



PLATEAU PC USERS GROUP, INC GAZETTE



September 2019

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

Volume 25, Issue 9

This Month’s September Meeting

Organizing your Photos!

What can you do with all those pesky photo files you have on your smartphone, your camera, your tablet, your computer and the ones from emails and texts from your friends?

Photos take up a lot of space on your devices and may be hard to find. They have cryptic names coming from your camera or smartphone. You can look many of them up by date (if you set the date correctly in your camera, by the way). What about by subject, or location, or by the person that is in the photo? What if you don’t know what device you left the photo on? What if you lost your phone or your camera? What if you edited it or inadvertently erased it?

Frank Wade is a local Photoshop user and retouching technician, trained in photo editing and cataloguing techniques. Frank has 10’s of thousands of image files he has kept over the years. He will give a presentation at the September meeting on various methods you may want to use to keep your photos together, safe and easily identified so you can look them up. Wow, I forgot I took that photo! Who was that person in the photo? Maybe after using these methods you can send a photo that you would otherwise not be able to locate to your friend or family member. Wouldn’t that be cool?

**See you Tuesday, September 10th
6:00 P.M. at Christ Lutheran Church,
Fairfield Glade.**



Record number of attendees at last months presentation about Smart TVs

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

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

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:

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

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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Monday September 2019



Up Coming Meeting for October 2019

Note: October Changes to Winter Hours

The next General Meeting of the
PLATEAU PC USERS GROUP
Will be on Tuesday, September 10th at 3:00 P.M.

at Christ Lutheran Church
481 Snead Drive FFG
(corner of Snead & Lakeview Drive)

Cool Tips & Sites

Best Practices for Writing Effective Email Messages

Start improving your email effectiveness by creating and formatting easy to follow content, and by using pre-written responses. Note: although some of the features mentioned are specific to Microsoft Outlook, most of these email best practices and ideas can help you manage your email and time regardless of the email program you use.

One of the keys to writing good email is to empathize with your recipients. Simplify the email messages you send with clean, easy-to-read formatting:

- **Get To The Point.** Shorten paragraphs to no more than five or six lines to reduce reading.
- **Shorter Is Better.** Limit email text to a single printed page. If you have more text, reduce the message or consider attaching a Word document. Delete previous responses that are no longer relevant to the current exchange.
- **Keep It Meaningful.** Modify the subject line if the thread changes and is no longer related to the original message.
- **Simple Formatting.** Use fonts between 10 and 12 points in size except for headlines and choose an easy to read font style. Consider **bolding** important information. Apply colors sparingly. In addition, with the growing use of mobile devices, always keep in mind some recipients may be seeing your message in plain text without font formatting and graphics. Add blank lines and white space to separate paragraphs and areas of detail.
- **Read Your Message Before You Send It.** Run the spelling checker and re-read messages one last time for clarity and grammar before clicking **Send**.
- **Use High Importance Sparingly.** If most every message you send out is marked as High Importance, your recipients will begin to ignore your urgency.

**** Visit the PPCUG Website ****
At: www.PPCUGinc.com.

Read all about our club activities and scheduled monthly meetings, also current and past issues of the Gazette Newsletter. Links also to the Meeting Handouts on past presentations

Send your comments and suggestions to the PPCUG Webmaster, Alan Baker
Webmaster@ppcuginc.com (931) 239-0877



Apple v Windows PCs

By Dan Douglas, President, Space Coast PCUG, FL
May 2019 issue, The Space Coast PC Journal
www.scpcug.org
datadan (at) msn.com

This month I'll take a look at the differences between **Apple** and **Windows** based PCs from the perspective of a repair guy such as myself. Most people will agree that Apple has enjoyed a better reputation for well-designed devices compared to comparable ones from Dell, HP, etc. Sometimes these differences are truly in the eye of the beholder, however. What is well designed to be attractive on the outside, as an iMac is, can be a chore to take apart on the inside.

The estimates below are based upon the All-In-One (AIO) formats that are most iMacs, and many PCs from Dell and HP. Let's take a look at a few standard common repair scenarios.

Hard Drive Upgrade or Replacement – The need to replace the hard drive happens to every PC sooner or later, either because of mechanical failure or the need for more storage capacity. With the recent dramatic price drops of solid-state drives (SSDs), now there is a third reason to upgrade, which is to greatly improve the performance of the PC. Rather than spend the money required to replace a PC, the cost to upgrade the hard drive is less than a hundred or so.

For this upgrade to a typical Windows PC, the drive can be easily cloned (copied) to the new drive and then swapped with the current drive. The steps to take the Windows PC apart are typically:

- 1) remove the case cover (5 minutes)
- 2) disconnect the old drive and connect the new drive (10 minutes)
- 3) replace the case cover (5 minutes)

To perform the same drive swap after cloning on an Apple iMac requires:

- 1) Remove the memory from the iMac (5 minutes)
- 2) Remove the front glass shield (5 minutes)
- 3) unscrew the LCD panel from the back of the iMac (10 minutes)
- 4) remove all connections to the LCD panel and remove the LCD (10 minutes)
- 5) disconnect the old drive and connect the new drive (10 minutes)
- 6) replace the connections to the LCD panel and put back in place (10 minutes)
- 7) reattach the LCD panel to the back of the iMac (10 minutes)
- 8) replace the glass cover (5 minutes)
- 9) replace the memory in the iMac (5 minutes)

Power Supply Replacement – The need to replace the PC power supply happens to many PCs either due to age and an internal power supply component failure or because of damage through power surges. Essentially the steps and time required to replace the power supply are the same as for the hard drive as listed above. The main difference is the cost of the part – where the PC power supplies are pretty well standard sizes, given some differences in the variations of the case dimensions and wattage requirements, expect the cost to be between \$25 - \$85. iMac power supplies typically range from \$80 - \$135.

Reloading the Operating System (OS) – When the existing OS is not recoverable or required to be moved, the iMac provides an easier recovery experience in many cases. Through the use of key combinations pressed during the boot up process, most iMacs can actually reload the Mac OS through the internet, without the use of recovery media. A Windows PC on the other hand will usually require the installed version of

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Windows to be booted from a DVD or USB drive containing the fresh version of the OS. If the Windows PC is reset using the recovery partition located on the hard drive, there is a fair chance that it will be an older version that what is currently in use and will not be appropriate to use.

Freshly Squeezed Reviews: Write Right

By Frank Petrie
May 2019
<https://ympnow.com>

I have been reviewing software and hardware for about two decades. Sometimes the words just flow, other times I need to pry them from my skull. In college, I had a professor who always said, 'writing is rewriting.' Too true.

He died long ago but his guideline has revisited me in the form of an incredible app, ProWritingAid.
<https://prowritingaid.com/>

Good writing is about more than just grammar.

ProWritingAid is the best free writing app out there. It includes a fantastic grammar checker but also goes way beyond grammar checking to help you improve the style and clarity of your writing.

The editing tool analyzes your text and highlights a variety of key writing issues, such as over-used words, sentence structure, punctuation issues, repeated phrases, consistency, dialogue, pacing and readability. It helps you learn as you edit, making you a stronger writer.

I admit to at least 70% of the infractions above (but I WILL argue over the Oxford Comma until the day I die!). Ironically, one sentence and a paragraph in the block quote above was flagged by the app.

This app is incredible. You can check your work in a multitude of ways, covering every conceivable metric. You can check it with a comprehensive summary. But you can also granularly check your grammar, your diction, look for redundancies, and clichés. There are roughly two dozen checks you can perform. For an extra fee, you can purchase different numbers of plagiarism checks (great for schoolwork).

Mercifully, it includes my dear friend the Thesaurus and even occasionally encourages me to use it (HUZZAH!).

You can also set your own filters or ignore ones that they suggest.

ProWritingAid's Desktop App allows you to open, edit and save your Scrivener projects without losing formatting. It also works with other formats such as Microsoft Word, Open Office, Rich Text, HTML and Markdown.

If you're writing a short story, your blog or the great American novel, there is room for disagreement with their suggestions which is allotted. I'm a musician and composer. In the same manner as a musical composition flows, your words should have a rhythm. This is your 'voice.'

(Continued on page 6)

(Continued from page 5)

In my opinion, if you're writing a scholarly piece or business presentation, ProWritingAid is a valuable tool. Not to say your great American novel doesn't have its share of incorrect grammar, punctuation, or other literary offenses but I believe ProWritingAid is better suited for business and academia.

It is to writing what the Pomodoro method is to productivity. It enables you to focus because you feel like your boss is standing next to you making sure you get the job done. ProWritingAid took me back to middle school, writing an essay as my teacher hovered over my shoulder.

There is one function that I found absolutely fascinating: Word Explorer. Pick any word and it will present you with an endless list of options.

This app pointed out why my English grades were so pitiful. But it was a great help in improving my writing. I could still use my 'voice' but now had to justify my wording. After writing reviews for all these centuries, it was somewhat humbling.

ProWritingAid is available as part of your Setapp subscription or can be subscribed to in three plans: the Free subscription (which has limitations), the Premium Plan for US \$60 annually (fewer limitations), and the Premium+ Plan for US \$70 annually (there's 50 plagiarism checks included per year).

APIs are also available for developers. That also comes at a premium, however.

And there's a trial version available. Give it a bash.

How to See the Applications Using Your Network on Windows 10

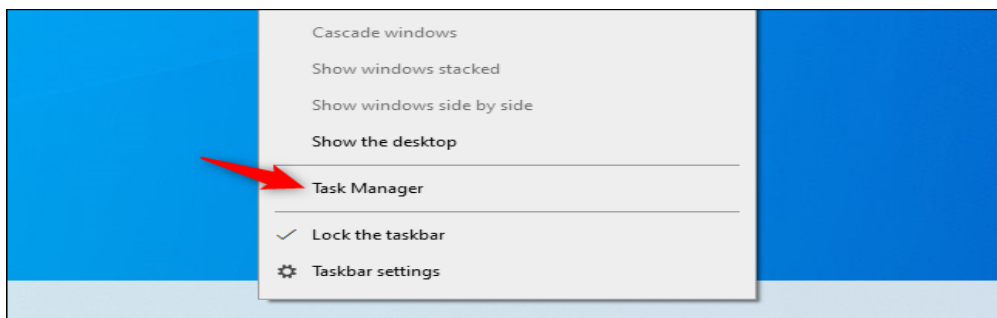
Windows can show you which applications are using your network right now and how much data they're transferring. You can even see a list of apps that have used your network over the last 30 days.

This shows which apps are using the internet, but the below methods don't just show internet usage. They show all network usage. Whether an application is communicating with a remote server on the internet or another computer on your local network, it will appear as using your network connection all the same.

Use the Task Manager to See Current Usage

To check precisely which applications are using your network right now—and how much data they're downloading and uploading—look in your Task Manager.

To open the Task Manager, right-click your taskbar and select "Task Manager" or press Ctrl+Shift+Esc. There are many other ways to open the Task Manager, too.



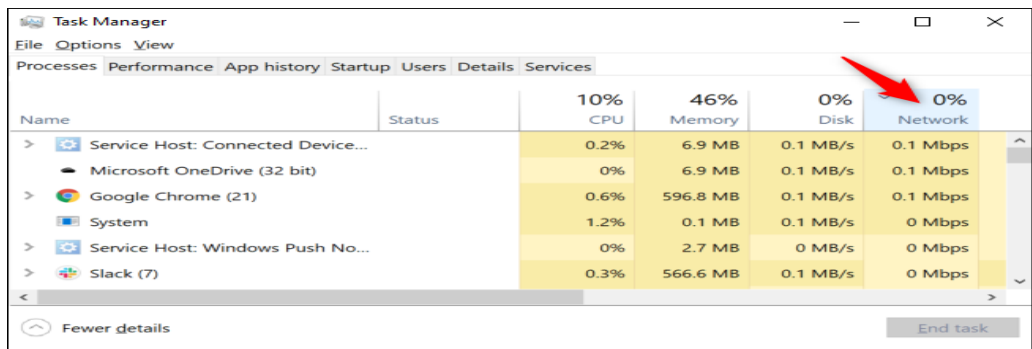
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In the list of processes, click the “Network” heading to sort the list of running processes by network usage. Watch the list, and you’ll see which applications are using your network along with how much bandwidth they’re using.

(If you don’t see the Network heading, click “More Details” first.)

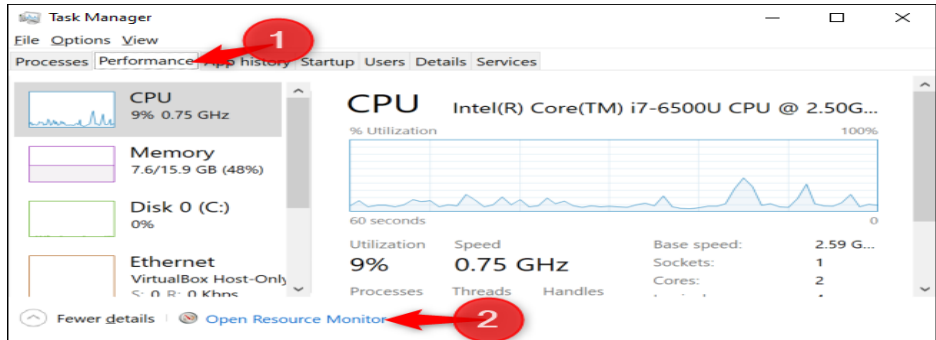
Technically, this isn’t a complete list—if a process isn’t using much network resources, Windows rounds down to 0 Mbps (Megabits per second.) It’s just a quick way to see which processes are using a noticeable amount of bandwidth.



RELATED: *Windows Task Manager: The Complete Guide*

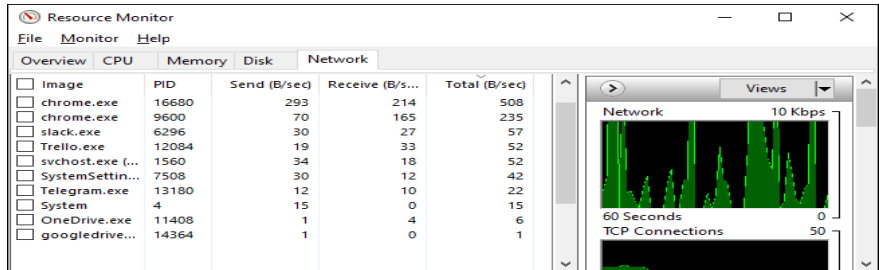
Launch Resource Monitor to See More Details

For more detailed information, go straight to the Resource Monitor application. You can launch it by searching for “Resource Monitor” in the Start menu or by clicking the “Performance” tab in the Task Manager and clicking “Open Resource Monitor” at the bottom of the window.



Click the “Network” tab, and you’ll see a list of processes downloading or uploading data over the network. You’ll also see how much data they’re transferring in B/sec (Bytes per second.)

This also shows processes using a small amount of network bandwidth, which would otherwise appear as using 0 Mbps in the Task Manager.



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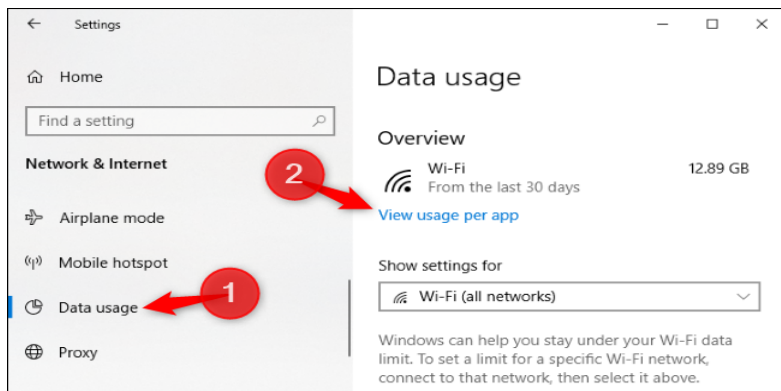
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With both the Task Manager and Resource Monitor lists, you can right-click an application and select “Search Online” to find more information about what exactly the process is.

See Network Data Usage Over the Last 30 Days

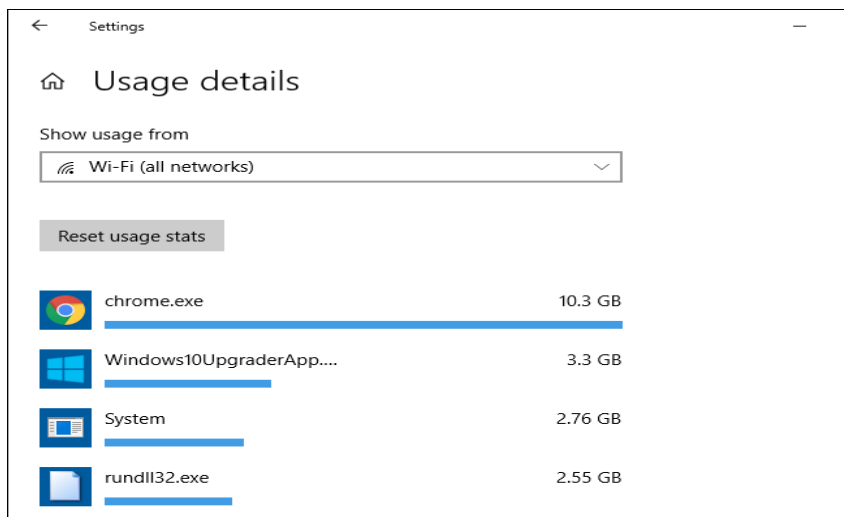
Windows 10 keeps track of which applications are using your network and how much data they’re transferring. You can see which apps have used your network over the past 30 days and how much data they’ve transferred.

To find this information, head to Settings > Network & Internet > Data Usage. Click “View usage per app” at the top of the window. (You can press Windows+I to open the Settings window quickly.)



From here, you can scroll through a list of apps that have used your network in the last 30 days.

If you’re on a Wi-Fi network, you can see apps that have used your current Wi-Fi network or a list of apps that have used the network on all Wi-Fi networks to which you’ve been connected. Select what you want to see in the “Show usage from” box.



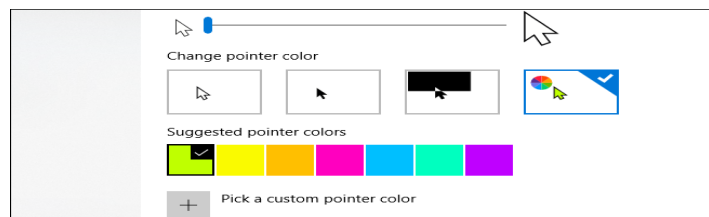
The top of the list will contain obvious culprits—likely the apps you use the most. Scroll down to the bottom, and you’ll see applications that rarely connect to the internet and don’t use much data when they do.

How to Change the Mouse Pointer Color and Size on Windows 10



CHRIS HOFFMAN @CHRISBHOFFMAN

JULY 8, 2019, 9:00AM EDT

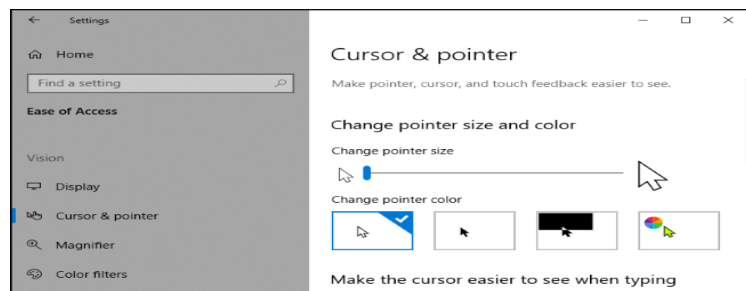


Windows 10 now lets you increase the mouse cursor's size and change its color. Want a black mouse cursor instead? You can choose that! Want a huge red cursor that is easier to see? You can choose that, too!

This feature was added to Windows in the May 2019 Update. It was always possible to customize the mouse cursor theme, but now you can do so without installing custom pointer themes.

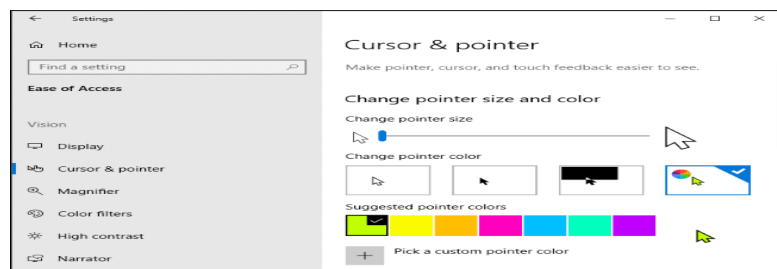
To find this option, head to Settings > Ease of Access > Cursor & Pointer. (You can press Windows+I to open the Settings application quickly.)

To change the pointer's size, drag the slider under "Change the Pointer Size." By default, the mouse pointer is set to 1—the smallest size. You can choose a size from 1 to 15 (which is *very* large).



Choose a new color in the "Change Pointer Color" section. There are four options here: white with a black border (the default), black with a white border, inverted (for example, black on a white background or white on a black background), or your selected color with a black border.

If you choose the color option, a lime green cursor is the default. However, you can choose any color you like. From the "Suggested Pointer Colors" panel that appears, select "Pick a Custom Pointer Color," and then choose the one you want.



That's it! If you ever want to tweak your mouse cursor again, just come back here.

From this Settings pane, you can also make the text entry cursor thicker so that it is easier to see when typing. If you have a PC with a touch screen, you can also control the visual touch feedback that appears when you tap the screen.

Review – Grammarly

By Matt Batt, President, The Computer Club, Florida
April 2019 issue, The Journal of The Computer Club
www.scccomputerclub.org / [mbatt453 \(at\) gmail.com](mailto:mbatt453@gmail.com)

I always thought I was a decent writer. I know that I write in the passive voice too often, but I always try to keep my sentence structure correct and my sentences easy to read.

Recently, I discovered a piece of software called Grammarly. It reviews your writing and finds typos, spelling errors and grammar mistakes. It's quite effective. It's like a proofreader on steroids. Some days, it's quite humbling.

Grammarly comes in a free or paid version. The free version contains most of the features of the paid version. The free version of Grammarly is more than sufficient for the kind of writing that most of us do with emails, letters, and articles. The paid version gives you an advanced grammar checker, a plagiarism detector and detailed information about each of your grammar mistakes.

There are several ways to install and use Grammarly:

I installed Grammarly as an extension to my Chrome browser. This is the easiest way to get started with it. It is available from www.grammarly.com. Once I installed it, Grammarly was available to check my emails that were composed using the Gmail website online. This chrome extension also works with other online email and document editors.

I installed the Grammarly desktop app (www.grammarly.com/native/windows). The way to use the desktop is to copy and paste what you have written into Grammarly to be checked. Another option is to click on Import and upload a Microsoft Word document directly into Grammarly.

I also installed the Microsoft Office add-in (www.grammarly.com/office-addin/windows) so that Grammarly was active for Microsoft Word and Outlook.

My usage is simple. I use the Word add-in to check documents that I write and the Chrome add-in to check my emails. I won't tell you how many errors have been caught, but I'm very happy that Grammarly is there for me.

I recently got to take a book that had been already published and proofread by professionals and run it through Grammarly software.

Grammarly pointed out many errors of style and some serious grammar errors. Both the author and I were very impressed.

Grammarly extensions are available for the Chrome, Safari, Firefox and Edge browsers. It is also available for both the iPhone and Android platforms.

Try it, you'll like it.

You may have a new speech recognition program

By Jerry Heaton, Editor, Central Kentucky Computer Society
May 2019 issue, CKCS Newsletter
www.ckcs.org
j.heaton (at) ckcs.org

I have used several speech recognition programs over the years. I have tried them all, and suddenly a new one showed up on my computer and it is the best one yet!

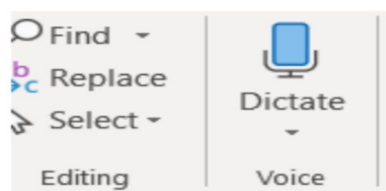
To provide you an example, all the text below the double line I dictated using the new program.

After completing the dictation, I edited the text produced by my dictation following this pattern:

- In the paragraphs below, all the black words are the result of my dictation.
- If I find a word I did not say, or a word misunderstood by MS speech recognition I will change the black word to **RED** and draw a line through it.
- Any word I correct or added manually will be in **GREEN** which I typed.
- There were a couple of places improper grammar was substituted for what I said, i.e. I said have and it entered had another time I said pay and it used paid, etc.

All the black text below was dictated.

All of us using Windows 10 are very aware that periodically Micros oft updates the program and makes changes the way things are done. Maybe I should have said improvements and corrections instead of changes. Nonetheless, that happens. I am also a **sub graber subscriber** to Microsoft Office 365 for which I **paid pay** an annual fee and get periodic updates and corrections to it as well.



Today I wish to talk about a new feature that showed up unexpectedly on my Microsoft Word ribbon bar. Under the home tab they've added a section to the right labeled voice and it's a small microphone under which it says dictate.

Speech recognition is not new. The first demonstration I ever saw of it was about in **1990 4 1994** at a Compulplex Show sponsored by CKCS in downtown Lexington at the Convention Center. That product worked well at the show but those that bought the program **Were** greatly disappointed.

I have used speech recognition from time to time **an and** each time I've tried it, it's better than before but those still proved to be more trouble **then than** it was worth since it made multiple errors in understanding what I said and secondly the thought process I used of producing text is not always in the order you would normally write that text. In other words, I was not very skilled **add at** dictation.

This article is being dictated and I am not touching the keyboard for any part of it. For speech recognition one should use a headset microphone. I had one of those but have chosen to **used use my** microphone on my camera for this project. All I can say is speech recognition program writers **had have** come a long way since those early days. This is working remarkably well.

(Continued on page 12)

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We are on paragraph 5 and all of this has been dictated without touching the keyboard.

I have noticed that this new microphone icon at the right of the ribbon bar is also on Microsoft's outlook program which I use for email, as well as PowerPoint.

It is obvious that if one is interested in getting a lot of text quickly onto a page, speech recognition is clearly the way to do that. The voice icon section was added by Microsoft Office 365

If you find the **voice** icon, give it a try.

Office 2019 and Changes to Office 365

By Nancy DeMarte, 1st Vice President, Sarasota Technology Users Group, FL
May 2019 issue, STUG Monitor
www.thestug.org / [ndemarte \(at\) verizon.net](mailto:ndemarte@verizon.net)

Office 2019: Microsoft has been releasing new versions of Office every three years for a long time. The newest version, Office 2019, is now available in stores or online. The Home and Student edition for Windows 10 came out in late September 2018. Office for MAC was released on March 3, 2019. The buyer pays one price, which includes updated Word, Excel, and PowerPoint for installation on a single computer. If Office 2019 repeats the support pattern of earlier editions, it also gets regular security updates for ten years, or until 2029. It is also touchscreen compatible.

Included in Office 2019 are a few of the new features which had been available only to Office 365 users. Here are a few of them:

Icons – These scalable vector graphics are organized in a gallery of about 500 small black icons in 30 categories. Icons are located on the Insert tab in Word, Excel, and PowerPoint. They can be enlarged without losing image quality, colored, and given special effects before being inserted into a document, spreadsheet, or presentation.



Figure 1 - A section of the Icons gallery

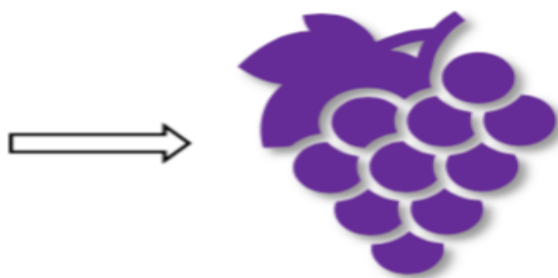
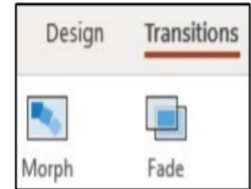


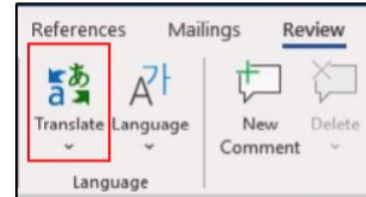
Figure 2 - An icon after adding color, size and shadow effect

(Continued on page 13)

Morph – This clever feature lets you animate a group of objects in a PowerPoint slide. For information about how to set up Morph, click the Transitions tab in PowerPoint. Hover your mouse pointer over Morph, read the information, then click “Tell me More” for the full instructions. With a little practice, it is easy to set up and is a crowd-pleaser.



Translate – Located on the Review tab > Language group in Word, Excel and PowerPoint, this feature will translate a section of a document or the whole document to one of several languages. Click the down arrow below Translate to see the list of supported languages.



Changes to Office 365 Home: Office 365 is the subscription version of Office. The Home version costs \$99.99 per year or \$9.99 per month and has several bonuses. Office 365 Personal (\$69.99 per year or \$6.99 monthly) has all the same bonuses as Home, but for only one computer. Beware of the much lower prices you can find on the Internet. They are likely to give you a fake product.

Some changes in Office 365 took effect beginning in October 2018. It appears that Office 365 is becoming more Internet-based than it was in the past. Office 365 Home can now be installed on six computers (Windows or Mac) plus other devices, plus phones and tablets up to 10.1” screens. However, you can only sign into five devices at one time. If you try to sign into a sixth device, you will get a “limit reached” message and will have to sign out of a device.

Signing into your Microsoft account is the only way to activate Office 365. Once you sign in, Microsoft keeps you signed in until you sign out, with a recommendation that you stay signed in on the devices you use the most. If you sign out, you will lose some Office features. If you have no Internet connection, you will be able to use Office 365 for 30 days before being deactivated.

Each of the six installations still gets a terabyte (1000 gigabytes) of cloud storage in OneDrive, the Microsoft cloud storage area. You can access OneDrive from any computer at any location by signing into your Microsoft account. Office 365 also gets monthly security and feature updates.

For those who want to have access to Office without buying the boxed version (Office 2019) or subscribing to Office 365, Microsoft also offers free Office Online to anyone who has a Microsoft account. The online version runs in an Internet browser, but editing is limited, and you cannot save files created on the web to your computer. Another option is installing the MS mobile apps for iOS or Android phones and tablets, which currently are free for home use.

Microsoft Office is a popular office suite. With the several options available, depending on your need, you can probably find a way to get this feature-filled suite.

Microsoft Outlook Calendar Keyboard Shortcuts



Although a few clicks of the mouse can be a quick way to create a new Outlook appointment or meeting, handy Microsoft Outlook calendar shortcuts may even be faster and easier.

Try these keyboard shortcuts to create and navigate your calendar and meeting items in Outlook:

To Navigate to the Outlook Calendar Views:

- Switch to Calendar: **[Ctrl] + 2**
- Switch to Day View (1 day): **[Ctrl] + [Alt] + 1**
- Switch to Work Week View (5 days): **[Ctrl] + [Alt] + 2**
- Switch to Week View (7 days): **[Ctrl] + [Alt] + 3** or **[Alt] + -** (minus sign)
- Switch to Month View (31 days): **[Ctrl] + [Alt] + 4** or **[Alt] + =** (equals sign)
- Switch to Schedule View: **[Ctrl] + [Alt] + 5**
- Go to a specific date in the Calendar: **[Ctrl] + G**
- Show 2 Days in Calendar: **[Alt] + 2**
- Show 3-9 Days in Calendar: **[Alt] + # of days**
- Show 10 Days in Calendar: **[Alt] + 0**

To Create a New Appointment or Meeting Request:

- Create an Appointment (from any view): **[Ctrl] + [Shift] + A**
- Create an Appointment (from Calendar View): **[Ctrl] + N** (for New)
- Create a Meeting Request: **[Ctrl] + [Shift] + Q**



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:

Join In	July-Sept Annual Dues	Oct-Dec	Jan-Mar	Apr-June
Single:	\$24	\$18	\$12	\$6
Families:	\$30	\$22	\$15	\$7

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:

January 2019



October 2019



<u>Sun</u>	<u>Mon</u>	<u>Tue</u>	<u>Wed</u>	<u>Thu</u>	<u>Fri</u>	<u>Sat</u>
		1	2 <u>2:00 P.M.</u> PPCUG Board Mtg.	3	4	5
6	7	8 <u>3:00 P.M.</u> General Mtg. Presentation. Followed By Q&A Session	9	10	11	12
13	14 	15	16	17	18	19
20	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.](#)