

The Inside Track

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YouTube

Are you really using YouTube?
Or are you just watching videos?
What videos can you watch?
What's a viral video?

- √ watch videos
- √ make a playlist
- √ upload videos
- √ search for videos
- √ save videos
- √ embed a video & more



Come learn the basics about YouTube with Patty Bruno.

Patty Bruno, a club member and former program director, will be discussing how to fully utilize YouTube. Patty is the graphic arts director at I.M.G. of Utica, Inc., a Utica company that manufactures products for making permanent marks on metal. She is responsible for creating the images that clients will mark on their products.

Even though winter should be over soon—hopefully—we still might have a storm that could interfere with our meetings. If the New Hartford Library is closed, we can not hold a meeting. Watch YNN [ch 10] or CBS [ch 5] for info on closings. If the library remains open we will hold the meeting. Use your own discretion about attending. Some roads and areas can be very bad, others clear. Since a large area is involved, we can not make a judgement for all members.

Tuesday, March 2 — 6 - 8:30PM
New Hartford Library



explorer

The MVPCUG EXPLORER is published monthly from September through June by the Mohawk Valley Personal Computer User Group, Inc. (MVPCUG), PO Box 586, Marcy NY 13403-0586.

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The MVPCUG was founded in 1981 by individuals interested in IBM compatible computers. This non-profit organization consists of volunteers whose expertise range from novice to professional.

Regular meetings are held on the first Tuesday of the month at 6pm, usually at the New Hartford Library, 2 Library Lane, New Hartford. A typical agenda consists of discussion of business affairs and a demonstration of computer related products. Meetings are open to the public.

Membership fee for an individual is \$25.

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Meeting Agenda

- 5:30. Meet and Greet
- 6:00. Business Meeting
- 6:30. Program, Part 1
- 7:10. Break
- 7:20. Program, Part 2
- 8:15. Drawing for Prizes
- 8:30. Adjournment

Editorial notes . . .



My humble apologies for the error in last month's calendar. I placed Ash Wednesday on Thursday, February 17th. The correct date is March 9th and I apologize for this goof on my part. Apparently I was looking at a 2010 calendar when I set up the back page information. Please forgive me for causing any confusion.

This error really firms up my belief that you shouldn't always believe everything that you see in print—or hear on the Internet—or read in your email.

Please bear with the close quarters of the room we currently are meeting in for a few more months. Prior commitments made the larger downstairs room unavailable to us until May. After that we will be using the downstairs room and can use the rear entrance.

Stay connected . . . to the MVPCUG
Mohawk Valley PC User Group, Inc.
\$25 for initial sign-up - or renewal

Name _____
 Address _____
 City _____ NY
 Zip _____ Phone _____
 E-mail _____

Please mail this application with a check payable to MVPCUG to
M V P C U G
PO Box 586
Marcy NY 13403-0586

Minutes of February 1, 2010
Joe Penabad—, Secretary

The MVPCUG general meeting was held at the New Hartford Library. President **Jerry Finkelstein** called the meeting to order at 6:05 PM. There were 23 persons in attendance.

BUSINESS MEETING

Jerry announced that starting in May, the SAMON Room will be available to the club for the remainder of 2011 through 2012. In March and April, meetings will be held on the main floor by the children’s section if the SAMON Room is occupied. The SAMON Room affords our members ample, comfortable space.

Two Director positions are open. Primary duties of Director are to attend monthly General meetings plus the Board of Director’s meeting at the Gorrell residence on the following Tuesday and to bring new ideas to the club. Since Patty Bruno is retiring as Program Chair with our thanks for her valuable service, we’ll need a volunteer to take that position. Patty will be presenting our program on YouTube at the General meeting in March.

Jerry invited questions from the floor. In response to new member Jerry Grega’s query re: club purpose and goals, Jerry F. traced the history of MVPCUG from 1981 to the present phase of engaging local experts as speakers to share information. Based on limited information, the members then suggested solutions to another member's default printer/on - off power problem.

The Business meeting ended with Bill Gorrell’s treasurer’s report that included two renewals and two new memberships from 01/01/11 to 01/31/11.

PROGRAM

MVCC Associate Professor Alexander Piejko presented the evolution of and techniques in the field of Digital Art Animation (DAA). His combined expertise in Art, Drawing, Painting, Illustrating and Photography gave credibility to his thorough, authoritative presentation covering 35 years of progress in DAA. For those interested, Prof. Piejko

cited area.autodesk.com for tutorials on the process. On behalf of MVPCUG, Jerry F. expressed appreciation for a complex subject made clearer by Prof. Piejko.

DOOR PRIZES

[furnished with club funds]

- Flash Drive 4gb. Jim Pease
- Pkg. Copy Paper. Joe Madeira Jr.
- Gel Ink Pens. Joe Madeira
- 4X6 Photo Paper. Jerry Grega

[Donated by Que Publishing]

- Book - All A Twitter. Steve Gorrell

The meeting adjourned at 8:27PM.

Respectfully submitted, Joe Penabad, secretary ♦



NIFTY CLICK TRICKS

If you want to italicize a word, you usually click and hold the left mouse button and drag across the word, but if you just double-click the word it will be highlighted and then you can click on anything—italicize, copy, or even spell check.

If you want to do the same thing on a *full sentence*, just *triple-click* anywhere in the sentence.

If you want to do the same thing on an *entire paragraph*, just *quadruple-click* anywhere inside that paragraph.

These click-tricks work in word processors, Web browsers, e-mail programs, etc.

EASY NAVIGATING IN WORD DOCUMENTS

If you routinely work with lengthy documents you know what a hassle it can be to jump between pages. It would be great if you could apply PowerPoint’s thumbnail view to instantly switch to another page just like switching slides. Well, Word offers the very same option—and it’s fantastic for navigating long documents. In Word 2007 and 2010, click the View tab, then check the Thumbnails box. In Word 2003, click the View menu, then Thumbnails. Now you have a scrolling list of thumbnails, just like in PowerPoint. Click one to immediately jump to that page. How easy is that!

Sites to Visit on the 'Net

— by John Hunter

Some Things Never Seem To Change

In a [Slate.com](http://www.slate.com) article, Vaughn Bell writes that a Swiss scientist, Conrad Gessner, may have been the first observer to raise the alarm about information overload. Lest you dismiss Mr. Gessner as someone identifying the obvious, let it be stressed that Gessner was not commenting about life today. His investigation referred to the invention of the printing press.

The article goes on to say that information overload has always affected society and quotes Socrates as warning against learning to write because writing “will lead to forgetfulness...because (people) will not use their memories.”

Even more recently, in 1936 the magazine *Gramophone* complained that radio prevented children from preparing their homework properly because of the electronic distractions posed by that medium. To me, this is interesting stuff.

To read the entire article, click on www.slate.com/id/2244198/.

International 'Help'

A Thompson Reuters Foundation Service website provides information about international crises and what individuals and countries do about these sticky circumstances. At my visit to www.trust.org/alertnet/, articles featuring armed conflict in Sudan, drought in Afghanistan, and brainwashing in Pakistan focused on the effects of these situations on the U.S. and Europe.

Instant analysis of fluid situations also occurs at the website similar to CNN reports where observers provide heat but little light as they pontificate about the obvious with limited analytical skills brought to the endeavor.

For example, during my site visit Egyptian President Hosni Mubarak stepped down and transferred power to the Egyptian military while observers speculated about what this meant. We will know more about Egypt when you read this. But for now, what will happen is anyone's guess. Accurate foresight is rare, but hindsight is always 20-20.

If you wish to find out about foreign aid and which countries give it, click on www.trust.org/alertnet/blogs/alertnet-aidwatch/. This site will tell you that the U.S. provided \$4.4 billion in aid or \$14 per American while the United Arab

Emirates gave \$111 million or \$23 per Emirati, and even small Denmark shelled out \$295 million or \$54 per citizen. When viewed on a per capita basis, our generosity pales in comparison with the generosity of other countries.

Government Websites

Much has been written lately about the effect on the economy of the 800 plus billion dollar Economic Stimulus. For those interested in the facts and figures visit www.Recovery.gov. The homepage features an interactive map of the 50 states. Run the cursor over a particular state and a popup box will show the original state allotment and the money received to date. To find out where the money arrived locally, type in the zip code for the particular area you want to investigate and a localized map appears containing all the contracts, grants and loans provided by the stimulus funds to date.

In the Rome NY area, a total of 8 contracts for \$3,164,513 generating 15 jobs are listed. Twenty-two grants totaling \$14,050,054 were awarded, and no loans were granted. These figures are current through December 31, 2010. If you click on each dot on the map, the information indicates the name of the recipient of the money and the amount. For New York State the stimulus totaled \$15,750,230,000 with a total of 35,450 jobs generated or saved. But the question still remains: are you better off today compared to 2009?

More of Your Government at Work

Hurricane Katrina proved that disaster relief is not a sure thing or easy to apply for. Individuals who find themselves in the middle of a disaster can access a useful website at www.DisasterAssistance.gov. The homepage provides easy to use buttons that link to useful information such as Disaster Assistance which provides a questionnaire to determine eligibility and type of assistance, forms for applying for assistance and a list of federal agencies providing assistance for your needs.

The site also provides links for help to families who have friends or relatives in a foreign country where a disaster has struck. All in all, this is an easy to navigate, helpful site that I hope you will never need to use.

Silliness

If you like animal pictures and possess a sardonic sense of humor, click on www.NastyCute.com. Enough said. Until next time . . .



Did You Know . . . — Donna Gorrell

. . . that you could insert images into shapes using Microsoft Word? Word is primarily used for text, but there are some simple things that can be done when using an image. Rather than just inserting an image into a rectangle, try using AutoShapes and WordArt.

There are several AutoShapes to choose from: oval, octagon, star, banner, etc. These shapes can be found in the Drawing Toolbar. To try out the first option, go to AutoShapes|Basic Shapes and choose the oval. As soon as you click on the oval symbol, a box appears that says “create your drawing here.” Don’t use that box if you want your text to wrap around the shape; instead, tap the Esc key on your keyboard and that box disappears. Your cursor will be in the shape of a cross. Hold down the left click button on your mouse and drag your cursor until you have an oval shape in your document. There are several ways to insert an image into the oval: by right clicking and choosing “format AutoShape,” by using “Format” on the main menu bar, or by using the paint bucket tool; which is located on the Drawing Toolbar. Make sure the oval shape is selected. There should be white dots around it and one green dot at the top of the shape. Go to the paint bucket tool, click on the arrow, choose fill effects|picture tab|select picture. This opens up a dialog box that will allow you to select your image file. Find the folder with your image in it, click on it, then click on “insert.” Your image will appear in the dialog box. Before you click “OK,” check the box that says “lock picture aspect ratio. This prevents the graphic from distorting when it is inserted into your selected shape. You can’t adjust the placement of the image in the shape, so you may have to do some tweaking of the image outside of Word.

You can also insert graphics inside of text by using the WordArt tool [the large capital A] located on the far left of the WordArt toolbar—click on it. A WordArt Gallery opens showing selections, all of which you may edit later. Choose any option and type a word, then click “ok.” That word will now be in your Word document as an inline object. Change it to a floating object by picking a text wrap option. Now, go through the same steps that you did to insert a photograph into the shape object.

Once the graphics are inserted into AutoShapes or WordArt, you can add shadows, lines or twist/warp, and rotate them. These options are located on the Drawing and WordArt toolbars, which have dropdown arrows that allow access to even more tools. The green dot is your rotate tool. Experiment with these tools until you get the result you want. ◆

Byting Remarks — Jerry Finkelstein

Due to circumstances of a personal nature, Jerry’s column will not appear this month. Look for the April issue for the return of Jerry’s regular column.

In lieu of his column, I am going to give additional instructions for using WordArt in newer versions of Word [2007-2010]. These instructions are from Kay Spears.

Inserting Images into WordArt Using Word 2007 or 2010

Anyone who has tried to insert an image into the text of Microsoft WordArt 2007 or 2010 will have noticed that option is missing. In fact, the whole look of WordArt has changed. In Word 97-2003 you have the ability to insert images/graphics into the text of WordArt either by using the Paint Bucket or by right clicking and choosing format WordArt. The four options available in older versions of Word were Gradient, Patterns, Textures, and Pictures.

Now, let's look at Word 2007-10. Go to Insert and click on WordArt. A drop down box appears displaying the capital letter “A” in multiple fonts and styles. These are your WordArt choices. When you click on one of these “A”s, a box opens saying “your text here.” Once you have entered your text, click the Text Fill tool on the menu bar. A palette of color choices will display as well as three other options: No Fill, More Fill Colors and Gradient. Other interesting effects options in Word 2007-10 can be found through the Gradient and Format Shape dialogue boxes.

Textures and Pictures are missing from the options, but you can still insert them into your WordArt text using the following trick. Open a blank document [do not use the document that you’ve been working on]. In the blank document, insert WordArt and type in the text you want. Now, go to File | Save As. When the Save dialogue box opens, find “Word 97-2003 Document” among the “save as type” options. Choose that option and Save. Now, when you right click on your WordArt object, the old formatting options from Word 97-2003 will be available and you can insert a photograph. You can then copy and paste this WordArt object into your Word 2007-10 document. You will not be able to use any of the Word 2007-10 formatting options on this particular object. It will always have the older version formatting attached to it. Any other WordArt you create in the Word 2007-10 document will have the formatting that goes with the new version. So, it is possible to use two different versions of WordArt in one document. ◆

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YouTube

Tuesday ♦ March 1 ♦ 6:00 PM ♦ New Hartford Library

Happy St. Patrick's Day



what's.com/ing ~ Craft Month ~ March 2011						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
 <i>Applying the Blend</i>		1 Monthly General Meeting 6 PM N Hartford Library	2	3 Peace Corp Day	4 Benjamin Harris Day	5
6	7 Mardi Gras	8 Board of Directors Meeting 6:30 PM	9 Ash Wednesday	10 Johnny Appleseed Day	11 Girl Scout Day Genealogy Day	12
13 12 1 2 3 4 5 6	14	15 Ides of March	16	17	18	19
20 Spring	21	22	23	24	25	26
27	28	29 Passover	30	31	March 3 1931 - National Anthem proclaimed March 17 - St. Patrick's Day March 20 - Vernal Equinox [Spring]	