responsibility is to be transferred to the Treasurer so that CiviCRM can be kept more up-to-date. Jim agreed to remove various people who don't need to know from the distribution list for expired membership e-mails.
- Marketing committee:
  - o Wednesday, March 9 was chosen as the target date for the 25th Anniversary dinner event. Restaurants to be investigated are Outback Steakhouse (Cathy), Two Steps (Jim), and Chuck's Steakhouse (Andy).
- Press Coverage:
  - o Tom: No press release was sent out for the January general meeting. A release will be distributed for the February meeting.
- Website:

- o Richard: Wordpress has been upgraded to the latest version and a new theme has been implemented.

- Internship:
  - o Tom: There are currently two WestConn intern candidates for marketing.
- Andy + Tom: Ridley-Lowell is interested in supplying interns to work with DACS. Tom will investigate further.

## Old Business

- Staffing Predicament
  - o Richard will chair the February meeting of the Board of Directors.
  - o Versions of the "need President" publicity piece drafted by Sean Henderson will be published to the DACS membership (Jim), on the website (Andy), on Craig's List (Andy), on Meetup (Jim), in the News-Times (Tom), and on all social media sites where DACS has a membership. Andy will write a job description of DACS President for use in the publicity.
  - o "End Planning" for DACS was deferred. A copy of the DACS Charter is required.
- Programs
  - o February: MS Office 2016, Preview - Richard, Review - Andy.
  - o Andy will contact Mike Kaltschnee re speaker candidate(s) to present about wearable computing devices.
- Discussion of DACS goals was deferred.
- Implementation of Ask-DACS and snacks
  - o The board agreed to institute at general meetings a quick Q&A session and a break for snacks (with a donation bucket).
  - o Dave volunteered to bring the snacks and Bert to assist.
- Renovation of Resource Center
  - o The idea of asking for store donations of materials was discussed. Bert and Andy will approach stores (Home Depot, Lowe's, etc.).

## New Business

- Newsletter
  - o It was agreed that no consideration will be given for non-publication of the January newsletter.
- Forum software
  - o The board approved implementation of the new forum software developed by Jeff Setaro.
- John Adams' invitation to pitch DACS to his class - Tom and Linda will follow up.
- Member Directory - discussed. Action deferred.

The meeting was adjourned at 9:20pm.

—Richard Teasdale



DACS 25<sup>th</sup> Anniversary  
Banquet and Gala Extravaganza

Help celebrate 25 years of fabulous meetings, great presentations, award-winning websites and newsletters plus many super-duper SIGs, all rolled up into 25 years of learning, sharing and just plain fun.

**What:** Banquet buffet dinner with cash bar

**When:** Wednesday, March 9<sup>th</sup> starting at 5:30 pm

**Where:** Two Steps Downtown Grill, Danbury

Cost: DACS Member: \$28.29

Non-member Guest: \$32.49

(Prices include taxes, gratuity and Eventbrite fees)

Tickets via Eventbrite (<http://dacs25.eventbrite.com>)



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# Future Events:

February 2  
Office 2016

March 1  
TBA

April 5  
TBA

May 3  
John Patrick