



OMUG



<http://www.oly mug.org>

News

Vol. 15, No. 9

Olympia Microcomputer Users Group

September 2007

New Genealogy SIG in the Fall

By Shirley Bellinghausen
OMUG President

Seems like every month something interesting, exciting and fun is happening at OMUG. The fellow from the Geek Squad at the general meeting in August was fun and informative. Then we had a great picnic. I know several of you couldn't make it but there is always next year. New friends and maybe new place.

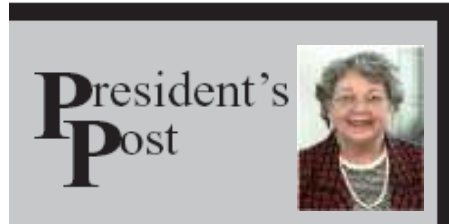
We are just two weeks away from our largest fund raiser the REST-STOP at MAYTOWN 2 AM SATURDAY TO 2 PM ON MONDAY. The proceeds go for the Scholarship award that we make to a student from Evergreen College.

Things are going well. But you know, if you have made arrangements for a big important event, there are always last minute ends to tie up and a few jittery moments when you wonder if you will have enough people to help, enough food bought and enough cookies to give away.

Several members have signed up for 4-hour shifts but we still need about 15 more people to make sure all shifts are covered sufficiently.

We still need **many** more dozen cookies. True, we can buy some—but we get better donations if we have **HOMEMADE COOKIES**. Can you help?

Our general meeting will be 2 days before the REST STOP this year so



if you are among our cookie bakers you can bring them to the meeting and we will be sure to have some for the opening wee hours at 2 AM on the 15th. Of course you can also bring your batches to Maytown when you go there for your shift. If you can make some cookies and haven't signed up please give me (Shirley 426-7149) or Glenda (705-8958) a call so we can count you among the others.

This month our speaker will be Vince Hughes. I have been asking Vince to talk about his family genealogy research for a long time. His background is fascinating because being a Black American he has found his family going back to slavery days. He not only has personally gone through record books but has used the internet to find his relatives.

His presentation will not just be a "one night stand;" he has agreed to become a Leader of a new Genealogy SIG. He hopes to start in October. We will have more information about the SIG later. Watch the reflector, newsletter and website.

Another great thing has recently occurred. Long-time member Noral Baughman has acquired a commercial printer and **is printing our newsletter** now. Saving about \$100 a month for OMUG. Not only that, he found he can also print the addresses on the letters—thus eliminating the need to print labels and have the folding committee stick them on.

Joanne Homolka, Newsletter Distribution Coordinator has worked out the procedures of delivering the letter to Arlene Kapner's residence to fold, then picking them up and taking them to the Post Office when they are all prepared. We have had a few months of confusion over this Newsletter process not realizing **all** that Max had done these many years. So thanks again, Max, for more than we ever realized!



Director Phil Vogel grills dogs while VP Jim Wiest sets up food inside at the 8/11 picnic...Fun and some good eating for all!





EXECUTIVE BOARD

President: Shirley Bellinghausen
 president@olymug.org 426-7149
Vice-President: Jim Wiest
 vicepresident@olymug.org 357-9001
Secretary: Larry Jensen
 secretary@olymug.org 456-3555
Treasurer: Gary Bigger
 treasurer@olymug.org 426-7055
Newsletter Editor: Sr. Dorothy Robinson
 newsletter@olymug.org 438-1771
Webmaster: Pat Sonnenstuhl
 webmaster@olymug.org 943-8933
Director at Large: Arlene Kapner
 Olymugdirector1@comcast.net 455-0180
Director at Large: Marilyn Hanna
 director2@olymug.org
Director at Large: Phil Vogel
 director3@olymug.org 480-5383

KEY MEMBERS

APCUG Representative:
 John Gerecht (see page 6 for email)
Audit Committee Chair:
 Wim Verhoef
Database Manager:
 Gary Bigger 426-7055
Elections Chair:
 Bob Steinberg
Historian:
 David Belles
Membership Chair: Open
Newsletter Distribution Coordinator:
 Joanne Homolka
Nominating Committee Chair:
 Arlene Kapner (see page 6 for phone)
Public Relations Chair:
 Vivian Forrester
Scholarship Committee Chair:
 Bob Wing
SIG Coordinator: Open
Special Activities Coordinator:
 Glenda Reed 705-8958
Visitors Coordinator:
 Joanne Homolka

The Olympia Microcomputer Users Group is a not-for-profit organization dedicated to helping computer users improve their skills with computers.

OMUG News Published monthly
 PMB 225
 3430 Pacific Ave SE Suite A6
 Olympia, WA 98501-2177

September 2007

Vol. 15, No. 9

Best Buy's Geek Squad

By Larry Jensen
OMUG Secretary

President Shirley Bellinghausen opened the General Meeting at 7 p.m. on August 9. There were about 25 people present.

Shirley told us that John Marshall is ill in the hospital. Our thoughts go out to him.

Shirley reminded everyone of the upcoming picnic on Saturday. She also reminded us of the upcoming fundraiser for the scholarship fund. This will be the Rest Stop event, September 15 -17. A sign-up sheet is available and people are asked to sign up for one or more four-hour shifts.

We need donations of cookies! It has been found that donations at the Rest Stop increase substantially when homemade cookies are available and so everyone who can is asked to help by baking and donating cookies.

Vice President Jim Wiest announced that the September program would be by member Vince Hughes on "Genealogy and Computers." The October program will be on computer security by member Max Whippis

Jim introduced the evening's presenter, Matt Albrecht, from the Best Buy Geek Squad. Matt has been dealing with computers for 11 years, the last three with Best Buy.

The Best Buy Geek Squad has a unique tongue-in-cheek approach to

the business. It originated in Minnesota in 1994, when Robert Stevenson was a student, "one guy on a bicycle" who was helping his professors with their computers. The demand was great enough that he went into business. The theme of the business has been "geekiness", modeled on a 60's version of NASA. Their agents dress in black shoes and pants, white shirts and clip on ties. They drive Volkswagen beetles, and they have titles such as "double agent" (work in stores & make calls) "inspector," etc.

The Geek Squad works with both home and business computers. Two agents cover the area from Portland to Everett and are on call 24 hours a day, seven days a week. They charge a flat rate, although calls made outside regular business hours are more expensive.

Matt was asked a wide range of questions. The questions dealt with such things as whole house music systems, wireless networks and routers. [Make sure you have security installed on your router—WPA (Wifi Protected Access) is good, WPA (Wired Equivalent Privacy) not so good]. He explained how to make a good password and why, talked about heating problems in laptops, jerky mice (mouses?), beeping computers, and removing "bloatware" installed by the manufacturers in new computers.

It was an interesting and instructional evening. The Geek Squad can be contacted at www.geeksquad.com or at 1-800-geeksquad. ☞

Thanks for Renewing!
Marjorie Voice
Tonney Yamane
Marcelene Darling

Welcome, New & Returning Members!
William Raymond
Joe Masters
Bob Clement



On Your Mark: Bake Those Cookies!

By **Larry Jensen**
OMUG Secretary

Vice President Jim Wiest called the August 16 business meeting to order at 7 p.m. Also present were Secretary Larry Jensen, Treasurer Gary Bigger, Newsletter Editor Sister Dorothy Robinson, Directors at Large Marilyn Hanna and Phil Vogel. President Shirley Bellinghausen, Director #1 Arlene Kapner and Webmaster Pat Sonnenstuhl were absent. Joanne Homolka, Newsletter Distribution Coordinator was a guest.

Jim reported that the September General Meeting presentation by member Vincent Hughes will be on Genealogy. This program will be the kickoff for an ongoing Genealogy SIG. Meeting time is not yet set. Jim is hoping to coordinate with the Olympia Genealogy Society to bring knowledgeable people in to help with the SIG. The October General Meeting presentation will be on computer security by member Max Whipps.

Gary reported total income in July was \$184.75. Expenses were \$246.49 for a net income of -\$61.74. At the end of July we had 182 Primary members, (six less than last year) and 70 associate members (seven less than last year). He also reported that Noral can print addresses directly on the newsletter so that will not be necessary to put address labels on them. He can also collate the pages which will eliminate that step from the folding party.

Joanne, our Newsletter Distribution Coordinator, was present to clarify procedures. Because of Labor Day, the newsletter folding party will be at Arlene's house on September 4, time to be announced.

Arlene sent word that she needs 6 more people signed up for the Beginners SIG; she needs a minimum of 12.

Marilyn Hanna suggested the Bylaws committee meet before the next board meeting and Phil (the only other committee member present) agreed. They will meet at 6 p.m., September 20th in the Senior Center. Marilyn will notify Shirley Bellinghausen and Don Herzog, the other members of the committee.

Phil reported that the picnic was a success. There were 25 to 30 people attending and everyone seemed to have a good time. It has been suggested that next year we try to have the picnic at the Rose Garden. This would be a flatter location and closer to the restrooms. Since new procedures are in effect, it will not be possible to sign up for the location until October 15.

Phil reported that work on the member survey is ongoing and that they are making progress.




Someone must make an appointment to meet with the DOT representative one week before the **Rest Stop, which is September 15-17**. Jim will check with Shirley to find out who will be able to attend the meeting.

People baking cookies are asked to bring them to the September General Meeting. If they are not attending the meeting, they should bring them to the rest stop.

Joe Ryan has agreed to be temporary equipment manager to handle the equipment set-up for the September and October meetings while John Marshall recuperates. Larry suggested that the bylaws committee consider adding a House committee, which would help set up for meetings.

Larry found a fundraising idea in the APCUG newsletter and will check into it at the board's request.

The meeting was adjourned at 8:55 p.m. 

Bake cookies for the 9/15-17 Rest Stop! Bring them to the September General Meeting — OR directly to the Rest Stop at Maytown, southbound on I-5 between Olympia and Centralia.

OMUG Income & Expenses July 2007



Income: \$185

(Membership Dues- \$180, Bank Interest \$5)

Expenses: \$246

(Senior Center Donation \$50, Gifts to Presenters \$20, Newsletter \$57, Mailbox Rental \$119)

Net Decrease \$145

OMUG Treasury as of 8/19/07

| | |
|-------------------------------------|---------|
| Savings Account Balance: | \$2,095 |
| Scholarship Account Balance: | \$2,057 |
| Checking Account Balance: | \$346 |
| To Be Deposited: | \$0 |
| Treasury Total: | \$4,498 |

THINGS, THINGLETS & THINGASSOS

WORDS OF WISDOM

If builders built houses the way programmers build computer programs, the first woodpecker to come along would destroy civilization!

KEEPING TRACK OF MULTIPLE PASSWORDS

Passwords are a part of our everyday life: we use them for e-mail, online banking, stock trading, shopping, blogging, etc. For good security, you should have a different password for each website you enter. But how can you remember so many passwords?

A password manager is a great way to consolidate all your passwords without compromising security. Generally, a password manager is a program that stores all of your passwords for you. All of your passwords are kept secure with—you guessed it—a password.

The key advantage to using a password manager is that you only have to remember one password. That's not too bad. Then you can retain unique passwords for each of your various accounts without taxing your memory.

There are several pay programs that work this way. Before buying one, try **KeePass** (<http://keepass.sourceforge.net/>), a simple, **free password manager**. It can help you organize your passwords and also enter them into log-in forms.

How does KeePass work? After you download and install it, there are several easy steps to setting it up. The first time you open it, you have to create the file that will store your passwords. Click the "New" button at the top left of the window which will prompt you

for a "Master Key." Make it one that you can easily remember, but which someone else can't easily guess (e.g., your birth date, your spouse/child's/pet's name), because it's the password you'll use from now on to unlock all your other passwords.

KeePass includes categories for online functions such as e-mail, home banking and others. To put a password into KeePass, select a category and then click the "Add Entry" button. You'll be able to enter a title for the password, which will help you easily identify where the password is used.

Let's take Hotmail as an example—an effective title for a Hotmail password could be simply "Hotmail." You could also enter the web address where the password is required. KeePass automatically fills the password box with a random password. Chances are that it's stronger than the password you already use for Hotmail, but to make it work, you have to log into your account and change it to match KeePass.

If you want to keep things simple, erase the pre-filled box and put in the password that you already use and click "OK". Do the same steps for all of your everyday passwords and take a load off your memory. You can drag and drop passwords directly from KeePass. Click the password you need from KeePass and move it to the blank form on a Web page. The password will appear in the blank.

By **S. Jack Lewtschuk**

Monterey Bay Users' Group-PC Columnist
<http://www.mbug.org/> [blacklion\(at\)royal.net](mailto:blacklion@royal.net)

KeePass keeps your entire password file encrypted. The only way to open or read it is with your master password, so don't lose it!

In addition to Windows, "switch-hitters" can download versions of KeePass for Macintosh, PocketPC, Palm and Linux. You can also take KeePass with you on a thumb drive by copying two files onto your thumb drive. One is the `KeePass program` (KeePass.exe), and the other is the file containing your passwords (the default is called `Database.kdb`).

BACKING UP OUTLOOK CONTACTS

Outlook stores all data in a single file called a ".PST file". This file contains your contacts, e-mail, calendar items and tasks. It's easy to back up your entire Outlook .PST file—just locate it and copy it as you would any other file. Backing up individual folders within Outlook is also easy, so you can export your entire "Contacts" list. Simply highlight "Contacts" in your Outlook folders list. Then click "File," and "Import and Export" to open the "Import and Export Wizard." Select "Export to a file" and click "Next," to choose from a list of options (I recommend Microsoft Excel as the best one to choose in order to export all your contacts into a nicely ordered spreadsheet). After making your selection, click "Next." You'll be given the option again to select the folder you want to export. Highlight it, click "Next," and specify the name and location where you would like to save

your file (use the "Browse" button if needed), click "Next" and then click "Finish."

You can use the same procedure with other items in the Outlook folder list. This is handy if you only want to export certain parts of your Outlook data file. You can use the files with other programs such as a "Database." You can also use it to share information with other people. Say you want to share your contacts with friends or coworkers: just export them, and others can import your list into their Outlook program.

To import a file, click "File," and "Import and Export." Select "Import from another program or file," click "Next," and select the type of file from which you're importing. In this case, select "Microsoft Excel" and click "Next." Click "Browse" to locate the file you wish to import, and then select your import options. You may want to allow duplicates, or you may wish to replace duplicates with imported items. You can also specify that duplicates not be imported. Click "Next," select the destination folder, click "Next" again, and finally, click "Finish."

NOVICE CORNER: Starting Your Computer in "Safe Mode"

At some point in time you may need to start your computer in "safe mode." You should print these instructions before continuing as they will not be available after you shut your computer down in step two.

Click "Start," click "Shut Down," and then in the drop-down list click "Shut down." In the shut down window dialog box, click "Restart," and then click "OK." When you see the message "Please select the operating sys-




Help! Help! Help!

Maytown Rest Stop—MP 93 September 15-17, 2007

OMUG sponsors an annual event at a rest stop where we provide cookies and coffee to travelers. As a result of our efforts, we collect money donations and the donations allow us to provide a scholarship for a college student studying computer science. This year's rest stop event is scheduled for September 15 – 17, at the Maytown Rest Stop, southbound I-5, Milepost 93. Several more members are needed to volunteer for a shift.

Please check your calendar and if possible sign up for a shift or help with coordinating this event. YOUR help is needed!

Call Glenda Reed at 360-705-8958, or send an e-mail message to olyreed@comcast.net

tem to start" or "Windows" appears on the screen, press the "F8" key several times. Use your arrow keys to highlight the appropriate "safe mode" option, and then press "ENTER." If you have a dual-boot or multiple-boot system, choose the installation that you need to access using the arrow keys, and then press "ENTER." 

This article may be published only by APCUG member user groups. All other uses are prohibited. When used, APCUG must be acknowledged as the source and the author credited. The Editorial Committee of the Association of Personal Computer User Groups (APCUG), an international organization of which this group is a member, brings this article to you.



A bit of athletic competition at the picnic

Do you have a yen to find your family's roots? Watch the newsletter and the website for more information on our new Genealogy SIG.

**See the website for more picnic pictures—
<http://www.oly mug.org>**

SPECIAL INTEREST GROUPS

Beginners

Leader: Arlene Kapner, akapner@comcast.net,
360-455-0180

The Beginners SIG meets usually on four consecutive Mondays in a month. Meetings are 7-9 PM in the computer room at the Olympia Senior Center.

Using Microsoft Word, learn how to write a letter (includes formatting, storing files and folders, creating columns, tables, cutting and pasting and many other Word menu features). Simple homework. Attend all 4 meetings to get the most benefit. Email or better yet call Arlene at 360-455-0180 to sign up! **Advance signup required.**
Next class dates: Sept. 10, 17, 24 and Oct. 1.

Digital Imaging

Leader: John Gerech, jgerech@olywa.net

PhotoShop to scanning with all stops in between! The SIG deals with using a scanner, the development of graphical art for Web pages, desktop publishing programs and other graphics related issues, irrespective of type of computer or software applications. The main thrust of the SIG has become Digital Photography. You can contact John about what you'd like to discuss via email (above).

We usually meet at 7:00 pm on the **second Monday of the month** at Capital High School, 2707 Conger Avenue (from either Division St or Cooper Point Rd) in Olympia. **Park in the lower parking lot**, as we've always done, and **come in the "old" front entrance**. It's the first classroom on the right.

Hot Topics

Leader: John Marshall, omugmarshall@comcast.net

The aim of the Hot Topics SIG is to take a subject of current interest and explore it as thoroughly as possible in several meetings. Excel is our next Hot Topic!

John Acocks will explain the mysteries of Microsoft Excel so that you learn more about what this program can do for you. This Hot Topic will begin **August 28**.

Meeting time is the **fourth Tuesday** of each month, at 7 p.m. in the computer lab at the Senior Center, 222 Columbia Street, Olympia.

Windows

Co-Leaders: Max Whipps, max@orfmax.net
& John T. Marshall, omugmarshall@comcast.net

Collective wisdom is the key. This SIG will discuss any aspect of the various Microsoft Windows operating systems. Share your Windows problems and solutions with the group and we all gain!

Normally meets on **the month's fourth Thursday** at 7 p.m. in the computer room (2nd floor) of The Olympia Center, 222 Columbia Street, Olympia.

Linux

Facilitator: Conrad Schuler (with Paul Braget and others), conrad_schuler@yahoo.com

For a more consistent learning experience, the Linux SIG is now meeting **EVERY TUESDAY except the 4th Tuesday at 7:00 p.m.** in the Computer Room (2nd floor, behind boutique) at The Olympia Senior Center, 222 Columbia Street NW.

Neophyte to Guru, we want you! Introducing beginners to Linux is fun, and having experts in the room really helps. All Operating Systems have merits and demerits. Our goal is to have fun, learn more about Linux, and in the process, learn to respect all Operating Systems. If you want to dual-boot Windows and Linux, we'll help you!

OMUG Lunch Bunch

This social interest group, formerly known as the Kingfishers, is a gathering of fellow OMUGers who just want to spend some quality time getting to know each other. They also enjoy the freedom to discuss the world of personal computing, OMUG, world politics and the current plight of the stock market. As Loren Freeman used to say, we're at the picket fence of OMUG.

The OMUG Lunch Bunch meets on the **4th Tuesday of each month** at 11:30 a.m. at El Sarape Restaurant, 1200 Cooper Point Road near Staples and the Post Office in West Olympia.

Come out and visit with us!

