apcug Reports

1st Quarter 2021 — Association of Personal Computer User Groups

President's Report

Finally, 2020 is in the past and we can hopefully all look to a healthier 2021, and perhaps more "normal" (whatever that is) as the COVID-19 vaccines are distributed and take effect.

APCUG continues its efforts to keep its member groups active and while our membership level for 2021 had declined slightly from last year, we have 124 member groups as we begin this new year.

We plan to continue providing Zoom availability to member groups. While many clubs are anxious to get back to in-person meetings, there are a good number of groups that plan to continue using Zoom even when the pandemic is under control.

We also have four Virtual Technology Conferences planned this year, so mark your calendars for February 13, May 1, August 21, and November 6. Registration info will be sent as these dates get closer.

Congratulations to those lucky winners in the media contests as well as the three clubs that received prizes for renewing their membership before year-end. The Treasurers Report reflects how much money we spend on these hi-end prizes.

On January 13 we had our semi-annual Roundtable discussion via Zoom. There was a large turnout of user group members and a lively discussion for over two hours covering many topics.

Finally, we ask all members groups to have a designated APCUG Rep.; this is a person from the club that in addition to the President, is the main contact for when we send notices and other important messages.

Thank you for being APCUG members.

Sincerely

Ray Baxter
President & Treasurer

APCUG FINANCIAL SUMMARY January 2021
Ray Baxter, Treasurer
rbaxter (at) apcug.org
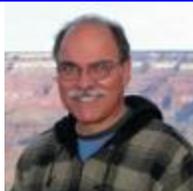
REPORT FOR THE MONTH OF DECEMBER 2020

PayPal	Balance	11/30/2020	$316.05
Income			
Membership Renewals	45 @ $50		2,250.00
PayPal Fees			(65.35)
Transfer to Bank of America			(1,772.45)
	Balance	12/31/2020	$728.25
Bank of America	Balance Checking	11/30/2020	$1,047.27
Income			-
Membership Renewals	52 @ $50		2,600.00
Transfer from PayPal			1,772.45
Expenses			
Memorial flowers for David Williams			29.99
2021 Membership Prizes	3 prizes for clubs renewing before year-end		125.88
APCUG logo shirts for Board Members and Advisors	Cost of shirts and shipping		325.42
2020 Contest Prizes 1st, 2nd, 3rd (includes shipping costs)	Digital photo, newsletter, website, eBulletin		896.11
OSHC	E-Novative		85.00
OSHC	Zoom monthly		119.96
Total Expenses			$1,582.36
Checking Account	Balance	12/31/2020	$3,837.36
Savings Account	Balance	12/31/2020	15,456.81
Certificate of Deposit	Balance	12/31/2020	82,180.19
Total Bank of America			$101,474.36
Total Bank Balances			**$102,202.61**

MEMBERSHIP
Lee Laughner, Chair
llaughner (at) apcug.org

By the end of January 2021, 125 user groups have renewed their membership and one new group joined in December.

2020 – THE YEAR IN REVIEW

March 2020 brought the end of APCUG groups meeting in person. APCUG bought two additional Zoom Pro licenses for groups to use, as needed, to help keep the groups meeting. To date, Zoom 3 and 4 have been used for approximately 192 meetings – general meetings, SIG meetings, and board meetings.

The Speakers Bureau was designed to help member groups with booking a variety of presentations for their meetings. Many times, the same person always gives the presentations and members would like to have others give a presentation and the person giving the presentations would also like someone else to give a presentation, but no one volunteers. Enter the SB with 24 categories, 13 presenters (soon to be 14) giving almost 100 unique presentations. Over 125 SB presentations were given in 2020; to date, 54 presentations have been scheduled for 2021.

In April, the COVID-19 team came up with the idea of having Workshops. As a Windows Insider, Bill James was asked to give a 2-hour workshop on the latest version of Windows 10. He came up with four Win10 workshops as well as four Home Automation workshops that ended with a 5th workshop at the end of December. In between the Windows and HA workshops, Kenneth Tubaugh 'volunteered' to give two Password Manager workshops featuring Bitwarden that, by attendee request, ended up being three PM workshops. John Kennedy put a Linux team together with Orv Beach, retired from being a SCALE (SoCal Linux Expo) trainer and Linux System Administrator for Abbott Laboratories, and Sharan Kalwani, President, SouthEastern Michigan Computer Organization. The 5th Linux workshop was in January; the next will be on March 17.

In addition to the Linux workshop in January, Larry Fortna, President of the Lakes At Leesburg Computer and Technology Club, gave a *Drones and Autonomous Flight* workshop. Plus, we had our very successful Roundtable with a lot of good ideas shared by the attendees.

Coming up in February is the 2/13 VTC, on February 17 a *Quick and Easy Tips for Speaking in the Virtual World* workshop presented by Frank DiBartolomeo, President, DiBartolomeo Consulting International, and Bill James' February 24 workshop on *Modems, Routers, and Wi-Fi.* Planned for March are workshops on PCs vs. Macs, a Linux workshop on the 17th, and since it's World Backup Day on the 31st Backing Up on 3/24. In April we are working on having a genealogy workshop on the 14th, Linux on the 21st, and ?? on the 28th. The Workshop videos have had over 2000 views.

REGION 1 CT, NY

Your Name Could Be Here, Advisor

To the officers of the Central New York PC User Group, Hartford User Group Exchange, New York Amateur Computer Club, Rochester Computer Society, The PC Users Group of Connecticut, Westchester PC Users Group, and Western New York Computer Society,

APCUG is looking for a volunteer from a Region 1 group to be the Advisor for the region.

The BoA has no role in APCUG's day-to-day operations. Instead, the BoA's mission is twofold.

1. To actively communicate with every user group in his/her region on a regular basis.
2. To use the information gained from that communication to put together programs that APCUG can implement to assist the member groups to better serve its members.

The key to the BoA operation depends on online electronic communications via email between its members and also between Advisors and groups in their assigned region.

- Regularly communicate with all APCUG groups in his/her region. This communication is usually done by sending a NOOZ email to all User Group Officers in his/her assigned region (a quarterly NOOZ is put together by the Chair and all Advisors are asked to add personal information as well as send occasional emails to their groups with meeting ideas, etc.), and also includes answering email sent to them from officers and members of their assigned groups.
- Contribute articles for the Quarterly APCUG Reports newsletter describing his/her region's activities.
- Send an email to the Directors and Advisors on how the Advisor interacted with his/her groups during the month for the brief 4th Sunday monthly board meeting.
- Volunteer for one of APCUG's committees (see page 23).

The people who keep APCUG functioning are one of the greatest assets that member groups have going for them. These people have been there and done that! President, Vice President, Program Chair, you name it, they have probably been an officer. This means that, in all likelihood, whatever problem(s) groups are having, they have had and have dealt with it! Every group has an assigned regional Advisor; if we are unable to help we will send the request to all the Advisors and Directors. Groups are sure to receive some solutions.

Thanks, in advance, to the person who volunteers to be the Region 1 Advisor.

Judy Taylour, Chair, Board of Advisors – Jtaylour (at) apcug.org

Join the Team!

Judy Taylour	Gabe Goldberg	John Kennedy	Jere Minich	John Kennedy	Bill James	Judy Taylour	Mike Smith
Acting Advisor	Region 2	Region 3	Region 5	Vice Chair	Secretary	Chair	Region 9
Region 1	DC,MD,NJ,	KY,MI,OH,TN	AL,FL,GA,SC	Region 6	Region 8	Region 10, 11 /	Advisor AZ, CO,
CT, NY	PA,VA			IL,IA,MN,WI	AR,KS,LA,OK,	CA,ID,WA	NV
					MO,TX	International	
						Australia &	
						Canada	

REGION 2
DC, MD, NJ, PA, VA
Gabe Goldberg, Advisor
ggoldberg (at) apcug.org

NEW JERSEY

Brookdale Computer Users Group (BCUG)
www.bcug.com www.facebook.com/BCUGNJ www.meetup.com/Brookdale-Computer-Users-Group/

A recent BCUG meeting featured What's new with iOS 14 and iPadOS 14, and Joe Kissell's book, "Are Your Bits Flipped?"

Princeton PC Users Group (PPCUG)
www.ppcug-nj.org/ goo.gl/dSJ574 (Facebook)

A meeting featured favorite applications and Windows tips. An invitation in the members-helping-members spirit suggested: Please identify favorite applications and send application names; prepare a few slides. I will gather the names of contributors and send an agenda. We will use Zoom's share screen feature so you can show your slides and run the application.

PENNSYLVANIA

CPUser Group a Computer & Technology Club
www.cpusergroup.org/ www.facebook.com/cpug.cpusergroup

A meeting featured multiple presentations. The main topic was iOS 14 updated features by John Cornwell; others were WatchOS 7 updated features; Any Burn software review and demo; favored browser extensions; Anatomy of a Micro SD Card; Compare the Xbox Series X vs. S; and latest tip/gadget/tech news.

Another meeting featured CPUG's Tech Trivia LIVE! - Christmas Edition; Fbackup 8; MultiCommander - File Manager for Professionals; NCH - Video Pad Video Editor; WizTree - The Fastest Disk Space Analyzer; and CPUG's Favorite Tech Shows.

Ultimate Windows Tweaker for Windows 10 review and demo; Trend Micro RansomBuster - File and Folder Protection and Encryption; Light bulb finder iPhone App; NCH - Video Pad Video Editor; and Open Forum with latest tip/gadget/tech news were the topics for another meeting.

Computer Users of Erie (CUE)
www.cuerie.com/

A CUE presentation highlighted "The Reality of 5G in 2021," described as 2021 is predicted to be the year that 5G growth takes off. Will it? By way of review, we'll revisit what 5G is and the promise of this generation of cellular service. Then we'll look at two technology areas that control 5G availability. First, how major cellular providers are building out 5G networks, what is their coverage, and what is the meaning of marketing terms they are using. Second, what 5G smartphones are available and how have

costs declined. Finally, bring your tin foil hat because we'll look at conspiracy theory claims that 5G spreads COVID-19, creates lizard people, etc.

Philadelphia Area Computer Society
[Philadelphia Area Computer Society - Home (pacsnet.org)](pacsnet.org)

PACS reported great news: Virtual PACS meetings get better every month. October's was the best yet, but with about 100 members; there is room for many more to attend the video sessions. No travel, no weather problems, no problem hearing everything that's happening, no skipping lunch, what's not to like about attending? You will need only a webcam to see everyone and ask any questions you might have. Most laptops have one built-in, or you can add a USB webcam to your desktop system. The next date is November 21 - plan to attend one or all of the SIGs and get your money's worth from being a PACS member.

PACS started a new SIG: Workshop of the Month (WOTM), featuring a different presenter/topic each month from diverse subjects.

MARYLAND

Chesapeake Area Technology Society (CATS)
www.chesapeakepcusersgroup.org/ www.chesapeakepcusersgroup.org/SIG.html#MSCUG

CATS did something I've advocated for years -- it reached out to former members. A recent mailing announced an upcoming meeting to them and Board members each celled two former members. It's clear that user group survival depends on recruiting/retaining/reclaiming members -- and that last activity is far too often ignored.

A meeting covered new 5G cell phones, related carrier services, coverage, and what that all means. A member reported that after watching the video, she decided to invest in another battery for her current phone and wait two years for the 5G iPhone.

A meeting featured "Home Automation - An Introduction" presented by Bill James, VP of Operations, Computer Club of Oklahoma City; APCUG Director, Region 8.

VIRGINIA

Fredericksburg PC Users Group (FPCUG)
www.fpcug.org goo.gl/Vt3nK9 (Facebook) www.meetup.com/FredericksburgPC-Users/

FPCUG replaced its traditional holiday party with a public service announcement: DONATIONS FOR THE FREDERICKSBURG FOOD BANK -- a highlight of FPCUG's holiday party is the annual donation to the Fredericksburg Food Bank that FPCUG matches each year. Although we will not meet in person to make donations, they can be mailed to the FPCUG PO Box and we will triple match them up to $2200! As we were not able to meet for the annual appreciation dinner or holiday party, the board felt that the money set aside for those events could be donated to the food bank. To donate, mail a check made out to the Fredericksburg Food Bank.

Potomac Area Technology and Computer Society (PATACS)
www.patacs.org/

Especially during these days of COVID-induced home confinement and distancing, user groups need to take all opportunities for staying in touch with and engaging members. For many groups, one form of outreach is a newsletter. PATACS ensured newsletter continuation and avoided volunteer burnout by

splitting newsletter editing chores across three people, each responsible for different issues during the year.

PATACS meeting topics included:

- Irfanview - An Alternative to PowerPoint?
- Chromebooks - What, Why, and How
- Nitty Gritty of Podcasts
- Oh Snap for Window 10
- Quick and Easy Tips for Speaking in the Virtual World
- iTunes Nuances for Windows
- Importance of New Apple Computers

Washington Apple Pi (WAP)
www.wap.org https://www.meetup.com/Waporg/

WAP had a successful/entertaining Zoom Halloween party, with creative costumes and backgrounds on display.
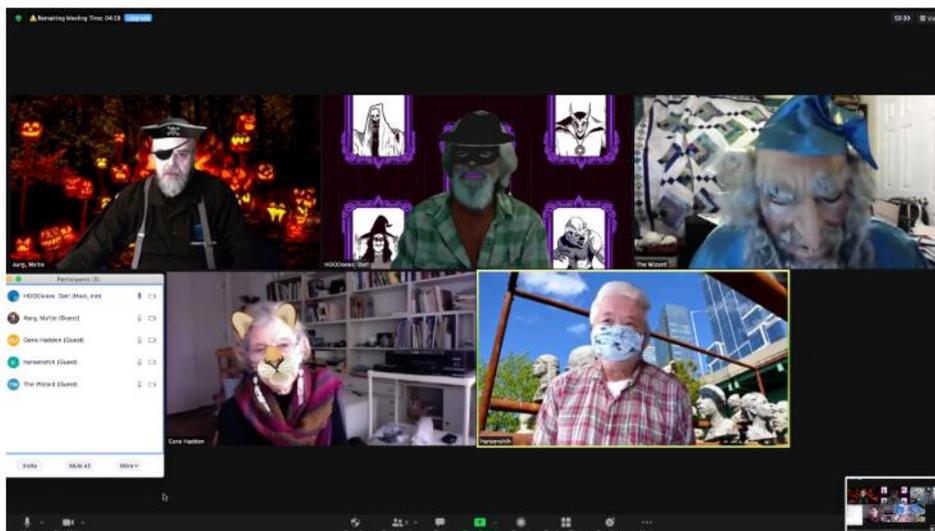
Afternoon Learners SIG (ALSIG) discussed topics such as hearing aid technology and Apple device shortcuts and automation.

Automation and Unix SIGs alternate Wednesday meetings.

Twice-monthly online informal Clubhouse meetings provide a setting for discussing all-things Apple, asking questions, solving problems, sharing resources, and socializing.

WAP Board is discussing contingency planning, identifying risks to the organization's operation, and exploring options for ensuring continuity of doing business.

A main meeting featured two local educators describing tools used for remote learning, efforts to overcome the digital divide, and how these tools have worked for students and teachers.

REGIONS 3 and 6
IA, IL, KY, MI, MN, OH, TN, WI
John Kennedy, Advisor
jkennedy (at) apcug.org

Hello again from the Mid-West, Great Lakes area, and Upper Plains. The clubs in these regions finished out the remainder of 2020 with many active programs. I am pleased to announce that all of the clubs in Region 6 have renewed their membership in APCUG for another year's worth of benefits. Unfortunately, Region 3 lost two of its groups due to the effects of COVID-19. Both groups lost the use of their meeting locations and neither group could get officers and members on-board with on-line meetings. So, after not having in-person meetings for most of 2020 and not being able to have in-person meetings for the foreseeable future, they both decided to disband. We're sorry to see them go that route. **However, there's lots of exciting news happening in the regions.**

During October, the majority of groups in the regions scheduled Bob Gostischa for his yearly presentation on security for Cybersecurity Month. A few groups had to schedule him for later in the year due to so many groups within APCUG also scheduling him.

The **Chicago Computer Society** had a program on iOS screen sharing and creating personal hotspots with your smartphone. CCS is composed of several computer groups across the metro area of Chicago. One of the regions needed a director. After a while of posting the job, a former member that now lives in Texas volunteered to take the job because distance is no longer a factor because of using Zoom.

The **Lake County Area Computer Enthusiasts**, due to the reduced expenses of COVID, have suspended dues since they aren't paying for facilities. And because of all that's happening, they had a program presented by someone from the local health system on *Relieving Anxiety and Stress*. What a timely topic. They were also one of several groups that had their annual holiday meeting on-line.

The **Plateau PC Users Group** was one of the few groups that was able to return to in-person and on-line meetings. They meet in a church that has a large room and can be socially distanced. Some members are choosing to come in and others are staying on-line. To wrap up the year, the group had a program entitled *Physical and Electronic Computer Clean-Up*. To begin the new year, they also had a program on *Your Income Taxes*.

The **Dayton Microcomputer Association** had a program called *How Predictable is Behavior* with a local psychologist. They are also meeting both in-person and on-line with more people choosing to stay at home.

The members of the **Canton/Alliance/Massillon User Group** being concerned with what people will do with old smartphones when they get new ones, had an interesting program on *New Uses for Old Cell Phones*.

Wisconsin All-Computer Users Club continues with their Game Nights for social activities and a program on *Free Photo Editing Programs* in preparation for the holiday photo shooting season.

Twin Cities PC Users Group made use of the Speakers Bureau and had a presentation on *Let's Go Shopping* discussing the various shopping apps for your smartphones. The other program that was quite different was the one on *How to Use the Free Geographical Information System (GIS) for Outdoor Experiences*. Their January meeting was about LoCast, a "not-for-profit service offering users access to local broadcast television stations over the Internet." The presenter was Diane from Oregon who runs beer tastings on Zoom but also knows the ins and outs of LoCast. The meeting was announced at a Linux Workshop and several attendees from other states attended. Don't forget, members can attend other group's meetings—check out the list of groups sharing meetings on https://bit.ly/3rhQJEn

The officers of the **Lorain County Computer Users Group** looking at their finances voted to reduce the amount members had to pay for dues. They also were one of the groups that continued the holiday tradition of parties and held one on-line.

With more stay-at-home people, the "bad guys" included, more and more SPAM calls and Spam texts are coming through our smartphones. So, the **Kentucky-Indiana PC Users Group** had a full program on what to watch out for and what to do when you get them.

Trying to maintain its offerings, the **Central Kentucky Computer Society** continues to offer classes on-line. For some classes, students might have to use both their computer and another device to learn about its use. People wanting to learn how to use their smartphone will watch the class on Zoom and follow along on their phone. Some beginning classes have to be more of a straight presentation as it's hard to watch someone over Zoom and work on your computer at the same time. CKCS also keeps the tradition alive with their on-line Zoom Christmas party.

With so many people having a lot of time on their hands, the **Minnetonka Seniors Computer Interest Group** decided it would be a good time to have a program on *Creating MP3s from your Personal Audio CD collection*.

Finally, bringing a new idea to their members, the **Madison PC Users Group** presented a program on *Using Your Android Apps on Windows 10*.

REGION 5
AL, FL, SC
Jere Minich, Advisor
jminich (at) apcug.org

In this period of Coronavirus, there are user groups that work around the limits that make meetings in person, not in the best interest of members. Highlighted below are two examples of what can be accomplished using Virtual meetings for your user group. Questions or comments can be directed to me.

Deerfield Beach Computer Club

The Deerfield Beach Computer Club (DBCC) is a non-profit organization of senior amateur users who meet via Zoom regularly to share their knowledge and enjoyment of computers, devices, and technology.

Our mission is to provide an informative, entertaining, and comfortable virtual learning environment using Zoom as a medium of communications, where skilled and novice computer users with diverse levels of expertise and experience can respectfully exchange ideas, knowledge, and experience for the enrichment of all concerned while building confidence in themselves through the use of technology.

All 'live' classes are canceled until further notice. We will continue to present two free Zoom classes each month to members. We will let everyone know when it is safe to return to our building and classroom.

For the time being, we will continue to present two free Zoom classes per month beginning at 10:00 AM EST to all members.

Deerfield Beach also has a Trending Now page that looks like this.

Just another method to keep club members in touch with digital technology.

The Space Coast PC Users Group.

A second approach to holding meetings.

Welcome to the Web Home of The Space Coast PC Users Group. We are a nonprofit organization of computer enthusiasts from amateurs to professionals.

LEARNING CENTER MEETINGS *

Learning Center Meetings are normally on the 1st and 3rd Saturday of each month in the Merritt Island Library Auditorium. January meetings are on Jan 16 with a bonus session on Jan 30. Check the Learning Center page for a schedule of starting times for 2021 meetings. Face Masks Are Now A **Mandatory Requirement** to attend our meetings.

Tampa Bay Technology Center

Another approach to keeping members informed.

Finally…Podcast Training With a LIVE Instructor!

Learn How To Podcast, From Beginning to End. A complete training taught live!

I'm sure you've seen podcast courses before, but not like this! Learn EVERYTHING you need to know…from finding your niche to equipment, to launch strategy, and even monetizing your show!

Online Computer Courses - Tampa Bay Technology Center offers the following.

Online computer classes vary monthly. Check our classes page to see what's on offer. Here are a few of my current and past courses:

Podcast Bootcamp, a complete podcasting course; *WordPres*s course; *Cut the Cable*; *Word Processing*; *PowerPoint*; *Evernote*; *Taking & Editing Photos & Movies with your Smartphone*; *Fundamentals of Email*; *Social Media Primer*; *Facebook for Business*.

February 13 Virtual Technology Conference

Eastern	Central	Mountain	Pacific	Track 1	Track 2
1:00pm-1:40pm	12 noon 12:50pm	11:00am 11:50am	10:00am 10:50am	Make an informed decision when buying a 2021 Printer - Ron Brown	How to Set up a Free BLOG on Blogger.com Kelly Galvin
2:00 pm 2:50 pm	1:00pm 1:50pm	12 noon 12:50pm	11:00am 11:50am	How to Use the Windows Tips App – Hewie Poplock	iOS14 for the iPhone Joe Dietz
3:00 pm 3:00pm	2:00 pm 3:00pm	1:00 pm 2:00pm	12:00pm 1:00pm	Use CCleaner for more than cleaning your hard drive Bob Gostischa	Play online board games with Tabletop Simulator John and Christopher Kennedy

REGION 8
AR, KS, LA, MO, OK, TX
Bill James, Advisor
bjames (at) apcug.org

Year-end Wrap Up – 2020

Alamo PC Organization,
Bella Vista Computer Club,
Computer Club of Oklahoma City,
Krewe de Tech,
North Texas PC Users Group, Inc,
OHCE Oklahoma County Bits & Bytes Group,
The Computer Club of Hot Springs Village,
The Senior Computer User Group of Greater Kansas City,
Tulsa Computer Society:

Greetings member groups, thank you for renewing your membership with the APCUG. Your continuing support of the APCUG is very much appreciated. The year 2020 has been quite a ride for us economically, socially, and physically. Our groups have had to reinvent themselves using new ideas and technologies to continue being a viable organization. APCUG has tried to meet the challenge with the provisioning of classes, workshops, and tech as a benefit of membership during these challenging times. I am immensely proud that our Region 8 clubs are weathering the storm. It is our wish and hopes that the year 2021 will be better for all of us.

In 2020 we lost our president, David Williams, who served as president from 2017 to July 2020. We gained a new director, Bob Bowser, and a new advisor, Mike Smith, to our boards. For 2021 we elected a new President, Ray Baxter. Ray also serves as the organization's treasurer.

With new a new President, officers, and advisors in place, APCUG is making plans to assist clubs and groups to continue to flourish with new workshops and classes that will benefit all its members. We expect 2021 to improve, but some of the challenges will remain. With the aid of the Zoom software, we are expanding our classes and workshops to benefit all members and groups. Using Zoom as a communication platform has proved that we can connect with many groups here in the United States, Canada, and around the world.

We kicked off the new year with a roundtable discussion that all groups were invited to attend. This meeting occurred on January 13. Our plan is to have this type of discussion every 6 months. In doing so, we can get a better feel of your ideas and how the APCUG can provide the support you need as a club. The key is your attendance. Invitations will be sent out to your officers. In doing so it is expected that you will pass this information to your members. To keep abreast of the activities occurring within APCUG, our website (www.apcug2.org) is the go-to place to find this information. Here you will find the time and dates for the VTC's and workshops.

APCUG is here to help you to communicate and get together by using ZOOM. We have free access to the Zoom software on request. If you need help to use Zoom for your group, feel free to contact Judy Taylour (JTaylour(at)apcug.org) for information on using Zoom. Many member groups have already taken advantage of this benefit. Virtual meetings are on the rise and appear to be the wave of the future.

If APCUG can help you and your group in any way, please feel free to contact your Regional Advisor or anyone else on either Board. All our email addresses are in Reports as well as on the website at www.apcug2.org (About).

My best wishes to your club or group for a prosperous New Year,

Bill

REGION 9

AZ, CO, NV
Mike Smith, Advisor
msmith (at) apcug. org

- Green Valley: They have re-opened their computer club to in-person meetings. Masking and distancing per Green Valley resort rules. GV is presenting several classes and SIGS via Zoom.
- Silvercom has decided to suspend dues for this season and continue with Zoom meetings. This has allowed their members to attend from Arizona, Oregon, Washington, British Columbia, and Alaska. Ron Brown conducts their meetings and arranges for presentations on various topics.
- Pike's Peak is holding meetings via Zoom, as well as monthly breakfast meetings via Zoom. They have a monthly newsletter that provides their members with articles on important topics and links to other resources.
- MICRO in Denver has now opened for in-person meetings but also continues to include them via Zoom.
- Covenant Village of Colorado has changed their name to Covenant Living of Colorado. They are having hybrid meetings also.
- Renaming seems to be a theme, as the Leisure World Computer Club has changed its name to Leisure World Computer and Technology Club.
- Greeley is meeting monthly via Jitsi and keeps its members up to date with email.
- Paradise has decided to put their club on hold for this season, and as such will not renew their APCUG membership for this year.
- Sun City Summerlin Computer Club is a hybrid club with some events in person and others via Zoom. All in-person sessions at the Classroom and Lab require face coverings and social distancing of at least 6 feet.

- Sunland Village in Mesa is also meeting via Zoom only; I attended their January meeting. As with several groups, they are struggling to keep their group going.
- Viewpoint is meeting via Zoom, and their newsletters are still emailed to members.
- SuperCom (my club) seems to have no interest in communicating with their 450+ membership or having any sort of meetings via Zoom. Disappointing. They are retaining existing officers and have suspended dues. The only activities I am aware of are a few techs, and I have heard they are having monthly meetings via Zoom to discuss what support they could provide.
- Las Vegas has canceled all meetings until further notice.

REGIONS 10, 11 & INTERNATIONAL

CA, WA, CANADA & AUSTRALIA
Judy Taylour, Advisor

jtaylour (at) apcug.org

Congratulations to the 11 out of 17 California groups that are meeting via Zoom. From one general meeting a month to a group that meets every Saturday, life is going on for those groups. Many are taking advantage of the Speakers Bureau benefit, some have members who give presentations, another has a new APCUG Rep who moved to Colorado – a benefit of meeting online.

The **Los Angeles Computer Society** has a member from Alaska who can now connect with the members he's known for years.

CIPCUG (Channel Islands PCUG) started a Tuesday evening SIG with a topic or just Q&A.

The **Golden Gate Computer Society** has reduced its annual membership fee by half. It is presently $24, about 50 cents a week which covers the monthly meetings with guest speakers and SIG (Special Interest Group) sessions.

SLOBytes in Central California has two sessions at each Sunday meeting: the first is a Q&A session and the other is three members offering short presentations on programs of techniques they use.

Membership in the **Seniors Group** in San Diego is $15 per year -- Anyone may join, but they have to be over 50 to vote! How sad, their Program Chair is stuck in Hawaii.

The **Computer Club of Rossmoor** has Drop-In Tech Support Via Zoom - Wednesdays at 4 pm and Remote-access House Calls repairs for PCs & Macs. They are in the process of developing Flash classes for Zoom.

All of the Region 11 groups are meeting online either via Zoom or Jitsi. **KEGS' (Komputer Enthusiasts of Greater Seattle)** Zoom meetings have been well attended, and they hope by June they will be able to meet in person again. Members were asked that if they received new computer devices over the

holidays they save their not too-old-devices for the next KEGS Auction. One of their members might find a use for it.

The **Tacoma Area PC Users Group** is using one of APCUG's Zoom accounts and is scheduled through June. I like the statement their president includes on the meeting invitations….. If you go to zoom.us, you will be asked for the Meeting ID and Passcode before you can get into the "Waiting Room." *But it's so much easier to click the above link.* I always include a Bit.ly link in addition to the Zoom passcode encrypted link since some people have had a problem with clicking on the long link. /JT

The three Canadian groups are also meeting via Zoom. **The Personal Computer Club of Toronto** reinvented itself a few years ago as a Zoom group and meets the 3rd Wednesday of the month; visitors are welcome. Who knew that the rest of the active APCUG groups would also be meeting online?

It was nice to see a link on the **Victoria Computer Club's** website to the January 28 Data Privacy Day information that was sent to all groups. Their October National Cyber Security Awareness Month presentation was again by Nav Bassi, the Director of Academic & Administrative Services for University Systems at the University of Victoria. This time the presentation was on personal security with activities for each week. They also have a link to a security information site for seniors - https://vpnsmash.com/seniors/

The **Durham Personal Computer Users' Club** hosted a Data Privacy Day (January 28) presentation by two members of the National Cyber Security Alliance, the organization that sponsors the event. The meeting was recorded and uploaded to APCUG's YouTube channel with 70 views before the 28th. I hope that other groups got ideas on how to celebrate the day.

The three groups in Australia are also meeting online; two are using one of APCUG's free Pro accounts. The **Melbourne PCUG** is a hybrid group with some online meetings via Zoom and, due to changes in the Corona Virus restrictions, their Moorabbin Clubrooms are now able to host a limited number of activities. Melb-PC has a summary of the restrictions at https://www.melbpc.org.au/sigs/about/recent-changes

The **Brisbug Computer Club** is also a hybrid group, they can have 12 people at the Mitchelton Library and those who can't come to a meeting are online with Zoom.

A post on the **PC Users Group (ACT) Inc**. Facebook page is about Scams via QR Codes with the comment "Here's a new angle that I had not anticipated. Cyber-criminals using QR codes." http://bit.ly/36BmNeD Another link is to the launch of a new cybersecurity campaign. http://bit.ly/3oDc6yl

GENERAL HOW-TO'S, TIPS, AND TRICKS FOR MEMBER GROUPS

By Gabe Goldberg
Region 2 Advisor

Simplify Retaining Members

User groups survive by recruiting, retaining, and reclaiming members. While each of those essential activities face different challenges and requires different activities, there are two simple ways to increase member retention: allow automatic renewal and provide discounts for multi-year renewals.

Automatic renewal eliminates the need for members to decide every year to renew -- it at least makes the default to remain in the group, rather than to drop out by inaction. While this requires a bit of automation -- and accepting credit cards for payments -- it shouldn't be beyond a technology group's capabilities!

Multi-year renewal provides additional funds upfront and lets members think less frequently about whether to renew.

How Fragile Is Your Group's Operation?

When things run smoothly (membership processes and database, website, email, mailing lists, etc.) it's easy to be complacent and not consider what might go wrong. Beware of -- and be aware of -- old technology on which your group depends. Make contingency plans, identify points of potential severe failure and essential jobs; ensure backups for both. Identify critical information assets/resources and safeguard them. Make sure online credentials -- bank accounts, websites, conferencing, domain registration -- are documented and shared. Consider low probability but high-impact risks. Reinvent/revise obsolete procedures/policies/documents when things are calm before a crisis arises.

Small Economies Add Up

Many groups have operated telephone answering information services for automated distribution of membership, meetings, and other information. If you're paying for a phone line in someone's house or office connected to an answering machine, you might save money by converting that to use a free Google Voice telephone number/line.

Aging in Place Technology Watch: From the 2021 Market Overview Technology for Aging

This interesting e-newsletter -- https://tinyurl.com/yykm4rrv -- always has interesting news/tips/resources. An item in this issue in particular, "The absence of widely available tech training and support should prompt innovators" is relevant to this community. Long-time members remember their group's origins when technology users came together for mutual support in learning/using/enjoying emerging technologies when there was nowhere else to turn. These days, of course, there's the Internet for information -- but that can be overwhelming, intimidating, and even dangerous. Returning to the days of "members helping members" -- providing member benefits such as email discussion lists, blogs, open mic tech information exchanges, hands-on hardware/software clinics, even house calls -- can greatly facilitate member recruiting and retention. It also helps experienced/knowledgeable members remain engaged by assisting and training others.

We're Here to Share

Aside from abundant meeting presentations available from APCUG -- recorded sessions available on-demand and Speakers Bureau presentations scheduled on request -- many groups make video and slides/documents available. For example, PATACS (Potomac Area Technology and Computer Society)

web page https://www.patacs.org/recmtgspat.html has many links to such resources. Specifically, consider presenting Lorrin Garson's two-part series, "History of Computers: How We Got Here".

Your Presentation is Done. Now What?

It's (too) easy for speakers and program chairs to think that their meeting work is done when the last slide displays. On the contrary – a bit of follow-up can increase the value of meetings and presentations. Website https://tinyurl.com/y4roubgk gives tips for learning what works, what doesn't, and what to do next.

"When presenting a speech, don't think about how the audience will look at you. Think about what value you can give them." - Radha Tailor

You're done with your presentation and it went very well. It's time to kick back and enjoy yourself? WRONG! There is a whole lot more work to do after your presentation.

This article reviews three important tasks after presentations: (1) obtain, review, and apply audience evaluations to your next presentation; (2) follow-up with meeting planner; and (3) network with your audience.

Get the most from your group's relationship with APCUG
by having an APCUG Representative

The Board of Advisors serves as the communication link between APCUG and its member groups. Every group is in a region and has an advisor who is here to help you with problems, etc. Let him/her know what you need; if they are unable to help they will send your request to all the Board of Directors and Board of Advisor members. You are sure to receive some solutions from your Advisor.

Listed below are several reasons your group should have an APCUG Representative.

- ✓ In addition to other people listed in the UGLS (APCUG's membership database), your group's APCUG Representative will receive emails sent by APCUG and your assigned Regional Advisor.
- ✓ APCUG has many benefits such as contests (eBulletin, newsletter, website, and digital photo), Speakers Bureau presentations for your meetings, Virtual Technology Conferences, Discount Offers, etc. Information about these benefits is communicated to your APCUG Rep along with the officers listed in the UGLS.
- ✓ Your Rep may be responsible for relaying information from APCUG and your Regional Advisor to your Board and/or members.
- ✓ When the information received from APCUG requires feedback from your group, your Rep may communicate the group's consensus to the person requesting the information or your Regional Advisor.
- ✓ Your APCUG Rep, along with your President, is responsible for ensuring your group's information in the UGLS (membership database) is up to date.
- ✓ The yearly APCUG election ballot is sent to your President and Rep. He/she should ensure your group votes on time.
- ✓ Yearly dues information is sent to your President, APCUG Rep, and Treasurer. Your Rep should ensure the dues are paid by December 31st so the group is entered into the "Early Bird" contest where APCUG gives away a prize to three groups.

✓ An APCUG Representative is usually an appointed office. He/she may remain in office when your group elects new officers, ensuring consistent contact between your group and APCUG. It is suggested your APCUG Rep be an ad hoc member of your group's board of directors.

HAS YOUR GROUP TAKEN ADVANTAGE OF THE APCUG MEMBER GROUP GRANT PROGRAM?

Objective

To aid user groups that need money to fund a project to help their members or user group community with the use or understanding of technology.

Criteria for Selection

- Be a member of APCUG in good standing
- Provide detailed information regarding the request for the grant
    - Name of Advisor or Director working with the group to obtain the grant
    - Description of the request for funds and detailed project budget
    - Reason club can't fund the project
    - How the funds will be used
    - What benefits or enhancements the club/members and/or community will gain
    - How project success will be measured
    - Timeline for reporting progress to APCUG

Grant Approval

The Grant committee will determine if requests meet the criteria and will benefit the user group or community.

If the committee approves the application, it will be forward to APCUG's Board of Directors for a vote. Groups requesting a grant will be notified of proposal approval or non-approval by the sponsor. The sponsor will be copied on all correspondence.

JERE'S TECH TIPS

WHAT IS MICROSOFT SWAY AND HOW TO USE IT – Microsoft Sway has been available for years but remains one of Microsoft's best-kept secrets. The digital storytelling app provides a quick way to create beautiful, animated presentations that are automatically tailored for different devices. Unlike PowerPoint, there's not much of a learning curve to Sway. Think of Microsoft Sway as PowerPoint for people who don't want to learn PowerPoint." You'll be creating "Sways." https://bit.ly/3nRqZgV

HERE'S WHY AN EXTENDED WARRANTY ON ELECTRONICS IS A WASTE OF MONEY – Extended warranties are offered with most devices—smartphones, laptops, TVs, home appliances—but are they worth the money? Survey says: No. Here's how to protect your electronics without forking over extra cash.

Sometimes it's called a "guarantee" because it's supposed to guarantee that it works. It doesn't even have to be written—a TV huckster saying, "it'll last 20 years!" is a legal guarantee. https://bit.ly/34NUE30

HOW TO QUICKLY RESIZE MULTIPLE IMAGES ON WINDOWS 10 – Need to resize a group of images quickly on Windows 10? With Microsoft's PowerToys utility, you can do it directly from File Explorer with a right-click—no need to open an image editor. Here's how to set it up and use it. How-to Geek will help you here. https://bit.ly/3rycXTB

HOW TO STOP SKYPE FROM STARTING AUTOMATICALLY ON WINDOWS 10 – Skype is one of the most popular video conferencing apps in use on Windows 10 today. Over the years, the performance and features have been enhanced significantly. However, one thing that remains an issue with Skype is that it takes up more Windows 10 system resources than it should.

If you have a powerful enough computer, this may not be an issue. But if you find your system is bogging down or always seems to suffer from high CPU usage, you'll want to look at stopping Skype from starting automatically when you launch Windows 10. http://bit.ly/3aFOZA5

HOW TO CREATE A STRONG PASSWORD YOU CAN REMEMBER – As more and. Creating a password isn't good enough, it needs to be a STRONG password. A common misconception, however, is many think a strong password is hard to remember. Not true. https://bit.ly/2JENtTx

FIND AN APP BY ITS FIRST LETTER ON THE WINDOWS 10 START MENU – If you use the Start menu on Windows 10 it can be annoying having to scroll through a ton of apps to get to the one you want to open. A feature you might not know of is the ability to find an app easier by pulling it up by its first name. https://bit.ly/37GmJvh

HOW TO SET UP WIFI GUEST IN WINDOWS 10 – With the widespread use of cell phones today everyone who comes to visit wants access to your WiFi. Not wanting to give out my WiFi key to the world, I used to set up a second router in my house and give out its credentials. Now I use Windows 10. https://bit.ly/3oQKvud

6 MOST COMMONLY CONFUSED COMPUTER TERMS – Ah, the mystical world of computer terminology. It's not uncommon for people to confuse computer terms. Let's face it, they can often be inherently confusing. Here is an explanation of the differences between six commonly confused computer terms that will clarify: https://bit.ly/2W7CZhY

20 FREE WAYS TO DOWNLOAD ANY VIDEO FROM THE INTERNET – Downloading videos off the internet is surprisingly easy. Here are free ways to grab any video you want. https://bit.ly/3oSjhmQ

7 QUICK AND EASY WAYS TO RESTORE MISSING WINDOWS FEATURES – Learn how to restore your missing Windows features without any stress or worry.

If your taskbar has vanished, your Start Menu is missing, or your shutdown options are no longer available, don't panic. We'll explain the easiest ways to restore lost Windows tools without needing to reset your computer. https://bit.ly/2Kqxx7B

APCUG'S SPEAKERS BUREAU

We have new presenters and new presentations! Go to: http://apcug2.org/ Member Benefits tab and you will find almost 100 presentations listed under the below topics.

Android	Ergonomics	Internet	Security
Back-up	Free Software	Linux/Open Source	Social Media
Chromebooks	General	Operating Systems	Software
Cloud Computing	Hardware	Password Managers	User Groups
Digital Photography	Home Automation	Preventive Maintenance	Utilities
Email	iDevices/Mac	Printers/Printing	Virtual Machines

Having problems finding presenters? Select a presentation, complete the Speakers Bureau form and the presenter will contact you to set up the interactive webinar. Your members will have the opportunity to chat with the presenter before the presentation and live Q&A at the end of the presentation. The presentations are via Zoom, the app APCUG uses for the quarterly VTCs and workshops.

MEMBERSHIP HAS ITS BENEFITS

The Association of Personal Computer User Groups (APCUG) is an International, platform-independent, volunteer-run, nonprofit organization devoted to helping member User Groups offer enhanced services to their members. Listed below are some of the membership benefits. More details at www.apcug2.org

Speakers Bureau – Complete a Speakers Bureau request form to have an SB member give an interactive presentation to your group via Zoom. There are over 100 presentations listed.

Virtual Technology Conferences – Free Online Presentations held quarterly (February, May, August, and November). Your members can attend the VTC presentations from the comfort of their own home. APCUG uses Zoom which is easy to use.

Zoom Free Pro Accounts – APCUG purchased two additional Pro licenses to be used by member groups so they have an opportunity to have online meetings - general and/or board. Many groups have taken advantage of this benefit, some decided to purchase their own Pro account at $149/year or $14.99/month until they can again meet in person. Others are still using free accounts. If your group is not meeting online and you would like to give it a try, send an email to jtaylour (at) apcug.org.

APCUG Groups Share their Online Meetings with Other Member Groups – Users Helping Users – Groups Helping Groups. Many APCUG groups are sharing their meetings with other group members. You will find information at bit.ly/39txRe0 – click on Groups Sharing Meetings.

PUSH Newsletter Articles – Your group's editor receives articles he/she can use in your group's newsletter. Articles are written by other group officers, members, sponsors, etc. APCUG has also received permission from many bloggers to use their articles in their newsletters.

Discounts and Special Offers – Your group will occasionally receive information regarding sponsor discounts and/or special offers that can be passed on to your members.

User Group Newsletters Online – Is your editor looking for ideas for your newsletter? There are links to many APCUG-member group newsletters that contain program ideas, fundraising ideas, and more.

Website Hosting – For groups that are unable to find, or afford, online space locally, APCUG will host their website. Send an email to the Online Services committee at ols (at) apcug.org for information.

UGLS -- Neighbors to Help Out – Use the UGLS to communicate with groups within driving distance of your club – share presenters, help each other out, cross-advertise ... Everyone Benefits.

APCUG Website – Find out what is happening with APCUG! Check out the Tech, Apple, Linux, and Chromebook tips. Book an interactive webinar for your meeting and much more. www.apcug2.org

Help for your User Group – Information for program chairs, growing your group, newsletter & PR guidelines, etc. from various sources including past conferences and regional events.

eBulletin, Newsletter, Website, and Digital Photo Contests – Held annually, members of your group are invited to enter the digital photo contest, their eBulletin, newsletter and/or website in those contests.

Don Singleton Volunteer of the Year Award (VOTY) – Volunteers are the background of APCUG and its member groups -- submit one of your members for the annual VOTY award. Held every other year.

NOOZ email sent to your group's officers – Advisors periodically send a NOOZ email to all officers listed in the UGLS. This email contains information on what is happening with APCUG, VTC information, etc.

Quarterly Reports -- Ideas for your group – Reports, APCUG's official communication, is sent to all officers listed in the member database. It contains info on what is happening in each region, program ideas, tips and tricks, and more.

Solutions to Your Problems -- Your Region Advisor – The people who keep APCUG functioning are one of the greatest assets that member groups have going for them. They have been there and done that. If they do not have a solution, he/she will forward the request for help to all the Advisors and Directors – someone will be sure to have a solution.

APCUG INTERNET PRESENCE

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 www.youtube.com/apcugvideos

ARTICLE DEADLINES

Issue	Published
Q1	JAN 20
Q2	APR 20
Q3	JUL 20
Q4	OCT 20

Unless indicated otherwise by the author, all articles published in REPORTS may be reprinted.

Member group editors should give proper credit to the authors. All articles submitted for publication in REPORTS are subject to editing. Each issue of REPORTS focuses on member group management issues, program ideas, achievements, and events from the 9 APCUG Regions, and updates from APCUG directors, advisors, and committee chairs.

COMMITTEES & CHAIRS

Committee and Chair	2021 Committee Members
Alliances: David Steward	
Benefits/Benefits Development: Judy Taylour	Gabe Goldberg, Bill James
By-Laws: David Steward	Ray Baxter, Bob Bowser
Contests: Bill James	John Kennedy, Judy Taylour
Elections: John Kennedy	Jere Minich
Finances: Ray Baxter	David Steward
Grants: TBD	Ray Baxter, Gabe Goldberg, John Kennedy, David Steward
Legacy:	Ray Baxter, Judy Taylour
Marketing/Social Media: TBD	Judy Taylour
Membership: Lee Laughner	Ray Baxter, John Kennedy
Online Services (OLS):	Francis Chao
Policy & Procedures: David Steward	
Publications: Lee Laughner	Judy Taylour
PUSH: Judy Taylour	Gabe Goldberg
Speakers Bureau: Judy Taylour	Bill James, John Kennedy, Jere Minich
User Group Database: Lee Laughner	Judy Taylour
Website: Judy Taylour	John Kennedy, Jere Minich
VTC: Judy Taylour	Francis Chao, Bill James, John Kennedy, Jere Minich
Zoom:	John Kennedy & Judy Taylour
COVID-19 Zoom Team: Judy Taylour	Bill James, John Kennedy

APCUG COMMUNICATIONS

Website	http://apcug2.org/
Facebook	www.facebook.com/apcug
Twitter	www.twitter.com/apcug
YouTube Channel	www.youtube.com/apcugvideos
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