# THE WYSIWYG

## TUESDAY NOV 4
### Main Meeting.
### 7:30PM

**SHCC members Don VanSyckel and Rick Schummer will discuss basic peer-to-peer networking (connecting two computers together) with Windows 95.**

## From the President's "Square" Office
### *by Rick Schummer*

Last month I discussed the evolution of the uninstall software functionality that can either be purchased for "older" platforms like DOS and Windows 3.x and included in Windows 95 and Windows NT. This month I want to discuss one of the reasons I find this utility most important, some of the shortcomings with this tool, and one aggravation some software vendors leave me to deal with.

As I stated last month, the number one reason I like the Uninstall feature is to try out different software, either demos or evaluation products. Many are not to my liking and I like to delete them to free up the hard drive space. I frequently load beta products (products that are being tested before they are generally made available to the public for purchase) and frequently need to unload them because they break things and cause computers to crash. During beta cycles you might get new versions every couple of weeks and need to unload older versions before newer versions can be loaded. The repeated process of loading and unloading can really cause fragmentation of the disk drive and the registry. If the files are not completely unloaded they can sit out there forever or until I notice them during clean up moments (usually made when my hard drive is desperately low on space).

This leads to one of the shortcomings of the Uninstall feature. Some software will not completely unload itself. It may leave a few files and directories (folders) on the disk. Many vendors unload only the files that exactly match the ones that were installed. This comparison is frequently done on byte size and the date/time stamp of the files. What happens to configuration/initialization files that change as you make changes to the way the applications appears to you? Typically some file or registry entry is updated. Most Windows 3.x programs store this information in a initialization file (.INI). If these files change they typically are not removed. This means that the disk drive has "orphaned" files taking up precious drive space.

Although software vendors are getting better at this, there are three other areas Uninstall better check and I frequently find that they do not. The first area is the Start Menu. First of all, it irritates me that software vendors think I automatically want to have their program installed on my Start Menu as well as creating a group menu item. I like my menu my way and wish they would ask before "polluting" my Start Menu. Even worse is when they forget to remove it and this happens from time to time.

**Guests and visitors are welcome. People may attend any of two consecutive club meetings before deciding to become a member or not. Membership includes admission to all SHCC functions and the newsletter. Membership is open to anyone. It is not limited to residents of Sterling Heights. Meetings are on the first Tuesday of the month, except for July and August. There is a monthly drawing for door prizes at the end of the meeting.**

## DUES:  $25/YEAR

**CLUB ADDRESS:** PO Box 385, Sterling Heights, MI 48311-0385
**CLUB E-MAIL ADDRESS:** SHCC@aol.com
**CLUB WEB PAGE:** http://members.aol.com/rmorawski/shcc.html

### Special Interest Groups:

| | |
|---|---|
| MS-DOS  (Main) | IBM compatibles |
| Communications | Computers communicating with other computers |
| Power user | Advance users discuss various topics |
| Novice | Those starting out |
| Business | Various topics related to business |

### Resource People:

| | | |
|---|---|---|
| DOS | Jerry Carson | 248-548-0331 |
| Excel | Mike Greenen | 819-979-8717 |
| Family Tree | Rick Schummer | 810-997-1451 |
| FoxPro | Rick Schummer | 810-997-1451 |
| Hardware | Jerry Carson | 248-548-0331 |
| Microsoft products | Mike Greenen | 810-979-8717 |
| MS Publisher | Rick Kucejko | 248-879-6180 |
| PCFile | Don VanSyckel | 810-731-9232 |
| Professional Write | Mike Greenen | 810-979-8717 |
| Spreadsheets | Rick Schummer | 810-997-1451 |
| Word for Windows | Rick Schummer | 810-997-1451 |
| WordPerfect | Jim McNeil | 810-978-3953 |

### SHCC  Coordinators:

| | | |
|---|---|---|
| Ask the Expert | Jerry Carson | 248-548-0331 |
| BBS info | Jerry Carson | 248-548-0331 |
| Business SIG | Jennifer O'Brien | 248-540-4552 |
| Com. SIG | Betty MacKenzie | 810-254-0677 |
| Door prize | Paul Anderson | 810-979-2280 |
| Greeting table | Lindell Beck | 810-939-4278 |
| Newsletter editor | ? | |
| Newsletter publ. | Rick Kucejko ricktim@rust.net | 248-879-6180 |
| Novice SIG | Ellen Geering | 810-468-3528 |
| Power Users SIG | Ed LeBioda | 810-264-1632 |
| Resource person | ? | |
| Vendor Press Rel. | Jim Waldrop | 810-731-6481 |

### SHCC  Officers:

| | | |
|---|---|---|
| President | Rick Schummer rschummer@compu-serve.com | 810-997-1451 |
| Vice President | Rick Kucejko ricktim@rust.net | 248-879-6180 |
| Treasurer | Dick Morawski RMorawski@aol.com | 810-573-9648 |
| Secretary | Don VanSyckel vansyckel@voyager.net | 810-731-9232 |

### Four  Month Meeting  Schedule:

**NOVEMBER 1997**
**4  - SHCC - Members Don VanSyckel and Rick Schummer will present Peer to Peer Networking with Win 95**
9  - SEMCO meeting
10 - Communications SIG
11 - SHCC officer's meeting
18 - Novice SIG
19 - Business SIG
20 - MCUG meeting
25 - Power Users' SIG

**DECEMBER 1997**
**2  - SHCC -  CompUSA will present "What's Hot for the Holidays"**
7  - SEMCO meeting
8  - Communications SIG
9  - SHCC officer's meeting
16 - Novice SIG
18 - MCUG meeting

**JANUARY 1998**
**6  - SHCC - Topic to be determined**
11 - SEMCO meeting
12 - Communications SIG
13 - SHCC officer's meeting
15 - MCUG meeting
20 - Novice SIG
27 - Power Users' SIG

**FEBRUARY 1998**
**3  - SHCC - Topic to be Determined**
8  - SEMCO meeting
9  - Communications SIG
10 - SHCC officer's meeting
17 - Novice SIG
19 - MCUG meeting
24 - Power Users' SIG

### Other Computer Clubs:

As a member of SHCC, you can attend the meetings of other area clubs where we have reciprocating  membership agreements, at no charge.

**MI Computer Users Group**
Time:    3rd Thursday, 7:00PM
Place:    South Lake HS, 21900 E. 9 Mile Road, St. Clair Shores, 585-2050
Reciprocating: No

**South Eastern Michigan Computer Organization (SEMCO)**
Time:    2nd Sunday at 1:30PM
Place:    Dodge  Hall;  Oakland University; 810/398-7560
Web page: HTTP:\\www.semco.org
Reciprocating: Yes

Newsletter submissions are due 10 days  before the club meeting, but the earlier the better. They should be sent to :
    WYSIWYG Publisher
    5069 Fedora
    Troy, MI 48098
OR at the e-mail addresses:  ricktim@rust.net

# Sig Meetings

## Novice SIG

The next meeting is scheduled for November 18, 1997. We will be meeting at our regular place, which is Oakbrook Elementary school. Jerry Houle will discuss MS Works. There will also be questions and answers.
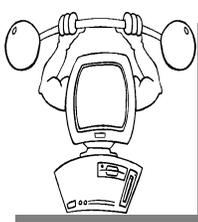
**The Novice group is looking for a few good members to chair the Q&A session for the December, January and February meetings. Please see Ellen Geering if you are willing to help out.**

In October, 18 members were present at the SIG meeting. Muke Greenen discussed Scandisk/checkdisk, Win-zip and downloads, and hard drives.

Directions to the SIG location are available at the check-in table. For more information about the SIG, please call Ellen Geering (her number is on page 2).

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## Power User Sig

The next meeting for the Power Users SIG is November 25, at 7:30PM, at Mt. Clemens General Hospital.

Each month the members of the Power User SIG help each other out with some tough questions and topics.

Directions to the SIG location are available at the check-in table. For more information about the SIG, calll Ed

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## Communications SIG

The next meeting of the Communications SIG is November 10, 1997.

Each month the members of the Communications SIG visit the Internet to help members of the SHCC learn more about this powerful communications media.

In November, Emory Daniels from the Observer-Eccentric Newspaper will be coming back to the Comm. SIG. He's a web layout assistant now, but still does an internet column, but just on the web site. (Mike Wendland does the column in the Sunday paper now.)

For more information about the SIG, please call Betty MacKenzie (her number is on page 2).

Directions to the SIG location are

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## Business SIG

The next meeting of the Business SIG is Wednesday, November 19, 1997.

Each month the members of the Business SIG will discuss software and hardware issues in the business environment. For more information about the SIG, please call Jennifer O'Brien (her number is on page 2).

Meeting info for the new SIG:

**What:** BIZ-SIG meeting

**When:** November 19, 1997 at 7:00PM

**Where:** @The Knowledge Development Centers of Detroit – 2000 Town Center, Suite 200 in Southfield. It is in the Southfield Town Center Complex, which is made up of 4 copper colored mirrored tower buildings. It is located off the Northwestern Highway, which is also the service drive of the John Lodge Freeway going North. 2000 Town Center is the second tower as you proceed north on the service road, just past the Radisson Hotel.          (248) 352-6730.

>From the East – take I-696 West to exit "Evergreen." Go to the third street, "Central Park Blvd," turn left and follow Central Park Blvd until it dead ends in front of the "2000" building parking structure. See parking.

>From the West – Take I-96 East, it becomes I-696. Exit at the "Evergreen" exit, go to the first traffic light and turn right on Central Park Blvd. Follow Central park Blvd. until it dead ends in front of the "2000" Building parking structure. See parking.

>From the North – Take I-75 south to I-696 West then follow directions from the East. See parking

>From the South – Take I-275 North to I-696 East then follow directions from the West. See parking

>From Downtown Detroit – Take the John Lodge Freeway, US 10, North to exit "10 Mile/Evergreen." Stay on Evergreen northbound. The entrance to Town Center is on the left. See parking

Parking – Complimentary parking is available behind all buildings at Town Center. Enter the parking structure at the 2000/Restaurant entrance. The entrance to the 2000 building is on the third parking level.

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## SHCC Business

### "Ask The Experts"
*by Jerry Carson*

**P**lease send questions to "Ask the Experts" at the club's PO address, or e-mail your question directly to Jerry Carson at: jcarson@ic.net

**Q**: A member wrote:

What are the "rules" regarding mixing 72-pin SIMMs in a given computer?

To what extent can parity, non-parity, EDO and other forms be used in the same machine? What is the safest bet to purchase when you don't have the user's manual for the motherboard?

When MUST they be used in matched pairs? They can be added singly to some '486 systems yet must be used in pairs in others, and in Pentiums – it's not just a 32 vs. 64 bit thing, is it?

Thank you,

**A**: Dear Member:

Unfortunately, there isn't any one rule that covers all systems. It's important that you check the documentation that came with your system. If you've lost or misplaced your documentation, you can usually write to the motherboard manufacturer or download the information from the Internet.

In general, 486 class machines take either 30 pin SIMMs or 72 pin SIMMs. If they use 30 pin SIMMS, these are always added in pairs. 72 pin SIMMs can be either added in pairs or singly, depending on the motherboard. They may require pairs of SIMMs to improve performance. The machine can read from one SIMM while the

other SIMM is recovering from the previous read.

Pentium machines, are a little simpler. They usually take 72 pin SIMMs added in pairs. Of course, it can't be quite that simple so they added EDO. EDO stands for Extended Data Out which simply means they can transfer data a little faster than regular memory. Fortunately, most machines can use either EDO or non-EDO memory. Of course, if you use non-EDO SIMMs your machine will not be quite as fast. Since there isn't any price difference between EDO and non-EDO, I'd go with the EDO.

Newer machines are getting even more complicated. They now have SRAM and 168 pin DRAM. These are only available on the very high end machines and until the market decides on one or the other, I'm staying away from them both.

Memory also comes in different speeds. Most typical is 60ns or 70ns. There is only a problem if your memory is too slow so go with the faster 60ns memory. There usually isn't much a price difference.

Lastly, there is also parity vs. non-parity memory. Parity memory has a little extra memory that is used to determine when a memory error

occurs. It costs a little more and most systems don't need it. If you have a very high end machine or are using your machine in a very rugged or mission critical environment, then go with the parity. Otherwise don't pay the extra money.

Well, hope this helps.

Jerry

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### Door Prizes

**T**he SHCC offers door prizes at regularly scheduled club meetings. This month's door prizes were all donated by Lyben Computer Systems: 1) Virtual World Atlas CD, 2) Duke Nukem 3D CD, 3) Data storage box.

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### Attend A SIG

**I**f you do not attend the SIG meetings, you are missing out on important club benefits available to you. These small groups get into more detail and question and answer sessions than is possible at the main

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**New SHCC Member**
Please welcome the following new members:
**Dale Demming**
**Erich Kohl**

## Vendor Press Releases

*by Jim Waldrop*

**T**his monthly column lists new vendor *announcements and specials available to club members. If you are a club member, this feature alone can save you*

No press release information this month.

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## Copiers Needed

**I**f you have access to a copy machine and can volunteer to duplicate some *WYSIWYG Gazette Special Editions*, please contact Rick Schummer. We are looking for several members to ease the burden of one individual who has been duplicating our only source of printed advertisement. The more copiers, the merrier. We are looking for approximately 500 to 1000 copies a month to be handed out by our staff of volunteers to locations like the Sterling Heights and Macomb Libraries, computer stores and various retail

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## Presenters Wanted

**T**he officers are looking for a person to come forward and make a presentation.

If there is some software you have been using and think others may be interested as well, or there is a computer topic you would like to present to other members, please call or e-mail Rick Schummer. Making presentations is not that difficult. The

hour goes by before you know it and there is always enough material to cover in a software package that the hour is easy to fill.

As always, if there is a topic you are interested in or a package you would like demonstrated, please see any of the officers. They are always interested in what the members would like to see. And don't worry about being volunteered to make the presentation (Rick might try, but never forces anyone to make presentations, although he has been persuasive in the

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## Advertising Sign Hangers Wanted

**T**he SHCC has been aggressively advertising to make people in the area aware of the club and what we are all about in hopes of building club membership. One of the new ideas to get people to find out about us is to hang a flyer with tear-off phone numbers at the local retail stores like Meijers, Farmer Jacks and anywhere where a bulletin board is available.

If you are interested in helping out in this very important service please contact any of the officers.

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## Member Classified Ads

**N**one this month. Send any classifieds to the WYSIWYG Publisher at the club's PO Box, or to the editor (Rick Kucejko). The address on page 2 of the

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## SHCC Emergency Shutdown

**T**he Sterling Heights Computer Club will utilize radio station WWJ - 950 on the AM dial to notify members that a meeting is canceled because of bad weather or for other reasons. The announcement will happen along with the school closings and other events. Please remember to listen to the radio when there is bad weather.

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## Reasons To Join The SHCC

- Monthly meetings with demonstrations of new computer hardware and software
- Newsletter mailed to home
- Access to regular meeting
- Access to SIG meetings
- Access to club resource people, to answer questions over the phone during the month
- Can meet and talk to other computer enthusiasts
- Monthly door prizes at meetings

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"You know, I liked you a whole lot more on the Internet."

# QuickBooks Pro 5.0

*by Rick Schummer*

I have reviewed many software packages in my day, but never did I think I would write up a review of an accounting package. I am not an accountant and don't even play one on TV, but business is business and I needed something to track money in and money out. I also needed something even a technical geek like myself can understand. QuickBooks, to the rescue!

Many home finances are tracked in Quicken, one of Intuits other famous software packages. One thing I hear from most Quicken users is the ease of use and intuitive (no pun intended) user interface. Need to write a check, up comes a screen with a check, simple and elegant. So when I determined I needed a package to track business finances I turned to Quickbooks, hoping that some of the Quicken ease would make it into the business world. I have not been let down by my assumptions.

**Basic Requirements:**
- 80486 Machine
- Windows 3.1 or higher
- 8MG RAM minimum, 16MG recommended
- 256 Color VGA or SVGA video
- 45 to 50MG free disk space, more if load Netscape Navigator
- Any printer that works with Windows

QuickBook Pro retails for $199.00, but I have seen it considerably cheaper in mail order catalogs, software stores, and office supply stores. If you do not need advanced Job Costing, Estimation and Bids, and Time Tracking, you can get by with plain QuickBooks which retails at $129.00.

For Quicken users and people who use a prior version of QuickBooks, there is a conversion process available to update the files to run under this version of QuickBooks.

First of all the installation went pretty smooth. The registration is required either through modem or by phone so you can get the registration number. I found this to be somewhat annoying, but it was a free call. The registration number is required for you to use the program.

There is a very cool, and time consuming interview process that kicks in the first time you run the product called the EasyStep Interview. This was pretty easy and allows you to customize the accounting system for the specific business you are in. Since I am in the software consulting business the package outlined typical income and expenses as well as highlighting some of the features that I might find handy in the business. I added some information about my business, expense categories, some income categories, and some client information at this time as well.

After the interview I was able to start by adding information from the beginning of the year. This included bills I paid and invoices I created. I was able to balance from the Excel spreadsheet I was using previously (and thank goodness it balanced) visually to a report I printed out in QuickBooks.

There are several accounting modules included in QuickBooks Pro. These are Billing (Payables), Invoicing and Statements, Contact Management, Payroll, Inventory, Purchase Orders, Time Tracking, Financial Management (asset tracking, liabilities, equity, and loans), Job Costing and Estimates, and Banking (accounts and credit cards). All this is available with a complete audit trail. The various modules are easy to use and help is available if you do not understand the functionality. The interface is easy to use and most importantly the information is easy to enter and easy to access.

Reports are very customizable. Basic reporting includes writing checks, Profit and Loss, Accounts Receivable, Accounts Payable, Sales, Purchases, Inventory, Budgeting, Transactions, and Payroll. There are numerous listing reports for information like employees, vendors, and expense categories. All reports can be previewed to the screen and can be printed to the printer. The screen preview mode is also very flexible. It allows you to select time frames for the data presented like year-to-date, quarter-to-date, or month-to-date. You can also drill down through summarized data on the report to get the details behind it. For instance on the Profit and Loss report you get all the income and all the expenses for the period requested. If I want to see exactly what my Online Services expenses were for the quarter I can click on the line item and get a list of the bills paid for Online Services (like CompuServe for October 1997 – 9.95, RustNet for October 1997 – 14.95). I use this feature all the time since I like to see high level summaries and then question some of the "unexpected" numbers.

The report customization is limited, but flexible to meet my needs. Previous to QuickBooks I used Microsoft Excel to create my invoices. I liked the format and was able to match the format in QuickBooks fairly close using the QuickBooks report Layout Designer. There are a number of reports that you can customize and you have the capability of generating templates to be used later. You can even include your own business logo if

you like.

There are also a number of graphs available to see a visual representation of how well your business is doing (or not). There are a total of 107 prebuilt reports and the ability to create custom reports as well.

The reason I selected the Pro version was that it tracks time sheets and allows this time to be included on invoicing. This is a must in my business since I need to bill for time and materials. There is a program that acts like a punch card to keep track of time, but I have not used this feature. These feature alone save me an hour a month tracking the time, then transferring it to the customer's invoice.

For those small businesses that use an accountant, there is an Accountant Review menu option to give the information to your favorite accountant to look over. This gives you the opportunity to save money (at the expense of time) by doing your own data entry and still having the professional review the information for any possible flaws.

I always have questions about different aspects of running a small business and look for expert advice whenever I can get it. QuickBooks has two ways to get tips and details on running a small business. The first is the Tip of the Day that displays each time you start the application. I have found a number of handy tips from this feature. I have also found a number of items I needed to look into in more detail. This is when a feature called "Expert Help" comes in handy. This feature is a wealth of detailed information included right on the CD with video and sound. This information is for business and legal issues. This allows a small business owner to do research without having to pay a professional up front for all the information. This way you can get many details before consulting an advisor or legal counsel.

There are several features of the product that I have not used that may interest you. These include electronic banking (with service charges), Federal Tax forms (printing 940s and 941s, W-2s, W-3s, and 1099s), Tax Tables (which can be purchased each year from Intuit), and *TurboTax* automatically reads QuickBook files for tax preparation.

This package is all I hoped for and feel I have a better handle on my business finances. It is easy to learn and easy to use which is key to making any sitting at the computer an enjoyable one. The help file is complete and I have never needed to crack the manual.

I really don't enjoy the "administration hassles" that come with business and rather be developing software solutions for clients, but QuickBooks Pro has made the headache time shorter and less painful than before. It is easy to see why QuickBooks is a market share leader in the Small Business Account package category. It has met my needs

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## From the President

Just as bad as modifying my Start Menu is a program that takes it upon itself to modify my desktop. Just as the Uninstaller "forgets" to remove the Start Menu entries, many programs forget to remove the shortcut created on my desktop.

The last thing the Uninstall needs to clean up is the entries in the Window's Registry. The Window's Registry is a database maintained by Windows and accessed and written to by other Window's programs. Many programs forget to uninstall the entries made by the program during the installation and as the program is used. Does this harm the machine? Not really, but just like stray files take up hard drive space, registry entries take up registry space which resides in the hard drive. Cleaning the Registry by hand is dangerous and should only be attempted by people who know what they are doing. One simple accident in the Registry can make your PC useless and even unbootable. This is why it is important that the Uninstall program take care of these entries when the program is uninstalled.

WinZip's install/uninstall and configuration routines are clearly a standard that other vendors should try to match. It asks me where I want the program loaded to, if I want it added to my Start Menu, if I want it on my desktop, and since it "adds" itself into the Windows Explorer, it asks about this. All these configurations are a convenience to me, but are not forced into the way I have my PC setup. This program is great!
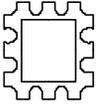
I hope I raised a few issues of importance in these last two columns and am interested in your thoughts on these subjects. Are there other subjects you would like me to discuss in future columns? As always let me know and I'll see what I can do.

See you at the meeting in November! Don't forget to come and vote for next year's officers, and maybe even get yourself nominated. If you have any questions about any of the offices, please give me a call or look in last month's newsletter for more details. Don VanSyckel and I will be presenting the ins and outs of networking 2 PCs together with Windows 95 peer-to-peer networking (and some of the problems we faced). Many of the members have more than 1 PC at home. Come find out how you can share resources like a printer, modem, fax, and disk space between 2 or more machines.
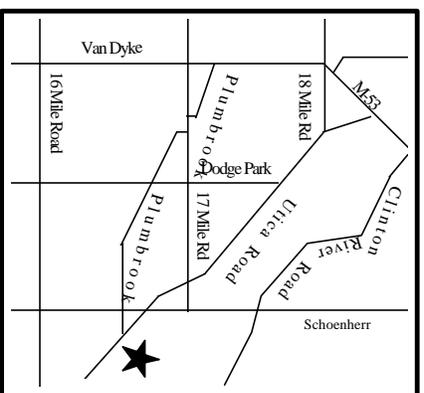
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# NOVEMBER AT SHCC:

**TUESDAY NOV 4**
**Main Meeting.**
**7:30PM at**
**Carpathia Club.**

38000 Utica Road,
Sterling Heights

SHCC members Don VanSyckel and Rick Schummer will discuss basic peer-to-peer networking (connecting two computers together) with Windows

## SIGS

**MONDAY NOV 10**
Communications SIG. 7:30PM at the Macomb County Library.

**TUESDAY NOV 18**
Novice SIG. 7:30PM at Oakbrook Elementary School.

**WEDNESDAY NOV 19**
Business SIG. 7:00PM at the Knowledge Development Centers of Detroit

**TUESDAY NOV 25**

## FUTURE MEETINGS:

**DECEMBER**
CompUSA will present their "What's Hot for the Holidays"

**JANUARY**
Meeting Topic not finalized

(map showing Van Dyke, 16 Mile Road, 18 Mile Rd, M53, Plumbrook, Dodge Park, Utica Road, 17 Mile Rd, Clinton River Road, Schoenherr)