



DACS.doc

A Computer & Technology Newsletter

March 2016

Volume 26, Issue 3

\$2.00

Next Event: March 1



Music Notation Software:
How to make great vibes, starting
with your keyboard and mouse



Directors' Notes

Danbury Area Computer Society (DACS)
Board Meeting Minutes
Wednesday, February 3, 2016

The meeting was called to order at 7:15pm. Richard Corzo chaired the meeting. In attendance were board members Richard Corzo, Dick Gingras (President), Bert Goff (Treasurer & Secretary), Dave Green, and Andy Woodruff. DACS member Jim Scheef was present via Skype. The minutes were taken by Richard Teasdale.

The Minutes of the 1/6/2016 Board Meeting were accepted.

Reports

- The Treasurer's report for January was reviewed and discussed. Postcards were sent out in January to members in arrears.

- Membership committee: Jim reported that there are 95 current members + 14 in-grace, making a total membership of 109. 45 newsletters are being distributed, of which 25 are for current members and 2 in grace, and 18 are for promotional purposes. Jim emailed a spreadsheet, in which a monthly history of the stats is being accumulated.

- Marketing committee: No report.

- Press Coverage: It was unknown whether a press release was sent out for the February general meeting. Options for having someone other than Tom Zarecki do this were discussed. Dave volunteered to learn how to manage and send press releases.

- Website:

- o Richard: Andy has been given website update access to post meeting

notices, etc., in his new role as leader of the Video Production workshop.

- o Richard: A Blog has been added to the website.

- Internship: Andy will try to find out from Tom Zarecki the status of the two WCSU intern candidates for marketing, and also follow up with Ridley-Lowell about their interest in supplying interns to work with DACS, how long each intern would be available, and what a Ridley-Lowell intern could do for DACS.

Old Business

- Staffing Predicament

- o Dave will chair the March meeting of the Board of Directors.

- o Drafts of the "need President" advertisement continue to be reviewed. Potential publication channels were discussed. The responsibilities of the President were reviewed.

- o "End Planning" for DACS was deferred.

- o Andy proposed a motion that DACS institute a policy: "If DACS ends, we will do our best to return the pro-rata unused portions of paid-up membership dues, and this policy will be carried out early enough so that there is still enough cash on hand to do so.". The proposal was discussed, a vote was taken, and the motion was carried with four board members in favor and one abstaining.

- Programs

- o The board agreed not to form a separate program committee at this time.

- o Richard is working to find a speaker on the subject of wearable computing devices.

- o Bert will check on recent speakers hosted by the Trumbull group and will contact a computer business owner in Brookfield who is a potential speaker.

- o Dave knows someone who may be willing to talk about music notation software, and will try to arrange for him to speak at the March general meeting. Dave will write the preview article and Andy will write the review.

- The 25th Anniversary Dinner is scheduled for Wednesday, March 9th, at Two Steps, in Danbury.

- Whether and how DACS should charge for snacks at general meetings was discussed. It was decided to provide a jar for donations but not to price the items offered.

- Bert will check with Cathy Quaranta to determine whether she will provide snacks at the March general meeting.

Membership Information

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Postmaster

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DACS, its officers and directors assume no liability for damages arising out of the publication or non-publication of any article, advertisement, or other item in this newsletter.

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

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MARKETING: Cathy Quaranta (cquaranta@dacs.org)

MEMBERSHIP COORDINATOR: Charles Bovaird: 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

- Renovation of the Resource Center - a new strategy was discussed and agreed upon - to search for a donor of used commercial carpeting that is being discarded but still in usable condition.

- Jeff Setaro completed the cutover to new software for the DACS Forum.

New Business

- Andy will contact Tom Zarecki to ascertain his expected participation during the WCSU Spring semester.

- Jim will investigate what can / should be done about the DACS voicemail.

- The board voted unanimously to re-appoint Jim as a board member.

The meeting was adjourned at 9:20 pm.

—Richard Teasdale

Uncle DACS Wants YOU!



President – DACS needs new leadership. Most current board members have been president. Do you have ideas on how to make DACS better? Build your resume while helping to keep our club going. This is a big job, but it's not a solitary job.

Vice President – New position to help the president and eventually become the next president.

Social Media—Are you a Facebook or Twitter fan? Help DACS post interesting technical content.

Painters – Help complete the renovation of the DACS Resource Center.

Workshop Leaders – Is there a technical topic that really interests you? Help grow our range of workshops. Guru-level expertise is not needed, just a deep interest in a technical topic and a desire to learn.

For more information, contact any board member (above, page 3), or email dacsboard@dacs.org.

February Meeting Review

Office 2016 - Microsoft Store

By Andy Woodruff

THIS MICROSOFT PRESENTATION covered Office 2016 and Microsoft's Surface products. There was also some general discussion about other Microsoft products, including Windows 10.

The presenters were Carolyn Bighinatti (Community Development Specialist) for Office 2016 and Don Troiano (Business Sales Specialist) for the Surface products.

Microsoft launched Office 2016 in September 2015, with versions for both Windows and Mac computers. Office is available in various configurations, and it continues to typically include Word, Excel, PowerPoint, Outlook, and One-Note.

Not surprisingly, this latest Office includes new features.

The new Word provides:

- **Real-time Co-Authoring.** Multiple authors can simultaneously edit a single document ... and each person can see the others' edits as they happen.

- **MathMagic.** This is an improved method to enter math equations.

- **Simplified Image.** Insertion and Automatic Image Rotation. Upon insertion of an image, the new Word automatically rotates the image to match the camera's orientation. (It is also still possible to manually rotate the image to any position after insertion.)

The new Excel provides:

- **New Charts and Graphs.** The charts offer more options and are intended to serve "modern" needs.

- **Get and Transform Query.** This feature can access and bring data into Excel in a simpler manner.

The new PowerPoint provides:

- **Smart Guides.** These guides automatically appear when objects, such as pictures or shapes, are close to evenly lined up. The guides provide a convenient method to do equidistant alignment or other types of alignment.

- **Conflict Resolution.** When multiple authors edit a document, there can be conflicts between the edits. This feature provides a simple method to resolve these conflicts.

The new Outlook provides:

- **Modern Attachments.** One can easily attach and share recently used files.

- **Clutter Folder.** One can use a clutter folder that receives lower priority messages. This is similar to the sorting of email in Google's GMail application.

- **People Suggestions.** One can find email easily by identifying people with whom one regularly communicates.

The new One-Note provides:

- **An Add-On for Verbal Dictation.** This is now included at no extra cost.

- **Translation of Handwritten Material.** It will convert handwritten pen motions to typed text.

Microsoft advertises Office 2016 with the words: "**Do your best work - anywhere, anytime and with anyone.**" Carolyn explained the meaning of these words:

"anywhere" - One can work on any device and access files from the Cloud.

"anytime" - One can work in the office, in the field, or at home.

"with anyone" - This new Office is particularly adapted for coworkers who are working together and coauthoring.

Carolyn described Microsoft's Office Mobile Apps, which are free for most tablets and phones (so long as they are no larger than 10.1 inches). These apps provide basic editing, and they are "always saving to the cloud" ... so there is no need to specifically "save" files! These apps are downloadable from the Windows Store.

Carolyn also described Office 365, which Microsoft recommends to obtain Office 2016. Office 365 is a subscription-based system, and there are various configuration levels with different price points. This system provides Microsoft 2016 on all of one's computers and devices ... the cost is the same whether one has one or more computers or

devices. It also includes 1 TB of Microsoft's "One Drive" cloud storage.

Don described Microsoft's Surface devices.

He described the **Surface Pro 4** as a tablet that can replace one's laptop. It has many of the features of a laptop, but it is simple to use.

Don pointed out some improvements in this latest Surface Pro 4, as compared to Microsoft's previous Surface devices:

- **Wider Keyboard.** The keyboard has been stretched to be more like a regular keyboard in width.

- **Improved Keypad.** The keypad has a new glass screen that makes it more sensitive.

- **New Screen.** The new screen is slightly larger ... and the surrounding bezel is narrower.

- **Redesigned Pen.** The previous stylus has been redesigned to feel more like a pen. The new pen is now pressure sensitive, and it includes new features. For instance, one can erase a mark by simply flipping the pen over as if it were an everyday pencil. The pen is now magnetized to attach to the case.

Another Surface product is the **Surface Book**. Don described this as "the ultimate laptop". One can separate the screen and use the screen by itself as a tablet!

The Surface Book can utilize an external CD drive, and it comes with **Edge** (Microsoft's new browser) and Internet Explorer.

The graphics card is located in the keyboard.

There is an available docking station that provides two additional mini Display Ports and additional USB ports. The docking station connects instead of the charger. In response to audience questions, Don and Carolyn explained that memory is not upgradeable and the battery is not replaceable ... however, Microsoft offers upgrade paths.

Let's join heads!

Do you have a special technology interest you would like to share or learn more about? Join a DACS workshop or start one. You don't have to be a nerd or a guru—just have a curiosity for what's out there and an interest in sharing

or discovering with others like you. Just send an e-mail to dacsprez@dacs.org, or talk to one of our officers at the next meeting, and say something like "I want to start a workshop!" or "Wouldn't it be nice if we had a workshop on...?"



Meeting Preview

Music Notation Software

By David Green

Tuesday, March 1, 2016, 7:30 PM
Danbury Hospital Robilotti
Conference Center
Presenter: Chris Aher

COMPUTERS HAVE revolutionized the production of music over the last three decades, especially where music notation is used. Notation is employed in many (although not all) aspects of music production. These include composition, arrangement, songwriting, orchestration, lead sheet preparation, engraving and publication. They also include musical mock-ups and demos using the playback functionality.

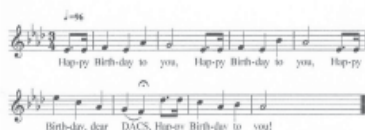
There are a number of excellent software products on the market that suit a number of musical needs. These include Finale, Sibelius, Notion, and MuseScore. Our speaker, Chris Aher, will survey these products and explore the various features available. He will also do an in-depth demonstration of Finale and its playback capability.

Also on the agenda is an overview of virtual instrument technology and demonstrations of several products on the market,

including Garritan Personal Orchestra.

Over the past 45 years, Chris has been a professional musician, production manager of live events, piano technician, systems and network engineer, IT execu-

Happy Birthday to DACS



tive in the Telecom industry, fencing coach, and now a digital music and video producer.

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 March, 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 to find directions and parking information).



DACS 25th 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 9th 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>)

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.

Workshops

Workshop NOTES: March 2016

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

Contact: Richard Corzo (macsig@dacs.org).

Meets 2nd Tuesday, 7 p.m. at DACS Resource Center.

Next Meeting: Mar 6

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

Contact: Jim Scheef (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).

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

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

Next Meeting: Mar 16

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

Contact: Charles Bovaird, 203-792-7881 (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 (onlinebizsig@dacs.org)

Meets second Monday in nearby Brookfield, or by Webinar

Next Meeting: Mar 14

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

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

Next Meeting: Mar 17

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

Contact: Tom Zarecki 914-548-4948; email 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: On hiatus until May

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)

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 for announcements early spring. Contact: Annette van Ommeren (avo@annagraphics.com) for information

Workshops News & Events

Apple. For the February meeting I brought in my iPad Pro. Its first obvious advantage over other iPad models is its screen size, 12.9 inches with 2732 by 2048 pixels, compared with 9.7 or 8.0 inches and 2048 by 1536 pixels on the iPad Air and iPad mini models.

One application I looked forward to when I bought it was viewing digital magazines. The size finally mimics the size of real magazines, making it possible to read the text at its original size without zooming in, and to really appreciate the photos and layout. For example, on most of its magazines the Barnes & Noble NOOK app accommodates more modest screen sizes with an Article View, which displays a view of just the text at a larger size, but I no longer need to use that view to read the magazine text on the iPad Pro.

I also love web browsing on the iPad Pro in portrait mode. There's enough width to show the full "desktop" view of a website, and enough height to lessen the need for scrolling up and down. I have a PDF map application, Avenza PDF Maps, for viewing trail maps and other maps. It's a pleasure to view these maps on the larger screen.

To look their best on the iPad Pro, iOS apps must be optimized specifically for the larger screen size, or have been developed using Apple's layout tools that help support the now multiple iPhone screen sizes. (iPhone5/5s, iPhone 6/6s, and iPhone 6/6s Plus are three different sizes.) There is a fuller-featured on-screen keyboard for apps that have been optimized for the iPad Pro, in-

cluding a new number row of keys at the top. For iPad apps that haven't been optimized for the iPad Pro, the whole app is scaled up, including the original iPad on-screen keyboard.

iPhone apps that don't have an iPad version can run on the iPad Pro just like on an iPad, but there is an even larger black border surrounding the app.

Split View, a new feature in iOS 9, while available on the iPad Air 2, is even more useful on the iPad Pro. Starting with a Slide Over view of a second app in a narrow column on the right, the divider can be moved to the center to allow a full view of two apps at the same time. The apps must specifically support Split View, and you can't have the same app on both sides of the screen.

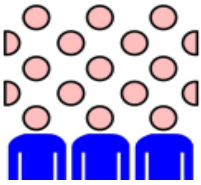
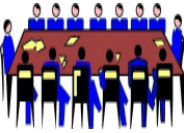








Another thing that makes the iPad Pro more pleasurable is the four built in speakers. The two speakers at the top are the tweeters and the two at the bottom provide for the lower frequencies. This is true no matter whether you are holding the iPad Pro in portrait or landscape mode-the speakers are assigned dynamically according to the orientation. One member said the speakers sounded better than his TV speakers.

There are two Apple accessories specific to the iPad Pro, the Apple Pencil and the Apple Smart Keyboard cover. Since I am using the iPad Pro as just a large-screen iPad, I have not bought either of these accessories, and am enjoying the iPad Pro as is.

—Richard Corzo

March 2016

Danbury Area Computer Society

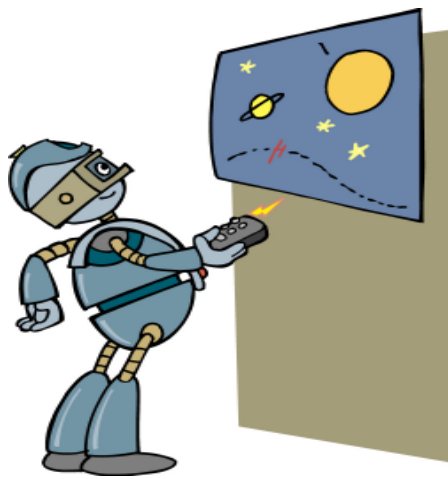
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13	14  Online Business Workshop 7:00 - 8:30 PM <i>onlinebizsig@dacs.org</i>	15  Web Design Annette van Ommeren 7:00 - 9:00 PM <i>avanommeren@dacs.org</i> On Hiatus until April 2016	16  Linux 7:30 - 9:30 PM Dave Mawdsley <i>linuxsig@dacs.org</i>	17  Single Board Computers Workshop 7:00 PM Jim Scheef 860-355-0034	18	19  DACS.DOC Deadline																																										
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Managing Media

Downloading Vs. Streaming - What's the Difference?

Review by Bart Koslow

DOWNLOADING IS SOMETHING most of us do, almost without thinking about it. Streaming is something we rarely do, unless we watch a lot of movies from YouTube or another such video streaming service. Downloading refers to receiving data from a remote computer. The data comes "down" to you from another system. The received data is typi-



cally a data file of some specific type, like a picture or a video, which is then stored on the local computer, for use in the near or distant future. The received file is called a download. The downloading process will progress as fast as the server computer can send the data to your computer.

That process will be affected by (1) your computer's capability, (2) the communications equipment between the server and your computer, and (3) how busy the server computer is at that specific time. The download really comes in many pieces, and the network protocol software in your machine reconnects all the pieces so the received file is identical to the original.

Downloading is done for many reasons. New software is typically acquired by downloading. (I'm sure you already have Google Earth or Picasa on your computer. Both of these were acquired by a download.) Email attachments are obtained by downloading. (Isn't it nice to have those pictures of grandchildren and pets?) Documents are transferred by downloading. (Remember the User's Manual you downloaded when you

bought your camera?)

Just as a little aside, here. Downloading and Streaming are both supported by network software included as part of the Operating System. There are many network protocols used on the internet, two of which are HTTP (Hypertext Transfer Protocol) and FTP (File Transfer Protocol). HTTP is the predominant protocol used on the internet and really defines the World Wide Web. Most of our computing activities are on the WWW, so it is HTTP that allows our computers (clients) to connect to web server computers in order to accomplish things like checking our email, making hotel reservations, purchasing something on line, downloading a picture or video file, or streaming a movie. FTP is used mostly to transfer computer files from one computer to another, and most of us will rarely, if ever, use it.

So, now we know that downloading is the acquisition of a file, from a remote server computer, for future use. You may be thinking; if downloading is receiving a file, is there a way to send a file? Well, you guessed it, as you might have thought, it is called uploading. Until recently, the only uploading most of us may have done was to attach a document or picture to an email.

The act of "attaching" was actually uploading a file (the attachment) to the email server, so it could be sent with the body of your email. But now with Cloud Servers like OneDrive, Google Drive, and Dropbox, the way you get your files to the cloud is by uploading them. Uploading your pictures and videos, or any file that you want to share with others, is probably the first thing you will do after you have set up an account with one of these Cloud services. (By the way, if you haven't tried a Cloud Service yet, give one a try. OneDrive and GoogleDrive will give you at least 15GB of storage space, free. OneDrive is hosted by Microsoft, and you guessed it, GoogleDrive is hosted by Google.)

Downloading is receiving a file from a remote server for future use. (In fact, the file cannot be used until the complete file is received and stored.) Streaming is similar, in that it is the transfer of a file from a remote server to your local computer. But the difference is that the file pieces, as they

are received, are immediately used and typically are not stored for future use.

So, as you can imagine, the software to handle streaming is different in that it must process the pieces of the file, in real-time as they are received, and do it fast enough so no pieces of the file are lost. So, streaming is the process of receiving sequential pieces of a file and using those pieces immediately as they are received while the transmission continues its progress to the end of the file. Streaming data is provided by video and audio file streaming services. YouTube is an example of such a video streaming service, as is Netflix and Vimeo. (By the way, you can upload your favorite videos to YouTube and Vimeo for sharing.)

So, streaming is used to view, in real-time, a video file, like a movie, or listen to music in real-time from a music source. In video streaming, each of the file pieces is a frame of the video and the frames are sequentially displayed on the computer monitor, thereby providing motion to the picture on the monitor. Video frames may have to be displayed at rate of 60 frames per second, so the streaming software has to get all of its work done within 1/60th of a second so it can be ready for the next frame. If the hardware and software cannot process the frames fast enough, frames may be dropped and the resultant picture will stutter or jump. Audio streams are slower than video streams but they too have to produce the audio sound from each file piece before the next piece arrives. (Pandora is an example of an audio streaming service.)

So, now you can see the difference. Downloading is receiving a complete data file and storing it for future use, while Streaming is receiving a file and processing the contents, piece by piece, sequentially from the beginning to the end of the file transmission. Now to experience them, first hand, try both a download and a streaming video or audio. Try downloading Synctoy from Microsoft, a utility that will help you handle your data backup (<http://www.microsoft.com/en-us/download/details.aspx?id=15155>), and Stream something from YouTube to help you with setting up your data backup

(<https://www.youtube.com/watch?v=GiNZPzFxoSc>).

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Publishing Apps

The Problem with MS Publisher

By Sean Henderson

Microsoft Office

THE MICROSOFT OFFICE suite (MSO) has some standout applications, e.g. Excel, which remains the best-in-class spreadsheet application. Yes, there are online free offerings that do spreadsheets. These online versions do not have the depth of features or stability of a locally installed version of Excel.

MS Excel comes with every version of MSO, including home and academic versions. All versions of MSO also include MS Word (word processing) and MS PowerPoint (slide presentations). However, certain titles, like MS Publisher (layout), only come with some versions of MSO. MS Publisher is similar to MS Word and MS PowerPoint, but is intended to be the preferred application of the MS Office suite for producing layout-driven projects, as opposed to presentation slides and text composition.

And thus, that's the problem with MS Publisher - not everyone has it. To further complicate things, there's no stripped-down equivalent of MS Publisher in any of the freely available online office applications.

The Situation

My wife and I do a fair amount of volunteer work for our Church, the schools, the kids' sports teams, and tech groups in the area. I remember getting a brochure layout from the president of one of the tech groups I belong to (DACS.org), and thinking nothing of opening the MS Publisher file, which has a .pub filename extension. My machine has MSO 2010 Professional on it. Besides Word, Excel, PowerPoint, and OneNote, this version of MSO also has Outlook (email), InfoPath (forms), MSO Tools, and Publisher. My wife's computer only has MSO Home and Student - no MS Publisher in that version. She received a banquet program template to use for this year's swim team banquet as a .pub file. My wife was trying to open it directly from her Yahoo! Mail by clicking on it, to no avail.

There's a lot going on now with this workflow. One, I would never click on an attachment to open it from an email client. While it may be convenient, I just never trust any email client to handle the file the way I like, and I don't really like that it opens the file in a downloaded temp directory, and so on. There's just a lot wrong with that workflow, and a lot of trust in using a

browser-based email system to somehow know how to handle files. I always download to a known location and, if not using the context menu (right mouse menu) to direct it specifically, I'll click it and have the default file association provided by the operating system, not the web browser or email client, do the handling.

More than One Way to Skin a Cat

After trying for a while, my wife came to me for help. Once we successfully downloaded the file, we tried on her machine to import it into both Word and PowerPoint. No go. My wife is really good with MS Word and can use it to do some layout projects that for others would require PowerPoint or Publisher. I thought, well, there's a PowerPoint viewer, why not a Publisher viewer? Nope. Microsoft's solution for viewing a Publisher file is to download the trial version of MS Office and use Publisher to work with the file. After the trial period, Publisher will essentially turn into a viewer. Now, since my wife already had the MSO Home & Student version installed, I wasn't going to risk corrupting that by installing a trial version over it.

The next step was trying to open the .pub file on my machine and exporting it as something she could work on using her machine. I was busy doing my own work and projects and she prefers her machine over mine, so we tried exporting it as a .mht file. This is an HTML file that contains all the binary image information encoded within it. When she loaded this file into MS Word, it lacked another page of the original .pub file layout and was missing some text information.

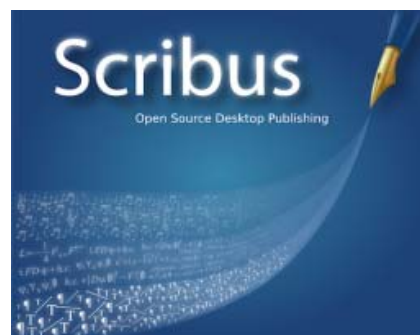
At this point, my wife's frustration with this process was evident. I recommended a website I knew that a former DACS.org member, Rob Limbaugh, was fond of - Open Source Alternatives. It had two recommendations as alternatives for MS Publisher - OpenOffice Draw, and Scribus. She didn't want to install another office suite onto her computer, so that was a non-starter. She also never heard of Scribus, so rejected that one as well. I had heard of Scribus. It is from a family of software known as DTP software, which besides MS Publisher, also includes Adobe Illustrator, PageMaker, InDesign, QuarkXpress, and others. I took a look, and

it turned out that Scribus can directly import .pub files, using a newly refined library libmispub, initially developed during the 2012 Google Summer of Code.

We installed Scribus 1.5 on her system, which is the version that has this ability, and imported the .pub file, and she was able to use it to copy-and-paste the elements of the file into MS Word and continue on. She would have performed the edits in Scribus, but her deadline wouldn't allow her the time, nor was she really inclined, to learn the software adequately.

More about Scribus

I installed Scribus on my computer and started taking a look. Scribus has been around since 2003, though I suspect some version of it existed prior to that. It is multi-platform. That means it can be installed on a variety of operating systems, including Windows, Mac



OS, and Linux. The default Scribus file is a .sla file, which is based on XML. Scribus is designed to produce professional typesetting and layout, such as brochures, newspapers, posters, newsletters, and even books. When I investigated whether it could export into various other formats, I found the export, or Save As..., options pretty limited with most formats being variants of PDF. However, the software isn't intended for format translation, so it's really not a valid complaint, however much desired.

Scribus is free software and more about it can be found at its website. I would recommend Scribus if someone finds themselves suddenly responsible for a DTP project and not wanting to upgrade their MS Office edition or shell out for a commercial DTP software package. DTP professionals would probably still want to stick with their commercial DTP software-of-choice.

Updates

In the course of researching more for this article, I came across the informa-

MS Publisher, Cont. on page 11

Security Matters

Digital Photography Tips & Tricks

By Spike Smith

AVOID THE "Let me do it for you," as the perpetrators of these schemes cannot see what you see; simply because they are not you. This series is to avoid the pitfalls of following arbitrary sequences that will be messy to overcome later.

Bear in mind that every camera maker has a suggested routine. Every photo editor has a suggested routine. Every operating system has their application systems. These are not permanent and do change when marketing decides to kick out the old and try something else. Remember, the application that recognizes photo images first attempts to prevent any other systems from their capture. The suggestions in this paper are to provide a "first" system that will last a lifetime.

My attempt for keeping a main file in sequence allows easy file search by date. This gives permanent and track able ongoing archiving. This does not prevent using special purpose systems for special purposes, temporary, or otherwise - providing I put my master copies away before aggressive systems get there first.

Your point-and-shoot-cameras work like cell phone cameras. They tend to be: fast, easy, and correct most of the time. They are designed to do this for you so you have little to do aside from aiming. Operators can frame images and if there is no zoom the operator merely moves forward or back. If settings are required, compromises are made automatically that fit most situations for a decent picture.

A step further up the camera hierarchy allows operator to begin making a few decisions which in turn allow for a higher percentage of keepers.

When we increase the capabilities as with more advanced cameras, they all maintain the feature of selecting the option that will in effect let me do it for you. This is important for quick shots as required and making candid images. Heavens forbid! Don't allow this to rob you from being creative.

Saving Photo Files

When we save our digital camera files, it sounds like a simple thing to do. Yes it is. However, there are serious pitfalls that can occur and we should learn to avoid these.

Back when Kodak made point and

shoot cameras that they said anyone can operate it. Yep, those Brownie film cameras had few knobs to turn. Was it simple? No, because it was new and using it must first be learned. Most difficult was getting a roll of film and using rewind spools. You advanced film to 'ready' by looking into a tiny window and search (forward only) and wind while looking at different sets of markers on film transport which could be for different cameras. You normally would look for sunlight to know if there was enough to use.

Yes, it was simple providing all conditions were within tolerance and you realized that errors you make can become seriously destructive.

Now for the digital world today, we have simple plug in cards from silver dollar size down to most popular dime sized. These cards are fairly rugged but electrical contacts are vulnerable and must not be handled or get wet.



Most all cameras presently handle the size called SD. These come in many megabit sizes and unless you are making videos you are likely buying these too large. Too large? If you thought bigger is better (in bits and bytes) and smaller is better in physical camera size - you just need to exercise more knowledge than what is presented in marketing brochures.

Let's say that if you shoot video, you will need to size cards for allowing a minimum of 15 minutes run time. For this application, more is better. However don't put all your eggs in one basket. Video, enough for two to four story segments is fine. We will always keep spares on hand in addition to planned usage.

When we are shooting stills only, you should not try to put several segments of a story on one card. I carry a spare card always. I do not put too much data on one card as if it fails, as you can imagine, you

have lost many shots possibly permanently. I try to restrict these cards to 100 images and after every shoot I copy these to my permanent archive. What is in my permanent archive is exactly what was captured with no modifications. I store them in groups of 100 and ten groups in a bundle. When these originals become modified, they are flagged and also are sent to my backup disks.

Now about too many files on one disk - you readily understand that if a disk fails it will take 100 files or more away from you. Other reasoning for limiting disk size is its usage has to do with performance. Many situations like sports, candid, HDR, and groups we want speed between successive shots.

The camera's computer total speed is slowed when it has many more items to sort through. We can speed up our processing time when we limit the sorting and comparing it must perform. The larger number of features the camera system must search can increase speed and decrease time required for preparing for the next shot.

A main problem that occurs on occasion may lead to a disaster. This can be caused by removing the card before the camera's computer has fully processed its last tasks concerning this use. Therefore, allow your camera time to process files before removing cards. Likewise, when placing your photo card in your computer you must give it time to finish its tasks before removing the card. Follow these operating system procedures:

- 1 Check the status of card by
- 2 Clicking on Safely Remove Hardware
- 3 Click on description of card
- 4 Observe the comment
- 5 If window states it is now safe for removal then proceed.
- 6 Now turn off power switch on camera

REMEMBER when you reinsert the photo image card, you turn off the computer power switch first!

When a photo card type CF or SD and your data is archived you should prepare your card for re-use by reformatting it in the camera for which it is to be used. Do not use the computer operating system for formatting and follow the camera manual instructions. Reset the beginning file number for the follow up number next in line for remaining your sequence. As a convenience for tracking files I maintain a main archive file called Images and then place the resulting files into subfolders with

name of camera in use i.e.: 70D, 20D, Alan60D,Z990, etc.

You must use caution while building projects using similar file numbers as your computer and several application programs are not nearly as smart as you. They often select an abbreviated term for files when they should not.

Example:

: Canon will use the same sequence numbering out of separate folders. The tendency may be to not differentiate between files like 70D IMG_0201-800.jpg and 20D_0201-800.jpg.

Please be on the lookout for shortcuts your application programs and operating systems take that destroy the ability for selecting proper folders for a file. When we search we often find similar sequence numbering intermixed in libraries and other supposedly helpful methods for handling our valuable data.

My FUJI camera provides me with a file sequence of DSCF0015.jpg and other persons may send you their file which they may identify as DSCF0015.jpg.

Put yourself in charge

When you purchase a USB thumb drive it is often non-generic. It may have some simple applications to make them more useful; to allow several choices (which may get your system into trouble); automatically start applications which usurp your desires and start unwanted applications. It is always better when it is you making the decision; how to display your files.

You may choose to format and add your USB drive's applications differently from those used from general use. Often when you use one of your general usage drives they may work and also when using "Open with Internet Browser" is selected.

For photo and images, you may wish to open with a specific application program in mind. For instance, I create a permanent tag for specific USB plug-ins that are used for CorelDraw only. Use your preferences.

The naughty thing that destroys our ability to maintain control of our photo systems are those sneaky devils that have look-out programs searching for photo downloads. You may have your thumb drive set to accept whichever device you chose or allow you to 'open with' and feel comfortable. Along comes sneaky and redirects everything with photo likeness to their system (without your permission). When I find a drive like this I will attempt to remove any undesirable applications. Sometimes it takes a reformat unless they are deeply

rooted against your freedom. Then try reformatting. If this fails eliminating intruder I use a special tool called a hammer. I smash the drive to smithereens and remember who I obtained it from to prevent a reoccurrence.

Sometimes your drive gets affected with misdirection info from applications (by the thousands) that sneak in through the Internet.

A word of caution for the Libraries.

If library use is selected for photos the Microsoft system will load each and every file into it whether downloaded or created internally. This can amass a larger mess of files than you can undo or comprehend. Also, when the operating system believes it is confused it goes to the library and guarantees mass confusion. Be sure you understand what Library will do to you and for you before committing to this application.

Hello there! It is your data. Protect it!

My comments are generally provided to allow members to create better pictures, enjoy their systems, avoid problems, solve problems, and not to scare the beginner's off. Use information at your discretion and please share any photography comments beneficial to others.

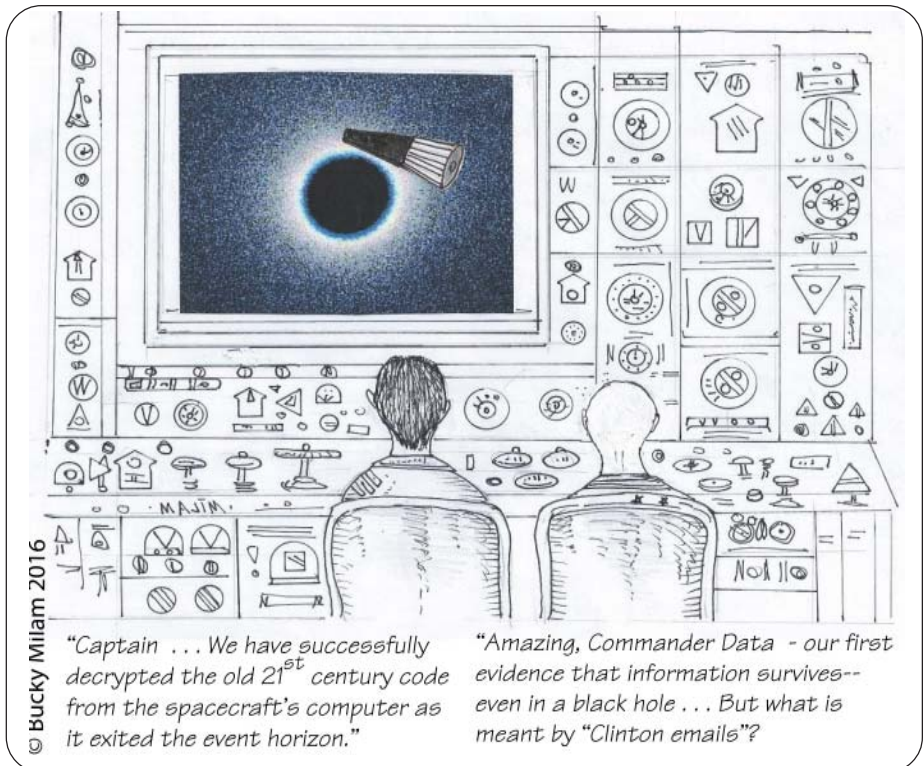
SPIKE SMITH is digital photo SIG leader, North Texas PC Users Group (www.ntpcug.org/ intro (at) tx.rr.com).

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MS Publisher, Cont. from page 9
tion that LibreOffice can load .pub files, as well as Corel Draw X4.

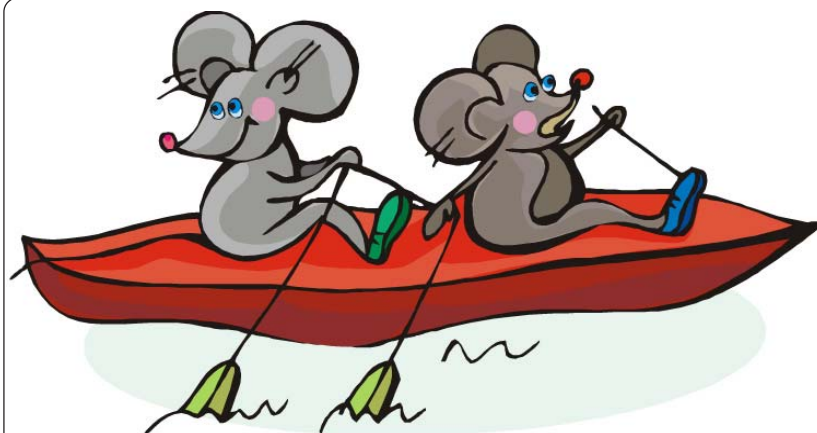
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dacs.doc

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why not bring a friend?



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for
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www.voiceforjoanie.org

Future Events:

March 1

Music Notation
Software

April 5

TBA

May 3

John Patrick

June 7

TBA