



# PLATEAU PC USERS GROUP, INC GAZETTE



June 2017

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June 2017

“JOIN US FOR FUN AND LEARNING AT CROSSVILLE’S COMPUTER CLUB”

Volume 23, Issue 6

## This Month’s Meetings

**Plateau Photography Club**  
Thursday June 15 at 1:00 P.M.  
At FFG Library Bldg.,

**General Meeting**  
Monday, June 19 at **6:00 P.M.**  
At Christ Lutheran Church FFG  
**Note change to Summer Hour**

**The June Program at**  
**FFG Christ Lutheran Church**

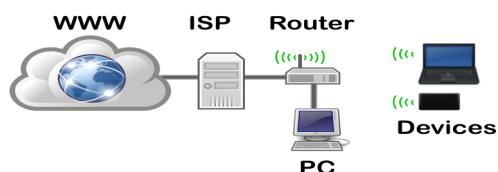
## Home Networking for Beginners.

For the June 19<sup>th</sup> meeting Gary M. Smith, USAF (Retired) will have a PowerPoint presentation on “What is a home network and why would you want one”.

Know what is required to set up a home network system. Also the benefits on a wired vs a wireless setup, and how to set one up under Windows 10.

Computer networking allows you to browse the internet, stream music from one location to another and much more.

Many devices such as printers and hard disks can be directly connected to your network, eliminating the need to be tethered to your computer. A shared printer can be especially useful if you're moving around your home on a wireless laptop or have multiple computers. A networked hard drive can act as a shared repository for content such as documents, music, photos etc. and gives multiple computers or hand held devices an easy place to back up important files.



## Inside This Issue

Club information and Phone numbers	Page 2
Upcoming Events	Page 3
Cool Tips & Sites—	Page 3
General Meeting Minutes May 15, 2017	Page 4
Candidates Slated for PPCUG Board include	Page 5
What’s New Energi Charger Station	Page 5
Whoosh!...	Page 6
What is Cybersecurity	Page 7
Drones	Page 9
Picture Management—Something we all need	Page 10
Apps—By Google, by gosh	Page 12
Paste plain text of what was copied	Page 13
PPCUG Application for Membership	Page 14
July 2017 Calendar	Page 16

**Summer Hours** start at **6:00 P.M.** (April through September)  
**Winter Hours** start at **3:00 P.M.** (October though March)

**Location:** Christ Lutheran Church  
481 Snead Drive, Fairfield Glade

## Join the Club!

Anyone interested to attend the general meeting or any of the SIG meetings as a guest will be charged \$3.00 per person for any or all meetings in that month. Afterwards, you are encouraged to become a member of the Plateau PC Users Group.

Our Club cannot exist without you, the members.

### Membership Dues

Our annual dues are now payable July 1st of each year.

Annual dues are \$24 per single person / \$30 per family starting July 1, 2014, with partial years dues as follows:

Due Date	Apr-Jun 2017	Jul-Sep 2017 <i>Annual Dues</i>	Oct-Dec 2017	Jan-Mar 2018
Single:	\$6	\$24	\$18	\$12
Families:	\$7	\$30	\$22	\$15

Student memberships (21 and under) are \$10 annually.

Corporate memberships are \$30 a year for the first two memberships and \$10 a year for each additional membership from the same company.

Contact the PPCUG Treasurer (931) 707-3677

for pro-rated dues of these types of memberships.

### BOARD OF DIRECTORS DISCLAIMER

All members of the Plateau PC Users Group are willing to help one another in the area of advice and tutorial instruction over the phone. If you should require more involved services or instruction, we have a few members who are very knowledgeable in several areas. As a responsible consumer, it is up to you to discuss, before retaining a member, any and ALL charges for repair services and time consuming tutorial activities.

It is not the desire of this Board of Directors to set fees for individuals for services rendered, nor the responsibility to intervene between members who enter into a contract among themselves.

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**DISCLAIMER:** No warranty, express or implied, is made by the PPCUG, the Gazette editorial staff or its contributing editors. This extends to all losses incidental or consequential from the use or non-use of any information in any issue of the Gazette.

All images used in the newsletter, website, blogs, class materials or handouts ("media") are obtained from a "free use" source, preferably images that have been released as "CCO Public Domain".

## 2016-2017 PPCUG, Inc. Board Members



President	Steve Rosenstein	(931) 742-0151
Vice-President/ Compliance	Jim Buxton	(931) 456-6009
Treasurer	John Krueger	(931) 707-3677
Secretary	Cindy West	(931) 484-7306
Past President	Carl Nordeen	(931) 456-5597
Programs	Open	
Membership	John Krueger	(931) 707-3677
Publicity	Mary Anne Nordeen	(931) 456-5597
Gazette Editor	Gordon Botting	(931) 456-2184
APCUG Rep	Steve Rosenstein	(931) 742-0151
Equipment Custodian	Bob Willis	(931) 456-6511
Webmaster	Alan Baker	(931) 788-2201

### Directors at Large

Alan Baker	Gordon Botting	Richard Del Frate
Barbara Duncan	Bob Willis	Linda Yates

### Director Emeritus Don Lewis

### SIG Leaders

Plateau Photography Club	Jim Mansfield	(931) 484-6920
Photo Editing Work- shop Club	Jim Gries	

## Up Coming Meeting for July 2017

### Note: Summer Hours & Location

The next General Meeting of the  
PLATEAU PC USERS GROUP  
Will be on July 17 at **6:00 P.M.**  
at Christ Lutheran Church  
481 Snead Drive FFG  
(corner of Snead & Lakeview Drive)

### Classes

Please send ideas for new classes to Alan Baker.  
( ambaker@citlink.net )

### Cool Tips & Sites

#### Power Down Occasionally

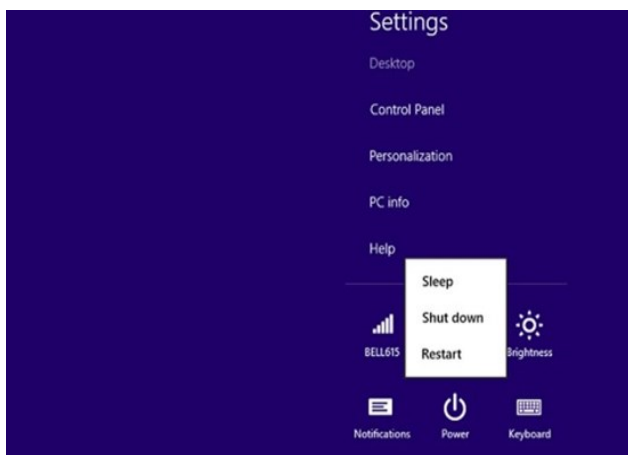
In a perfect world, sleep mode might be the only power option you need.

However, some programs are known to hold onto resources they are no longer using, like memory or disk space.

Shutting down or restarting your computer once every several days is the best way to free up these resources and keep your computer running smoothly.

If you have configured your power button to use sleep mode, there is no need to configure it again to shut down. Just open the right sidebar, click "Settings," then click the "Power" icon.

You can then select "Shut Down" or "Restart" from the pop-up menu that opens.



## News of the Special Interest Groups

The PPCUG sponsors several Special Interest Groups (SIGs) tailored to meet the varied needs of our many members. Each SIG is a small group whose leader prepares material for presentation and encourages open discussion and questions. We urge you to attend the SIGs and hope you will find one or more of interest to you. Ideas for additional groups are welcome, as are volunteers to form and lead new SIGs.

### Plateau Photography Clubs

The Photo Editing Workshop Club is being resumed operation under a new monitor. Starting again on June 8th at 1:00 PM at the Fairfield Glade Library Bldg. and continuing on the second Thursday of each month. Members meet to discuss & demonstrate various editing software programs available to enhance their photographs. The new SIG leader is Jim Gries.

The Photography Club, a PPCUG SIG, meets the Third Thursday of each month at the Fairfield Glade Library Bldg. at 1:00PM. Topics vary each month but we show and discuss member's photos each month. The SIG leader is Jim Mansfield.

### The Photo Club/SIG website

The Photo Club/SIG website is now up. Access to it is through the PPCUG website, using the "Photo Club" navigation link at the top of each PPCUG page. I think that this is a big improvement, and could not have been done without the work of Dallas Richards.

### PPCUG Website

Visit our website at [www.PPCUGinc.com](http://www.PPCUGinc.com). The Learning Center class schedule and Gazette are all available on our web site.

Send your comments and suggestions to the Webmaster, Alan Baker  
[Webmaster@ppcuginc.com](mailto:Webmaster@ppcuginc.com) (931) 788-2201

## **PPCUG General Meeting Minutes May 15 2017**

### **“Regions at Work”**

Carl introduced Kimberly Harless, a Consumer Banking Officer at Regions Bank, she stated with today's technology we at Regions strive to provide you with guidance to you reach your financial goals with more control over your money.

On line banking and smart phones allow you to stay up to date on your accounts. The tools to accomplish this without visiting a branch office help you to stay on budget. If you need help monitoring your accounts call and make an appointment. You will need an app for your smart phone which you can find at the Google Play Store.

Kimberly talked about using the ATM machine. You can withdraw money or deposit checks. You will get a receipt.

Gift cards are available for a small fee of \$3. Gift cards are not reloadable. Now cards, which you load with money, are reloadable. They have a chip in them for security. You use like a credit card and are especially good on vacation which helps keep you on budget. If you load the Now cards on line there is no fee, a \$4.00 if you go to bank.

Question: How to transfer money from one account to another and also how to transfer from State to State. Transferring from one account to another can be done on line and is 100% secured. Transferring State to State limits the amount. It would be better to visit the bank branch.

Carl thanked Kimberly for the presentation.

He announced that the annual board election is next month for the coming fiscal year. A plea for those members willing and interested in serving as a board member make themselves known.

Because of recent virus issues, make sure your Windows are updated! Carl likes Window Defender.

Q&A: Pop-Ups, do not call any phone number just X them out. A good idea is to use an ad-blocker. They don't remove all but do a good job. Depending on which internet you are using at the bottom they may say ad-blocker, click on and get options.

Submitted by:

Cindy West

Secretary





## Vote for PPCUG Officers Election in June 2017

(For the period July 2017 though June 2018)



### **Candidates slated for PPCUG Board include:**

President:	Steve Rosenstein
Vice President & Compliance:	Jim Buxton
Treasurer:	John Krueger
Secretary:	Cindy West
Past President:	Carl Nordeen

### **Directors at Large**

Alan Baker  
Gordon Botting  
Barbara Duncan  
Richard Del Frate  
Bob Willis  
Linda Yates



***June 19th Meeting***

### **What's New** **Energi Charger Station**

by George Harding Treasurer, Tucson Computer Society  
[www.aztcs.org](http://www.aztcs.org)  
[georgehardingsbd \(at\) earthlink.net](mailto:georgehardingsbd@earthlink.net)

Here's a handy charger for you. It can charge five devices at once! It senses your device capability for charging and adapts to it. It works with small and large devices. It has a removable external charger.

Tylt offers this product to their long line of innovative tools. I have an external charger for my iPhone that is both a case and a charger. The case provides the usual protective features. The charger fits around the case and connects by the built-in lightning connector. Pretty slick!



Energi is another example of innovative engineering for consumer devices. The main unit connects to a standard wall outlet and provides five USB slots for charging your devices. Each is capable of charging either a smartphone or similar device or a tablet.

*(Continued on page 6)*

(Continued from page 5)

Each slot has what the Company calls SmartDetect technology to provide maximum rapid charging. That means both fast charging and no over-charging. The latter benefit is important in today's environment of concern for fires caused by over-charging.

The four standard USB slots provide 2.4 amps of power while the fifth slot can provide 3.5 amps for even faster charging.

A unique feature of this charging station is the removable battery pack (the fifth slot). It can be easily removed and carried in a pocket or purse for on-the-spot use. No need to find a wall socket when you run out of charge.

The fins on the top of the unit can be used to organize your cables whether because there are too many or they are too long.

The unit comes with a start-up guide which is very short, with diagrams as well as text in several languages.

The unit comes with a one year warranty after you register your unit.

Energi Charging Station by TYLT

Price \$80

[www.tylt.com/charging-station](http://www.tylt.com/charging-station)

### **Whoosh! ...**

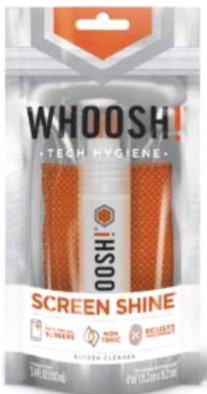
By George Harding, Treasurer, Tucson Computer Society

[www.aztcs.org](http://www.aztcs.org)

[georgehardingsbd \(at\) earthlink.net](mailto:georgehardingsbd@earthlink.net)

One of the very useful products I came across at CES was Whoosh!

It is a screen-cleaning product that not only clears out all the grime and fingerprints from your phone's screen, but also protects it from further contamination. It works on other screens, as well. I use it on my tablet and my laptop, too. I could use it on my flat screen TV also, but haven't yet.



The product is a spray bottle of liquid, which is non-toxic, and a polishing cloth. You spray a bit of liquid on the cloth, wipe the surface of your screen, then use a dry part of the cloth to polish the screen to a pristine finish. The cloth has been treated with an antimicrobial product to protect the cloth from contamination.

There are several packages in the product, including packets of screen wipes, as well as the customary spray bottle and cloth packages. The latter come in three sizes. The product is available in most office supply and computer stores.

This is a great product to have at home or office. It gives you clean screens in a flash.

Whoosh!

[www.whooshscreenshine.com](http://www.whooshscreenshine.com)

Price varies from \$10 to \$20

## WHAT IS CYBERSECURITY

Cybersecurity is general Internet safety, which includes protection of anything connected to or accessible by the Internet- from networks themselves to the information stored in computers. Technology has changed tremendously in the past 25 years, and it only continues to advance. The Internet has brought us so many benefits; email, electronic messaging, and personal websites allow us to stay connected, informed, and involved with family and friends. The Internet also provides an easy way to shop, plan travel, and manage finances. However, with these increased conveniences comes increased risk.

Baby boomers embrace new technologies 20 times faster than members of Gen Y, including social sites, podcasts, and blogs.

Just like any other public environment, the Internet requires awareness and caution. Just as you use locks to keep criminals out of your home, you also need safeguards to secure your computer. Many of the crimes that occur in real life are now done - or at least facilitated - through the Internet. Theft, abuse, and more can be and are being done online. Many scammers target older Americans via emails and websites for charitable donations, dating services, auctions, health care, and prescription medications.

Below are some common sense rules from the real world that apply in the online world.

- **Don't judge a book by its cover.** Cyber criminals hide behind the anonymity of the Internet. What you say and do online is visible to others, and it's not erasable. Don't communicate or reveal any personal information to strangers online. Personal information includes your name, address, age, phone number, birthday, email address, social security number, and insurance policy numbers – even your doctor's name.
- **Look before you leap.** Don't enter contests, join clubs, or share your personal information for any reason, unless you know you are on a reputable website. Do not open attachments, click links, or respond to email messages from unknown senders or companies that ask for your personal information. Most organizations – banks, charities, universities, companies, etc. - don't ask for your personal information over email. Beware of requests to update or confirm your personal information.
- **All that glitters is not gold.** Be wary of emails offering "free" gifts, prizes, or vacations. These are tricks designed to get you to give up personal information. Personal information can be pieced together to steal identities, money, or credit.
- **A chain is as strong as its weakest link.** Once we understand the dangers we face online, we need to tell other people who might not be as cyber smart and savvy. Every Internet user, no matter how young or old, is our Nation's first line of defense against people who might want to do harm. If we all become more aware of who we talk to, what we say, and what we share online we can all make a big difference.

Be sure to remember these tips when navigating the Internet to avoid fraud.

- **Seeking Medical Advice.** When you go to any medical-related website, be sure to consider: How current is the information? Check to see when the information was released. Do not rely on a single website for information, consult a few sources and be sure to check who exactly is providing the information. Many pharmaceutical companies create websites with information to sell products. Look for sites ending in .edu (for education) or .gov (for government).
- **Banking.** When using online banking services, check to be sure the sites you navigate are secure. One quick clue to determine whether a website is safe is if the URL begins with "https://." When using a public computer—such as one at your local library—avoid typing your personal information. Look for the padlock icon at the bottom of your browser, which indicates the site uses encryption. Also, type website URLs directly into the address bar, do not follow links.

*(Continued on page 8)*

**Shopping.** If you shop online, check your credit card statements as often as possible and use a credit card for online purchases. Credit cards have some protections that debit cards do not, such as the ability to question unusual charges.

Look for this padlock icon in your Internet browser when shopping and banking online.



## HOW TO GET INVOLVED

Help the Campaign educate and empower the American public to take steps to protect themselves and their families online. To get involved, become a Friend of the Campaign by visiting <http://www.dhs.gov/stopthinkconnect>. Once you are a Friend, there are many ways to stay involved:

- Impress your children or grandchildren. Blog, tweet, or post about Stop.Think.Connect. and safe online behavior.
- Spread the word. Promote Stop.Think.Connect. messages and resources within your families and communities.
- Encourage your local community center, library, or to hold an educational cybersecurity program.
- Download and distribute Stop.Think.Connect. materials, such as the brochure, bookmark, and poster, in your neighborhoods and communities.
- Lead or host a cyber awareness activity in your places of work, school, recreation, or worship.
- Discuss the importance of cybersecurity with your friends and family.
- Inform your community about the Stop.Think.Connect. Campaign and available resources.
- Get your local senior center or library involved and informed on cybersecurity.

For more information on the Stop.Think.Connect. Campaign, visit <http://www.dhs.gov/stopthinkconnect>. For more information about the Cyber Tour Program, visit <http://stopthinkconnect.org/getinvolved/homeland-security-campaign/cyber-week-program>.



**Homeland  
Security**



STOP | THINK | CONNECT™

## Drones

by George Harding Treasurer, Tucson Computer Society  
www.aztcs.org  
georgehardingsbd (at) earthlink.net

I am amazed at the rapid development of the drone industry and the uses to which drones are being put.

Here are a few of the uses so far:

- **Package delivery:** UPS has stated that their plan is substantially complete and will be introduced soon. It has limits for weight, distance delivery address.
- **Weddings and other similar events:** Drones make it easy to record events that are important to family and friends. Viewpoints can include those that an individual cannot do.
- **News gathering:** Many TV channels now use drones to access accident sites and other events of interest to a broadcast.
- **Site inspection:** Viewing construction as it is occurring is valuable to identify problems that may not otherwise be seen. Checking electric and other similar supports can be done with drones without the necessity of having a human climb up a tall tower to inspect.
- **Agriculture:** Drones are used to check field sizes, crop progress and limited spraying, without the dangers associated with crop duster planes.
- **Police and Fire observation of sites:** This saves the need for a human to be in danger.
- **Security:** Drones can inspect premises to identify risks that would be difficult for a human to do quickly and economically.
- **Safety:** Australia has started using drones to survey beach areas for sharks.
- **Photography:** Drones can deliver video and photographs in high resolution of just about anything: Nature, colorful situations, traffic, events and more.
- **Search and rescue:** Drones can access locations that are difficult or dangerous during severe storms, earthquakes, and hurricanes to find survivors and help with rescue.

With the FAA promulgation of Rule 107, individuals and business can operate drones with assurance that they will not run afoul of government oversight. Some of the rules are:

- Line of sight. The operator must keep the drone in sight at all times.
- Night operations not allowed.
- Maximum ground speed of 100mph and maximum altitude of 400 feet.
- Drone must be lighter than 55 pounds
- Operations in commercial airspace (airports, etc.) only with ATC permission.
- Preflight inspection of drone required.
- Remote pilot airman certificate required. Pilot aeronautical knowledge required, unless the operator of the drone already has a pilot license.
- Registration of drone required. Over 500,000 drones have been registered already.

Intel has made some interesting innovations in drone technology. They have available a ready-to-fly drone that incorporates their Real Sense technology. It allows the drone to see conflicts ahead and move to avoid them. So, instead of flying into a tree, its drone can see the tree and maneuver around it to keep on track for the target. See [intel.com/aero](http://intel.com/aero) for more info.

*(Continued on page 10)*

*(Continued from page 9)*

Intel is also working on the ability to control more than one drone at a time. At **Interdrone 2016**, a video was shown of a demonstration of controlling 100 drones at a time over the opera house in Sydney, Australia. It showed the drones circling around in what appeared to be a random pattern and ended with an oval of drones in the sky with “Intel” in blue drones in the center. Most amazing!

The drone market is exploding as to usage. There are many uses today for drones, but the future will open up many more, things we have not even thought of today.

### **Picture Management – Something we all need.**

By Phil Sorrentino, Contributing Writer, The Computer Club, Florida  
<http://sccccomputerclub.org> / [Philsorr.wordpress.com](http://Philsorr.wordpress.com)  
philsorr (at) yahoo.com

With the advent of the smartphone, a camera is always only an arm’s length away, because your smartphone is probably in your pocket or your handbag. And having the camera so available means we take, and hence have, many more pictures (and maybe even videos). With this increased number of pictures comes the problem of organizing or managing them so we can access them when they are needed. The picture may not seem so valuable if you can’t find it when you want to show it to someone.

I think it was very innovative and forward thinking of Steve Jobs at Apple to include a camera in the original iPhone. Today, the camera is probably the second most important reason why you have a smartphone (the first being the fact that the smartphone can make phone calls). The cameras, built into smartphones, have really improved in the short time that smartphones have been in use. Originally the cameras might have only been a mega pixel or so in picture size (the original iPhone had a 2-mega pixel camera); now the cameras have as many pixels as some professional cameras (the iPhone 7 has a 12-mega pixel camera). And, though the quality of the pictures from the earlier smartphones may have been only acceptable, the quality of the pictures from many of today’s cameras is only surpassed by pictures from very expensive professional cameras.

So, with all these pictures, we naturally look for help to organize them, and fortunately help comes in the form of digital picture management software. Photoshop Elements is a possible solution with a price tag of around \$80.

Picasa has been a very popular, free, picture editor and management software application. Unfortunately, Picasa which was available from Google since July 2004, was discontinued February 2016. Google is recommending its cloud-based “Google Photos” be used in place of Picasa.

“Google Photos” is not the same as “Photos” that you will find on a Windows 10 computer in the “All Apps” list. The Windows 10 Photos App is a photo viewer that provides minimal picture management. Google Photos is a cloud-based App that encourages you to upload your pictures from all of your devices to the cloud, where the photos are stored and managed. Then, using the Google Photos App, you can view all of your photos from any device with an internet connection.

Google gives you 15GB of storage space (you can purchase more if needed), and then (with a setting) gives you a choice of “High Quality (free unlimited storage)”, or “Original quality (full resolution that counts against your 15GB quota)”. The “High Quality” selection produces “Great visual quality at reduced file size”, as stated on the website. (This 15GB of storage appears to be separate from your “Google Drive”, if you have one, because there is a setting to “Show Google Drive photos and videos in your Photos library”.)

*(Continued on page 11)*

The photos.google.com website states “the photos are automatically organized and searchable”, and “the photos can be organized by people, places, or things”. The website tutorial also indicates that you can “Easily edit and share” your photos. So, it seems like once your photos are uploaded to the cloud, they can be organized by your needs, and any photo can easily be accessed.

Another free photo management application is Photo Gallery, which was available from Microsoft but unfortunately had its support ended January 10, 2017. If you have a copy of Photo Gallery you will see that it can organize your pictures, but it also has a few neat features. One of these features is “Panorama”. Photo Gallery allows you to create panoramas from (overlapping) pictures that were sequentially taken of a wide scene. The picture interfaces are stitched together, resulting in a wide panorama of the original scene. If the lighting was consistent and the overlap was easy for the software to find the edges, with a little cropping the results were quite good. Panorama stitching is not that unusual a feature, but Photo Gallery also has a feature called “Photo Fuse”. This feature allows you to correct many unwanted things in a picture. To use this, you have to take multiple pictures of a scene that has some unwanted movements, like people moving in the background, or children turning their heads at inconvenient times. Once you have a number of images (maybe 5 or 6) of basically the same scene, you’re ready to use Photo Fuse. Photo Fuse lets you choose which picture will be used for a given selectable rectangular area. If there is a person in the background in picture 1 but not in picture 4, then you can use picture 4 for the rectangle that shows the unwanted person. Similarly, you can customize many rectangles with sections from other pictures. When you are finished, all the unwanted people or unwanted movements may be eliminated. This type of feature is typically only found in some very expensive software packages. It reminds me of “Layers” in Photoshop Elements, but “Photo Fuse” is not nearly as powerful. Photo Gallery may still be available from the Microsoft Download site, but without support from Microsoft it may not be something you want to be dependent on. But if you have a copy, Photo Gallery certainly has a lot of really great features, and is fairly easy to use.

There still are a few free Photo Editing and Management applications available. A quick check finds Zoner Photo Studio Free, StudioLine Photo Basic Free 3, Jet Photo Studio 5, XNView MP, Faststone Image Viewer, and DigiKam, but I haven’t tried any of them yet. A quick look at the features makes me wonder if there will be a replacement for Photo Gallery. If you are willing to spend a few dollars, there are a few possibilities that may be a good replacement. Photoshop Elements, Magix Photo Manager, and Acdsee come to mind.

Keep in mind that Picture Management software typically does not re-arrange or move your picture files or folders. Picture Management software just acts as a lens viewing all the pictures in the picture folders that you let it use, usually with an “Include folders” setting. So, in my opinion, the only way to really manage your photos is to create a hierarchical arrangement of folders using File Explorer and then manage that set of folders yourself, again using File Explorer. And then let your Photo Management software use all of those folders. Depending on the size of your picture collection, this may take a big effort and a firm commitment to create, organize and maintain the folders. But whatever method or software you decide on, do it quickly, because your picture collection is probably increasing, even as we speak.



## Apps - By Google, by gosh

By Phil Sorrentino, Contributing Writer, The Computer Club, Florida  
The Journal of The Computer Club, Inc.  
<http://sccccomputerclub.org> / [Philsorr.wordpress.com](http://Philsorr.wordpress.com)  
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Most of us know Google as a website we visit to get answers to all kinds of questions, but there is a lot more behind the company and the term Google. Google is a company, a website, a number, and a verb. The company, Google, began as a Research Project in 1996 to develop a Search Engine for web pages, and was incorporated in 1998. Google, the company, is currently valued at over \$82 billion. The Google website, which searches and prioritizes other websites, is available in 123 languages and has over 4.5 billion active users. Google, the number (actually Googol), is 1 followed by one hundred zeros or  $10^{100}$ . And Google, the verb, was first added to the dictionary in 2006.

But enough esoterica, we want to explore the Google computer Apps that can help us in our daily digital life. So, let me list many of them, and then we can delve further into a few that are very useful. There is, obviously, Google Search, and Gmail, Calendar, YouTube, Google Drive, Google Maps, Google Docs, Photos, Translate, Keep, News, Books, Shopping, Finance, and others. And all of these can be accessed through the Google website, just by clicking on the “All Apps” button on your laptop or desktop computer



### **All Apps**

or, if they didn't come pre-installed on your mobile device, by downloading them from the Google Play Store.



### **Google Play Store**



### **Google Search**

Google Search probably needs the least introduction because it has been around the longest, and we have had it almost from the beginning of our use of the internet. Google Search answers our questions, not with answers, but by providing an ordered list of websites that will, hopefully, answer our question. We then go to these websites with expectations of finding the answer, and most of the time we do. (Google Search's magic is really done long before we ask our question. It “crawls the web” 24/7, finding and ordering websites so that they can be suggested as places to find the answer, when we ask the question.) So, Google Search is really sewn into the fabric of our digital life, as evidenced by the fact that every time we need an answer, we think or say “just Google that”.



### **Gmail**

Gmail is probably the second best known Google App. Gmail is a free, advertiser supported web based Email service that came out of beta in 2009 and currently provides its users with 15GB of email storage space. It allows the user to send Emails (with attachments) of up to 25MB to any known Email address. And it will receive Emails (with attachments) of up to 50MB. Gmail currently has over 1 billion Active users worldwide.

*(Continued on page 13)*

*(Continued from page 12)*

Gmail is a great place to keep all your contact information which is then available to your smartphone while you're on the go.



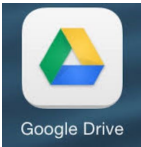
### **Calendar**

Google Calendar is a free time management and scheduling, web based, App. It allows the user to create and edit calendar events with start and stop times, which are then viewable by day, week, or month, on your computer or your smartphone. Google Calendar lets you combine multiple calendars including those for holidays and birthdays. The Calendar App on your smartphone can then help you answer the question, "Can you make an appointment three weeks from today, at 1 o'clock?" Just pull out your smartphone, start calendar, and all of your previously scheduled appointments will be shown, so you don't "double book" a time.



### **YouTube**

YouTube, not originally invented by Google, but bought for over \$1.6 billion in 2006, is a free Video Sharing website. Registered users can upload video clips, TV show clips, music videos, movie trailers, etc. to the site and unregistered users can watch whatever is on the site. There are instructional videos for just about everything. Try it the next time you want to change the air filter in your car, or need to see a different cooking technique, or want to know more about Windows 10. Beyond education, there are many just downright entertaining videos available, with subjects like kids, puppies, kittens, and ponies.



### **Google Drive**

Google Drive is a free cloud storage service with over 1 million users. It allows the user to store files on the Google Drive servers (in the cloud) and synchronize, or not synchronize, those files with all the user's devices. (File synchronizing (or syncing) is the process of ensuring that files on two or more devices are kept updated.) Google Drive provides 15GB of free storage and the files stored can be accessed by both your computer and your smartphone. And for Android smartphones, Google Drive has added a feature that lets you easily scan a document and upload it to Google Drive.



### **Google Maps**

Google Maps is a Web based Mapping service that provides Satellite and Aerial imagery of almost any place on the globe; it also provides Street Maps of most populated areas. For certain cities, there are 360-degree Panoramic Street Views. It also provides directions and route planning capabilities for car, walking, and bicycling. The mobile App is available for Android and iOS and provides a turn-by-turn navigation capability.



### **Google Docs**

*(Continued on page 14)*

Google Docs is a Free Web Based Suite of Office Applications. It includes a Word Processor, a Spreadsheet App, and a Presentation App. It allows the user to create and edit files online, and collaborate with other users. The files produced are compatible with Microsoft Office file formats. Google Docs is tightly integrated with Google Drive in that all files created by the Apps are by default saved on Google Drive. Mobile Apps are available for Android and iOS.



### **Google Photos**

Google Photos, which was launched in 2015, is not only a Photo Viewer App, it is also a Storage and Sharing Service. It provides free unlimited storage, in the cloud, for pictures up to 16 megapixels in size and videos up to 1080p resolution. It analyzes photos identifying various visual features and subjects. Users can then search for photos based on People, Places, or Things. (Google Photos has two storage settings: “High Quality” and “Original Quality”. High Quality provides the aforementioned qualities. Original Quality preserves the original size of the photos and resolution of videos if they were higher than High Quality, but subtracts these from the users’ Google account storage allocation.) 200 million users have uploaded over 13.7 petabytes of photos and videos. (Remember a petabyte is 1,000 terabytes and a terabyte is 1,000 gigabytes, so 1 petabyte = 1,000,000 gigabytes.)



### **Google Duo**



Wallet

### **Google Waller**

Google provides many more services including a Video Conferencing App for smartphones, called Duo, that will finally let an Android phone video conference with an Apple iPhone; and Google Wallet, which lets you transfer money to another person with no cost to the sender or receiver. As you can see, Google certainly has a substantial presence in our digital daily activities.

## **Paste plain text of what was copied**

When you copy text from any source, programs will usually copy any formatting that comes with it. To paste this as plain text, press CTRL + Shift + V instead of the standard CTRL + V, and the system will paste unformatted text.

Note that many programs follow this parameter (Chrome, Firefox, etc.) but not all, particularly Microsoft programs like Word or Outlook. For those there's a few alternatives that go beyond copying and pasting in Notepad:

- 1) CTRL + ALT + V will show a 'paste special' dialog box.
- 2) CTRL + Spacebar will remove formatting in already pasted text.
- 3) Download Puretext and choose a hotkey to always paste plain text with it.

# **PLATEAU PC USERS GROUP, Inc.**

## APPLICATION FOR MEMBERSHIP

☐ **New Member**      ☐ **Renewing Member**

Return this application, with check for annual dues payable to "PLATEAU PC USERS GROUP." Return to the club Treasurer during our meeting or mail to PPCUG Treasurer. P.O. Box 3787, Crossville, TN 38557. Our annual dues are now payable on July 1st of each year. Annual dues are \$24 per single person / \$30 per family starting 7/1/2014 with partial years' dues as follows:

Due Date	Apr-Jun 2017	Jul-Sep 2017 Annual Dues	Oct-Dec 2017	Jan -Mar 2018
Single:	\$6	\$24	\$18	\$12
Families:	\$7	\$30	\$22	\$15

Date: \_\_\_\_\_ Amount Paid: \$ \_\_\_\_ :00, by Cash \_\_\_\_, or Check ( # \_\_\_\_\_ )

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Family Members (if family membership)

\_\_\_\_\_  
Address:

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

\_\_\_\_\_  
Phone Number

E-Mail address: \_\_\_\_\_

I have belonged to a Computer Club before. Yes \_\_\_\_\_ No \_\_\_\_\_

I have used PCs since (year): \_\_\_\_\_

I have knowledge in the following areas that I would be willing to share with club members:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

March 2017



# July 2017



<u>Sun</u>	<u>Mon</u>	<u>Tue</u>	<u>Wed</u>	<u>Thu</u>	<u>Fri</u>	<u>Sat</u>
						1
2	3	4 God Bless the USA! 	5	6	7	8
9	10	11	12 2:00 P.M. PPCUG Board Mtg.	13 1:00 P.M. Photo Editing Workshop Club Mtg.	14	15
16	17 6:00 P.M. General Mtg. Presentation Followed by Q & A Session	18	19	20 1:00 P.M. Plateau Photog- raphy Club Mtg.	21	22
23	24	25	26	27	28	29
30	31					

**Note:** Please see page #15 for the Plateau PC Users Group, Inc. **Application for Membership form.**