



THE WYSIWYG



May 2019

Volume 31 Issue 5

STERLING HEIGHTS COMPUTER CLUB

PO Box 385

Sterling Heights, Michigan 48311-0385

**MAIN MEETING: TUESDAY May 7
7:00 PM**

(doors open at 6:30 PM)

**Baker College
34950 Little Mack Ave.
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.)



IN THIS ISSUE:

| | |
|---|----|
| About SHCC | 2 |
| The President's Pen | 3 |
| Two WordPress Events in May | 3 |
| How to Watch Movies on Kodi | 4 |
| Kretchmer's Korner: Printer Problems | 5 |
| Stellarium — A Home Planetarium | 7 |
| Windows 10 Now Lets You Quickly Remove Hardware | 9 |
| My Favorite Android Apps | 9 |
| Taming E-mail | 10 |
| Windows 10 Hibernation | 12 |
| How to Remove Black Bars From Videos in VLC | 13 |
| WYSIWYG Web Watch | 14 |

This Month's Main Meeting Topic:

"Excel: Skills, Tips, and Tricks"

*will be presented by
SHCC member Kat Benny*

Excel is the spreadsheet program included in Microsoft Office Suites. If you do not use MS Office products, you can still gain new skills which you can apply to the spreadsheet tools in other office suites (such as LibreOffice, OpenOffice, and others).

Guests and visitors are welcome. People can attend any SHCC meetings during two consecutive months before deciding whether to become a member or not. July and August don't count since there is no main meeting in those months. 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: \$30/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>

2019 SHCC Officers

| | | |
|-----------------------|-----------------------|---|
| President | Don VanSyckel | President@SterlingHeightsComputerClub.org |
| Vice President | Mike Bader | VP@SterlingHeightsComputerClub.org |
| Secretary | Martee Held | Secretary@SterlingHeightsComputerClub.org |
| Treasurer | Bernie DeFazio | Treasurer@SterlingHeightsComputerClub.org |

Resource People

| | |
|----------------------------|----------------------|
| Firefox | Don VanSyckel |
| General Computer Questions | Jack Vander- Schrier |
| Hardware | (open) |
| MS Publisher | (open) |
| MS Word | Rick Schummer |
| Spreadsheets | Rick Schummer |

SHCC Coordinators

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

Contact Information

(Use appropriate e-address for your questions/comments.)

| | | |
|----------------|--------------|---|
| Mike Bader | 586-447-6683 | programs@sterlingheightscomputerclub.org |
| Paul Baecker | 586-266-2314 | newsletter@sterlingheightscomputerclub.org webwatch@sterlingheightscomputerclub.org |
| Patrick Little | 586-264-1497 | publicity@sterlingheightscomputerclub.org |
| Phil Reynaud | 586-268-6586 | publicity@sterlingheightscomputerclub.org |
| Rick Schummer | 586-254-2530 | assoc-ed@sterlingheightscomputerclub.org |
| Don VanSyckel | 586-731-9232 | doorprizes@sterlingheightscomputerclub.org webmaster@sterlingheightscomputerclub.org |
| James Waldrop | 586-731-6481 | greeter@sterlingheightscomputerclub.org check-in@sterlingheightscomputerclub.org |

Club Dues Amounts

The club dues were increased to \$30 per year at the November 2018 meeting.

This includes a digital version of the newsletter sent monthly, except for July and August, when the club does not meet.

A paper version of the newsletter is available in place of the digital newsletter, for an additional \$31 per year. (increased at March 2019 meeting)

Associate memberships, for a second member of a household, remain at an additional \$15 per year.

Four-Month Meeting Schedule

JUNE 2019
4 - SHCC Main Meeting
 9 - SEMCO Meeting

AUGUST 2019
SHCC - NO Meeting
 11 - SEMCO Meeting

JULY 2019
SHCC - NO Meeting
 14 - SEMCO Meeting

SEPTEMBER 2019
3 - SHCC Main Meeting
 8 - SEMCO Meeting

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

© Unless stated otherwise, all materials contained in this newsletter are copyrighted by the Sterling Heights Computer Club. License is hereby granted to other clubs (non-profit) to reprint with credit.

The President's Pen

by Don VanSyckel



Not to sound like a broken record, but a reminder to be on the look-out for a new meeting location. Baker College plans to close the campus we meet at in August 2020. So we either move this September or next September. The geographical center of SHCC membership is Van Dyke Ave. between 16 and 17 Mile Roads. We're checking on a couple of places and will keep you posted of any final decisions.

On April 19, local news sources reported that Ferndale voted to not allow Baker College to bring a campus to downtown Ferndale by 2021, apparently due to "parking issues". It is, of course, unclear whether this will derail BC's plans to close our 15 Mile meeting location, so we still need to be looking around at other appropriate locations. A list of our meeting requirements is on page 13.

We had the raffle that we've been talking about at the April meeting. We sold over 30 tickets, so a second prize was donated and then in a surprise move a third prize was donated. Thanks to Paul Cozort for donating the prizes. The winners are noted in the column at the right. Thanks to all who purchased tickets. The proceeds will give the treasury a boost.

I am still in the process of arranging the Word Press tutorial workshops for interested club members. Mr. Eric Malcolm, the Word Press professional who did the presentations for SHCC, has volunteered to mentor a group of SHCC member who are interested in learning Word Press and building their web sites. There will probably be several meetings, perhaps in late May or June. I will have the location and schedule of these meetings shortly. There's still time to sign up if you're interested. No charge for this, thank you Mr. Malcolm. Nine members and counting.

We are considering another Gab Fest this Summer, probably on a Saturday in June. If you're interested, contact me and if enough people are interested, we'll schedule it. Snacks and chat for all.

Last month we were pleased to have Ms. Theresa Runyan of the [Michigan eLibrary](#) (MeL) present "Michigan Electronic Library (MeL) Resources for You". From the number of questions, it was obvious that people had a great deal of interest in MeL. Questions about MeL can be addressed to Mrs. Runyan at runyant@mcls.org or visit the Library Services web site www.mcls.org.

MeL is a great resource and I encourage you to visit the web site and check out the many options available to you there, absolutely free. You can borrow music, books, DVDs, and more (at MeLCat, <https://elibrary.mel.org>, delivered to your local library for pick-up). Many magazines are available for your reading pleasure, too. And there are articles galore on any topic you can think of from many different sources. As with many powerful things, MeL takes a little effort to fully understand and use, so hang in there and work at it; it'll be worth your time in the long run.

Planning ahead.... At the **June** meeting, a presentation about Raspberry Pi is scheduled. This is small single board computer usable in many projects. Projects like what? Come and see.



PC Raffle Winners

The computer raffle was held at the April meeting. The winners were:

Mike Bader — Windows 10 laptop
Paul Baecker — Windows 7 desktop
Kat Benny — Linux Mint desktop

Paul Cozort, an SHCC club member, donated all three computers for the raffle. The SHCC is appreciative of Paul's efforts to support our club. He has been repairing windows computers for almost 30 years and occasionally has refurbished computers available for sale. If you need help, or want to know what computer equipment he has available, "Take Time To Call Paul" at (586) 634-4734.

Two WordPress Events in May

APCUG - Virtual Technology Conference

As a member of an affiliated computer club, you have access to these quarterly online conferences. May 4 is the date for the next one.

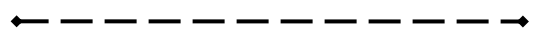
Register here at [Eventbrite](#).
View conference details [here](#).

Saturday, **May 4** (1pm-4pm EDT)

First presentation on Track 1 at 1:00pm EDT is:

WordPress Introduction for Creating Websites

Presented by Mark Zinzow, Member, [Rochester WordPress Users Meetup](#)



A One-day WordPress Conference

- Saturday, **May 18**
- Location: Cass Technical High School, Detroit
- Presenters: 17 WordPress professionals from various industries
- Cost: \$20
- For details, visit their web site: <https://2019.detroit.wordcamp.org>



How to Watch Movies on Kodi

by Dan Price
From the MakeUseOf web site
<https://www.makeuseof.com>

Kodi is a powerful app; its wide range of features will meet most of your home entertainment needs. You can use Kodi to watch live TV, listen to the radio, and even keep up with the news and weather. Kodi's most used feature, however, its ability to stream movies and TV shows.

If you want to know how to watch movies on Kodi, keep reading. We're going to explain how to add, organize, and watch your locally saved movies, then introduce you to a few (legal!) movie streaming add-ons. We'll end with a brief note explaining how to use a VPN with Kodi.

How to Watch Your Movies on Kodi

If you have bought lots of movies online or you've ripped DVDs onto your hard drive, you probably have a fairly significant number of locally saved films.

Kodi is one of the best ways to view and manage your local movie library. The functionality is a native part of the app.

How to Add Movies to Kodi

To add your existing movies to Kodi, you need to create a new video source. Let's walk through the process.

To begin, open the Kodi app and select Movies in the menu on the left-hand side of the home screen. On the next window, choose Add videos. The Add Video Source window will open.

Next, we need to tell Kodi where to find your videos. Click on Browse and navigate to the folder where you keep your digital movie collection. In Enter a name for this media source, type Movies or something similar.



On the final window, you need to set up some further options about the content. Click on This directory contains and choose Movies from the dropdown list.

The Information provider will automatically default to The Movie Database. You can change to local metadata or

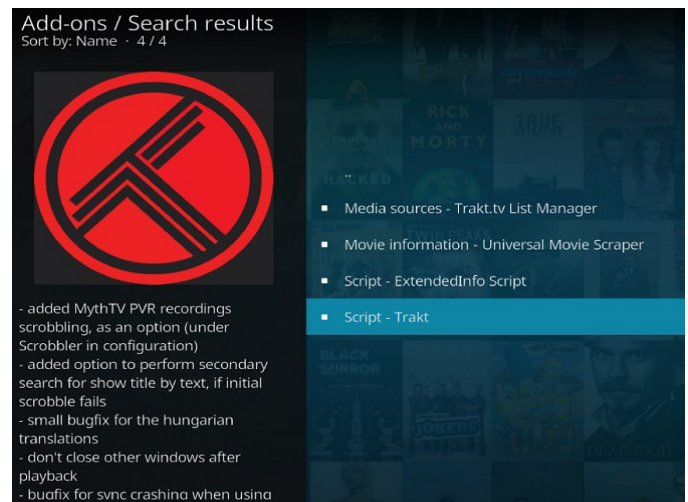
add an alternative provider if you wish.

If you want to change any further settings — such as trailers, ratings provider, or preferred language — click on the Settings button. At the bottom of the window, you can set up library exclusions and scan options.

When you're ready, click OK to begin the import process. Depending on the size of your library and your internet speed, it could take quite a while for Kodi to scan the files and download the appropriate metadata.

Eventually, you will see all the videos in your movie library listed on the Kodi home screen. To watch a movie, click on the thumbnail. To see the full library, along with plotlines and other metadata, select Movies in the left-hand menu. From this view, you can click on a movie's title to begin playback.

Trakt



At this stage, we also recommend that you install the Trakt add-on. The service is like LastFM, but for films and TV shows.

It will monitor the movies you're watching across lots of Kodi add-ons, keeping track of where you're up to in series and suggesting other films for you to check out.

The Trakt add-on is free to download and use. You can find it on Trakt's official website.

Download: [Trakt \(Free\)](#)

How to Stream Movies on Kodi

If you want to watch free movies on Kodi via streaming services, there are a few add-ons worth checking out.

Note: Several illegal add-ons provide movie streaming on Kodi. Using the add-ons could land you in trouble with your country's authorities.

(continued on page 6....)

Kretchmer's Korner — Printer Problems

By David Kretchmar, Computer Hardware Technician, Sun City Summerlin Computer Club, NV
The Gigabyte Gazette - January 2019 issue

www.scsccl.com

Tomburt89134@cox.net

Printers are the most problematic piece of computer equipment, next to the computers themselves. Just like computers, you can't live with them and you can't live without them. Even if you've decided you can live without a full computer and have moved to a tablet or maybe just your smartphone, there are still going to be occasions when you want to have a "hard copy" (printed copy) of a document. Also, with the multi-functionality of most printers today, most of us have gotten used to the convenience of having a photocopier, scanner, and maybe even a FAX machine in our homes.

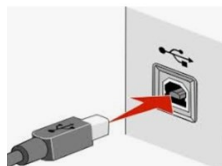
It's easy to understand why printers are such a pain; there are so many moving parts and opportunities for something to go wrong. Fortunately, you can address many printer problems using the techniques I'm going to describe. If none of the following work, it is probably time to bite the bullet and invest in a new printer. If something mechanical is shot in a printer, the fix is often prohibitively expensive (just buying some new printer heads can cost over \$100).



The USB connection

Unless you're using a printer wirelessly, you need a working USB connection between your computer and your printer. Sometimes a wireless connection is necessary, such as when printing from a cell phone, tablet, or from a computer not proximate to the printer. But if you are printing from a computer adjacent to the printer, a *wired* USB connection is always more reliable and highly recommended. Most of us know how to connect the standard USB male connector to our computer, but there is more confusion with the other end of that USB cable that attaches into (usually) the back of the printer (see the picture below).

Unfortunately, the printer end of the USB cable also fits into the similar looking telephone line connection on the printer. Usually there is a pair of these female telephone line connectors on printers that include FAX capability; at least one will often be covered with a plastic cap.



One way to tell if you are using the USB connection on the printer is to listen for the USB "handshake" tone from the computer. If both your printer and computer are on, you should hear a couple of notes, then you plug in or remove a USB device. If not, most likely you

have missed that USB connection on the printer. Be especially aware of this possibility if you are setting up a printer new to your system, or if for some reason the cable has become disconnected from your printer. It is rare for the USB cable to go bad, but I have seen this on occasion.

Drivers can drive you crazy

The printer and the computer must be able to communicate with each other, and this is accomplished with specialized software known as drivers. Windows 10 has printing drivers for most of the newer printers available today, but I strongly suggest installing the drivers furnished by the computer's manufacturer. This is especially true if you want to do more than print, i.e. if you want to scan a document into a file. A new printer will usually come with a CD that can be used to load the drivers appropriate for your operating system. If you have a tablet or other device that does not include an optical drive you can go the printer manufacturer's website, i.e. hp.com/support, and download and install the appropriate drivers. If you have a choice between downloading the basic or full featured software package, I suggest downloading the full featured package then doing a custom install, installing only the software you will be using. For whatever reason, the full-featured software package sometimes works when the basic package does not.

Manufacturers will often keep their website drivers more up-to-date, fixing bugs that have appeared after the printer has been on the market for a while. So, if you are having issues with your printer it's a good idea to download drivers from their website.

When you do the custom install of your printer software, I suggest you deselect features such as the customer participation programs and supply ordering programs. I would also pass on the free optical character recognition (OCR) program, unless this is something you will use. OCR programs can be a real resource hog. After the driver installation and a reboot, see if any new programs are loading automatically by seeing if there are any new icons appearing on the right side of your taskbar. If so, you might want to open MSCONFIG and stop these programs from loading on startup. If you get a popup asking if you want low ink notifications immediately or "only when printing", select "only when printing", so this program will not be running constantly.

If you are buying a printer to use with a wireless device such as a Kindle Fire, Smartphone or iPad, do some research and make sure you are getting a printer that is supported by your device.

As you might expect with the popularity of the iPad, many printers will support the iPad with a free download from Apple. I've noticed that especially newer HP wireless printers are made to be compatible with the iPad.

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



Watch Movies on Kodi *(..continued from page 4)***1. PopcornFlix**

Don't be fooled by the name; PopcornFlix is a legal Kodi movie add-on that is available in the official Kodi repo.

You're not going to find the latest theatre blockbusters, but there are hundreds of old classics, plenty of modern stuff, and even some original content. Currently-available titles include Beverly Hills Cop III, Saturday Night Fever, Sophie's Choice, and Terms of Endearment.

PopcornFlix also lets you stream TV shows.

Download: [PopcornFlix \(Free\)](#)

2. Comet TV

Comet is an American television network that specializes in science fiction movies. Some airtime is also given to associated genres such as supernatural, horror, adventure, and fantasy.

The over-the-air network is available to 72 percent of the U.S. population, but you can use the network's official Kodi app to access all the content no matter where you are.

Sci-fi lovers can enjoy movies such as Godzilla, The Amityville Horror, Gattaca, and Labyrinth.

Download: [Comet TV](#) (Free)

3. Crackle

Crackle — which is owned by Sony — is a firm favorite among cord cutters. The add-on has existed for several years and available on all the major cord-cutting platforms, including Roku and Android TV.

The company has partnerships with several leading networks and studios, including 20th Century Fox, Paramount Pictures, Miramax, Disney, Lions Gate Entertainment, Metro-Goldwyn-Mayer, and many more.

The large number of partners means the movies on Crackle are both varied and numerous. The films are divided into six primary genres: action, comedy, crime, drama, horror, and sci-fi. Current titles include Captain

America, Cars 2, Thor, Iron Man 2, Finding Nemo, Monsters Inc., and Pirates of the Caribbean.

Download: [Crackle](#) (Free)

Paid Alternatives for Movies on Kodi

You can also watch movies on Kodi using subscription streaming apps like Netflix, Amazon Prime Video, and Hulu.

Unfortunately, none of the big movie streaming providers offer official Kodi add-ons. However, as long as you're happy to access services' libraries via third-party apps, there are several options available. Don't forget to Use a VPN With Kodi

If you're using Kodi to watch movies online, you should always use a VPN. It's the best way to ensure your viewing habits are not being tracked by the add-ons and services you're using. The exact way to use a VPN with Kodi varies depending on which device you're using, and explaining each approach is beyond the scope of this article.

We recommend ExpressVPN (special MakeUseOf discount) or CyberGhost (special MakeUseOf discount), which are two of the best VPNs to use with Kodi.

Other Ways to Watch Videos on Kodi

Movies are just one aspect of the Kodi experience. You can also use the app to enjoy lots of other types of videos.

If you're curious about what else is available, make sure you read our coverage of [the best Kodi addons to watch IPTV](#) and [how to watch live TV on Kodi](#).

This article is republished, with permission, from the MakeUseOf web site.



{Ed. Note: Don't select a VPN service just because it is mentioned in an article. "Discounts" can often be just a come-on. Do your own research when considering a subscription to a VPN service.}

Door Prize Winners

April 2019

Mike Bader - Flash drive
 Paul Baecker - DVD spindle
 Ron Linsley - Hex key set
 James Waldrop - Printer paper
 Walter Jendhoff - Printer paper
 Sharon Patrick - To-do List Folder
 Ed Zaremba - Zipper envelope
 Richard Katnik - CD/DVD case

Stellarium — A Home Planetarium

By Dick Maybach, Member
Brookdale Computer User Group, NJ
www.bcug.com
n2nd@att.net

This free software for Windows, Linux, and OS X (<http://stellarium.org/>) turns your PC or Raspberry Pi into a planetarium to display the stars in the sky, the constellations, and individual and groups of stellar objects. There is a Web-based version you can access with a browser (at <http://stellarium-web.org/>), and variants are available for cell phones (usually for a small cost). Available on the home page is a 355-page user guide, and you should read this if you want to do more than take a casual look at the night sky.

Features:

- Over 600,000 stars from the Hipparcos Catalogue and the Tycho-2 Catalogue, with extra catalogues available containing more than 210 million stars
- Illustrations of the constellations, from the Western and other cultures
- Images of nebulae (full Messier catalog)
- Realistic Milky Way
- Realistic atmosphere, sunrise and sunset
- Planets of the solar system and their major moons
- Ability to display stars and other celestial objects as seen from reference points other than the Earth

Visualizations:

- Equatorial and azimuthal grids
- Star twinkling
- Simulations of meteors and eclipses
- Deep sky objects

If you are connected to the Internet, Stellarium will configure itself on startup by loading your location, although you can fine tune this. It starts in full-screen mode, which you can turn off from the menu bar, visible when you move the cursor to the bottom of the screen. A second menu bar appears when you move the cursor to the left edge of the screen (both are shown in Figure 1). Stellarium shows the sky for a given time, which by default is the current time. This was 7:30 pm. on a summer day for Figure 1, and of course, the stars weren't visible, because our atmosphere scatters sunlight which overpowers light from the stars. Stellarium allows you to turn off this effect so you can see the stars during the day. (The sun still appears as a very bright star.) The program also allows you to remove the ground to view stars below the horizon.



Figure 1. Stellarium Day View

Advancing the time past sunset, results in the more satisfactory view of Figure 2, where the field of view has also been increased to show more of the sky. By default, only the major objects are labeled. (The two objects labeled "Aquariids" are meteor showers.)



Figure 2. Stellarium Night View

You move around the sky with the mouse and zoom with the mouse wheel (or the Page-up and Page-down keys). Because your PC screen is flat and relatively small, you will probably display only a portion of the sky. (Stellarium's default is to show approximately what appears in your normal field of view.) However, you can zoom back to see everything above the horizon, as shown in Figure 3.

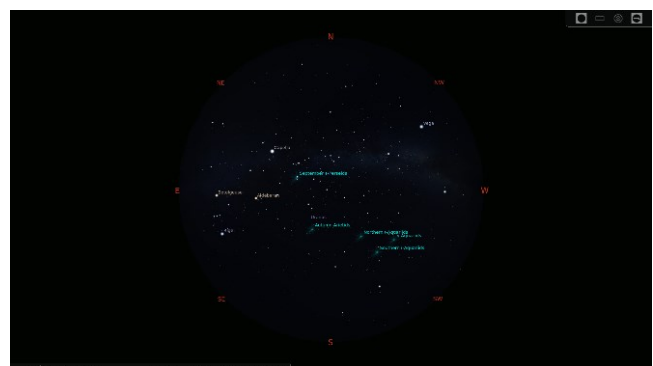


Figure 3. Full Sky View

You can add the constellations as lines connecting their stars as shown in Figure 4, and you can also see their artwork as in Figure 5. The constellations and artwork shown are those used in the western world, which are the defaults. The program can instead display the constellations of many other cultures.



Figure 4. Constellations



Figure 5. Constellation Art (Western Traditional)

Selecting an object displays information about it; Figure 6 shown this for Polaris. Most users will configure the program to show fewer data, as much of what is shown here will interest only astronomy enthusiasts.



Figure 6. Information Displayed About Polaris

You can zoom in to view individual objects, such as a Saturn in Figure 7. By default, Stellarium shows the sky in real time, and at high magnifications individual objects will rapidly move off the screen, but you can correct this by stopping its clock.

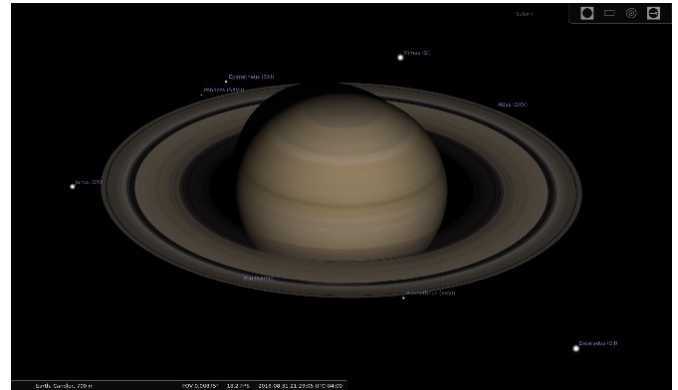


Figure 7. Saturn

If you have Stellarium on a laptop or other mobile device, you can use it outside to help you identify features in the actual sky. In this case, you'll want to use Night Mode, which displays everything in red to preserve your night vision; see Figure 8.

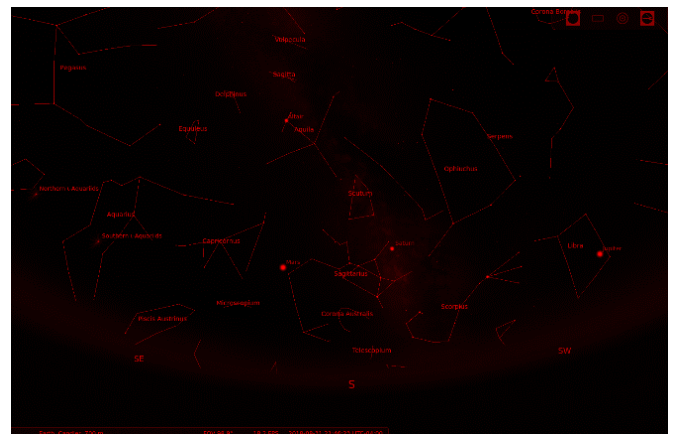


Figure 8. Night Mode

In addition to the visible stars and planets, Stellarium can also show artificial satellites and deep sky objects (DSOs). The term is used for the most part by amateur astronomers to denote faint objects such as star clusters, nebulae, and galaxies. It can also show exoplanets (planets that orbit other stars than our sun). As Figure 9 shows, if you display both satellites and deep sky objects, the screen becomes quite cluttered. Especially, since the satellites except those in synchronous orbits are in rapid motion. (In the figure, the synchronous satellites appear in an arc about one-third down from the top.)



Figure 9. Satellites and Deep Sky Objects

Folks now know far less about our night sky than in the past, when nights were darker and the stars more visible, and we also tend to spend our nights indoors. Most of us can identify only the big and little dipper constellations. Stellarium offers you a way to expand your knowledge without even leaving your chair, although stepping outside on a clear night to look at the actual sky is always rewarding.

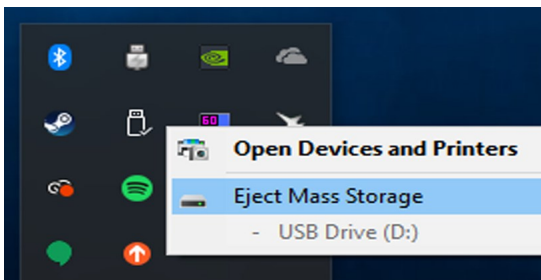
This article has been obtained from APCUG with the author's permission for publication by APCUG member groups.



Windows 10 Now Lets You Quickly Remove Hardware

By Dave Parrack
 MakeUseOf newsletter
<https://www.makeuseof.com>

For years Microsoft has been insisting you follow the proper procedure when removing USB drives. While it wasn't exactly a complicated procedure, you couldn't just yank a device out of a USB slot without risking losing data. But that's no longer the case.



“Quick Removal” Is New Default Policy for Devices

As a reminder you would normally look for the “Safely
 (Continued on page 11.....)

My Favorite Android Apps

By Mary Phillips, Secretary
 Interactive Computer Owners Network, MO
 The ICON, December 2018 issue
www.iconusersgroup.org
 Mary@iconusersgroup.org

Because our ICON membership includes folks who have both iPhone/iPad tablets AND Android phones and Microsoft PCs, we try to include diverse articles to help everyone learn something.

However, I don't see many articles about Android apps, so I'll share a little about the ones I especially like. My smartphone is a Samsung Galaxy S8.

Google Assistant with Voice Recognition – I really like being able to talk to her and ask her for information, directions or ask her to call individuals or businesses for me.

Do Not Disturb – My husband complained because my phone was making notification noises during the night and waking him up. One day I discovered *Do Not Disturb*. I set it to turn on at 10 PM each day and turn off at 7 AM the next day. (Under Sounds and Vibrations)

Location -- I especially like this when we're traveling and need directions to specific places.

Voice Recorder – I used this when I wanted to record an audio book for my son and his wife.

Flashlight – I have a practice of staying up late after my husband goes to bed and he's turned off all the lights except in my computer room. I turn on the flashlight and avoid running into walls, etc. At one of our meetings a friend demonstrated how he carries his phone in his shirt pocket and when he's in a darkened restaurant, he tells his assistant to turn on the flashlight.

Calculator – I use my calculator every time to go to the grocery store to compare prices.

Texting – I like texting because it's so much faster than email, though I do check my email if I'm expecting something.

Portrait mode only – I keep this turned off so I can rotate to landscape mode, especially when I'm watching a YouTube “How To” video.

Camera Zoom feature – This I like when I'm taking a picture of something at a distance and want it closer up.

Clock – I like to take frequent naps and I set the alarm to awaken me.

I should use the calendar for making appointments and plans, but I haven't weaned myself from my little daily planner yet.

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



Taming E-mail

By Dick Maybach, Member
Brookdale Computer User Group, NJ
www.bcug.com
n2nd@att.net

Like many others, I rely on e-mail as my primary means of communication, and almost every day I deal with messages that are important to me. The problem of course is to sort them out from the deluge of those that are not. My e-mail vendor does a good job of removing most spam, but still much of what I do see is unimportant. Today I'll be discussing strategies to make the important messages more accessible than those that are less so. The implementation details will depend on how you access your mail, in particular whether through a Website or with a client program on your PC.

Back in the communications-by-paper era, common advice to improve your efficiency was to touch documents on your desk only once. That is, deal with them the first time you see them. Today the equivalent advice is to move messages from your e-mail inbox the first time you read them. For most messages this is read-and-delete, but you will probably want to file a few, such as those with purchase receipts. Touch-once is a goal, but for me at least, an unattainable one. However, by working toward it you will be improving your efficiency.

I use the Thunderbird e-mail client program, which has a message filter feature. This scans fields in each incoming message, looking at the sender, subject, body, age, size, etc., and acts according to their contents. Each can be deleted, put in a folder, marked as read, etc. Most e-mail clients and Webmail sites have similar tools.

If you correspond with only a few, you might classify as spam all messages except those on an OK list, such as your address book. You will probably have to check the spam folder fairly regularly to be sure you don't miss something important. This strategy wouldn't work for me as I run an organization's Website and sometimes get questions from its members. I do want to see these, even though I may never have communicated with the senders. Instead, I accept all messages except those that meet specific criteria.

I have found that most forwarded messages are unimportant, and many are frivolous. As a result, all messages with subjects beginning "Fwd:" are immediately sent to the FWD folder. I do look here every day or so, because these are often from friends, although almost never do they require a response, and I don't want pictures of cute animals cluttering my inbox.

There is also an Ads folder, and incoming mail from many merchants immediately goes there. This isn't spam, as I do deal with the senders and will again, but some send me several messages a week, and I have no

need to deal with them immediately. Of course, it takes a while to develop a set of filters. When I get a new ad, I have to decide if this is likely to be frequent enough to make it worthwhile to define a filter. Every day or two, I do scan through the Ads folder in case there is something interesting (there seldom is) and delete everything else.

My ISP does a good job of filtering spam before I see it. Sometimes too good, I occasionally find valuable messages in the Website spam folder.

Most e-mail programs have a feature similar to what Thunderbird calls the message filter. For example, Figure 1 shows the filter to file forwarded messages.

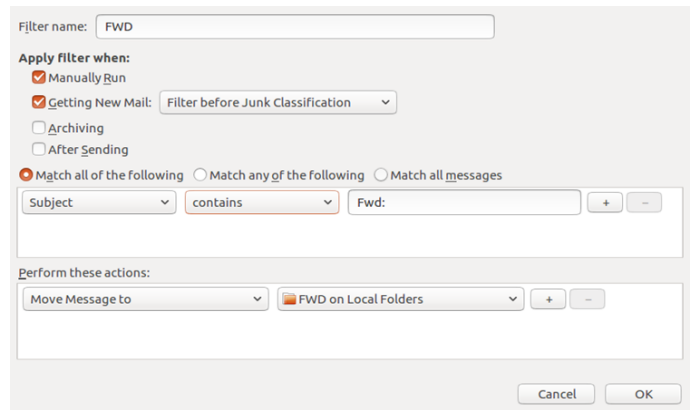


Figure 1. FWD Message Filter

As you can see, any message whose subject contains "Fwd:" is sent to the local folder FWD. Note that some fields are drop-down lists. For example, Figure 2 shows the alternate choices to these. As a result you have considerable flexibility in setting up your filters.

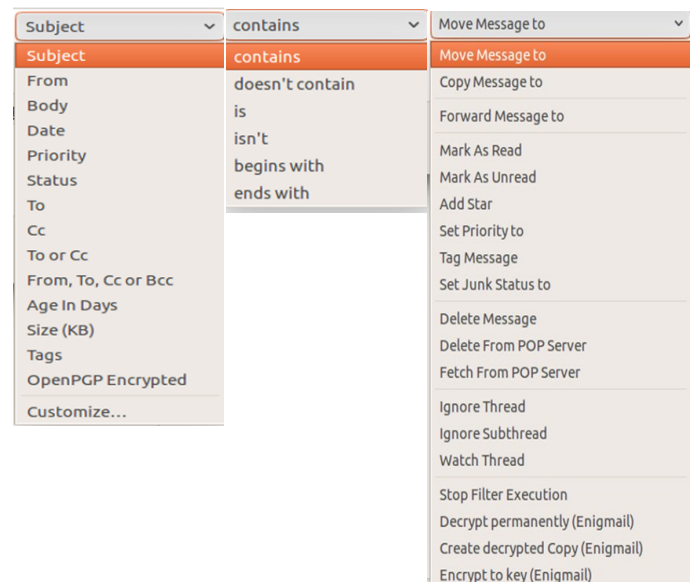


Figure 2. Alternate Choices for *Subject*, *contains*, and *Move Message to*

Figure 3 shows the AT&T Webmail screen to define an E-mail message filter, which has features similar to Thunderbird's.

Figure 3. AT&T E-mail Message Filter Definition

So far, we've discussed diverting messages from the inbox, but you probably also want to organize the storage of mail you've read but need to retain. For this purpose I've created folders to collect those messages, such as BCUG, Finance, Medical, Orders, Personal, and Travel. This makes them easier to locate than if they were somewhere in my inbox.

Every so often, I delete most of the old messages, regardless of in which folder they reside. Once I've returned from a trip, I really don't need its boarding passes, and once an order is delivered, I don't need its tracking number.

Periodically, check the server, even if you download all your messages to client software on your PC. You may find a valuable message in its spam folder. It's also a good idea to clear out old messages, as occasionally there are reports of ISP break-ins. You may feel you have nothing to hide, but they probably contain details of your life you don't want in the wrong hands.

You most likely use e-mail differently than I do, and you probably use different tools to manage it, but you probably also get dozens of messages each day, making it worth taking a little time to develop an appropriate strategy to deal with them efficiently.

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



Windows 10 "Quick Removal" (...Continued from page 9)

Remove Hardware" icon on the taskbar. Then right-click the icon and select the hardware you wanted to remove. Then, and only then, would Windows give you the all-clear to remove the USB device.

Now, Microsoft is changing the default removal policy for external storage media. The default was formally *Better Performance*, and it involved the rigmarole outlined above. The new default is called *Quick Removal*, and it means you can remove devices at any time.

How to Switch Back to Better Performance

According to this Microsoft Support note, Quick Removal means Windows 10 "manages storage operations in a manner that keeps the device ready to remove at any time". Which means you can "remove the device without using the Safely Remove Hardware process".

From Windows 10 version 1809 onwards you can change which policy applies for each external storage device. Here's how:

- Connect the device to your computer.
- Right-click Start and select File Explorer.
- In File Explorer, find the letter associated with the device.
- Right-click Start and select Disk Management.
- Right-click the label of the device and then click Properties.
- Select Policies and then select which policy you want to use.

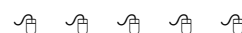
Please note that switching to Quick Removal means "Windows cannot cache disk write operations," which "may degrade system performance". So you need to choose between better performance and having the option to remove USB devices quickly.

Do You Need to Eject Your Device Before Removing It?

You've probably been safe to remove a USB drive without going through the proper procedure for a while. Microsoft has had protections in place since Windows 7, and Windows 10 version 1809 started rolling out in October 2018.

If you're still confused as to whether you need to [eject your flash drive before removing it](#), we have previously explored the subject in depth.

This article is republished, with permission, from the MakeUseOf web site.



Windows 10 Hibernation

By Richard Pedersen
From the DavesComputerTips web site
<https://davescomputertips.com/>

Hibernation is a state of inactivity and metabolic depression in endotherms. ([Wikipedia](#))



In Windows, too, hibernation is a state of inactivity. It differs from “sleep” in that it consumes no power. When a computer is “sleeping”, a certain power draw is maintained to keep the memory “alive”, and that in turn keeps the current state of the computer intact.

Hibernation, on the other hand, copies the current state of the machine to your drive, then switches off the power. When you turn the computer back on, Windows has a copy of its previous state to copy off the drive back into memory. This is much faster than running a clean boot and has the added advantage of returning your system to how you had it before turning the computer off, all without consuming electricity in the meantime.

This week’s Quick Tips article will show you how to enable/disable Hibernation and we’ll also talk a bit about the different types of Hibernation files.

The Hibernation File (hiberfil.sys)

Using the Hibernation feature on your computer has a few advantages, but there is also a downside. The file Windows creates on your drive can be huge and if you’re low on disk space, then a hibernation file might not be a good choice. There are two types of hibernation files that you can tell Windows to use: Full and Reduced. I’ll tell you about them a bit later, but they both take up plenty of disk space.

Enable/Disable Hibernation

You can easily tell if Hibernation is enabled on your computer. Simply open up your favorite file manager, navigate to the root directory of your system drive, and look for a file called **hiberfil.sys**. If it exists, then hibernation is enabled.

1. Use the **Windows Key + X** shortcut to open the WinX menu.
2. Click on **Command Prompt (Admin)** to open up a DOS Box with elevated (Administrative) rights.

That should bring you to a window like this one:

- To enable Hibernation, type this: **powercfg -h on** and hit **Enter**
- To disable Hibernation, type this: **powercfg -h off** and hit **Enter**

You should reboot your computer to make sure the settings take effect. Check the root directory of your system drive to see that **hiberfil.sys** is there (enabled), or not (disabled).

Full or Reduced Hibernation

As mentioned earlier, hibernation files can be huge. A Full hibernation file can be equal in size to about 75% of the amount of RAM (memory) installed in your computer. Let’s think about that for a minute. If you have 8GB of RAM installed, then 75% of that is about 6GB and that’s how big your hibernation file might be. This will vary in size but it gives you an idea. 6GB is a lot of room to suck up on a smaller Solid State Drive (SSD), for example. The problem only gets worse if you have more RAM installed.

There is a smaller version of the hibernation file that you can use to reduce this file size to about half but will remove the Hibernate option from the Power Menu and will only allow you to use the Windows Fast Boot option.

Here’s how to set this up to use either the Full or Reduced file sizes:

(Note: See the previous section for instructions to open an Administrative Command Prompt.)

- Full Size – In the Command Prompt, type **powercfg /h /type full** and hit **Enter**
- Reduced Size – In the Command Prompt, type **powercfg /h /type reduced** and hit **Enter**

You should reboot your system to be sure your new settings take effect.

Final Thoughts

The Hibernation feature is most useful for laptop computers where power consumption is a constant concern, and not so much on desktop systems. *Windows Fast Boot*, which requires Hibernation to be enabled in order to work, is a questionable choice. Some computer users have reported stability problems when using this feature, so the choice is yours. If it works for you, then all is good. I would much rather have a stable system than to shave a couple of seconds off the boot time. After all, what's a couple of seconds, anyway...

This article is republished, with permission, from the DavesComputerTips web site.



Other Computer Clubs

Updated info about other computer clubs in our area (whether with physical meetings or online meetups) can be viewed on the "Other Computer Clubs" page of our SHCC web site.

Searching for A New Meeting Room

Due to the upcoming closure of the Baker College building in 2020, we must search for a new meeting location. Our room requirements are:

- First-Tuesday evening availability each month (except July/August) *guaranteed*
- Ability to reserve the room for a full year (Sept. – June)
- Internet connectivity and room audio system
- Projector and screen (and a microphone, depending on room size)
- 40-person capacity minimum (tables are a desired option)
- Reasonably quiet environment
- Reasonably close handicap parking

Contact an Officer if you have any questions, or if you know of a possible meeting location that fits the above.

If your e-mail or USPS mailing address changes, please send the details via e-mail to:
Secretary@SterlingHeightsComputerClub.org

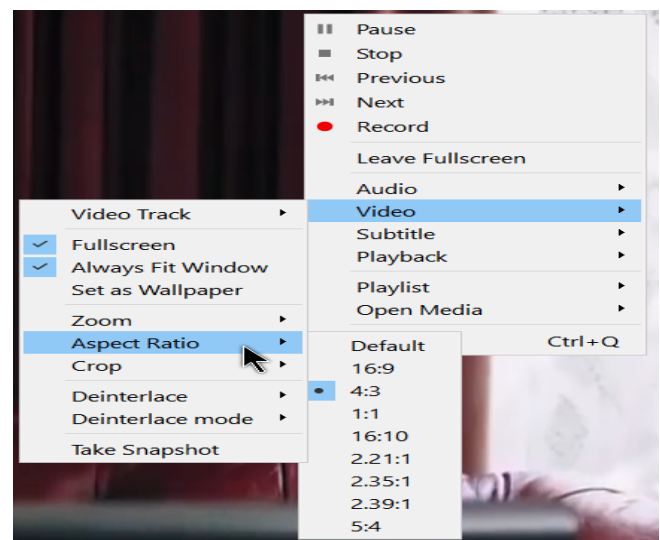
How to Remove Black Bars From Videos in (free) VLC Media Player

by Terry Hollett

From the DavesComputerTips web site
<https://davescomputertips.com>

So, you open up a movie on your system and it still shows the black bars, usually top and bottom, even when you are watching the movie in Full-Screen mode.

There is an easy fix – just right-click on the movie screen, then click on Video in the menu that opens. Then click on Aspect Ratio. It's probably set to Default, so the obvious choice would be to click on 16:9. The video should now be full screen with no black bars.



If 16:9 doesn't work, try the others. My main monitor is a square-shaped one, so I could use 4:3 or 5:4. There are also Zoom options but they don't seem to do anything on my system.

This article is republished, with permission, from the DavesComputerTips web site.



SHCC Emergency Cancellation

Sterling Heights Computer Club meets at Baker College in Clinton Twp. We will meet if Baker College is open and we will not meet if Baker College is closed. Baker College closure is announced with other school closings on many local TV/radio stations and on their web site. All members of SHCC have an email address. An SHCC officer 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 your 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.

Google Graveyard — A complete list of every product Google has killed (over 150). How many did you use? How many do you miss?

<https://killedbygoogle.com/>

How to diagnose and fix a ‘dead’ USB port on your Windows PC.

<https://www.thetechminute.com/how-to-diagnose-and-fix-dead-usb-port/>

A family guide to kitchen safety (for kids & adults).

<https://productdiggers.com/kitchen-safety-guide/>

“Windows XP Mode” was available in Windows 7 in order to use/play older software (usually games). It is not offered in Windows 10. But here’s how to legally download and use Windows XP for free, straight from Microsoft.

<https://www.makeuseof.com/tag/download-windows-xp-for-free-and-legally-straight-from-microsoft-si/>

5-Minute Crafts: Thousands of quick fixes (in videos) for troublesome, frustrating, and creative situations.

https://www.youtube.com/channel/UC295-Dw_tDNtZXFAPAW6Aw

The power of index fund investing. Index funds benefit investors in other ways besides just low fees. Trading expenses and tax consequences are minimal. Here is a discussion on why you should consider these investments.

<https://www.kiplinger.com/article/investing/T041-C016-S002-the-power-of-index-funds.html>

Office Depot and Support.com have been fined \$35M for tricking consumers. Were you duped into paying for diagnostic services that you really didn’t need? Are you due a refund?

<https://www.pcmag.com/news/367477/office-depot-support-com-fined-35m-for-tricking-consumers>

22 hidden Windows 10 features -- 3D Viewer, God Mode, Dictation, Dark Mode, Drag to Pin, Right Clickings, more.

<https://www.pcmag.com/feature/347136/22-hidden-tricks-inside-windows-10/3>

Compare security features of 206 VPN services (see “VPN Section”). Also, download extended data in Excel or LibreOffice file formats. Select “See what these fields mean” on the “Detailed VPN Comparison” page for the chart legend. Make an intelligent choice. Absolutely avoid *free* services! (Also compare email services on this site.)

<https://thatoneprivacysite.net/>

Three search sites that don’t track you like Google does.

<https://www.usatoday.com/story/tech/columnist/komando/2015/10/23/three-search-sites-dont-track-like-google/74408908/>

Geofence: The invisible way companies use data to track you everywhere. (3-min. video)

<https://www.newsly.com/stories/geofencing-the-invisible-way-advertisers-track-you/>

Can everything I do online be monitored at my router? Another excuse to consider subscribing to a VPN service.

<https://askleo.com/>

[can everything i do online be monitored at my router](https://askleo.com/can-everything-i-do-online-be-monitored-at-my-router)

Tutorial of 5 most used Excel formulas and functions:

VLOOKUP, INDEX, MATCH, SUMIF, IF . (82-min. video)

<https://www.youtube.com/watch?v=eBkMQxllkx4&feature=youtu.be>

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.

Web Watch Column on the Club Web Site

Check out the **WebPageReviews** section on the club’s web site. There you can see past web sites reviewed in this column. They are arranged into various *keyword* categories to help locate a specific topic or site.