



WAUCtalk

WAUC Wisconsin All-computer Users Club

May 2021

MEMBERS HELPING MEMBERS

Volume 38, No. 5

May

20 Q&A SIG, Thur., 7 PM by Zoom

26 Investment Tracking SIG, Wed., 7 PM by Zoom

27 Smartphone & Tablet SIG, Android at 7 PM & Apple at 6:30 PM by Zoom

June

3 WAUC General Meeting, Thur., 7:30
Presentation:—via ZOOM at 7:30
Visiting 7:00-7:30

3 Board Meeting, Thurs., 6:30 PM
by Zoom.

8 WAUCtalk Deadline

10 Tutorial SIG, Thurs. 7 PM
by Zoom

WAUC Lunch, Mon., 1 PM,
suspended for now

17 Q&A SIG, Thur., 7 PM by Zoom

23 Investment Tracking SIG, Wed., 7 PM by Zoom

24 Smartphone & Tablet SIG, Android at 7 PM & Apple at 6:30 PM by Zoom

Presentations

- **July - Ron Brown-Wearable Tech**
- **September - Bill James-Synchronizing Your PC**
- **October - Bob Gostischa-Security 2021**
- **November - John Kennedy - Free and Alternatives to Free Software**
- **December - The Return of the Party?**

FOR SALE

WAUC CDs and CD cases for sale. Contact Don Skarda @ 262-416-8210 or ddsjr33@wi.rr.com

General Meeting, Thursday June 3, 2021 7:30 p.m. on Zoom



Joe Kissell on Online Privacy

Joe Kissell is the author of more than 60 books about technology. In 2017, he also became the publisher of Take Control Books, when his company acquired the Take Control series from TidBITS Publishing Inc. Before he began writing full-time in 2003, Joe spent nearly eight years managing software development. He and his wife, Morgen, live in San Diego with their two sons and their cat. You can follow Joe on Twitter: @joekissell.

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Don Wants to Know

Hoping spring in Wisconsin is all you expected. This year is moving fast, Covid issues are declining so maybe we can return to a life we once knew.

If you did not log into the APCUG VTC (Virtual Technical Conference), you missed a few great presentations. The VTC's by APCUG is free to all of our members. Most of the presentations now have notes available for you to learn from, at this website <https://apcug2.org/apcug-2021-spring-vtc/>.

This newsletter belongs to everyone in the club. Please feel free to send in articles relating to technology. You can send in a list of technology products that you want to sell or give away.

I am asking everyone to please send in questions for our Q&A SIG to me before the 3rd Thursday meeting so we can give you good answers. Also, if you have any subjects that you want a tutorial on, please send me a message. Ddsjr33@wi.rr.com

Judy Taylour Clarifies Facebook

WAUC held an open meeting on April 15, 2021. Attendees included club members: Brian Behling, Louise Bozek, Rita Bruce, Louise Dahms, Dolores Dettmann, Richard Durand, Don Gardner, Terry Harvey, James Hempel, Charlotte Holte, Lorena Jacobson, Debbie Kolter, Bruce Kosbab, Peter Leitner, Tom Martini, Thomas McAndrew, Peter McCabe, Janice Mlagan, Julia Rice, John Schwarzmeier, Don Skarda, Bill Vlach, and Marcia Zientek; APCUG staff: Hewie Poplock, Bill James, Judy Taylour, and six visitors, Pam Selbe, Joyce Szulc, Myrna Hollander, Richard Kelly, Suzanne White, Helen Fanra, and Thomas Maser.

Visitors were welcomed and Jim Hempel shared the benefits of WAUC membership and other information about the group. Don Skarda will follow up with the visitors by sending them a copy of our award-winning newsletter and information on joining the club.

Terry Harvey introduced the speaker, Judy Taylour. Judy is from the APCUG Speakers Bureau and she is also the Chair of the APCUG's Board of Advisors.

After a temporary power outage, Judy gave her presentation, "Creating a Secure Environment on Facebook". She went over the dos and don'ts of Facebook.

Does everyone know that we also have an Investment club SIG each month? Please contact Richard Durand for more information. rgdurand@yahoo.com

As Covid declines, we will begin our luncheons once a month. Stay tuned for more information.

Look for a survey coming your way from me to better understand what we are doing right and what we can do better as a club. When you get the survey, please respond as soon as you can.

Finally, if you like what our club does for you, please tell your friends and family. Remember, they would get three meetings free and a newsletter before deciding if they want to belong. They can be anywhere, as we intend to use Zoom now and hybrid (using Zoom) when we can meet face to face.

YOUR WAUC President

Don Skarda



WAUC Treasurer's Report	
April 2021	
Balance	\$3,779.86
<i>Income</i>	
Member dues	25.00
<i>Total</i>	\$100.00
<i>Expenses</i>	
<i>Total</i>	0.00
Ending Balance	\$3,804.86

We were advised to check our settings and make sure our phone numbers and other personal information were not listed. In the past, 553 million Facebook users' phone numbers and personal data were leaked online. Also, change your password frequently and make sure it's strong.

After Judy's presentation, the meeting was opened for questions.

Tom McAndrew asked if there are other Social Media platforms similar to Facebook. Judy replied that Twitter and Instagram are similar to Facebook. Hewie Poplock added MeWe.

Bruce Kosbab asked if FaceTime was a part of Facebook and if a Facebook account of a deceased person can be deleted. Facetime is not a part of Facebook. FaceTime is an iOS app for video calls. A person's Digital Apps Executor has authority to delete the Facebook account.



Thomas Martini asked how he could get rid of ads on Facebook. We learned that if you click on the three dots in the top right-hand corner of the ad and select the option to never see the ad again on each ad you see, you eventually get rid of ads. You must also

never click on an ad because that activates the ad cycle.

Bill Vlach did not want to have the year shown for his birth date. Judy said that this can now be done in Facebook settings.

Julia Rice was interested in finding out how friends are suggested to her on Facebook. Facebook will suggest friends based on you having mutual friends or mutual interests.

Hewie mentioned that he has found friends and relatives through Facebook.



Don Skarda mentioned that APCUG has a speaker's group and that the APCUG Virtual Technology Conference is coming up on May 1. He then thanked the

visitors, reminded them that he would email them, and he closed the meeting.

Rita Bruce

SIG Covers Android Features

At the Android meeting April 22 we began with a presentation and discussion of 5G cell phone service. The presentation is in PowerPoint format and has been posted to wauc.groups.io for your reference.

5G is the 5th generation of mobile wireless service, allegedly much faster than anything prior, with almost no lag time and the ability to handle futuristic demands like streaming ultra-high-definition videos, using virtual reality games, robotic surgery demands, even computerized cars.



Cell phone service providers using the high band will be the fastest but will require a lot more cell towers that are lower to the ground because the signal is easily interrupted and has a very short range. In order to make use of 5G, you will need both a 5G capable phone and a service provider that offers 5G service plans. Finally, 5G cell is NOT the same as 5G

Wi-Fi. The cell service refers to fifth generation while the 5G Wi-Fi refers to the frequency of the signal.

A question about cell phone batteries – can they be replaced? Short answer, Yes. Especially in older models of cell phones, the battery could easily be replaced by the user. However in the quest to make newer phones more water proof and sealed to hazards, the phones are sealed making it more difficult and beyond many users ability to do themselves. While the cost varies by phone, comments indicated the replacement process costs about \$70.



From there we went on to a series of ten tips and tricks for the Android cell phones. The first one had to do with widgets. If you use them and have one on the Home screen, for example the clock or weather, you can simply double tap on it and you will open a lot more information, like a timer or stopwatch.





Go to > Accessibility > Magnification, and turn it on. Then triple tap on any screen and it will instantly magnify. I haven't found a screen yet where this doesn't work.

Google Lens has been talked

about several times lately. In addition to helping identify a flower or weed, you can use it to scrape the information off of a business card and convert it to text that can be stored in your Contacts.



Tip 4 talked about the press and hold on an app. In many cases, but not all, this will open up options. For example, doing this on an email app could provide a quick access to create a new email.

How many times have you received a call at an inconvenient time? So you frantically try to hang up to silence the ringing. But wait! All you have to do is place the palm of your hand on the screen and it will instantly stop ringing but not terminate the call so the caller can leave a message. Placing it face down also works this way.



You know about browser bookmarks. They also work on smartphones. But as we discussed several

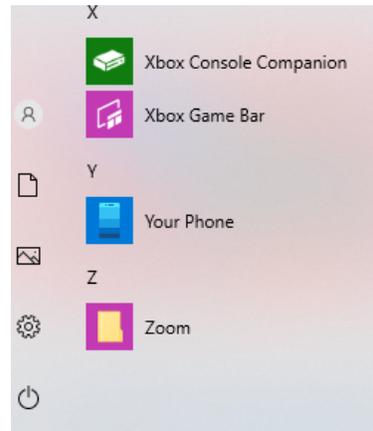
times, it is pretty easy to place an icon on your home screen that a tap will take you directly to that website. Consider this for saving our Groups.io, or your favorite Spotify playlist or a recipe site. To add a WAUC's Groups.io icon to your home screen, first go to the "hamburger." In the upper right corner you see it. Tap on the three lines and a menu appears. Tap on ADD TO HOME SCREEN. Voila!

Next we looked to the Recents button. This is usually located at the left bottom of the phone. A double tap there can be used to toggle between the two sites you visited. This is very handy to copy from one site and paste to another.

Are you tired of how your keyboard operates? The Play Store has many alternatives that may have features yours does not. But even the default has keys that can be swapped out for a different symbol with a long press. Long press on the numbers at the top of your keyboard and you will see fractions. A Settings change can make it High Contrast or change its size.



Have you ever misplaced your device in your own home? Perhaps lost behind the cushion on your chair? Well, you can find it quickly by setting things up ahead of time so all you have to do is type Find My Phone into a browser. Instructions for this can be found at: [https://](https://community.windows.com/en-us/stories/microsoft-find-my-device)



community.windows.com/en-us/stories/microsoft-find-my-device

For our last tip we switched over to the computer screen. Windows 10 now includes an app called Your Phone. Using this app on your computer will allow you to access texting, notifications, messages and more off your smartphone.

We wrapped things up on the computer by going to the Google Play Store on the computer. There you can search for apps and install them directly to your phone or tablet.

Jim Hempel

Tutorial Deals with Protections

Those present at the April Tutorial SIG included Jim Hempel, Terry Harvey, Tom Martini, Tom McAndrew, Bruce Kosbab, Don Skarda, Sue Holcomb, Kathy Schnagl, Jeff Lyon, Rita Bruce, Richard Durand, Louise Bozek, Karen Fenney, John Schwarzmeier, Romaine Artus, Bill Vlach, Julia Rice, Betty Robinson, Dolores Dettmann, Debbie Kolter, Char Holte, Brian Behling, Bill James, and Pam Selbe.

We started right off with some questions. The first was do we have to download Patch Tuesday's software patches? Microsoft typically a large number of updates in even numbered months and fewer in odd



numbered months. Minor updates may be released outside of Patch Tuesday. While you don't *have* to download them they are highly recommended and Microsoft will nag you about them if you don't.

If you haven't been accepting the Windows 10 updates, how then can you go back and get them? Select the START button, SETTINGS, UPDATE & SECURITY, WINDOWS UPDATE.



Windows 10

Is it important to get rid of TEMP FILES? This job is usually done automatically by your computer but if you prefer, they can be manually removed. They do take up space and slow down your computer.

Kathy asked what a good driver update program is. Brian doesn't recommend any unless you have a specific reason such as the current one causing problems with your computer.

Jim had some great lessons planned for us. He started by going over some Gmail tips. Did you know you are about to send a Gmail, it pauses for five seconds to let you think about it?



Google will save your passwords if you would like it to. Tom Martini asked, if the password manager site goes down, then wouldn't you really be stuck? Yes, but they have many precautions to prevent that from happening. Password managers such as LastPass and Bitwarden have free versions that are highly recommended by CNET among others.

Brian uses Google Passwords. It's free with no strings attached, and it is accessible across every

device that uses Chrome. Just one to remember. It also enters all your details in web forms, remembers all your other login information, generates strong passwords, encrypts the passwords, and protects against phishing.



Rita uses RoboForm Password Manager as she's able to print out her passwords in a .PDF. It has a random password generator to create strong and unique passwords for each site. She also uses the Chrome Password Manager and likes that she just has to login to Chrome from no matter where she is and all her passwords are there.

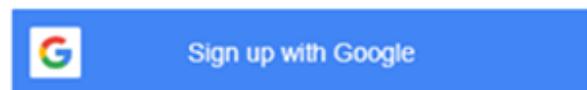


Firefox Monitor warns you if your email address been exposed in an online data breach. If your information has been exposed, learn how to better your online accounts and get alerted if your email address appears in a new breach.



Tom Martini asked if it was better to stick with just one browser. Jim recommends using at least two browsers as he has encountered instances where, when a site doesn't work well with a specific browser, then you should try another.

Bill James uses his Google sign in often and his account hasn't been breached since 2019. There are pros and cons of using Facebook or Google sign ins. So as you're using a strong password and have set up two-factor authentication for Facebook or Google accounts, then it is probably safer than most alternatives.



Did you know your library offers Gale Courses? These classes are available 24/7, are taught by college instructors, begin each month, and are



enhanced with images, videos, and games to support varied learning styles. The class usually last six weeks and

all are free. Hundreds of classes are offered. All you need is a library card.

ShieldsUP! is an online port scanning service. When you run this utility it checks if any ports have been opened through your firewalls. Check your system here: <https://www.grc.com/shieldsup> and click on

PROCEED, then on the next screen click on GRC'S Instant UPnP Exposure Text. The result you're hoping for is THE EQUIPMENT AT THE TARGET IP ADDRESS DID NOT RESPOND TO OUR UPnP PROBES! That's good news!

Terry L Harvey



Remind Yourself

Like most people in this era of ubiquitous cell phones, you probably send at least one or two text messages each day – and perhaps even hundreds.

But have you ever sent one to yourself?

Your mobile phone is one of the best tools available for taking short notes and sending reminders to yourself about things you see and hear about throughout the day.

Here's an example: I was leafing through a magazine the other day while waiting in the checkout line at a local store when I saw an advertisement for a new tech product that piqued my interest.

I wanted to check it out later that night, but rather than buy a magazine I would never read or bum the use of a pen, I simply pulled out my phone and sent myself a text message consisting of the name of the product along with the URL to the company's website.

Fast, easy and completely free!

When I got back to the house I pulled out my phone and retrieved the URL from the text message I had sent to myself earlier, then checked the product out online.

This was the perfect solution to a simple problem because there was no scrap of paper to lose or to clutter up my desk with.

Sending a text message to yourself is as easy sending one to a friend.

All you have to do is open a new blank message and enter your own phone number in the **To:** field. What's more, if you find yourself using this trick a lot you can even add yourself to your own contact list!

Editor's Note: Or you take a photo of it.

Richard Ponders Email

One of the most basic and useful things for computer users is email. Although other forms of computer communication have emerged, for me, ordinary email is the easiest and most familiar method to use.

There's no more use of paper, pens/typewriters, envelopes, stamps, etc., the sending of it is practically instantaneous, and it allows for the attachment of other documents and photos without printing them out. Old-fashioned "snail mail" still has its uses, for example sending to recipients who don't have a computer, but the use of email and other computer forms of communication, has, if nothing else, exponentially increased the overall total volume of all types of mail.

The sending of email may be really fast, but one of the nice things about it is that the recipient can decide if and when to open and read it. When one opens an email program, either a stand-alone email program such as Outlook or Thunderbird, or a form of web-mail, such as Yahoo Mail or G Mail, one typically sees a list of incoming emails in date order, the most recent being listed first. Then, what one sees for each email is, and this is very important, who sent it and what it's about. Who sent it is self-explanatory but what it is about is entered by the sender, as the Subject. With this info, the reader can decide which emails to open and read.

I'll share a couple things to do when composing an email, though they may not be new to most. First, starting with an email that has been received, just click on "reply" to have the recipient automatically entered in the addressee box. Besides being fast and easy, chances are that the recipient will receive your reply at

the same email address that was used to send an email to you. Some users have multiple email addresses so hopefully your reply will also be received. For those senders who use one email address to send from and another email address for receiving, this isn't going to work. But what's different about that? And of course, if there is no email to reply to, one is going to have to compose an email from scratch, including selecting the recipient's email address from one's contact list.

Second, one might want to edit the Subject. If you are doing a reply, the subject should begin with "Re:." This tells the recipient that you are sending a reply, and/or that the recipient has already seen the email. For this reason, leave whatever subject that has been entered, as is. This subject is usually in plain text or with every major word already capitalized. However one can add their own Subject to the Subject already present, especially if one is beginning a new topic in the email. Just place the cursor in front of the Subject already there, and type away. I like to type this new Subject in all capital letters (only for the Subject) so that I know later that it's something I wrote. This new Subject will tell the recipient what the new topic is, and more importantly, it's something that can be searched for later, if one is looking for this particular email. The ability to search for emails is another nice, handy feature.

My memory was never very good and it hasn't gotten any better, but when I do remember to use these techniques, however out of bounds they may be, it helps me a lot..

Richard Durand
WAUC Member

Searching for Solutions to Computer Problems

Tom Burt, Vice-President
Sun City Summerlin Computer Club
<https://www/scscc/club>
tomburt89134 (at) cox.net

A while back, I was diligently working on the weekly meal plan and shopping list for our happy household. I do this by copying the previous week's plan and editing it while reviewing the online versions of the local supermarket weekly ads. My meal plan Word document has two columns: one for the



menus and one for the shopping list. ,,,

The exact details don't matter. I use Word tables for the two columns. This document has worked fine for several years.

I was working on it last week and, suddenly, when I tried to place the Word cursor at a location within the table so that I could type in some changes, the cursor simply could not be placed anywhere inside either table. All the tools in the ribbon were clickable. I saved and closed the document and Word. When I reopened the document, the cursor worked properly for a bit until I clicked something outside the table; then once again I couldn't place it anywhere inside the table. By repeatedly closing the document and

reopening it, I was able to finish the meal plan, print it, and hand it off to Mrs. Burt, so she could plan out her weekly shopping expedition. However, this was not going to be viable long term.

Later that day, I decided to search the web to see if others had experienced this problem. I used Google and entered **word 365 won't accept cursor in table** as my search word set. The search produced 600,000 hits! I browsed through the first page of search results and the 5th item down from the top was the following:



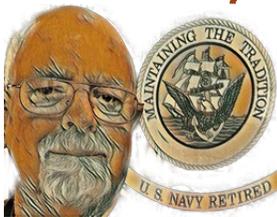
This article included a suggestion that if I had set **explicit row heights** in the table (I had), that I remove those row height settings. I tried that and “voila!”, the problem with placing the cursor went away. I then reset the row heights in the tables to their former values and saved the document. After this, I had no trouble placing the cursor anywhere on either table.

So, it appears that my Meal Plan spreadsheet in some subtle way had become corrupt or triggered some latent bug in MS Word. The “fix” (really a hack) worked, so I’m happy. However, I would never have thought to try that fix because that document had worked fine for years.

The moral of this story is that, when you encounter bizarre behavior in Windows, Office, or other applications, don’t beat yourself up. Once you’ve tried the simple, obvious things without success, it’s time to fire up your favorite search engine (Google, Bing, DuckDuckGo, ...) and see what suggestions others might have to offer.

The key to success is in the phrasing of your search terms. If an error message is popping up, use that error code as one of your search terms. Be as specific as you can to narrow your search results to ones likely to be related to your problem. Include the name and possibly the version of the program as a search term. If you don’t get an answer with one set of search terms, try varying the terms with synonyms. Try being a bit more (or less) specific. And don’t give up after reviewing the first page of results; sometimes the real gems are further down in the result list.

Jere's Tech Tips



Here's a little Tech Tip from Jere

How to Add the Control Panel to the Start Menu in Windows 10

The Control Panel is an area of Windows 10 that people typically have to access pretty frequently. You use it to set up most hardware and software on your system. But accessing the classic Control Panel takes a few steps and isn't terribly convenient to find.

Groovy Post breaks down the steps here. <https://bit.ly/3bTsDv1>

Notes from the May Board Meeting

Bob Banerian gave the Treasurer's Report. Terry Harvey announced the future presentations. Terry announced that we had 23 participants at the April Bingo Night and we played 25 games. Debby K was the big winner with five games.

We discussed when we could meet face to face again. At the church? At Speedway? President Don Skarda will send out a google survey to ask the members for their ideas. Don will also ask the members to send him questions any time for the Q&A SIG. Members should also send in topics for the Tutorial SIG. One question on the survey will relate to our usually-scheduled August picnic: Can we do it this year?

Three new members are joining. Jim Hempel and Bill Vlach talked about the May APCUG VTC presentations. Finally the upcoming meetings were listed.

Google Account Has Storage Limits

Your Google account gives you 15 GB of free storage. Keep in mind this storage is shared across Google Drive, Gmail, and Google Photos. To see how much storage you have left, go to <https://one.google.com/storage> . If you are getting close to your limit, you may have problems receiving your emails.

Additional Google storage is available at \$1.99 per month for 100 GB. To manage your files in Google: <https://support.google.com/drive/answer/6374270?hl=en> .



Terry L Harvey



WAUC

WAUCtalk is a monthly publication of the Wisconsin All-computer Users Club. WAUC is a computer club dedicated to promoting and instructing the use of computers to WAUC members. Membership in WAUC is \$25 per year (\$12.50 if applying after June 1). WAUCtalk is emailed to all WAUC members.

Free advertising is available to WAUC members. We are not responsible for omissions or errors.

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WAUC – Wisconsin All-computer Users Club Membership

WAUC was established to provide an educational forum for people interested in learning about computers and related devices such as smartphones and tablets. WAUC provides these educational programs and publications for its members, as well as providing social and charitable opportunities for the membership. While WAUC is a private club and doesn't share any member information outside the club, we encourage members to interact with other members of the club and to facilitate this we publish a membership directory, an email list, and promote via a public Facebook group where we often add pictures of group events and our public website.

WAUC Membership Application/ Renewal

Name _____ Phone (____) _____ Address _____

e-mail _____ City _____

State _____ Zip _____ How did you hear about WAUC? _____

What do you like to use your computer for? _____

To join WAUC, please send completed form along with check for \$25.00 to cover dues from January 1st through December 31, 2021 to: Wisconsin All-computers Users Club: P.O. Box 340241: Milwaukee, WI 53234-0241. By applying for membership, you agree to our privacy notice above.

Paid by: New Member Renewal Check Cash



Security Facts, News and, Advice.



Misinformation

Misinformation is often formatted to get the maximum reaction. That's how it spreads: It activates your endocrine system and gets you to push that share button. So, On the Media says, "If a story makes you angry, it's probably designed that way." And that's a good sign that it's either untrue or not the full story.

Read more than the headline

Headlines are designed to get you to click — not to give you a full story. As a result, they'll often focus on the most attention-grabbing or salacious part of the story. (Trust me: I've been writing them for more than a decade.) So while it's tempting to read a headline and move along, know that it's not giving you all of the information you need to really know what's going on.

Search for other sources for verification

When you see something that gets your back up, search for other forms of verification. Fact check it. See if a reputable news source has covered it. Basically, don't just take the tweet/Facebook post/random article at face value. Use your critical thinking skills and do five minutes of internet sleuthing to draw your own conclusions.

If you're unsure, don't share it!



In appreciation for the use of their conference room, please patronize Speedway gas station at 60th & Layton.

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