

\$3.00

THE WYSIWYG

November 2018

Volume 30, Issue 9



STERLING HEIGHTS COMPUTER CLUB

PO Box 385
Sterling Heights, MI 48311-0385

MAIN MEETING: TUESDAY Nov. 6 7:00 PM

(doors open at 6:30 PM)

Baker College
34950 Little Mack in Clinton
Township

Located at the southeast corner of
Little Mack Avenue and 15 Mile Road
(Enter at the main entrance on Little Mack Ave.
The meeting room is then straight ahead.)



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This Month's Main Meeting Topic:

**“What's Hot For The
Holidays”
by Richard Tapaninen
of Micro Center**

**Elections for 2019 club
officers this month**

**Vote on the proposal to raise
dues \$5 a year, to \$30 a year**

Guests and visitors are welcome. People can attend any SHCC meetings during two consecutive months before deciding to become a member or not. July and August don't count since there is no main meeting. Membership includes admission to all SHCC functions and the newsletter. Membership is open to anyone. It is not limited to the residents of Sterling Heights.

DUES: \$25/YEAR

CLUB ADDRESS: PO Box 385, Sterling Heights, MI 48311-0385
CLUB E-MAIL ADDRESS: Info@SterlingHeightsComputerClub.org
CLUB WEB PAGE: http://www.SterlingHeightsComputerClub.org

Resource People:

Family Tree	Rick Schummer
Firefox	Don VanSyckel
FoxPro	Rick Schummer
General Computer Questions	Jack Vander-Schrier
Hardware	open
MS Publisher	Rick Kucejko
MS Word	Rick Schummer
Spreadsheets	Rick Schummer

SHCC Coordinators:

Associate Editor	Rick Schummer
Associate Editor	Paul Baecker
Door prizes	Don VanSyckel
Greeter for visitors	Jim Waldrop
Newsletter publisher	Rick Kucejko
Program Coordinator	Mike Bader
Publicity	Patrick Little
Publicity	Phil Reynaud
Resource People	open
Welcome & check-in desk	Jim Waldrop
Web Site Admin	Don VanSyckel
Web Watch column	Paul Baecker

2018 SHCC Officers

President: Don VanSyckel
 Secretary: Rick Kucejko
 V. President: Mike Bader
 Treasurer: Bernie DeFazio

Four Month Meeting Schedule:

NOVEMBER 2018

- 6 - SHCC "What' Hot For The Holidays" by Richard Tapaninen of Micro Center
- 7 - COMP meeting
- 11 - SEMCO meeting

JANUARY 2019

- 8 - SHCC Main Meeting
- 2 - COMP meeting
- 13 - SEMCO meeting

FEBRUARY 2019

- 5 - SHCC Main Meeting
- 6 - COMP meeting
- 10- SEMCO Meeting

DECEMBER 2018

- 4 - SHCC Main Meeting
- 5 - COMP meeting
- 9 - SEMCO meeting

Other Computer Clubs:

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

Computer Club of Marysville and Port Huron (COMP)

Time: 1st Wednesday, 7:00PM
 Place: Mackenzie Bldg, Room 201, St Clair Community College, Clara E McKenzie Library-Science Building, 323 Erie St. Port Huron, MI (810) 982-1187
 Reciprocating: Yes

South Eastern Michigan Computer Organization (SEMCO) (new location)

Time: 2nd Sunday at 1:15PM
 Place: Lawrence Tech (Southfield Campus) 21000 W 10 Mile Rd, Southfield; Wayne H. Buell Management . Bldg, Room M213
 Web page: http://www.semco.org
 Reciprocating: Yes

Royal Oak Computer Club

Time: Every Wednesday at 12:30
 Place: Mahany/Meineger Senior Community Center
 500 Marais Ave. Royal Oak, MI 48073
 248-246-3900

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Don VanSyckel	586-731-9232	don@vansyckel.net
Jack Vander-Schrier	586-739-5952	jvanders@comcast.net

Schrier (Call Jack after noon)

Newsletter submissions are due 10 days before the club meeting, but the earlier the better. They should be sent to : newsletter@SterlingHeightsComputerClub.org

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The President's Pen

by Don VanSyckel



This month is the third meeting at the new location of Baker College Clinton Township. For those of you who haven't made it there yet, we meet in the Community Room which is next to the Student Center. Enter from the Little Mack Avenue side.

Well, I took the plunge, or possibly I should say cut the cord. We have WOW service and previously we had both Internet and TV for the ridiculous amount of \$145 a month. When I contacted WOW about switching to Internet only I mentioned that every week or so I get an ad from Comcast. I was offered 100 Mbit service for an average of \$36 a month with a two year contract. With no plans to move, I took the 2 year deal. I have not signed up for any Internet based services yet. We do have a Roku on each TV. Roku is a small hardware box that connects to the Internet and drives the TV via an HDMI cable. There are quite a few channels available on Roku including their own channel. I've watched a few movies on the Roku channel. The movies here are both free and pay. I choose only the free ones. I was actually able to select movies that I wanted to see as opposed to ones I settled on just to see something. Roku offers a few "new to Roku" movies every month. Roku supports many services such as Netflix, Vudu, Hulu, YouTube, Crackle, CoolFlix, Tubi, HBO, Showtime, and others.

As a test while watching a movie, I paused it, went to another TV, selected the movie via that Roku, and the movie picked up where I had paused it on the first TV. I should have mentioned that when you have one or more Roku's you need to sign up for an account at the Roku web site, with no charge.

In the past I scanned through a couple of the other free movie services. The downside is none of them offer a method of selecting a particular movie. You must scroll

through the list of available choices and select from this list. Most times the lists are at least categorized by genre.

A couple years ago I saw a review for what appeared to me to be a pretty good HD antenna. After reading the review I went to the product web site. There was a deal for three antennas, and I ordered them. When they arrived I tried one and it worked well but I didn't want to switch wires between the cable and the antenna, so the antennas went in a drawer. Now with no cable, I got the antennas out and hooked them up. They are only 9" X 4" and thinner than some cardboard. The TV channel scan yielded 21 channels of some interest. There were others that I'm choosing to ignore. There are six major channels that we had received on cable. Each of these have one to five additional channels that we previously had no access to. For example, PBS is 56.1 and in addition there are 56.2, 56.3, and 56.4 each with their own programming. The only downside is I have not found one web site that lists all the channels. I have found the full channel listing by going to the various web sites for the station owners such as ABC 7, CBS 62, NBC 4, WADL 20, and WTVS 56.

An associate at work reports that he bought an outside antenna for \$60 that gets quite a few more channels. It depends on where you live and what stations you are interested in as to whether an inside antenna will do or if you need an outside antenna.

Last but not least, the public library offers a wide selection of movies and TV series. I believe all the public libraries are in a library coop and you can order items on line from any library and pick them up and return them at your local library.

So when I exhaust the library and the free content on the Roku channel, Vudu, Hulu, and others, I'll consider Netflix, Amazon Prime, or other paid content. Until then I'll just pocket my \$109 a month savings.

This month we are pleased to welcome back Mr. Richard Tapaninen of Micro Center Madison Heights. Mr. Tapaninen has presented to SHCC several other years and always has an interesting presentation about "What's Hot for the Holidays".



Door Prizes

Door prize drawings are held at regular club meetings. The winner's circle for October included:

Bill Appleberry won a ream of paper

Martee Held won a mini flashlight

Ed Zaremba won a monitor

Paul Manning won a tape measure

Tom Miller won a ream of paper

Walter Jendhoff won CD's

Mike Galat won a light

Richard Jackson won a hook

Ron Linsley won CD cases

Bernie DeFazio won a CD carry case



Last Month's Meeting

Last month we were pleased to have Mr. Eric Malcolm present "Word Press". This is a versatile tool for building web sites. Many web sites you use are built with Word Press. Mr. Malcolm did a great introduction to basic Word Press.



Club Officer Election Announcement And Officer Duties

It is time to elect our officers. Here is the process, the positions, and responsibilities:

The nomination process is simple. Any member is eligible to run for any office. You can nominate yourself or have another member nominate you for one or more of the offices. All the offices (president, vice-president, secretary, and treasurer) are elected in November for a one year term, January through December. Nominations are taken in September, October, and November before the elections. The elections are held at the regular November main meeting.

Only SHCC members can vote. The elections are held during the business portion of the meeting. The person with the majority of the votes for an office is the winner for that office. A person can only hold one office at a time.

The jobs of each office are flexible. Some are defined, some change from office to office depending on the officers' capabilities and availability.

The president is ultimately responsible for everything but being responsible doesn't mean the president has to do it all or even should. Delegation and management is all a part of the president's duties. The president makes sure the meeting topics are set, the speakers are prepared, runs the regular club and officer meetings, audits the monthly treasurer report and membership databases, tracks door prizes, and monitors most of the club's activities. It is not as busy as it sounds. The WYSIWYG column is optional, but a great forum to pass along information to the members. The president also makes sure that the different coordinators are appointed and do their jobs. The president enforces the constitution and club's policies. The president does whatever

things cannot be done by anyone else.

The vice president has the catch-all job. The person must be flexible and be prepared to run the main and officer meetings if the president cannot. This officer usually picks up a project or two during the year to lift the burden from other officers. The vice president arranges for meeting speakers, but help is available as needed.

The secretary maintains the membership database which is tracked in an Access database (SHCC owned). The secretary audits the treasurer report to make sure that the membership money collected matches the membership counts in the database, print the mailing labels for WYSIWYG mailing, prints a report for member check-in at the main meeting, and maintains several reports such as a membership list. The secretary mails out dues notices, and mails out the monthly WYSIWYG. (Preparing the WYSIWYG is not the secretary's responsibility, but instead is the duty of the newsletter editor.). The secretary makes sure that sign-in table materials needed at each regular meeting are there early before people start arriving.

The treasurer maintains records for all the money taken in and paid out from the club's checking account. The SHCC currently uses Quicken (SHCC owned) to track the funds and generate reports for the officers. The treasurer also audits the secretary's membership counts. The treasurer makes reports to the officers at the officers' meeting and four times a year to the club's membership. The treasurer is responsible to get all SHCC funds into the checking account and responsible to generate checks for all expenses.

All the officers attend the officers' meeting that takes place during the week after the main club meeting. The date, time, and location are flexible to the agreement of all officers. Historically these meetings have been at 7:30PM on the Monday or Tuesday after the regular meeting.

We hope everyone considers this invitation; this call to service. It does involve some work but can be a lot of fun. Normally it takes a few hours a month beyond the main and officers' meetings. The president's job takes more, and how much more depends on delegation. If you have any questions concerning the duties, feel free to contact any of the officers.



Busting Some Facebook Myths

From the Ask Leo Newsletter
<https://askleo.com>

Facebook is the most popular social media platform on the planet. Its users are measured in *billions*, which just boggles the mind.

Along with that popularity comes a lot of abuse, misuse, and misunderstanding. I want to address the latter by examining several recent memes and general misunderstandings that are at best misleading or wrong, and at worst can ac-

tually make you less safe if you believe them.

No, Facebook doesn't have something against 'X'

'X' in the most recent case was grandparents. Paraphrasing: "Articles I posted about being grandparents were removed by Facebook claiming it was hate speech. What do they have against grandparents?"

Facebook has nothing against grandparents. Seriously, Facebook is full of grandparents sharing their stories, photos, and more every single day. A significant portion of those billions of users are grandparents.

It's not what you say, or what you're talking about, it's *how you say it* that is likely to trigger hate speech filters. Honestly, given the recent upswing in *actual* hate speech Facebook has to deal with, it's no surprise they occasionally get it wrong and flag something erroneously. It's a lot like spam filtering in that way: *false positives happen*. At least with Facebook you get some immediate and clear indication of what it's objecting to.

Re-word what you're trying to post and post again. Chances are it'll go through just fine.

Unless, of course, you actually are trying to post hate speech. Don't do that.

Copy and paste isn't how you get hacked (but...)

Someone ran across this comment on Facebook:

Never copy and paste. It's how you get viruses or information stolen.

No. Flat out, no. It's not how you get viruses, and it's not how information gets *stolen* (but it might be how it gets *collected*).

Given the number of posts that ask you to copy/paste, not share, their content, it's easy to see that people might start to get suspicious about the reasoning behind it. You certainly won't get a virus from it, and you won't expose any information you haven't already exposed.

You may, however, make it easier to collect that already-exposed information.

For example, if I create a post saying "Copy/paste this if you love Corgis! Don't share, because Facebook is evil — be sure to copy/paste into your own timeline!"

Later, search Facebook for "Copy/paste this if you love Corgis!" and you'll find a huge list of people who have posted this to their timeline. You also get all the comments from all their friends. As one of my assistants put it, it's as effective as hash-tags for compiling lists of people interested in a given topic.

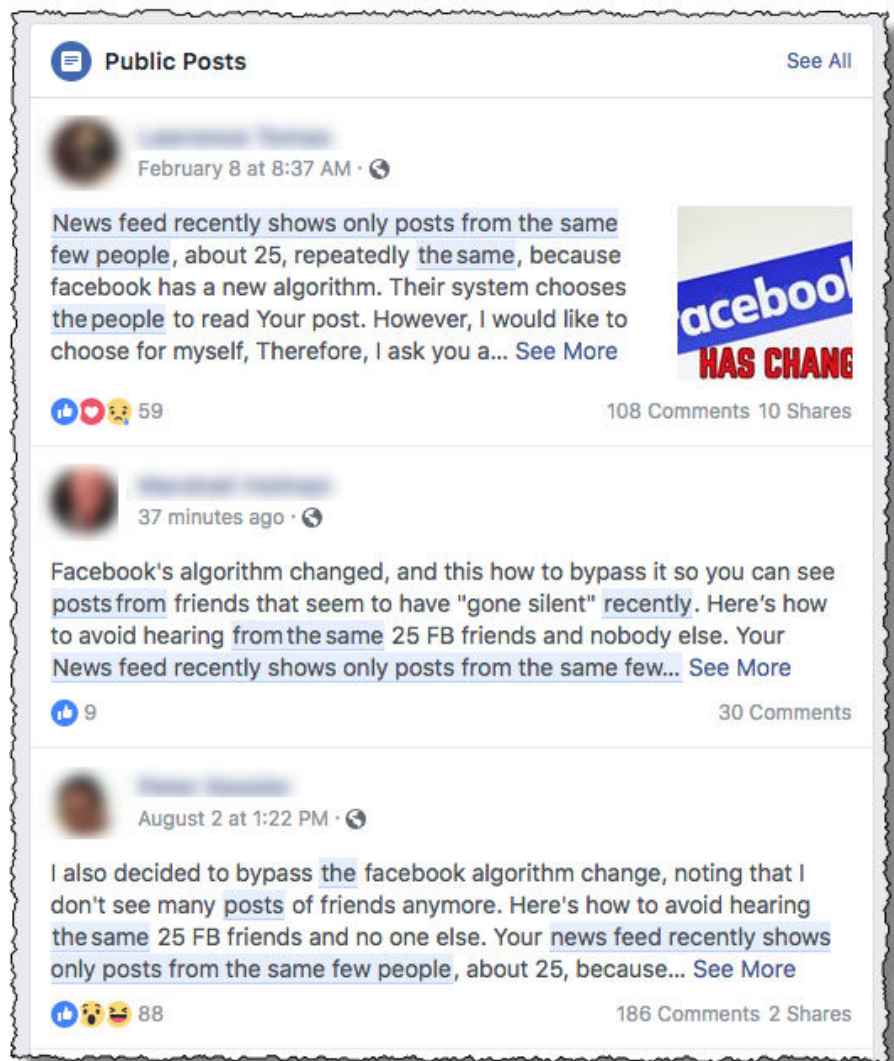
Generalize this to the other topics (more political than Corgis) and you'll see: this is a great way for those who create databases of information on people to understand:

1. The type of topic (or conspiracy theory) you are likely to respond to.
2. Your immediate friends who respond to your posts.

Then, of course, they can match that with all your publicly available information. All together, then, they can target you with advertising, malicious posts, or in some cases even spam.

You're still seeing posts from more than 25 friends

Another myth is how Facebook's algorithms prevent you from seeing posts from everyone you've followed. Chances are, you're still seeing posts from more than 25 friends — assuming you have more than 25 friends, that is.



I used the technique from the previous item and searched for “News feed recently shows only posts from the same few people”. I discovered *many* public posts of people sharing it.

To be clear, these are public posts from people I don't know. Facebook doesn't indicate how many search results there are, but I would guess thousands.

Once again, this information is flat out *wrong*.

Facebook's algorithms are frustratingly complex and secret, and constantly changing, but anyone with a lot of active friends can tell you that they see posts from many more than 25. While it's tempting to think you can “take control”, as variations of this this meme often state, that's simply not the case. Facebook is going to do whatever Facebook does.

What we do know — to the extent we can *know* anything — is that Facebook takes activity as a sign of engagement, and uses that to show you more of the kinds of things you engage with. So if you want to see more of a friend's posts, like more of them, and if appropriate, share a few. The more you interact with a given friend or page, the more Facebook will value your engagement with them as a sign of interest.

Ironically, when you copy/paste a post, Facebook can't track it in the same detail it does your Likes and other activities.

Facebook, oh Facebook

People don't trust Facebook. I get that. They're on Facebook because all their friends are on Facebook and it's an awesome way to connect with friends as well as others with shared interests.

What I find ironic is that many people *do* trust instructions they don't really understand from people they don't really know.

Don't be those people. Think twice (or more) before following the latest forwarded meme or contrived outrage. Your friends — Facebook and otherwise — will thank you.

This article is republished, with permission, from the Ask Leo! Newsletter.



Basic iPad/iPhone Skills

by Jim Cerny, Sarasota Technology User Group, Florida
www.thestug.org jimcerny123 (at) aol.com

The iPad by Apple is becoming more and more popular. It is really a full computer that is easily portable and so helpful for many every-day tasks, communication, entertainment, etc. Having taught many iPad classes, here is a list of the BASIC skills every iPad user should know. If you would like more information on any of these, please ask Google! By the way, these tips are helpful for the iPhone as well:

1. You should know and have written down your Apple ID Account and password (so you can purchase and download apps, even free ones). Also, if you use a “passcode” to access your device, write that down too! **[ED note: Probably better to use an app, rather than writing them down.]**

2. Verify whether your iPad is on Wi-Fi or not. Touch Settings and see that Wi-Fi should display the network name or ID if you are connected or “not connected” if you are not.

3. Check for any software (apps) updates. See if there are any numbers on your “App Store” icon. If so, touch icon and download the updates.

4. Organize your apps icons on your screens. Touch and HOLD on any icon until they all vibrate. Now you can DRAG any icon to any place on any screen. Drag icon to left or right edge of screen to place on another screen. (Note the small white and gray dots toward the bottom of your screen shows the number of screens you have.) Let up finger to place icon. Hit HOME

button to exit the “vibrating” mode and get back to normal.

5. Getting a new app: Open the “App Store” icon and enter a search word or two in the “Search” bar at the top of the screen. Try it! (golf game, maps, movies, puzzles, news, etc. are all samples of search words; try your words).

6. Before downloading or trying a new app: In the App Store, touch any app to learn more about it.

7. To DELETE an app you no longer want, touch and HOLD the app icon until it vibrates. Touch the small “X” that appears in the upper left of the icon and your app will be deleted from your device. If there is no “X” you cannot delete the app. Sorry, you do not get your money back if you purchased the app.

8. Close previously used apps from memory. Double-click the home button and your previously opened app pages will appear on the left side. Drag UP each app to remove it from memory.

9. Turn your iPad completely off periodically by HOLDING down the off/on button until “Slide to power off” appears. Then do it. HOLD the off/on button down until a white apple appears to turn on your iPad after a power-down.

10. Know some basic symbols such as for Wi-Fi, Bluetooth, battery, airplane mode, and the “busy” rotating symbols.

11. Backup your important apps on iCloud. In Settings, touch your name/account, then touch “iCloud” (it has your account name

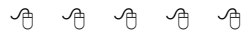
under it), in the list that appears, turn "ON" the iCloud for each app, such as Contacts, Calendars, Notes, etc. These will be backed up for you on iCloud.

12. Adjust brightness. In Settings, touch "Display and Brightness". I like using "AutoBrightness" so I have that turned on.

Learn something NEW about your iPad often. Talk to friends, take a class, and, most important, use the Safari app that comes with your iPad or ASK GOOGLE (you can download the Google app for free).

Here are some sample questions to ask: How do I stop my iPad screen from rotating? How do I change the text size on my iPad? What is Bluetooth on my iPad? How do I use Google Earth on my iPad? I hope this will help you enjoy your iPad even more! Good luck!

This article has been obtained from APCUG with the author's permission for publication by APCUG member groups.



Power Strip vs. Surge Protector - Which Do You Need?

by Tim Elder, Canton Alliance Massillon User Group, OH
www.camug.com treasurer@camug.com

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 remember 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 back-up 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.

This article has been obtained from APCUG with the author's permission for publication by APCUG member groups.



Email Hacked? 7 Things You Need To Do NOW

From the Ask Leo Newsletter
<https://askleo.com>

Email account theft is rampant. If it happens to you, there are several steps you need to take -- not only to recover your account, but to prevent it from being easily hacked again.

It seems like not a day goes by where I don't get a question from someone that boils down to their email account having been hacked.

Someone, somewhere, has gained access to their account, and is using it to send spam, access other online accounts, hassle contacts, and more. Sometimes passwords are changed, sometimes not. Sometimes traces are left, sometimes not. Sometimes everything in the account is erased — including contacts and saved email — and sometimes not.

Your email account has been hacked.

Is it my computer or not?

When faced with this situation, many people worry that malware on their computer is responsible.

Turns out that's *rarely* the case.

In the vast majority of these situations, *your computer was never involved.*

The problem is not on your computer. The problem is simply that someone else figured out your password and has logged into your account. They could be on the other side of the planet, far away from you and your computer (and often they are).

Yes, it's possible that a key-logger was used to capture your password. Yes, it's possible that your PC was used improperly at an open WiFi hotspot. So, yes, absolutely, scan it for malware and use it safely, but don't think for a moment that once you're malware

free, you've resolved the problem. *You have not.*

You need to follow the steps outlined here to regain access to your account and protect it from further compromise.

You'll use your computer, but your computer is not the problem.

Here's what you need to do next.

1. Recover your account

Log in to your email account via your provider's website.

If you can log in successfully, consider yourself *extremely* lucky, and proceed to Step 2 right away.

If you can't log in, even though you're sure you're using the right password, then the hacker has probably changed your password. *The password you know is no longer the correct password.*

You must then use the "I forgot my password" or other account recovery options offered by the service.

This usually means the service will send password-reset instructions to an alternate email address that you do have access to, or send a text message to a mobile phone number you set up previously.

If the recovery methods don't work — because the hacker changed everything, or because you no longer have access to the old alternate email or phone — you may be out of luck.

If recovery options don't work for whatever reason, your only recourse is to use the customer service phone numbers or email addresses provided by that email service. For free email accounts, there usually is *no* customer service. Your options are generally limited to self-service recovery forms, knowledge base articles, and official discussion forums

where service representatives may (or may not) participate. For paid accounts, there are typically additional customer service options that are more likely to be able to help.

Important: If you cannot recover access to your account, *it is now someone else's account*. I can't stress this enough. It is now the hacker's account. Unless you've backed up, everything in it is gone forever, and you can skip the next two items. You'll need to set up a new account from scratch and start over.

2. Change your password

Once you regain access to your account (or if you never lost it), *immediately* change your password.

As always, make sure it's a good password: easy to remember, difficult to guess, and long. In fact, the longer the better, but make sure your new password is at least 10 characters — ideally 12 or more, if the service supports it.

But don't stop here.

Changing your password is not enough.

3. Change or confirm your recovery information

While a hacker has access to your account, they might leave your password alone so you won't notice the hack for a while longer.

But whether they change your password or not, they may change *all of the recovery information*.

The reason is simple: if you do change your password, the hacker can follow the "I forgot my password" steps and *they can reset the password out from underneath you*, using the recovery information *they* set.

Thus, you need to check all of it and change much of it ... right away.

- **Change the answers** to your secret questions. They don't have to match the questions (you might say your mother's maiden name is "Microsoft"); all that matters is that the answers you give during a future account recovery match the answers you set today.
- **Check the alternate email address(es)** associated with your account, and remove any you don't recognize. The hacker could have added his or her own. Make sure you have alternate email addresses configured, and that they are accounts that belong to you and that you can access.
- **Check any phone numbers** associated with the account. The hacker could have set their own. Remove any you don't recognize. Make sure that if you do provide a phone number, it's yours and no one else's, and you have access to it.

These are the major items, but many services use additional information account recovery. Take the time *now* to research what that information might be. If it's something a hacker could have altered, change it to something else appropriate for you.

Overlooking information used for account recovery allows the hacker to easily hack back in; make sure you take the time to carefully check and reset all as appropriate.

4. Check "out of office" messages, reply-to, forwards, and signatures

If your email service provides an out-of-office or vacation-autoresponder feature, or some kind of automatic signature that appears at the bottom of every email you send, it's possible people already know you're hacked.

Hackers often set an auto-responder in a hacked account to automatically reply with their spam. Each time someone emails you, they get this fake message in return, often written so it sounds like you sent it.

If your account includes the ability to set a different "Reply-To:" email address, make sure that hasn't been set. Hackers can set this so that individuals who think they're replying to you end up replying to the hacker instead.

Make sure your email is not being automatically forwarded to another email address. Hackers often set this option when it's available, and receive copies of every email you get. They can use this to break into your account again, even after you recover it.

Check any signature or automated response features. Hackers often set up a signature so that every email you send includes whatever it is they're promoting — often a link to a malicious web site.

5. Check related accounts

This is perhaps the scariest and most time-consuming aspect of account recovery. The risks are high, so understanding this is important.

While the hacker has access to your account, they have access to your email, including past and current emails as well as what arrives in the future.

Let's say the hacker sees you have a notification email from your Facebook account. The hacker now knows you have a Facebook account, and what email address you use for it. The hacker can go to Facebook, enter your email address, and request a password reset.

A password reset sent to your email account ... which the hacker has access to.

As a result, the hacker can now hack your Facebook account by virtue of having hacked your email account.

In fact, the hacker can now gain access to *any* account associated with the hacked email account.

Like your bank. Or PayPal.

Let me say that again: *because the hacker has access to your email account, he can request a password reset be sent to it from any other account for which you use this email address.* In doing so, the hacker can hack and gain access to those accounts.

What you need to do: check your other accounts for password resets you did not initiate, and any other suspicious activity.

If there's *any* doubt, consider proactively changing the passwords on all those accounts as well. (There's a strong argument for checking or changing the recovery information for these accounts, just as you checked on your email account, for all the same reasons.)

6. Let your contacts know

Some disagree with me, but I recommend letting your contacts know that your account was hacked, either from the account, once you've recovered it, or from your new email account.

Inform all the contacts in the online account's address book — that's the address book the hacker had access to.

I believe it's important to notify your contacts so they know not to pay attention to email sent while the account was hacked. Occasionally, hackers try to impersonate you to extort money from your contacts. The sooner you let them know the account was hacked, the sooner they'll know that any such request — or even the more traditional spam

that might have come from your account — is bogus.

7. Start backing up

A common reaction to my recommendation that you let your contacts know is: "But my contacts are gone! The hacker erased them all, and all of my email as well!"

Yep. That happens.

It's often part of a hacker not wanting to leave a trail; they delete everything they've done, along with everything you have. Or had.

If you're like most people, you've not been backing up your online email. All I can suggest at this point is to see if your email service will restore it for you. *In general, they will not.* Because the deletion was not their doing, but rather the doing of someone logged into the account, they may claim it's your responsibility.

Hard as it is to hear, *they're absolutely right.*

Start backing up your email now. Start backing up your contacts now.

For email, that can be anything from setting up a PC to periodically download the email, to setting up an automatic forward of all incoming email to a different account, if your provider supports that. For contacts, it could be setting up a remote contact utility (relatively rare, I'm afraid) to mirror your contacts on your PC, or periodically exporting your contacts and downloading them, which is what I do.

8. Learn from the experience

Aside from "you should have been backing up," one of the most important lessons to learn from this experience is to consider all of the ways your account could have

been hacked, and then take appropriate steps to protect yourself from a repeat occurrence.

- Use strong passwords that can't be guessed, and don't share them with *anyone*.
- Don't fall for email phishing attempts. If they ask for your password, they are bogus. Don't share your password with anyone.
- Don't click on links in email you are not *100%* certain of. Many phishing attempts lead you to bogus sites that ask you to log in, and then steal your password when you try.

If you're using WiFi hotspots, learn to use them safely.

Keep the operating system and other software on your machine up to date, and run up-to-date anti-malware tools.

Learn to use the Internet safely.

Consider multi-factor authentication (in which simply knowing the password is not enough to gain access). More and more services are starting to support this, and for those that do (Gmail, for example), it's worth using.

If you are fortunate enough to be able to identify exactly how your password was compromised (it's not common), then absolutely take measures so it never happens again.

9. If you're not sure, get help

If the steps above seem too daunting or confusing, then definitely get help. Find someone who can help you get out of the situation by working through the steps above.

While you're at it, find someone who can help you set up a more secure system for your email and

advise you on the steps you need to take to prevent this from happening again.

And then follow those steps.

The reality is that you and I are ultimately responsible for our own security. That means taking the time to learn, and setting things up securely.

Yes, additional security can be seen as an inconvenience. In my

opinion, dealing with a hacked email account is *significantly more* inconvenient, and occasionally downright dangerous. It's worth the trouble to do things right.

If that's still too much ... well ... expect your account to get hacked again.

This article is republished, with permission, from the Ask Leo! Newsletter.

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MuseScore: Music Composition Freeware

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MuseScore is a freeware project hosted on SourceForge. it is available for Windows 7 and up, MacOS 10.7 and up, and Linux and BSD. The URL is <https://musescore.org/>.

MuseScore uses standard music notation, i.e., treble clef, bass clef, time signature, key signature, quarter notes and so forth. I had a thorough and long-lasting education in standard music notation in grades 2 through 12, so the notation is still familiar to me, decades later.

When I first downloaded and installed MuseScore in 2012, I had one particular use in mind. I had a brand new smart phone, an iPhone 5, and I wanted to compose a ringtone, specifically the fight song of Washington-Lee High School in Arlington, my alma mater. The song has been in use for a very long time (W-L started playing football against George Washington High School in Alexandria in the late 1920s). I performed it for two years in the W-L marching band back in 1969 and 1970, and I have remembered the melody ever since.

Broadly, MuseScore works somewhat like a word processor: you can write music, save and retrieve

music files, do edits, cut & paste, copy & paste. You can print your sheet music.

Additionally, MuseScore will play the music, and it lets you assign voices to notes. It comes with a considerable assortment of instrument and vocal sound files to use as voices. MuseScore can play the resulting arrangement through

your computer speakers. It can also record the arrangement to an MP3 file, which is precisely the file required for Android ringtones, and can record to the M4A format used by iPhones; you must change the file extension to M4R for an iPhone to recognize the file as a ringtone file.

I composed the W-L fight song from my memory. It involved about 8 measures. I created a bit of harmony, and assigned a flute voice, a trumpet voice, and a tuba voice. Note that, for a ringtone, the low frequencies are weak due to the tiny size of speakers in the smart phone. It sounded great on the computer speakers, but the tuba part sounds very weak when the phone rings.

I stay in touch with a dozen or so of my 665 high school classmates via phone. I assigned the ringtone to their incoming calls.

In 2017, I found another interesting use for MuseScore.

My youngest child's high school has for several years offered a crowdsourced choir performance in the annual December choir concerts. It is called Community Choir,

The screenshot shows the MuseScore application window. The title bar reads 'Washington-Lee_High_School_Fight_Song'. The main window displays a musical score for three instruments: C Trumpet, Flute, and C Tuba. The score is in 4/4 time and consists of 8 measures. The C Trumpet part starts with a whole note G4, followed by quarter notes A4, B4, C5, and D5. The Flute part starts with a quarter note G4, followed by eighth notes A4, B4, C5, and D5. The C Tuba part starts with a whole note G2, followed by quarter notes A2, B2, and C3. The interface includes a 'Palettes' sidebar on the left with various musical symbols and a main score area with staves for each instrument. The title 'Washington-Lee High School Fight Song' is displayed at the top of the score area.

and its members are teachers, parents, alumni, and anyone else who wants to sing. No course credit or academic grades are involved, just three evening rehearsals and a performance in front of a big audience, 500+, mostly parents and siblings of current choir students and some families of the Community Choir adults. The school's choir director chooses three songs for the Community Choir to perform. At the first rehearsal, he hands out the sheet music for the volunteer choir to take home.

In December 2017, I volunteered for Community Choir, for several reasons. First, I missed performing music. Second, after all my experiences in school playing piano, clarinet, oboe and guitar, I had not tried singing since elementary school; over the decades I realized that singing was the one skill I missed the most. Finally, my daughter was about to relocate to Georgia with her husband, so it was my last chance to surprise her.

When the director handed out the sheet music, I decided I would do what I had done for most of my K-12 years: take it home and practice. But, unlike with musical instruments, I had no idea how to hit the correct pitch for a note on the page. This is where MuseScore came in handy.

I transcribed my parts in the sheet music into MuseScore. The first two songs were about 92 measures each, with a lot of repetition that could be realized fairly rapidly through copy & paste. That transcription process alone made me very familiar with the structure of each song. Then I assigned a MuseScore male voice to the notes in each song. I did not include the lyrics. I just wanted to hear the notes, so I could hit them accurately for practice.

MuseScore played each song, and I sang along by reading the lyrics in the original sheet music. It worked. Practice made me a lot more confident that I could perform the material.

The school is a combined program including grades 6 through 12, and I attended all the concerts while my daughter was a student there during 2004-2011. For most of that time, I led a volunteer team of parents that shot photos, video and recorded audio of the concerts, and made DVDs and audio CDs of the concerts for music department fundraisers. After my daughter graduated, I continued to attend the concerts simply because, with free admission, they are the best entertainment value in town.

The final song was the Hallelujah Chorus from Handel's Messiah. It is both more complicated and more familiar. Roughly 116 measures, I have heard it performed every December at the school since 2004. It too is crowdsourced but on a grander scale. The choir director not only includes the Community Choir and all high school choir students, but also invites all choir alumni/ae to come up and sing, so the group is enormous, literally overflowing the stage.

My first public music performance since 1971 happened on December 19, 2017. It was fun.

This type of practice at home has its limits. I did not transcribe the other voice parts, just the one I was trying to learn. That is important. One of the songs was a round (AKA rondo), where the entrance timing is different for soprano, alto, tenor and bass. Hearing all the parts is useful for practicing the precise rondo entrance points. Likewise, I did not transcribe the accompaniment. For two of the three songs, that was a piano part.

All the parts and the accompaniment were on the sheet music I was given. I was not sure I had time to transcribe all the parts into MuseScore. Maybe next year.

John Krout is a former president of WAC, one of the predecessor organizations of PATACS. John lives across the street from a house

once occupied by a military family including a young Jim Morrison, who later became the singer for the Doors. One of John's favorite photo subjects is performing musicians. Among those musicians is Jorma Kakounen of Jefferson Airplane and Hot Tuna, who once visited John at home. Jorma graduated from Wilson High School in DC; his dad was a career diplomat.

This article has been obtained from APCUG with the author's permission for publication by APCUG member groups.



DUES:

If the motion to increase dues passes, the dues will go up to \$30 a year at the end of the meeting on November 6. To avoid the increase, you can pay for the next year by mail (address on page 2), which must be received before Saturday 11/3, or pay at the meeting before the meeting starts.



SHCC Emergency Cancellation

Sterling Heights Computer Club meets at Baker College in Clinton Township. We will meet if Baker College is open and will not meet if Baker College is closed. Baker College closure is announced with other school closings on many local TV and radio stations and on their web site. All members of SHCC have an email address. One of the SHCC officers will send an email to the addresses SHCC has on file alerting members to the event cancellation. If your email is broken, call an officer; and don't leave a message. Call another officer if you don't talk to someone live. It is your responsibility to keep the email address you have listed with SHCC current.



WYSIWYG WEB WATCH (www)by Paul Baecker webwatch@sterlingheightscomputerclub.org

This column attempts to locate sites containing valuable, amusing, and free content, with no overbearing pressure to purchase anything. Club members are encouraged to submit favorite sites (a description is optional) to the e-address noted above, for inclusion in a future WYSIWYG issue. Also check the SHCC web site

("Web Page Reviews") for previous gems.

Listen to and download Old Time Radio shows here.

<https://archive.org/details/oldtimeradio>

Twitter now lets you choose which tweets you see first.

<https://www.wonderoftech.com/twitter-see-best-tweets-first/>

50 funny Wi-Fi names for your router's network SSID.

<https://www.makeuseof.com/tag/50-funny-wi-fi-names-network-ssid/>

Why does everyone want your data?

<https://www.maketecheasier.com/why-does-everyone-want-your-data>

Do you want to completely delete everything on a hard drive to protect privacy or remove a stubborn infection? Here is a review of 40 free data-destruction software programs.

<https://www.lifewire.com/free-data-destruction-software-programs-2626174>

How to delete your digital assistant conversations (Alexa, Google Assistant, etc.)

<https://www.techsupportalert.com/content/how-delete-your-digital-assistant-conversations-alexa-google-assistant-etc.htm>

How to use the Ping command to see the status of a web site.

<https://www.maketecheasier.com/use-ping-command-check-status-of-site/>

How to disable showing tabs in Alt+Tab in Windows 10.

<http://www.ilovefreeware.com/01/tutorial/how-to-disable-showing-tabs-alt-tab-windows-10.html>

Linux running too slow? Here's how to find the cause.

<https://www.maketecheasier.com/linux-running-too-slow-heres-how-to-find-the-cause/>

Has someone asked you to go get a gift card to pay for something? *Don't do it!!*

<https://www.consumer.ftc.gov/blog/2018/05/asked-pay-gift-card-dont>

How to compare Microsoft Word documents using Legal Blackline.

<https://www.makeuseof.com/tag/compare-word-documents-legal-backline/>

If Windows' Media Player isn't playing all of the videos you want to view (perhaps an unrecognized video format), perhaps it's time to use an alternate (and better) free player. Here are 5 popular ones.

<https://www.makeuseof.com/tag/top-5-free-media-players-for-windows/>

Do you know if your computer's drivers need updating? Are you suffering unexplained computer problems? How to find and replace outdated Windows drivers.

<https://www.makeuseof.com/tag/find-replace-outdated-windows-drivers/>

In the Windows 10 Anniversary Update, version 1607, Microsoft removed Cortana's on-off switch. But it's still there, if you know where to look. Use this tweak to make Windows search strictly local.

<https://www.zdnet.com/article/windows-10-tip-turn-off-cortana-completely/>

Create a floor plan using MS Excel (or probably any spreadsheet program).

<https://www.instructables.com/id/Create-Floor-Plan-Using-MS-Excel/>

Charging your phone overnight: Battery myths debunked.

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

Which Windows 10 services are safe to disable? Here's a look at what services are, how to disable them, and some of the services that are safe to disable.

<https://www.makeuseof.com/tag/windows-services-safe-disable/>

Android phones, even when idle, send data to Google at an alarming pace. You can stop Google from tracking you, but you might not like the results.

<https://www.pcworld.com/article/3299042/privacy/google-privacy-checkup-faq.html>

What is malware? Viruses, worms, trojans, and beyond.

<https://www.csoonline.com/article/3295877/malware/what-is-malware-viruses-worms-trojans-and-beyond.html>

Windows Update is a necessary evil. If it goes well, you have a healthy system and fresh features to play with. But when things go wrong, it can be one of the most frustrating IT experiences. When things go wrong, here's how to use the Windows Update Troubleshooter.

<https://www.makeuseof.com/tag/windows-update-troubleshooter/>

How fast does your Internet connection need to be?

<https://www.maketecheasier.com/how-fast-internet-connection-need-to-be/>

Windows 10 quick tips: 11 ways to speed up your PC.

<https://www.computerworld.com/article/3029168/microsoft-windows/windows-10-quick-tips-10-ways-to-speed-up-your-pc.html>

Should you get a Cat6 or Cat7 Ethernet cable for your home network?

<https://www.ghacks.net/2018/01/30/should-you-get-a-cat6-or-cat7-ethernet-cable-for-your-network/>

Five services for streaming free music online.

<https://www.thesimpledollar.com/five-best-streaming-sites-for-free-music-online/>

What's the difference between a router, a wireless router, and a wireless access point?

https://askleo.com/whats_the_difference_between_a_router_a_wireless_router_and_a_wireless_access_point/

Tips to help make your old Android phone feel new again.

<https://groovyandroid.com/tips-to-help-make-your-old-android-phone-feel-new-again-15600/>

7 hidden features of the free VLC media player.

<https://www.makeuseof.com/tag/7-top-secret-features-free-vlc-media-player-si/>

Music fans can discover new music and artists by listening to 190,000 recorded concerts. Search by several criteria, including artist and sound quality. Some concerts are downloadable.

<https://archive.org/details/etree>

How to properly check your Internet speed. Are you receiving the speed that you are paying for??

<https://www.maketecheasier.com/properly-check-internet-speed>

Can you use any charger with any device?

<https://www.howtogeek.com/175734/htg-explains-can-you-use-any-charger-with-any-device/>

Kitty from *The Weekly* show has a humorous way of explaining the meaning of "The Cloud". (Disclaimer: Just a very few risqué words included.) (5-min. video)

<https://www.youtube.com/watch?v=CFdZWgiAj8I>

Staring at computer screens or mobile devices for hours at a time can put a serious strain on your eyes. How to enable *Dark Mode* in Firefox, Chrome, Opera, and Edge.

<https://www.makeuseof.com/tag/enable-dark-mode-web-browsers/>

How could my bank account have been hacked if I have good security?

<https://askleo.com/bank-account-hacked-good-security/>

How to reverse or mirror text in Microsoft Word.

<https://www.makeuseof.com/tag/reverse-mirror-text-microsoft-word/>

NOTE: Many of the links in the digital newsletter connect to the Internet if clicked. For those that do not, copy and paste the link into your Internet browser.

World Wide Web Column on the Club Web Site

Check out the WebPageReviews section on the club's web site. You can see past web sites reviewed in this column on our club web site. They are arranged into various key word categories to help locate a specific site.