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Landmark Meeting

I have been working hard to arrange our next club meeting, The Villiers Inn was unable to accommodate us this spring. I have been negotiating ever since our last meeting ended, as I knew it would not be possible to get in at our usual hotel.

The Landmark is a new hotel in the rural village of Chiseldon in the heart of the Marlborough downs, each of the sixteen bedrooms are individually decorated and named after local Wiltshire landmarks. Each of the guestrooms offers unparalleled luxury and comfort. The restaurant offers a high standard of cuisine - open for breakfast, lunch and dinner. The hotel also offers photocopying fax and ISDN facilities.

The address is Landmark Hotel Swindon, Station Road, Chiseldon, Swindon, SN4 0PW. Phone (01793) 740149 Fax (01793) 741326. Web site www.landmarkhotel.com E.mail: reservations@landmarkhotel.com

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Editorial

Well we are very close to yet another meeting, perhaps our last? Who knows? We require at least ten people staying at the hotel for it to be viable at this venue again, so if you want the meetings to continue please support us or be prepared to lose it. I should also say that there are only sixteen bedrooms at this hotel, and we generally have around 18 people staying for the weekend so if you wish to come and don't want to be disappointed I would suggest you book now.

I am still working on saving my video camera work on to some form of inexpensive but quality system, I have used VHS Video Tape to record directly from the camera on to VHS tape, and this appears quite satisfactory.

This will not allow me to add titles and edit etc. I have found saving to CD in DVD quality to be the most cost effective and certainly preserved the quality from the camera.

The only disadvantage you only get around twenty minutes of screen time on a CD, I think this probably is quite long enough to bore your friends and relations with the holiday video. I am very satisfied with the result and reproduction quality. If I can find a DVD player that will play CD DVDs at a reasonable price that will be all that I could want.

I am still working on putting my record collection on to CDs, this is very time consuming but if you can't buy the records on CD you have little choice but to do it yourself, I have found that you can enhance the sound quality quite a bit if you are willing to spend time doing it. I have also started scanning all my photographs and putting them onto CD, the CDs are so inexpensive now it makes sense to do this and saves quite a lot of space, one concern I have is I'm not sure how

long CDs will last for before you will no longer be able to read them.

Anyone have any information on the life of a CD, life of a CDR and CDRW?

I am in need of help.

I purchased a second hand A4 notebook computer, my idea was to take this on holiday and load the photographs I take with the digital camera on and see them at a reasonable size and also make sure I save them. Last year I took several photographs and then accidentally deleted them by pressing the wrong button on the camera, which with my camera is quite easy to do; (It must be easy because I can't do anything too difficult).

This computer has password protection to stop anyone from changing the BIOS. The lady who previously owned the computer has forgotten the password so I am well and truly stuck. Unless you know a way of finding out what the password is, perhaps by using debug and looking at certain memory addresses the answer can be found?

Have you used your computer for anything unusual? What do you use yours for? Please do let me know!

Do you connect to the outside world? (Not the Internet) to control heating, cameras, security etc. Have you connected a keyboard and played or composed music?

I use my computer mostly for boring things like accounts for the business on a spreadsheet, word processing to send letters confirming bookings, and canvassing letters for more business. I produce colour leaflets with pictures of our cars again for advertising purposes also I have put movie of weddings using our cars on to CDs, again to try and secure more wedding business.

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On a personal basis I have been putting music on to CDs from my old record collection (most of which you would find it impossible to get on CD today) I have played around with controlling things in the outside world but have only just touched on some of the possibilities in this field, and really I have not had the time I would need to experiment with this project.

I recently purchased two USB web cams (BOGOF) from Argos. I thought this is a very inexpensive way of having CCTV. The only problem is I can only get one camera at a time working on one computer, the other problem I had I wanted to extend the cable to have the camera outside the house. USB will only work up to 5 mtrs away, if the cable is longer than this LED's light up but no picture, I have linked my computers together with network cards and have set up net meeting with one computer controlling the desktop of two others both with cameras running on them, this works and allows the cameras to be placed further away from the controlling base, which produced another problem the quality initially good gradually kept getting worse until both pictures were only just usable perhaps because of the speed and capacity of my network set-up I presume? Any one have any suggestions? Please let me know what you do with your computer and the problems you have had and if you have any answers to the problems I have.

Have you noticed that the new line of ink jet printers now have smart ink jet refills with a chip in them, I think this is to stop anyone refilling them with the cheap inks that can be purchased. Is that why new printers are costing less? A friend of mine recently purchased a computer and was offered a printer for four pounds more than the ink jet refills! Other dealers are giving a printer away free with a new computer.

Tech Talk - More Windows Tools

by Brian K. Lewis - SPCUG
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There are more tools in Windows 9X and ME that are useful in maintaining your computer. One of these is the Disk Cleanup tool. This utility removes temporary Internet files, empties the recycle bin and deletes unneeded files from your temporary folder. It also has options that will allow it to remove optional Windows components that you don't use. Further, you can use it to remove programs that you do not use.

To run this program, double-click the "My Computer" icon on your desktop. Then right click the drive you want to clean. In the window with the "General" tab, there is a button in the lower right hand corner labeled "Disk Cleanup." Click this button to bring up the Cleanup window. If you selected your C drive, the list in this window will show Temporary Internet Files, Downloaded Program Files, Temporary Files and Recycle Bin. The amount of space that you will recover is shown by each entry. Ensure that there are checkmarks in the boxes by the items you want to remove and then click on the OK button.

If you want to see what else can be removed from your drive, click on

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the "More Options" tab. This brings up two more options, Remove Windows components and Remove programs. These windows are identical to the ones you get when you select Add/Remove Software in the Control Panel. (In Windows ME there is an additional option to change the amount of disk space used by System Restore.) If you click the Clean-up button for either of these options, you will be given a list of the programs on your drive. The Windows components will list the optional Windows components you can remove, such as screen savers, media files, communication files, desktop themes, etc. If you remove the check mark by a component, you will see a message telling you how much space will be recovered on your hard disk. Then when you click on the OK button, that component will be removed. For the program list, you can remove programs one at a time.

However, always be cautious with removing Windows components and application programs. Be absolutely certain you know just what you are removing so you don't remove something that you have been using or really need.

Windows also contains a backup application that can copy your files to a tape drive or to removable media such as floppy disks or Iomega JAZ disks. This program does not work with the older QIC-40 tape format. It does restore backups made with either Windows 95 or 98. Note that Windows ME does not contain a backup application. However, the System Restore function in Windows ME does not serve as complete backup as I'll explain later.

Microsoft Backup is not automatically installed when Windows is installed on your computer. To install it, go to the Control Panel, Add/Remove Programs and then click the Windows Setup tab. Find System Tools in the list and click the Details button. Then click the box next to Backup to put a check mark in the box. Next, click the OK button, then the Apply button and finally the OK button. You will be asked to restart your computer to finish the installation. To run the program, go to Start, Programs, Accessories and then System Tools. Select Backup in the System Tools list. If you have a tape drive installed, the program should find it when it runs the first time. If you are using some form of removable media (JAZ, ZIP, etc.) then you will get a message that no backup device was found. This window also asks if you want to run the "Install Hardware Wizard." In this case click NO and the program will continue. When you are ready to select the destination for the backup, it will be to a File and you need to select the drive in the "Where to back up" box. Using this method, I was able to get the program to accept my ZIP drive as the destination for the backup file.

If you have made a full backup of your system with Microsoft Backup, then you can do a complete restore using the Windows 98 startup floppy, the Windows 98 CD-ROM and your backup. The first step is to boot the system with the floppy and select CD-ROM support. Then at the command prompt type the letter of your CD-ROM drive and press the Enter key. Then type: CD \TOOLS\SYSREC. This

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command will change you to the proper directory on the CD-ROM. Then type: PCRESTOR. (These commands should be typed without the period or other punctuation.) After the Windows setup is completed, the System Recovery Wizard will be started automatically.

Windows ME has a System Restore Utility that is automatically installed on your hard drive. This program is designed to restore your computer to a specific point in time where it was running correctly. It monitors and records changes to the core Windows system files and the registry. The utility restores files with EXE, VXD, DLL, COM and SYS extensions (suffixes). It does not restore any user created files such as documents, spreadsheets, accounting records, etc. It also does not restore the "My Documents" folder, Internet history files, cookies or favorites. Because of the limited nature of System Restore, I would recommend that you also install a third party backup system to protect your data.

So how do you use System Restore ? If, after you install new software or drivers for a hardware device, your system does not work properly, Microsoft recommends removing the software before trying System Restore. If your computer still does not function properly, then you can run System Restore and "roll back" your system to a point where you know it was functioning correctly. These "Restore points" are created automatically every 10 hours of computer time, but only after the computer has been idle for 2 minutes. You can also create Restore Points manually. This

should be done anytime you are planning to make a change to your system, such as installing new software. Although most software today, can be removed by its own uninstall program, having a Restore Point gives you another degree of safety.

System Restore uses a minimum of 200MB of hard disk space for the "Data Store." On drives larger than 4GB, the Data Store is 12% of the size of the drive. In other words, on your 20GB hard drive, 2.4GB are reserved for the Data Store. On drives smaller than 4GB, the Data Store is 400MB. If the actual amount of data reaches 90% of the Data Store capacity, the program will purge old Restore Points, until the size has been reduced to 50%. You can adjust the size of the Data Store manually or even disable it if you prefer. However, I would be very careful about making such a choice.

There is another tool in Windows 98/ME that can be very useful. That is "MSCONFIG.EXE." Running this program from the Start/Run menu gives you some boot-up options that can be used for problem diagnosis. One example is the need to re-start your system in Safe Mode. Instead of trying to catch the startup menu during boot-up by using the F8 or Ctrl keys, run MSCONFIG.

On the first page, click on the Advanced button. On the page that comes up, click in the box by "Enable Startup Menu." Click on the OK buttons until the program is closed. Now when you restart your computer you will be given the choice of regular mode, safe mode, etc. Of course, this presumes that

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you can get into Windows to run MSCONFIG.

Check out the Window tools on your system so you can become familiar with them before you need them.

Book Review:

Que Special Edition **Using MS Windows Me**

by Andy Egeressy - SPCUG

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Here is an excellent book to put in your computer library as well as to read. A "must-have reference" for the beginner to intermediate users of Windows ME says Que. With so many Windows ME books available these days, look no further.

Ed Bott, the primary author, is an award-winning computer journalist and one of the most widely recognized voices in the computing world. He is currently the Senior Contributing Editor for Smart Business (formerly PC Computing). As the resident Windows expert at PC Computing magazine, he reviewed each new version of Windows since the early 1990s, and he has written countless hands-on articles. He's personally responsible for their annual Windows SuperGuide, a comprehensive collection of Windows tips, tricks, and

undocumented secrets published each fall. His associate, without front-page credit, Mark Edward Soper, is also a noted computer author. He has been writing for major computer magazines since 1990, with 125 articles in publications, such as SmartComputing and the PCNovice series.

As I commented in another book review about Windows Me last December, there are those who feel that Windows Me is but a small change from Windows 98, Second Edition, and in many ways this seems to be true. They add that Windows Me may be skipped. I'm not so sure. I view Windows Me somewhat differently. Windows ME makes computers easier to use in numerous small ways (read the book to find out how) including a faster start-up, more readable messages and more complete tutorials. Making computers easier to use is a laudable goal, and not to be skipped lightly. Unless you feel that computers are easy to use now, and I don't. I'm reminded of the nay sayers a few years ago who felt we had no room for Windows and the overhead of Windows style graphic computing. They were the one's who felt we should stay with DOS and its style of character-based computing. I wonder if they are among the same people arguing against Windows Me today ?

To paraphrase the book authors, they show you how to get to the good parts of Windows Me and avoid the features that don't work. They also troubleshoot problems and generally fine tune Windows Me so it works the way you want and doesn't get in your way. Don't

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expect hand holding or step-by-step walk throughs for basic techniques that haven't changed since Windows 95. In this book they've focused on what's new in Windows Me with a special emphasis on features different from their Windows 95/98 counterparts.

The paper backed book is large, at more than 850 pages, but organised well with 29 chapters and three appendixes broken down into eight groupings and an enclosed CD-ROM. Even though the book is large, it would look good on your computer bookshelf, and your computer friends would be impressed. If you decide to read it to enhance your understanding of Windows Me there are ample illustrations throughout the book and a comprehensive Table of Contents and Index as well. The enclosed CD-ROM is complete with software referenced in the book, WWW resources, links to interactive forums and more.

The book and CD-ROM are large and complete enough for the intermediate to advanced user, I'd say. Together they have a list price of \$39.99. I would expect them to have a street price of around \$25.00.

Andy Egeressy is retired from IBM and has been a member of SPCUG for some ten years. He traces his computer history from the Univac I to the PCjr to the modern PCs of today (complete with Windows Me). He has spent his recent computer time teaching one of the Getting Started SIGs for the SPCUG and volunteering for the SeniorNet.

Software Review:

Extensis Suitcase 9

by Teresa Harris - SPCUG

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I love fonts. I love to use decorative fonts, mood fonts, fun fonts, and script fonts. So do most people. Over the years, I have purchased quite a few collections of fonts on CD-ROMs. One such collection has 4000 fonts. Several years ago, I spent hours printing out a notebook to make it easier to use fonts. So why is it that I usually use the same 3 or 4 fonts ? Because even with a printed notebook of fonts, outdated now, there was just no easy way to choose a font for a project. And no easy way to control how many fonts are on my system.

Fonts, or styles of characters, have a history that goes back several hundred years. They have been around since the Middle Ages when Monks spent years copying books by hand. The monks used decorative letters at the beginning of chapters, and scripts in the bodies of text, making the books works of art. Unfortunately, when the printing press was invented, using these artistic letters and scripts were harder because of printing press limitations. Thus, artistic writing remained the province of handwriting specialists, known as calligraphers, and the art of calligraphy was born.

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Back in the dark ages before PCs (15 years ago, gasp!), people used typewriters. You basically had your choice of 2 fonts - Pica or Elite. Once selected, that was the font you used until you got another typewriter. It wasn't until the PCs came along that people found out how easy and much fun it is to be creative using fonts in their publications. Many programs such as word processors and desktop publishing programs come with fonts included. You can purchase inexpensive collections of fonts and download free ones from the Internet. That is when you can start having problems with your computer.

The main problem is overloading your system with too many fonts. The Windows OSs makes adding new fonts to your system easy. Unfortunately, there is a limit to how many fonts you can have active at any time. You can overburden your system resources and still not be able to access a font you want to use.

Windows activates all the fonts in your System Fonts folder whenever you start your computer. When you have too many fonts installed, you can stress out your system resources just by turning your computer on. With Suitcase 9 you can control your fonts, having a minimal number in your system while also having access to as many fonts as you want.

Even though I searched and tried out several font programs, I never found a good way to control my fonts. Some commercial programs were just too complicated for regular use. I don't want to have to study a manual each time I use a

program! Suitcase 9 was so easy to use that I only looked at the manual once when learning to use it. That was because I expected it to be more complicated than it was.

For the most part, installation was simple. Just the usual steps except for one thing -- you have to install Adobe Type Manager (ATM) 4.1 Light. While the program is included on the CD, you do have to search for it in a separate folder for 3rd Party Software. The installation instructions also stated that if you have the ATM Deluxe version, you have to install the Light version over the Deluxe. This is the only possible drawback that I encountered during installation. As I did not have any version of ATM installed, I encountered no problems at all during installation.

When started the first time, Suitcase 9 searched my computer for any previously installed fonts. One possible hurdle for the novice user is that Suitcase 9 does not control the fonts in the System Fonts folder located in C:\Windows\Fonts. The manual does tell you all about this. Basically, you have to move any fonts you want Suitcase 9 to control from the System Fonts folder to another folder. Actually this is a good thing. The fonts in this folder are the ones that load when you start your computer and which affect your system resources. Using Suitcase 9, you can remove all those decorative fonts you have added but don't often use. Just place them into a separate folder and use Suitcase 9 to activate them when you want to use them.

The manual also lists which fonts are important to leave active in the

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system as they are used by Windows. Please be careful which you choose to remove from your System Folder.

Suitcase 9 allows you to preview each font, including your System Fonts. This is why installing ATM Light is important. The preview allows you to see how the different fonts measure up according to shape, style, spacing, and size.

Suitcase 9 also allows you to create fonts sets that are groups of fonts. You set these up according to how you want to group your fonts. You can go through all your font CDs and create font sets so you will know just where to look for the type of font you want. You can also place the same font in several groups, just by using copy and paste.

One of the major choices in the program is how to activate a font set - you can choose to activate it permanently (activates each time you start the computer), activate it only until you restart your computer, or to deactivate the font set when you have finished using it. Clearly, Extensis has finally developed a good, easy way to control and use many different fonts.

Extensis Suitcase 9 Desktop Edition is available from the Publishing Perfection Website www.pubperfect.com for \$79.95 for the first time purchase, both PC and MAC versions. There is also an upgrade price of \$49.95 for previous version owners. Also available is a network version for \$129.95.

* Teresa Harris is an experienced computer consultant and instructor/trainer with an extensive computer background.

Ergonomic tips:

The study of Ergonomics

by John R. Chait D.C. - SPCUG
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Ergonomics is a relatively new branch of science, and has only just celebrated its 50th anniversary. It relies on research carried out in many other older, established scientific areas, such as Chiropractic, engineering, physiology and psychology.

The study of Ergonomics originated in World War 2, when scientists designed advanced new and potentially improved systems, without considering the final actions of the people who would be using them. It slowly became clear that methods and products would have to be redesigned to take account of many human and environmental factors if they are to be used to a safe and effective extent. This awareness of these requirements resulted in the discipline of ergonomics.

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Most people have heard of ergonomics and think it is something to do with seating or with the design of car controls and instruments. It is this and much more. Ergonomics is the application of scientific information concerning humans to the design of objects, systems and environment for human use. Ergonomics comes into everything, which involves people. Work, sports and leisure are all tended to. Health and Safety should all embody ergonomics principles if well designed.

Some time ago, researchers compared the relative positions of the controls on a lathe with the size of an average male worker. It was found that the lathe operator would have to stoop and move from side to side to operate the lathe controls. An 'ideal' sized person to fit the lathe would be just 4.5 feet tall, 2 feet across the shoulders and have an arm span of 8 feet. This example epitomises the deficiency in design when no account has been taken of the person using the device. People come in all shapes and sizes, and this takes the variability into account when influencing the design process.

In addition to physical size and strength, compatibility of controls, motion, sound, vision, temperature, vibration and workloads are all extremely important.

Vision is usually the primary channel for information, yet systems are often so poorly designed that the user is unable to see the work area clearly.

Many workers who use computers cannot see their screens because of glare, reflections or monitor position. Others, doing precise assembly tasks, work in dimly lighted [areas] and suffer extreme eyestrain and reduced output as a result of not paying attention to basic ergonomic rules.

Sound can be a useful way to provide information, especially for problems and warning signals. However, care must be taken not to surpass this sensory channel. A recent airliner had 16 different audio warnings, far too many for a pilot to deal with in an emergency situation. A smarter approach was to have just a few audio signals to alert the pilot to get information guidance from a nearby visual display.

Motion and vibration can have a damaging effect upon the worker's effectiveness, health and comfort, ranging from motion sickness in vehicles to white finger syndrome for vibrating hand tool users. Pollution and 'Sick Building Syndrome' also need to be taken into account in many working situations.

All human aspects need to be studied and to fit each job and to any working or leisure situation. Any residual symptoms experienced by people on or off the job should be checked by your friendly neighbourhood Chiropractor.

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Software Review:

Hear-Look from Voice Pilot

by Patricia Holmes - SPCUG

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Have you received those wonderful pictures of that new grandchild, niece, or nephew through e-mail and wish that you could actually hear what was going on when the picture was taken? You could hear the giggles, "ooh's" and "aaah's" if your family has Hear-Look by Voice Pilot. What about that wonderful vacation picture? You send it and somehow the person receiving it just "doesn't feel the enthusiasm" that you do. With Hear-Look the enthusiasm is in your voice along with the picture when received. Send a voice message along with business documents or spreadsheets. When your associates open up and try to digest those documents what a surprise when they hear you explaining the points you really want to get across. Another bonus is that Hear-Look will work in any language, a great bonus for foreign business offices.

The answer to these and many more problems just might be Voice Pilot's Hear-Look, voice recognition software with the ability to compress up to 125 times. One minute of voice takes most of a 1.44MB diskette and Voice Pilot can reduce that file to 81KB on low, 40KB on medium, and 9KB in

archive mode. The pictures can be compressed up to 93%. Now that is compression! Even the slow modems will not be bogged down for an hour downloading your e-mail.

Making your e-mail stand out is very easy. Upon opening the program, start by adding your picture. You will see the picture that you attach, along with the voice patterns on the monitor. Have fun recording a message; don't worry about those "dah's", because when you are done, editing is easy. The editing tools allow you to reorganise voices with the cut, copy, paste, insert silence, markers and controls, along the ability to raise or lower the overall volume of your voice for emphasis. When done editing you can try various levels of compression, listening to see which one sounds best and see the size of the file you are creating. You are also able to compress while recording. If you send a picture message for the first time, just click on the button to include the free player program with the voice picture message. You will only need to send the Player once because it is downloaded onto each recipient's computer and will be there for future Hear-Look messages. This will also make your future e-mails very small as the Player uses 856KB of space. The Hear-Look and Hear-Say players can also be downloaded from the Voice Pilot Website.

The person receiving your e-mail will see the name of your attachment with an ".exe" file extension.

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Upon receiving the message, the person double clicks on the "yourname.exe" file and it will open notifying "You have a message! Please select the directory where Hear-Say Player and the attached voice message are to be placed".

The program will create a VoiceMessages folder on the C:\ drive or any other drive specified. Once the install button is clicked on, it will automatically play the message, providing a small control window to "start, pause, and control the volume". Voice notes can be added to all kinds of documents, picture and other things when words will help in understanding the printed material. It's easy with "drag and drop" into the e-mail.

With a Hear-Look Player shortcut on your desktop, just click on and you can open any of the messages that you have and listen anytime you want, showing off that grandchild over and over again! This is a great, easy program to use and very surprising to the recipients when they hear your voice messages along with great pictures and documents.

System Requirements: Intel Pentium processor or compatible -- 100MHz or greater; 12MB RAM or greater; 5MB disk space; Windows 95/98/NT 4.0; an industry standard soundcard; microphone. Hear-Look has a suggested retail price of \$39.95. Voice Pilot, Inc.; 12515 Kendall Drive; Suite 200; Miami, Florida 33186; Voice (305) 412-8217; (877) VOICE PILOT (864-2374); Fax (305) 598-8129 e-mail address: info@voicepilot.com.

Software Review:

DRIVECOPY 4.0 From PowerQuest

by Pat Kennedy - NWA-PCUG

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My old hard drives were crying out for relief - too many installed programs, downloaded MP3s, pictures stored, documents saved, etc., etc., so I took part of my tax rebate money and bought a new IBM 40GB Deskstar hard drive.

I had two operating system partitions, Windows XP (preview version) and Windows ME, plus several data partitions on two different drives to copy. To copy my drive contents, I decided to use DriveCopy 4.0 which is a DOS utility designed to copy the entire contents or selected partitions from one hard drive to another to be used in the same computer. DriveCopy is not intended for use in setting up a hard disk that will be used in another computer. It will support most partition types.

I took the slave drive out of my system and replaced it with the new drive as the slave drive. The DriveCopy Quick Reference Guide walked me through step-by-step on how to install my new hard drive and reboot.

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I knew DriveCopy 4.0 might not be compatible with my preview version of Windows XP, but I decided to try to run it anyway out of Windows XP. When I inserted the CD, I was presented with two choices:

- 1) Run from Virtual Floppy or 2) Create Program Diskettes.

Choosing Run from Virtual Floppy will run DriveCopy on the next reboot, at which time the program files necessary to run DriveCopy will be loaded temporarily to the hard drive.

Choosing Create Program Diskettes allows booting from a floppy disk to run DriveCopy.

I chose the first option, Run from Virtual Floppy, but when I rebooted the computer the program did not load properly in Windows XP, so I started over, choosing the second option which was to create the program diskettes. This time DriveCopy began the copy of the old drive to the new, but froze the system after about 15 minutes during copy of the Windows XP partition.

Of course I lost no data from the source drive because of this failure. Even if the power should fail during a copy operation, no data would be lost from the source drive. The new DriveCopy 5.0 should be compatible with Windows XP.

I started over and booted to the Windows ME partition. I chose Run from Virtual Floppy. The program installed needed items and prompted me to reboot if the drive was already installed or to

"shut down" if I needed to physically install the new drive. I still had the drive installed as a slave. This time upon rebooting it brought up DriveCopy and I got to a screen with three choices.

- 1) Verify Disk Configuration. (This presents a detailed partition layout of each drive. If you are using drive overlay software, be sure to verify that the disk space is shown correctly.)
- 2) Entire Disk-to-Disk Copy.
- 3) selective Partition Copy.

I chose Disk-to-Disk and selected the old drive as the source and the new drive as the destination. I selected the copy type as Replace, which hides the partitions on the old drive after copying to prevent file damage that might occur from having two OS's visible at the same time. I chose Fast Mode to copy the data quickly. Choosing Safe Mode would perform integrity checks but also would take more time.

This time the copying operation completed and I shut down the computer and set the jumpers so that the new drive would be the master drive. I took my other old hard drive and set it as the slave. I rebooted and checked the BIOS to be sure both drives were recognised properly. If you have more than one OS and are using BootMagic as I was, you may need to have your BootMagic rescue diskette handy in order to access all Operating Systems and reset the BootMagic configuration.

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I rebooted successfully to Windows XP, then again to Windows ME and checked partition sizes and verified random files to be sure everything had copied correctly. Everything looked good.

In order to copy the other old hard drive which had two data partitions on it, I decided to make the boot floppies out of Windows ME and copy one partition at a time in order to test the selective Partition Copy function. I rebooted from the floppy disk and DriveCopy walked me through step-by-step. After I copied the partitions I again compared partition sizes, checked selective files and determined that the partitions had each been copied successfully. I had finished the task of copying everything from both old drives to the new drive.

Powerquest's DriveCopy 4.0 is an easy to follow program as instructions are presented step-by-step. If you are using Drive Overlay software (in case you have an older system that does not show all the space on the new hard drive), or if you are not really familiar with the steps involved in installing hard drives and copying old drives, be sure to review the manual before you begin so that you get a complete overview of how the process works and to see if there are any special instructions unique to your OS or computer.

User group members may purchase DriveCopy v4 at a special price of \$25 by ordering from the secure web site at www.ugr.com/order/. Indicate the special price code of UGEVAL01 with your order.

PowerQuest has a free monthly electronic newsletter that is dedicated to official announcements, tips, and techniques for PowerQuest products. You can view the newsletter on-line at www.powerquest.com/newsletter.

PowerQuest can be reached at:
Voice: 801-437-8900
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Practicing the Black Art

Link Websites to your spreadsheet

by Vinny La Bash - SPCUG

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How many times have you searched for information on the Web, got your results and wished you could put it into your spreadsheet for additional analysis? To quickly link to a Web page from Excel, first open both Excel and your browser. With either Netscape or Internet Explorer, there is an easy way to open a Web page in Excel from within Excel. This really helps save time if you want to take on-line data and subject it to further examination. It doesn't work for all web pages but it does work well if the data you want is in table format.

1. Highlight the URL of the Web page in the Location or Address box of your browser. This technique works the same with Netscape or Internet Explorer.
 2. Launch Excel if it's not already open.
 3. From the Excel File menu, select Open.
 4. Then copy the URL in the File name: box.
 5. Specify Web Pages (*.htm, *.html) in the Files of Type: box.
- Excel will load the Web page into your spreadsheet. This works with Excel 95, 97 and 2000. It should work with any spreadsheet, but I tested only Excel. The table information sometimes comes over in a single column. If that's the case, go to the Data menu and use the Text to Columns feature to put the data in the appropriate column format.

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