MESSENGER
THE PRESCOTT COMPUTER SOCIETY'S NEWSLETTER - PRESCOTT, ARIZONA

September 2018

# CALENDAR
SIG = Special Interest Group

This Week's Schedule
September 8 - Saturday - 1:00-3:00 PM
General Meeting - Leader: Ray Carlson
Location: Prescott Public Library; Founders Suite A & B

First Hour: Security, Being Targeted, and Authenticating
During the first hour of this month's General Meeting, Ray Carlson will address some recent news about security. This focus will allow brief reviews of some different topics that have evoked attention in the last couple of weeks including evaluations of anti-virus programs, ways to stop targeted ads, and, most importantly, safe ways to authenticate your identity including using apps designed for that purpose.

Second Hour: Phil Ball will present Tips and Tricks with insights into various topics that assist with regular computer activity.

In addition to the presentations, the following are typical events which take place at our General meetings:

1) We hold an informal Flea Market in which you are encouraged to bring in your excess computer equipment or software and make them available for others to enjoy at no charge. Please deposit give-away items on the table in the back marked "Free Stuff." Any items left here at the end of the meeting are subject to disposal.
2) If you have items that are just too good to give away, you may set up a separate table and hold your own sale.
3) We conduct a raffle of gift cards at the end of the meeting, so make sure to get a pair of tickets from whoever is in charge and place one on the item you'd like to win.
4) We will also accept your used ink and toner cartridges for recycling. They are turned in to Think4Inc for credits which PCS uses to purchase office supplies from them.

Future Meetings
September 11 - Tuesday - 10:00-11:00 AM
Technology Help Hour - Leader: PCS Staff
Location: Prescott Public Library Training Lab; Third Floor

Ask a technology question and get help from members of the Prescott Computer Society. Bring your own laptop or mobile device or use a library laptop. This is a weekly drop-in service and registration is not required.

Future Meetings-(cont'd.)

September 15 - Saturday

No PCS meeting is scheduled.

September 18 - Tuesday - 10:00-11:00 AM
Technology Help Hour - Leader: PCS Staff
Location: Prescott Public Library Training Lab; Third Floor

September 22 - Saturday - 1:00-3:00 PM
Special Topics SIG and/or Smartphone SIG - Leaders: JB Burke and/or Murray Smolens
Location: Prescott Public Library; Founders Suite A & B

JB Burke and/or Murray Smolens will discuss interesting topics related to general computing and/or smart-phones.
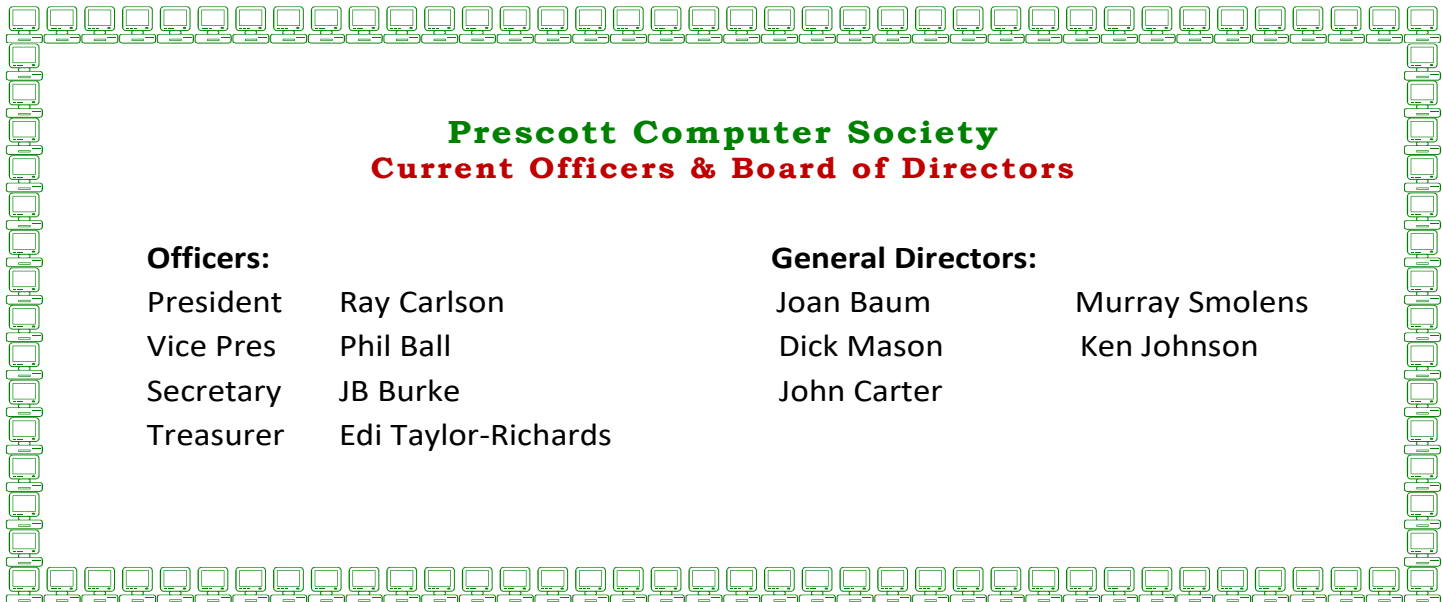
September 25 - Tuesday - 10:00-11:00 AM
Technology Help Hour - Leader: PCS Staff
Location: Prescott Public Library Training Lab; Third Floor

September 29 - Saturday

No PCS meeting is scheduled.

Note that these dates are correct at time of publication but are subject to change.

Prescott Computer Society
Current Officers & Board of Directors

Officers:

President	Ray Carlson
Vice Pres	Phil Ball
Secretary	JB Burke
Treasurer	Edi Taylor-Richards

General Directors:

Joan Baum	Murray Smolens
Dick Mason	Ken Johnson
John Carter	

Be Prepared

By Ken Goodman, Member, Central Kentucky Computer Society

February 2018 issue, CKCS newsletter

www.ckcs.org

newsletter (at) ckcs.org

It's happened to many of us. We've made a mistake, hardware crashes or an update causes our PC to go south. You never know when it will happen, but it does. I've developed a plan for just those occasions that helps make the recovery easier.

The first step is an image backup. This allows you to recover the entire system if your hard drive crashes or it is corrupted. Most external hard drives have a program that will do this, or you can use a program such as Acronis Backup. Make sure that you have the backup recovery program saved some place safe so that you can recover the system.

The next step is a second backup, this time of all my personal files. I prefer this to be stored in the cloud. This can get a few, or all my documents, pictures, music, etc. back when I recover. If you own Microsoft Office 365 you have a large cloud repository on One Drive. If not, there is Google Drive, Dropbox, etc. You can also use the windows built-in backup File History available in the Setting app.

Once I have all my backups in place, I create two additional resources. These are a copy of all my currently installed or saved software I have downloaded. I set up a library in file manager called Software and move my downloaded software to it. I categorize the library into folders. They include Applications, Internet or Online, Games, Graphics or Pictures, Multimedia or Music & Video, and Tools or Utilities. I also make sure that this library is backed up with my personal files.

The second of these resources is a catalog of all my software keys. Have you ever tried to install a program on your new computer and lost the key? If so, you understand that this will save you from re-purchasing the program. I keep this information in two places. The first is a loose-leaf binder labeled

a key for a piece of software, I print the email and the file sheet(s) in my binder under the programs name. The second place I store this information is in a saved folder on my e-mail account. My primary email is setup as 'imap' so that it retains the emails I do not delete in the cloud as well as bringing it into my commuter through my e-mail program. I can then use my e-mail to search for the program and retrieve the key. If that doesn't work I have the 'Software Bible' as a backup.

I hope this will help you to be prepared for an emergency or a new computer.Ω

OneDrive Files on Demand

By Nancy DeMarte, 2nd Vice President,

The Sarasota Technology Users Group, FL

March 2018 issue, Sarasota Monitor

www.thestug.org / ndemarte (at) verizon.net

The 2017 Creators update (1709) to Windows 10 included several changes. One of my favorites is "Files on Demand," a new process to make files stored on OneDrive, the Microsoft cloud, available on your PC and other devices.

Anyone with a Windows 10 computer and a Microsoft account automatically has 5GB of free storage on OneDrive. If more space is needed, $1.99 a month will provide 50GB of storage. Office 365 subscribers have 1TB (1000 GBs) of OneDrive storage. If you have files stored on OneDrive, you might want to consider Files-on-Demand to manage them.

To set up Files-on-Demand, you must enable it in OneDrive. First, locate the OneDrive icon on your computer. It may be listed in the File Explorer left column, or it may be an icon in the notification area of the taskbar. If it isn't visible in that area, click the upside-down V and look for it in the group of hidden icons that opens. The OneDrive icon resembles two white or blue clouds overlapping. If you still can't find it, try using the Cortana search box or get it from the Microsoft store or Apple store.
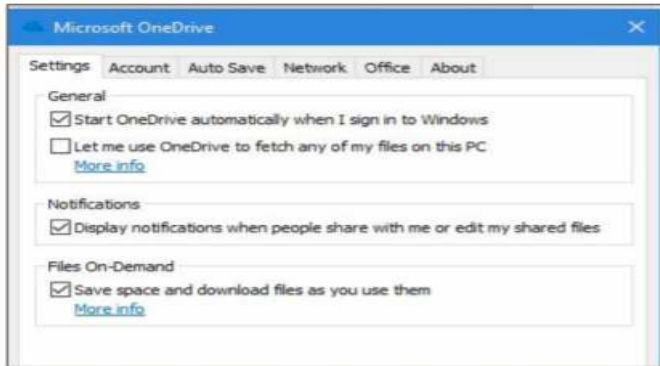
Right-click the OneDrive icon and click the Settings tab. Under Files-on-Demand, click next to
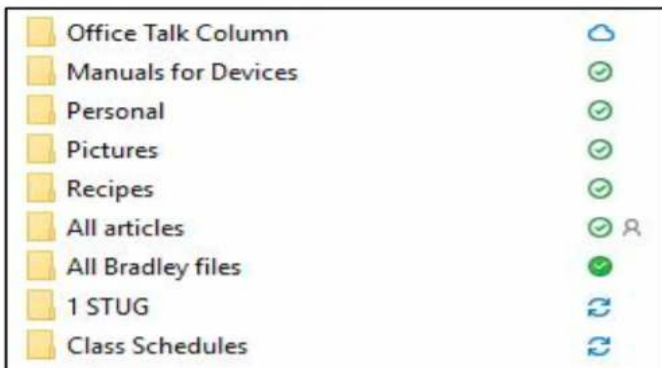
Continued from pg 3:

"Save space and download files as you use them." and click OK. The feature in now enabled. If you want to use Files-on-Demand in OneDrive on other devices besides your computer, you need to enable it on each device.

The goal of Files-on-Demand is to save space on your computer or device by storing files on the Internet but making them easily available and up to date on your computer and other devices.

Files-on-Demand option on the settings tab in OneDrive

If you double-click a file in OneDrive, it downloads to your computer or device while remaining stored on OneDrive.

Folders stored in OneDrive with status icons

The folder next to the white cloud with a blue outline is stored only on OneDrive. The folders with a checkmark in a white circle outlined in green will download to the computer when opened. The small people icon means that folder is shared.

The folder with the solid green circle and checkmark has been marked "Always keep on this device." It will use hard drive space.

Although stored in OneDrive, the two folders with blue circular arrows are synced between OneDrive and one or more computers and devices.

Tips:

> If you delete a file from OneDrive using File Explorer, it will also be deleted from your device.

> If you want to disable Files-on-Demand, go to One Drive Settings tab and remove the checkmark next to "Save space and download files as you use them." When the feature is turned off, all your files which are synced to OneDrive will download to your computer and will no longer sync.

> For more information about Files-on-Demand, here is a useful website. Copy and paste it into the address bar on your browser: http://bit.ly/2p8KJAc

It takes a little practice to get used to this new system, but its options make it an improvement over the old one.Ω

Power Strip Versus Surge Protector—Which Do You Need?

By Tim Elder, Treasurer, Canton Alliance Massillon User Group, OH

February 2018 issue, The Memory Map

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These two devices are quite similar in appearance, but they are definitely not the same. If what you need is an extension cord with multiple outlets, a power strip will work fine because it acts as an extension of the wall outlet but does not add any protection capabilities. It will have multiple outlets, probably an on-off switch, which can disconnect all outlets at once, and maybe a circuit breaker or fuse. But if you are connecting to a computer, TV, home theater, or other electronics, a power strip will NOT be fine, because it cannot protect your expensive electronics from power line surges; for this you need a surge protector, sometimes called a surge suppressor or surge diverter.

An electrical surge is an intense very short duration voltage spike.

A surge protector does its "magic" by means of built-in electronic components which quickly cut the power when an electrical surge comes through the mains (this is a British term which works well for the electrical distribution grid—the system bringing electrical power into

the building) or from electric motors within the house which can reflect surges back through the wiring. In order to work properly, a surge protector must be connected to a grounded outlet. A surge protector will cost more than a similar-appearing power strip.

The difference in capabilities of the two devices will be found on the packaging, and on the back of the device if the packaging has already been removed. Power strips and surge protectors will often be placed near each other on the store shelves; so, make sure you read the readin' to make sure you get what you need. A surge protector is generally, clearly labeled as such, but its capabilities can vary considerably.

Surge protectors are rated by the amount of electrical energy they can absorb, either all at once or bit-by-bit; this will certainly be advertised on the packaging. Suggested specifications to look for, which can be misleading if you are not paying attention, include: 2000 joules where more is better; and, sometimes listed, response time which is usually in nanoseconds, shorter is better.

How do you know how much of this protection is left? The number of joules is like a reservoir, but you can't tell how much has been used already. Thus, a surge protector should be replaced, say, after 5 years; after this it can serve as a power strip. Since our memories are fickle, put a self-adhesive note on it saying when it was installed.

A surge protector will likely have a pilot light to tell you when the connected items are protected from line surges. If this light goes out or changes color, the surge protector has given its life to protect whatever was connected. It will have to be replaced. But this pilot light is not foolproof, meaning that it can give false assurance.

When purchasing a surge protector, be sure to get more outlets than you think you need and remember that transformer plugs can block adjacent outlets. Also re

member that a surge can come in over phone or cable wires; look for connections for these if your setup uses them.

Many surge protectors also have USB charging ports. Labeling should also include a United Laboratories seal. When I was checking the stores, the price varied from $10 to $60 depending on the number of outlets, the number of USB charging ports, and the joule capacity which ranged from 500 to 4350. The selection at Staples was much better than at Walmart.

As with the protection pilot light, a surge protector is not foolproof, and you probably do not want to gamble with Mother Nature. If an electrical storm is approaching, you should shut down the computer, then turn off the surge protector switch or unplug it. Anytime the power goes off suddenly for any reason, your first move should be to turn off the surge protector switch to stop the risk of a surge when the power comes back on.

If you want even more protection than a surge protector offers, consider a UPS (Uninterruptible Power Supply.) These offer a battery backup which provides a few minutes to properly save files and shut down the computer. They can also smooth any bumps in the incoming electrical supply; this capability is called AVR, Automatic

Voltage Regulation. A surge protector can be purchased to protect the whole house from external surges, but these must be installed at the service entrance with the supply disconnected. An electrician is recommended.Ω

Is it time to start a death data document?

By Jerry Heaton, Editor, Central Kentucky Computer Society

January 2018 issue, CKCS newsletter

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While visiting my sister in Tennessee more than 20 years ago, I read an article in Nashville's newspaper, The Tennessean, in which a reporter wrote about the death of his father and his being named the executor of his dad's

estate. Like many families living many miles apart, they only visited on holidays, such as Thanksgiving or Christmas. The reporter had many questions. Where did they bank? Were there investments? With whom? Is the car paid for? What is his social security number? And a hundred other questions. He wished he had talked with his dad or that his dad had written down things he needed to know.

This caused me to think about this, so I created what I call a Death Data document for my children to have at the time of my death. I recommend you consider creating such a document yourself to provide information your survivors will need to know. My kids know I have created such a document, but they have never seen it. More than once we have talked about it. I have copied my master DD document from my computer to a flash drive -- one for each child and they know where to look.

It is living document -- it must be updated regularly as things change. You may change banks, create a new will, eliminate a credit card account or start a new one, buy a new car, etc. Anytime I change anything, I update my DD document. My document has all sorts of information, even some less important things like the numbers needed to work my combination lock I use at the gym. My document started small, but now is 33-pages long. Each time I update it, I copy the latest version to each flash drive for my kids.

I recommend you start your own DD document and follow the pattern I discuss here. Even a husband / wife combination needs to do this. For example, one would think the spouse knows all about finances, but that may not be so for often only one may handle the bill paying and finances, leaving the other in the dark.

I have a suggested guide from which you might begin your own DD document. My guide may offer some thought provoking items you may want to include or expand. I suggest you copy the guide to your computer and on topics that apply to you, just fill in the information suggested. Add topics and categories that are unique to your situation and go into detail to eliminate any confusion. To access my DD guide, use this link: https://1drv.ms/w/s!AgwzdGgBwxSSzWs7TizPj7n_gE   Ω

Interesting Internet Finds – January

By Steve Costello, Boca Raton Computer Society

http://ctublog.sefcug.com / editor (at) brcs.org

Can You Use Any Charger With Any Device?

https://www.howtogeek.com/175734/htg-explains-can-you-use-any-charger-with-any-device/ With so many devices needing to be recharged this is a post that is a must read.

Charging Your Phone Overnight: Battery Myths Debunked

https://www.pcmag.com/news/357987/charging-your-phone-overnight-battery-myths-debunked

Do you? Should you? Check out this PC Magazine post for some answers.

Should You Get A Cat6 Or Cat7 Ethernet Cable For Your Network?

https://www.ghacks.net/2018/01/30/should-you-get-a-cat6-or-cat7-ethernet-cable-for-your-network/   Need some new cables for your wired network? If so this post has some advice for you.

My Five Favorite Services For Streaming Free Music Online

https://www.thesimpledollar.com/five-best-streaming-sites-for-free-music-online/ When I am working on my blogs, or the user group newsletter, I like stream music while online or through my smartphone. If you like to do that too, check out this post for some ideas on what to use.

How To Prioritize Wi-Fi Networks On Your Android Phone

https://www.guidingtech.com/prioritize-wifi-networks-android/ This post explains how to use the WiFi Prioritizer app to prioritize your w-fi networks. (I have been using this app for some time now and it works.)Ω