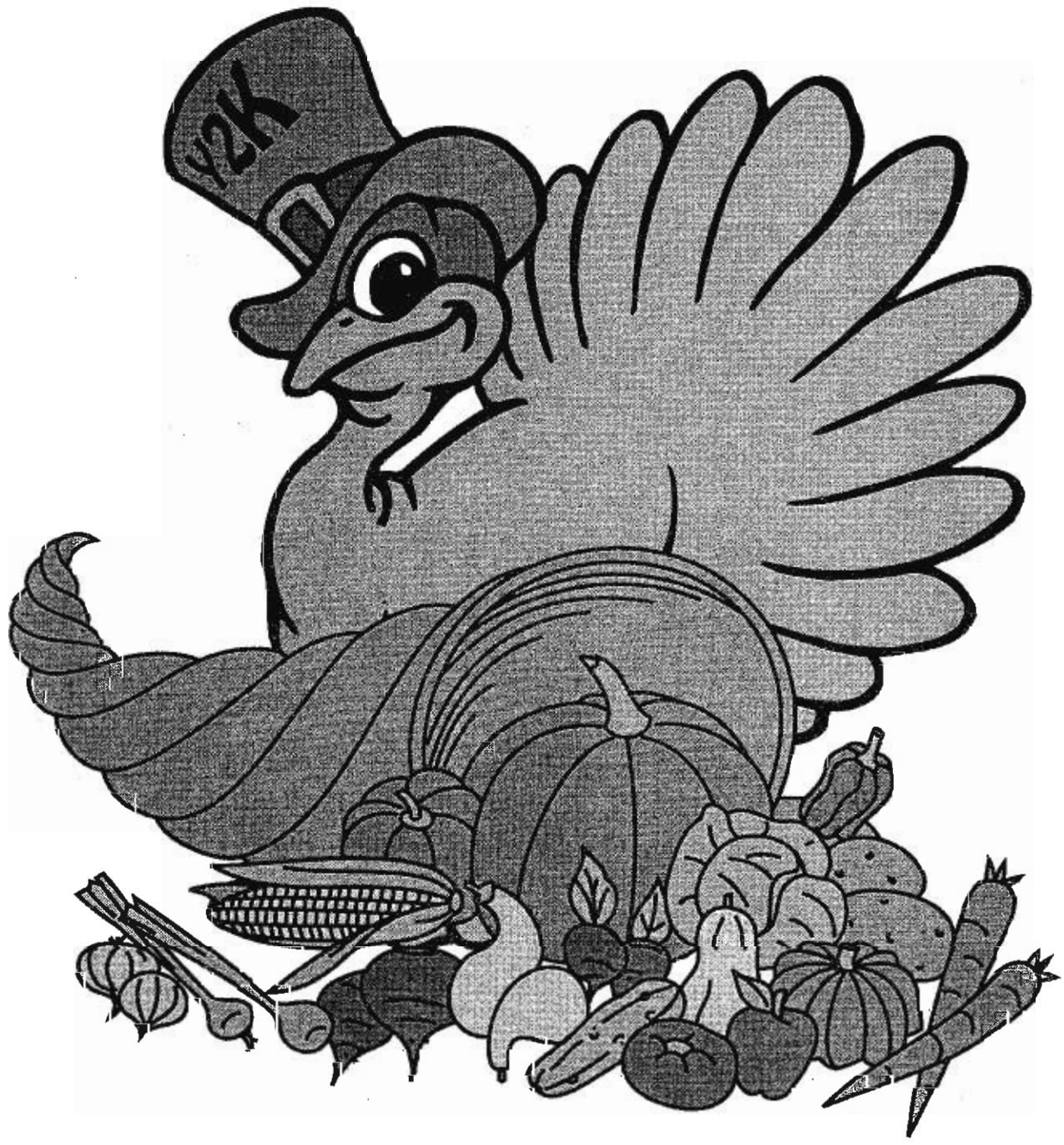


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*North Texas*



# **PC NEWS**



*November, 1999*  
VOLUME 18 • NUMBER 11

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**Deadline:**

All advertising and other material for publication in North Texas PC NEWS must be received by the NEWS staff by the 15th of the month prior to publication unless otherwise listed. See deadline information below.

**Circulation:**

North Texas PC NEWS circulation was 1,400 last month.

Member distribution was 1,100; remaining copies were distributed to PC user groups around the country, and to advertisers, prospective members and others with common interests.

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**DEADLINE**

Copy deadline for December  
North Texas PC NEWS:  
November 18, 1999

**Meeting Dates:**

November 13 – 2nd Saturday  
December 18 – 3rd Saturday  
January 15 – 3rd Saturday

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Submit Newsletter articles to: [newsletter@ntpcug.org](mailto:newsletter@ntpcug.org)  
Visit the North Texas PC Users Group web page:  
<http://www.ntpcug.org>

**North Texas PC News**

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Ad Size	1X	3X	6X	12X
2-Page Spread . . . . .	\$400	\$325		
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Qtr Page (3 1/4 x 4 1/2) . . . . .	100	80	65	55
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Business Card (Members) . . . . .	35	25	20	20

*Reduced rates for multiple insertions of same ad. Require prior commitment in writing and payment in advance (3 months minimum). Copy and mechanical changes requested between insertions will be billed accordingly.*

**Deadlines:** All advertising copy must be received by the PC News staff no later than the 10th day of the month prior to the month of publication unless other arrangements are made with the Publisher. NT PC News publication date is 10 days before the monthly meeting of the North Texas PC Users Group.

**Policies & Mechanicals:**

- Commercial ads must be in repro form, in final size, ready for printing.
- Halftones must be furnished as final size, screened prints or negatives.
- Halftone screens cannot exceed 100 LPI maximum.
- No ads on front cover. Bleed pages and color must be discussed with Publisher before submission.
- Related ads only; suitability is at discretion of the Publisher and the North Texas PC Users Group Board of Directors.

**Payment:** Payment in advance of publication.  
Make checks payable to: North Texas PC Users Group, Inc.

**PROGRAMS & PRESENTATIONS . . . Timothy Carmichael**

**NTPCUG MEETING -- NOVEMBER 13, 1999**

**MAIN PRESENTATION -- 10:00 - 11:55 AM**  
**\*\*\* FREE AND OPEN TO THE PUBLIC \*\*\***

**"GAMES REVIEW FOR PC, Apple, AND INTERNET"**

Come find out the what games are on the market for your holiday shopping. See what is on the market, hear reviews of some of them, and see demos of some. Hear about cross-platform and Internet games are available. There will also be hands-on demos for you to try out.

There will be a drawing for free products.

**NTPCUG BUSINESS MEETING -- 12:30 - 1:00 PM**

**OCTOBER 16**

**SIGs SPECIAL INTEREST GROUP MEETING SCHEDULE**

Time	Room	SIG
8:00	A	-
	B	Microsoft Networking
	C	-
	D	AppleCorps
	E	Hardware Solutions
	F	Excel/Spreadsheets
	G	-
9:00	A	WordPerfect for Windows
	B	Word for Windows
	C	DOS/Disk Operating Systems
	D	AppleCorps
	E	Quicken
	F	Visual Basic -- Beginning
	G	Alpha 5
	H	Dallas Corel
10:00	A	WordPerfect for Windows (continued)
	B	Communications
	C	Main Presentation
	D	AppleCorps
	E	Introduction to the PC
	F	Visual Basic -- Advanced

Time	Room	SIG
10:00	- Ctd.	
	G	-
	H	Dallas Corel (continued)
11:00	A	Investors
	B	Internet -- Beginning
	C	Main Presentation (continued)
	D	AppleCorps
	E	Java
	F	Access
	G	ACT!
	H	-
12:00	A	AppleCorps/ClarisWorks
	B	Internet -- Advanced
	C	-
	D	AppleCorps/FileMaker
	E	Introduction to the PC
	F	ActiveX
	G	AppleCorps/Beginners
	H	Professional MIDI & Aud
12:30	C	NTPCUG Business Meeting

Time	Room	SIG
1:00	A	Lotus Notes & Domino
	B	FrontPage
	C	-
	D	-
	E	Introduction to the PC
	F	-
	G	AppleCorps/Beginners
	H	Assembler

*SIG meetings are listed by time and location for the October 16 meeting. Times and locations may change and members are advised to check the NTPCUG Web site for latest listings.*

*Layout of the new SIG Meeting area and locations of the rooms are found on page 8.*

## ByLaw CHANGES

The Board of Directors went through the Bylaws of the North Texas PC Users Group at our last meeting. We found a lot of things that were good in 1987 but needed to be changed in 1999.

We did not change the number of directors on the board. Instead, we made it easier for the directors to vote without going to a meeting.

The members will be voting on these changes at the December Business Meeting at the Big Town Meeting Hall on December 18th. I will get the By-law changes in the December newsletter or on the Web Site or both.

### NEW LIFE MEMBERS

At the October meeting, we announced two new Life Members: **Claude McClure** and **Alex Lilley**.

Claude has recruited volunteers for the membership table for years. Without his efforts, we wouldn't be able to get the membership renewal forms or to pass out the membership cards. Thanks, Claude.

Alex succeeded **Andy Oliver** as SIG coordinator and keeper of the A/V allocation list many years



ago. With 30 classrooms at Infomart, this was no easy task. Thanks Alex, for being so patient with all the demands that go with the SIG Coordinator's job.

[Ed Note: Jim is describing here, in a nutshell, what Claude and Alex have done for the Users Group over the years. It doesn't come near to describing the hours, efforts and effects thereof that Claude and Alex have devoted to our Users Group that has allowed us all to benefit as members. Their work has been first-class and to all our benefit, even if in the background it didn't always seem that way. BRAVO!]

### MICROSOFT PRESENTATION IN OCTOBER

Microsoft made two presentations of Windows 2000 at the October meeting. The morning presentation had almost 250 people in attendance. The afternoon presentation had 67 people. The morning presentation maxed out the seating in Classroom C. I stood at the back of room and I could see the screen clearly and hear the sound.

### NEWSLETTER ON-LINE

As mentioned last month, the Board is considering giving members a reduced membership rate if they download their newsletter in Adobe Acrobat format from our Web site, [ntpcug.org](http://ntpcug.org). I've asked **Reagan** to put a recent copy of our newsletter on the Web site so you can see if downloading works for you.

We will be polling the membership at the end of the year to find out how many people would choose downloading as opposed to receiving the newsletter in the mail.

### NEW NEWSLETTER PRINTER

Speaking of the newsletter, we are looking for a new printer. The company that has been printing the North Texas PC News went out of business

## NTPCUG TRAINING VIDEOS

### Check out the new NTPCUG Multimedia Rental LIBRARY

*NTPCUG is now offering  
(as a member benefit) rental of training  
videotapes, audiotapes and CD's to  
Members at the NTPCUG Information  
Booth in the Vendor Area*

The NTPCUG Multimedia Library Includes:  
Program Tutorials, Interactive Learning Guides  
for Beginners and Advanced Users in a wide  
range of PC Applications from Arts & Graphics  
to Windows 95 and ... Everything in Between

Contact us NOW!  
NTPCUG Information Booth  
Claude McClure (972) 867-0978



New Lifetime Member Claude McClure receives a plaque and a hand shake from NTPCUG President Jim Hoisington, above, at the October NTPCUG Meeting. New Lifetime Member, Alex Lilley, right, was unable to attend after being recognized by the BOD in October.

### **PREZ SEZ... Ctd.**

the Friday before our October meeting. If you want to recommend a printer, please contact Reagan Andrews, our Publisher.

#### **INTERNET Hookups in the Classrooms**

We have Internet hookups provided by the Beam in each of our classrooms at the Meeting Hall. Our thanks to Alan Brosz, who worked with The Beam to make this happen.

I also want to thank the members who did the wiring from the router to each classroom. They are Doug Gorrie, Vincent Gaines, Putt Shaw, and Spike Smith. Thanks guys.

*Jim...*





### CORRUPTED WORKBOOKS - AVOIDANCE AND RECOVERY

It is unfortunate but true that the Microsoft Office Spreadsheet, Excel, is susceptible to corruption. Knowing this before it happens to you in a business situation is worth a great deal.

Knowing it in a personal situation will save a lot of work. The symptoms of a file that is beginning to go bad may be weird behavior within a worksheet, where the product is not providing the proper functionality or just not operating the way it should.

Many times we have calls from users who have noticed these things happening, but were able to go on with operation by working around the problem. This is the time to correct the situation, rather than let it go on. Delay may mean disaster in the form of not being able to open the file the next time you need it.

Corruption of a workbook may be caused by any of several things. Most frequent probably is the loss of power, from whatever source. Since data

are held in memory (cached) before being written to disk, it is always possible that sudden loss of power may cause problems with end of file markers. Save your work frequently to eliminate as much of this problem as can be done. If your work has been saved to the hard drive, it will usually be safe.

Another source of file corruption is working a document on a floppy. Floppy disks are limited in their storage space, and they are slow relative to the speed of the hard drive.

Opening and editing a file on a floppy drive doubles the size of the space needed for that file, and under some conditions, data may be miswritten or only partially written to a file that has been so treated. If you receive data or workbooks from other sources on floppy disk, scan for viruses and copy the contents to the hard drive before starting to work on the data. This is good from two points of view -- It preserves the original contents without any danger of overwriting the file on the floppy, and it gets the



Continued on Page 6

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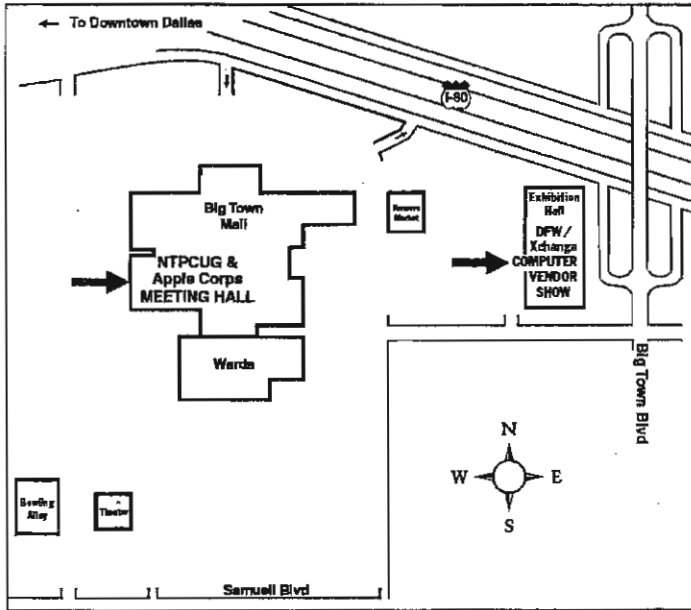


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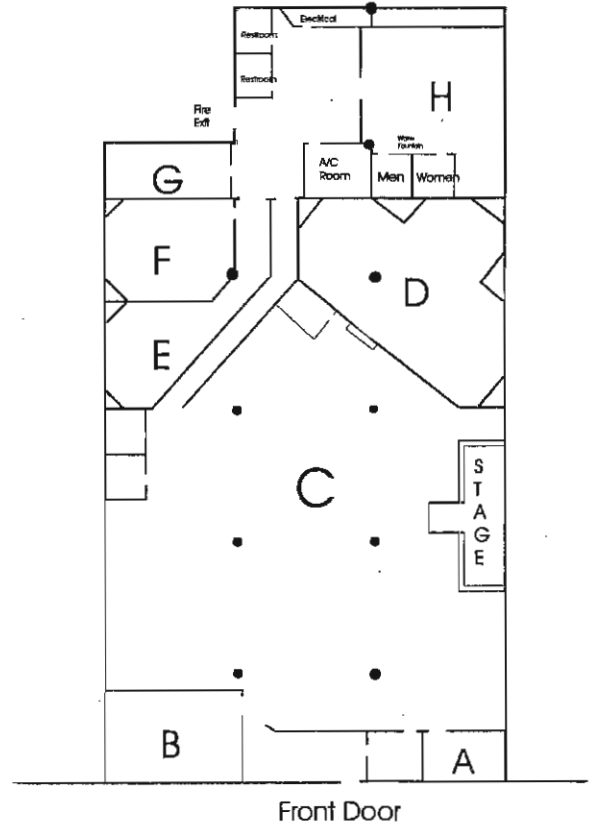
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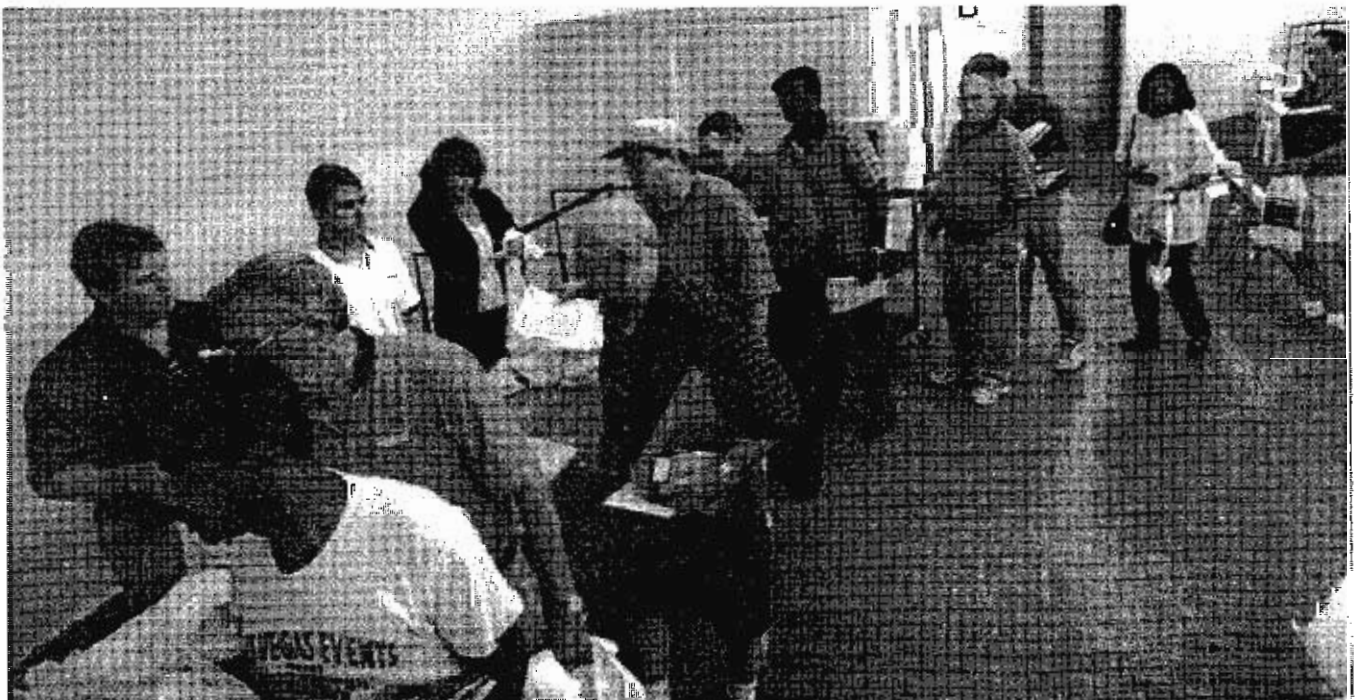
# Big Town Mall User Group Meeting Room



## NTPCUG SIGs ARE back...

June saw the resumption of NTPCUG SIGs at the Big Town site. Members appeared to find themselves at home in the new area and gave the impression of a willingness to make any necessary adjustments to accommodate operation in the space. *The PC News* will continue to run maps of the Big Town Mall and Exhibition Center locations until NTPCUG members have familiarized themselves with the new space..

# PARKING LOT



## MICROSOFT ANSWERS... Ctd.

file into a working environment that is much more susceptible to

Some users use a document or workbook as templates for repeated use. In this usage, the document may have charts or a format that is prescribed for company usage, most often deleting data but leaving the months or days labels, and filling in new data for the next month. Formulas are left in place to use the new data.

This document may have its data erased and reused monthly for years. Then one day something happens and corruption -- a trashed format, perhaps, -- sets in. Over time, this may spread through the workbook until finally the user will be unable to open the document. We encourage the use of templates for this purpose instead of erasing data and reusing the document. This breaks the chain of corruption, giving the user a fresh document for each new period.

A template contains all the formatting and headings, footnotes, labels, links, and so on, but is saved as a workbook template in the Templates folder when the user clicks on File, Save As Type, Template. It is only used to generate a new document file. It can be edited as necessary, but should not contain data that changes from day to day.

These notes of usage, and maintaining backup copies of important files, will save many hours of labor and provide refreshing moments of relief to the office user.

Where these fail despite all precautions, we provide some assistance in the Knowledge Base (<http://support.microsoft.com/support>) in recovering the data or, if action is taken in time, recovering the entire workbook.

I have included the article ID and title here. It is a summary as its title indicates, and it points to other articles that will help you to recover your work. To get to it in the URL above, click on Search Personal, select Knowledge Base, and type in the ID as shown in the square brackets.

[Q142117] XL: Summary of Methods to Recover Data from Corrupted Files

There are several methods that you can use to recover information from damaged or corrupted files. This article discusses those methods and points you to other Microsoft Knowledge Base articles that discuss the methods in greater detail.



### Methods for Recovering Data in Corrupted Microsoft Excel Files

- Use external references to link to the corrupted file.
- If you can open the file, save it in the SYLK format.
- Use the Revert To Saved Document command.
- If a chart is linked to the corrupted file, use a macro to extract the data.
- Use the Microsoft Excel 97 File Recovery Macro (Cleaner.xla).
- Open the file in Microsoft Word.
- Open the file by using Microsoft Excel Viewer.

Again, each of these methods is described in the article body. Excel is a powerful and popular analysis and reporting tool, and we are committed to making it even more so.

We enjoy the fact that users won't have to call us for support if they have the knowledge and means at hand to avoid the pitfalls.

*Bob Russell  
Microsoft Support Engineer  
Office and Consumer Support*



## DEAR Delphi USER GROUP ATTENDEE,

We at Inprise appreciate your continuing support of Delphi - the fastest, most productive development tool for building Windows, database, and Internet applications. We would like to show our appreciation by inviting you to take advantage of an exclusive offer available only to you. As a Delphi User Group member, you now have the opportunity to buy Delphi 5 Enterprise at a special price of \$995! You will save \$1,200 off the regular Professional Upgrade price and \$1,500 off the New User price!

With Borland Delphi 5, we have taken the essence of Delphi - the combination of a powerful component-based development environment, with a flexible, object-oriented Pascal programming language - and made it very easy to create powerful, scalable Windows and Web applications. Together with the other new major productivity enhancements, Delphi is the essential, high productivity development solution for Internet and distributed computing.

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- \* MS SQL Server 7 Support
- \* Oracle8i support
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- \* Advanced debugging, including remote cross-process debugging
- \* Over 200 reusable components in Visual Component Library with source

Take advantage of this special opportunity to move up to enterprise and Internet computing with Delphi 5 Enterprise by simply ordering online, by visiting <http://www.borland.com/events/d5usergroup.html>. To get the special

price of \$995, please specify Offer Code #1627. This special offer expires 11/19/99.

As a Delphi enthusiast, we know you will enjoy the added features and functionality of Delphi Enterprise, so order your copy now and move up to enterprise and Internet computing.

Sincerely,

*Ylonda Davis*  
Sr. Mgr. Marketing Events  
Inprise Corporation

## Old Browsers NEVER Die...

The following was taken from the September 1999 issue of *Government Computer New/State & Local*:

Access denied. Ah, the joys of market competition. Now that the Web browser wars of a few years ago have balanced out to an uneasy detente between Microsoft Corp. and Netscape Communications Corp., GCN Lab reviewers are rediscovering the advantages of having multiple browsers and versions installed.

While setting up an old PC for year 2000 upgrades, I saw that it needed a newer version of Microsoft Internet Explorer. But when I tried to use the existing browser to go to the Microsoft Web site to download, I ran into a technological roadblock. Error Messages kept saying that access was denied.

It turned out that the version on the PC was Internet Explorer 2.0, admittedly a very old browser. But I was astonished that Microsoft's Web site, so rich in Active Server Pages and gee-whiz content, no longer can support older versions of the company's own browser.

What to do? I fired up a copy of Netscape Navigator 4.05 that happened to be on the same machine and downloaded the newest version of Explorer.

*submitted by Eb Foerster*



## Look, MA, No HANDS!

Actually, it's more like No Internet! Early in the afternoon on Saturday, October 23, a phone cable was cut in East Dallas by a construction crew. It disabled our phone lines and that of hundreds (thousands? *The Dallas Morning News* suggested the earlier and possibility of the latter in Sunday paper) of other residences and businesses.

I know it affected our grocery store.

But here we are. This is the newsletter production weekend and the phone company recorded message says it may be Monday afternoon before service is restored. (One of the news channels Sunday night said it might be as late as Wednesday before phone service is restored.)

Well, the newsletter is due at the printers on Monday morning. Luckily, we had already downloaded all of the SIG notes and articles up to that point. Reagan went into his office Sunday morning to catch the last-minute submissions to *reagana@swbell.com* (there are always some, and there were).

## THE PERFECT GIFT!

Looking for a last-minute gift that's quick, easy and keeps on giving for the entire year? Take a tip from Doug Gorrie and consider giving a one-year membership in the North Texas PC Users Group. This is an especially appropriate gift for a friend or relative who is new to computing and interested in learning how to use and enjoy the PC.

Point out the Genealogy SIGs to people who are collecting information about their families, tell friends how much the Internet SIGs can help in easing their way into really using the Web, and the benefits of friendly, early computer lessons in the Introduction to the PC SIG.

More experienced users would appreciate value of vendor presentations in making important software and hardware decisions during the year.

If you have a friend or relative who constantly "borrows" your copy of the latest *North Texas PC News*, a gift membership might be especially welcome.

*Doug Gorrie*



But if anything was sent to me at my worldnet address or to Reagan and/or me at our NTPCUG addresses or *newsletter@ntpcug.org*, we may not have received it. We have been giving out our personal addresses in addition to the *newsletter@ntpcug.org* as backups in order to avoid a server-being-down kind of problem. Never thought about the phone lines being down. But did catch at least three submissions with Reagan's extra trip.

"War stories" about things gone awry are only fun when you can remember and recount them later, not when they are happening.

*Connie Andrews*

## LETTER TO THE EDITOR

Just wanted to tell Reagan and the Newsletter helpers, whoever they are, that I really appreciate the newsletter, especially the Variety Store.

I have always enjoyed the newsletter and find it a first-class publication, well worthy of appropriate recognition, which it probably doesn't get much of. I do appreciate it, though, and I will opt to pay the extra fee to have it delivered.

I can't get used to the idea of reading a magazine from a computer screen. It's not nearly as portable or convenient as something I can hold in my hand or take with me wherever I go. And it won't crash when the power goes out.

As a matter of fact, I can read it without any power at all.

So, thanks for the newsletter, and keep up the good work. I appreciate it.

*Ken Sauter*



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At the Microsoft eXtreme Windows 2000 Technical Tips and Tricks roll out at the October NTPCUG Meeting, Eb Foerster, MS Excel Spreadsheet SIG Leader, gets his Microsoft T-shirt and copies of Windows 2000 Advanced Server and Professional beta RC2, above, left. Above, Allen Childress left, Microsoft Channel Marketing Rep 1, confers with Microsoft's Ryan Calafato and Nadine Cano, right, both of Microsoft, Redmond, WA, following the last Windows 2000 presentation at thew October 16 NTPCUG meeting.

**INSIDE THE NORTH TEXAS PC USERS GROUP COMMUNITY**  
**VOLUNTEERS IN ACTION**  *by Claude McClure*

**Las Vegas comes to North Texas:**

You might think from reading this heading that **Timothy Carmichael** is following up his successful Microsoft event last month with an act from the Nevada gambling capital. As much fun as that would be, something more vital to NTPCUG is taking place. As a matter of fact, **Comdex** will affect all computer users, as Las Vegas becomes the place where the major players in the industry will present the products and strategies for the coming year. It will still take place far to the West of us, but its events will be important to computing Texans.

**David Huckabee** and other members of our computer group will return from the meeting with new ideas and samples of products, which they hope to share with us. The North Texas area sends many computer industry specialists to the annual Comdex Show. We eagerly wait for them to return to lead our SIGs, and direct other programs

of the NTPCUG. Don't expect any of our returning warriors to part with any treasured Bill Gates dolls or autographed AOL disks. Do listen for new enterprise tools, communications schemes and ideas on Y2K to be unfolded for your eyes only. Capturing a T-shirt hurled into the business meeting audience by one of the lucky members who actually walked past city blocks of casinos to attend discussion sessions and visit the exhibits makes fond memories. They bring the essence of the convention to those of us who have been chained to our desks.

One final note is to remind you, that you can tour the show on your own PC by visiting [www.Comdex.com](http://www.Comdex.com). You will miss the long lines at registration, the lost baggage worries, and check out hurry ups. You will get a listing of events, exhibitors and featured products which you can follow-up on in your own space and at your own pace. You

may still want to use next month's meeting to discuss some issues with members who actually attended, but you will have experienced the *Virtual Comdex*.

Thanks to all the volunteers who make the monthly meeting of the North Texas PC Users Group a possibility and a really enjoyable experience. Thanks to the SIG leaders and their assistants who guide us in working together to discover the keys to our computer programs. Thanks to the group at large for their interesting questions and participation in the process. Thanks to the members whose names are mentioned on this page other pages of this newsletter. Thanks to the member visitor to Comdex who will return wearing a beanie with little propeller on the top.

*Claude McClure*

**Big Town Liaison**

Andy Reese  
Mark Mills

**Vendor Setup/Breakdown**

**Anchors:**  
David Slavik  
Dick Abbott  
James Hope  
 **Crew:**  
Kenneth Berg  
Dennis Brininger  
Lester Foley  
Larry Matzek  
James Webb

**Auditorium Presentations**

Timothy Carmichael  
Christopher Carmichael

**Information/Registration Booth**

**Statistician:**  
Connie Andrews  
Ralph Beaver (Assistant)  
 **Scheduler:**  
Bob Wuller  
 **Anchors:**  
Deborah Bean  
Roger Bopp  
Vernon Cates  
Cinda Lovil

David Martin  
Bob McNeil (Double)  
Raymond Reyes  
Ken Sauter  
Fred Toulmin  
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Randy Durham  
Eteta E. Eta  
Jim Eubank  
Tim Foster  
Joe Hopkins  
John McNeil (Double)  
Martin Moomaw  
Linda Moore  
Oscar Tyler  
Thomas Ward  
Don Wolfe

**VOLUNTEER INFORMATION**

1. **Via the Internet:** Send me an E-mail at [CMcC1248@aol.com](mailto:CMcC1248@aol.com) and make the subject matter your area of interest.
2. **Meeting day:** Sign up at the Information Booth to work that area in a coming month.
3. **By phone:**
  - Auditorium Presentations**
  - Timothy Carmichael . . . . . (972) 661-4626 (w)
  - Information Booth and General Information**
  - Claude McClure . . . . . (972) 867-0978 (h)

# Selected SIG Reports . . .

## News and meeting notes of Special Interest Groups

(Material for this column should be sent to Connie Andrews, Special Interest Group Editor, at [newsletter@ntpcug.org](mailto:newsletter@ntpcug.org) before the PC News monthly deadline listed on the inside front cover.)

### ACCESS

Coming in November: Assistant SIG Leader **Neel Cotten** will be your host and Assistant SIG Leader **Tom Browning** will speak on "Streamlining Navigation and Editing in Access97." Tom will show approaches and methods he has used in form navigation, record navigation, and record editing. The streamlining Tom has done makes for a more consistent look and feel of navigation and editing. He reports that it also has dramatically increased his design productivity in small to medium sized systems. He'll also discuss some tricks he learned and traps he discovered along the way.

**In October:** SIG Leader **Larry Linson** discussed and demonstrated three approaches to handling images and photos in Access databases and considerations in deciding which to use in a particular set of circumstances. They are storing images as OLE Objects, storing images separately in disk files, and storing the images in the database as "Binary Large Objects (BLOBs).

**Planned for December:** SIG Leader **Larry Linson**, reinvigorated and refreshed (no doubt) by his first-ever visit to Comdex, will resume the discussion of ActiveX Data Objects (ADO) started in October in the ActiveX Application Developers SIG. Don't worry if you missed that session - we will briefly review the basics. ADO is

### FROM THE SIG COORDINATOR

The following are changes/additions/needs that the NTPCUG has made to the SIG's.

#### New SIGs:

- **Games SIG** [Contact Chris Carmichael @ (214) 331-6303 h or [chris.carmichael@ntpcug.org](mailto:chris.carmichael@ntpcug.org)]
- **Professional MIDI & Audio SIG** [Contact Alan Lummus @ (972) 733-4141 w&h or [alummus@airmail.net](mailto:alummus@airmail.net) or [timothy.carmichael@ntpcug.org](mailto:timothy.carmichael@ntpcug.org)]

#### Groups Looking for Help in Leading their SIGs:

- **Visual Basic - Advanced needs a new SIG Leader** Contact Jim Carter @ (972) 235-5968 h]
- Help Center** [Contact Reagan Andrews @ 214-828-0699h or [reagan.andrews@ntpcug.org](mailto:reagan.andrews@ntpcug.org)]
- **Excel/Spreadsheets SIG** [Contact Eb Foerster @ (214) 357-7602 h]
- **Dallas Corel** [Contact Marsha Drebelbis (214) 951-0266]
- **Hardware Solutions** [Contact Charles Miller (903) 938-4220 h]
- **Networking** [Contact Mike Momen (972) 238-1244 h or (972) 501-1538 w or [momen@wtd.net](mailto:momen@wtd.net)]

#### The requirements for forming a SIG are:

- Leadership** — at least one individual willing to lead the SIG, and an assistant.
- Membership** — at least eight individuals willing to attend the SIG fairly consistently.

### SIG LEADER LISTINGS

#### SIG Coordinator

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..... 1 (888) 740-6730 w  
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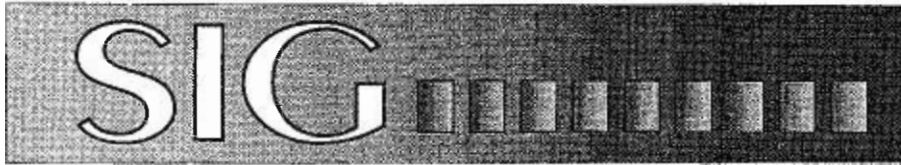
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[mdreb@litigraph.com](mailto:mdreb@litigraph.com)  
Susan Biggs ..... (214) 340-7794

#### DOS/Operating Systems

Reagan Andrews (214) 828-0699 h





Microsoft's data access method of choice for the future – in time, replacing DAO, RDO, ODBC Direct, the ODBC API, and others in the alphabet soup of methods available in recent years. Already, Access 2000 and Visual Basic 6 have the ability to use ADO as the underlying, behind-the-scenes data source for bound forms and data-bound-controls, as well as the ability to use it in VBA code much as we've previously used Data Access Objects (DAO). DAO was usable only with the Jet database engine, but ADO can be used with any data source that has an OLE DB Provider.

**Access 97 Service Release Update:** In mid-October, Microsoft posted Service Release 2B for Access 97 on their Web site, but the information posted appeared identical to that for the original Service Release 2. Apparently, there had been some miscommunication and the new service release was withdrawn and the download area shut down. Do check postings on the subject in the *comp.databases.ms-access* newsgroup before you chase a revised SR 2B – it may not, in fact, include anything more than SR2 except a couple of minor Y2K fixes. If that is the case, you'll be better off to get those Y2K patches (which are available separately) – just loading the patches will not overwrite and require reinstallation of the other patches you may have applied since SR2. If you aren't set up to read newsgroups, you can visit <http://www.deja.com> to read them online, for free. It's ideal for the casual reader of newsgroups: a simple setup and easy to use. In the meanwhile, it might be worthwhile to visit <http://support.microsoft.com> and

**Microsoft®  
Access**

check to see if you do have all the patches. If you do, you may be able to safely ignore the revised Service Release when it does become available.

**Access 2.0 Y2K News:** Not too long ago, we were pleasantly surprised to hear that Microsoft had released a Y2K patch for Access 2.0, implementing a form of date windowing. I'm sad to say that patch was later withdrawn. If you need it for your Access 2.0 applications, keep checking the Microsoft web site, <http://support.microsoft.com>, to see if it has been corrected and re-released.

**Misc. & Etc.:** Look for the Members Area on our Web site, <http://www.ntpcug.org>. Join the Members e-mail list (instructions are in the February and April, 1999 issues of the *North Texas PC News*). We are still seeking volunteers: volunteers to speak to the SIG, volunteers to help with administrative duties, and volunteers to contact SIG members to remind them of meetings. We earnestly solicit your participation – with enough help, the workload will be light for all of us. Come join us in November and we'll try to both inform and entertain you.

Larry Linson

## ActiveX Application Developers

**Coming in November:** Dan Ogdien will cover the last few new features of Access 2000 and move on to the Office 2000 Developer Tools. Developer Tools include the runtime and setup Wizard for Access, but this release has a bit more for other Office software components, too. Although Access 2000, with its database and Web development enhancements has stolen a lion's

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**Visual Basic — Advanced**

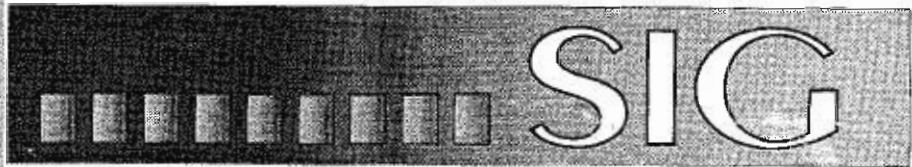
Jim Carter..... (972) 285-5968 h  
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**WardPerfect / Windows**

Cindy Adams..... (817) 481-1300 wM  
 ..... Fx: 817-481-1303



share of the press coverage, there are enhancements to every software component of Microsoft Office 2000. One of the newsworthy ones is that Microsoft has "frozen" the file formats for Word and Excel, so that a Word document or an Excel spreadsheet created in Word 2000 or Excel 2000 can be read and used in Word 97 or Excel 97 – they say they will continue this in the future, but warn that you may lose some features of a new release when using the files with the older releases.

**In October:** Co-SIG-Leader Larry Linson presented "More on Activex Data Objects and OLEDB," Microsoft's chosen successor for both Data Access Objects (DAO) programming and Open Database Connection (ODBC). This will be used as the vehicle for running the ADO code, but ADO code is the same in. If you are developing applications in Microsoft Access, Visual Basic, other applications using VBA or VBScript, as well as Active Server Pages Web applications, you'll be using ADO in the not-too-distant future. This topic will be reviewed and continued in the Access SIG in December.

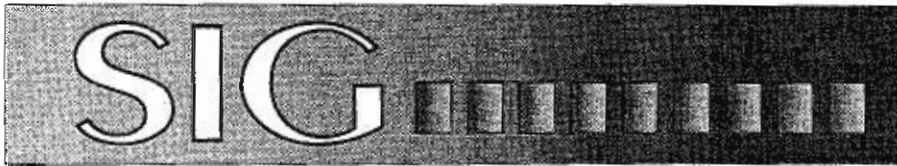
**Likely future topics:** Here are some topics we've considered: (1) More on Office 2000 (seems it is an inexhaustible subject), (2) Reviews of a book pertinent to the interests of the SIG, or two or three, as time permits, by Dan or Larry or both, and (3) A tutorial on Microsoft Front Page 2000 or detail review of a sample chapter or two of one of the Microsoft Press self-study books on Front Page. If you have topic ideas or especially if you will volunteer to speak at a future SIG meeting, send an e-mail to [lmilinson@yahoo.com](mailto:lmilinson@yahoo.com) or [dogden@gte.net](mailto:dogden@gte.net).

The ActiveX Application Developers SIG addresses issues of developing applications under the Component Object Model (COM) using ActiveX Controls and other ActiveX components. Just because so many of our attendees work in Microsoft Office and other software using it, we have considerable emphasis on Office and VBA issues. But, don't forget, ActiveX components and VBA are not at all limited to Microsoft products – there's a long list of products now using VBA as their programming (that used to be called "macro") language. Visio was the first to do so. A surprising addition to that list was Corel's Word Perfect. We still ask and answer a few questions about Open Database Connection (ODBC) technology, too, but the questions now are concentrating on ActiveX Data Objects (ADO) because it is new and because Microsoft is touting it as the replacement for all previous data access methods. As hot as the Internet is, our topics aren't necessarily about *Internetting*, since ActiveX controls work equally well on the desktop and in client/server environments as in Internet applications. That's one of the attractive features: one type of control, usable in many environments. Many of the topics we cover are of interest to developers using other tools, working in other environments - for example, some such subjects we have covered in

**NOTICE TO SIG LEADERS**

We would like to be sure the information we list for you in the SIG Leader listing is current. Please take a minute to review your listing/s and let us know if there are any corrections or additions that need to be made. Please send changes to:

[newsletter@ntpcug.org](mailto:newsletter@ntpcug.org).



the past were, "Documenting System Specifications," and "Structured Analysis and System Specification."

Come join us in November, if you're interested in computer application development, whether it's with ActiveX or COM Components or not. We'll do the best we can to make it an interesting and productive hour.

*Larry Linson*

## ACT!

Our November meeting will feature our first look at the recently released ACT! 2000. While much of the interface is familiar, there have been significant changes. Thanks to the audio-visual equipment provided in our meeting room, we will be able to look at the program in depth. As usual, bring your questions about ACT! and we will try to answer them.

*Jim Thompson, Leader  
Deborah Bean, Co-Leader*

## ASSEMBLER

Our October meeting attracted two persons, and since I still have a large number of copies of the Fast Software Encryption presentation, we will go with that in November. If we ever make a dent in the number of copies of "FSE", we will go on to other subjects, such as "Intercepting DLL Calls".

Please note - the handouts for most prior presentations, as well as additional material, such as complete source code, executables, etc, is available by e-mail. Simply message me at fcava1@swbell.net (that is the number 1 in the e-mail address), letting me know which prior presentation(s) you are interested.

Join us in November. As usual, suggestions for presentation topics are welcome.

*Frank Cavallito*

## COMMUNICATIONS

### Just Beaming Along!

The Communications SIG meeting for October was another roaring success even though we had competition from The Microsoft Windows 2000 presentation in the auditorium. Our meeting focused on the Internet and the different access methods for Internet service. Currently one can choose cable, DSL, or microwave (i.e. theBEAM) for Internet access at his or her home. DSL is becoming more common if you are within the 18,000-foot limitation from the serving CO. Cable modems are fast and affordable but one has to be aware of some possible security issues. Finally theBEAM service is available as a line-of-site access and can be used with an outside/inside antenna and a Telco dial-up line for the return path. Last but not least is wireless access where we use LMDS and MMDS as the broadcast technology. This technology is becoming more exciting and promises to be a player in the very near future.

The BEAM service is the Internet access method we use at the NTPCUG Meeting Hall. With this MMDS service we can access the Internet with "cable modem-like speeds". Last month we demonstrated theBEAM service with multiple PCs connected. This was after Doug Gorrie removed "Call Notes" from our Telco line (thanks Doug and no more extras-please!). We also visited our Telco closet where we saw the BEAM modem, dial-up mo-

dem, and Ethernet hub for distribution of the Ethernet wiring to each room. The service seems appropriate for the home user and is modestly priced. Visit their WEB page at [www.theBEAM.net](http://www.theBEAM.net) for more information and exact costs.

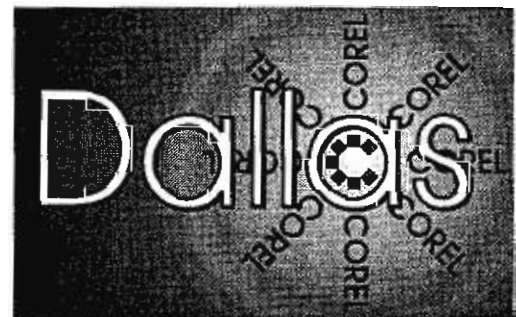
Our November meeting is still "up in the air". I am trying to get a BEAM representative to present the overall service. This will help us understand theBEAM service plus their roadmap for future services. As a backup I will try to educate us about the LMDS and MMDS wireless technologies. These are the wireless delivery methods that will be implemented in the near future for our Broadband needs. So if you want to learn more about this new technology or just want to "surf the Net", join us at our next Communications SIG meeting on November 13<sup>th</sup> at Big Town!

*Alan Brosz and Birl Smith*

## DALLAS COREL

### Filters and Plugins in PHOTO-PAINT

October began our exploration of the many filters and plugins for PHOTO-PAINT. In November, Susan Biggs, Maria Whitworth and Marsha Drebelbis will continue with Part 2. Each will explore several cool filters and third party plug-ins, share their findings and demonstrate them for Dallas Corel SIG. You may win a valuable door prize if you are a NTPCUG member. Don't miss out.



*Dallas Corel Is A SIG Of North Texas PC Users Group*

## Recent Programs at Dallas Corel SIG

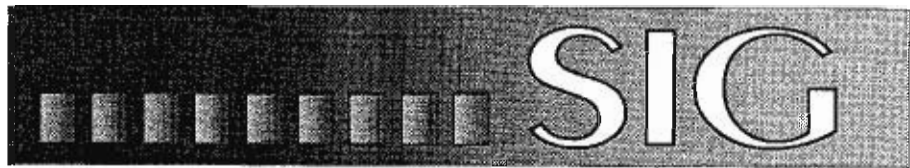
- ❖ Oct/98 – Fine Tuning Your Web Page
- ❖ Nov/98 – Trademark Law for the New Millennium
- ❖ Dec/98 – PHOTO-PAINT 8 Effects
- ❖ Feb/99 – Paper for Successful Inkjet Printer Output
- ❖ Mar/99 – DRAW & PAINT Q & A
- ❖ Apr/99 – Scanning For Success
- ❖ Jun/99 – Member Showcase
- ❖ Jul/99 – Virtual Corel Training on CD
- ❖ Aug/99 – Corel Large-Output at Service Bureaus
- ❖ Sep/99 – Corel and the Entrepreneur
- ❖ Oct/99 – Filters and Plugins, Part I

*Marsha Drebelbis*

### IMPORTANT COREL ADDRESSES & PHONE NUMBERS

**Corel Corporation**  
1600 Carling Avenue,  
Ottawa, Ontario, Canada  
K1Z 8R7

- ❖ Technical Support Representatives..... 888-267-3548
- ❖ G1 Release, CD-Rom only (latest "fixes" and patches for Corel products) ..... 800-772-6735
- ❖ Customer Service Representatives ..... 800-772-6735
- ❖ IVAN (Interactive Voice Answering Network) ..... 613-728-1990
- ❖ 24 Hour Automated Fax System ..... 613-728-0826 Ext.3080
- ❖ Technical Support hours are 4AM to 8PM (EST) excluding holidays
- ❖ To obtain our catalogue please request document #2000



## DOS/OPERATING SYSTEMS

Should I or shouldn't I? Like lots of NTPCUG members at the October meeting, I picked up a copy of *Windows 2000 Professional RC2* after the DOS/ Operating Systems SIG meeting.

If you were not there, you missed a great Microsoft presentation as well as an opportunity to obtain the beta Win 2000. ("RC2" is Release Candidate 2, i.e., someone at Microsoft thought it was maybe good enough to "go gold" and be sent to manufacturing.)

Still begs the question of installation v. waiting for a later candidate. Since Microsoft is now talking about a February release date, the 105-day life span of the installed beta looks a little problematic for me—RC2 would "die" before the shipping date and I'm not sure I want to go through a second (?RC3?) beta install in the midst of Y2K.

It's the same question I ask myself each time a new release/ service pack of Windows is announced. Are the benefits promised "real" and worth the pain of installation I'll experience in the process? I suspect it's the same for members of the SIG.

Whether to go to the latest version of Win NT isn't a question after living with Win 9x and frequent crashes over the last four+ years. I really want the stability promised with Win 2000. I dropped Win NT Workstation because of driver problems and lack of USB support even though it was

much more stable than Win 9x.

Since "stability" is so important to me, I *could* install RC2 on a spare PC. Would be relatively easy and at least a *partial* test of the OS. Still wouldn't give a feel for Win 2000 on a "loaded" PC and day to day use with my typical applications software, however. Possible solution would be to use *Partition-Magic's* copy utility to transfer everything to another hard disk and install RC2 on top of the original Win 95 OSR2.1 for testing.

Yes, I'd prefer a "clean" installation, but have seen several articles extolling this approach as result of Microsoft's vastly improved SETUP routines in Win 2000.

Hopefully, some members will have installed RC2 between NTPCUG meetings and we can hear about their experiences with Win 2000. Might just solve my "should I - shouldn't I" dilemma.

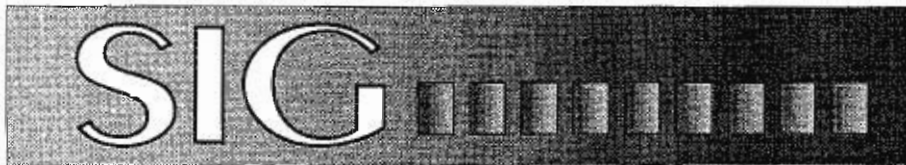
*Reagan Andrews*

## EXCEL/SPREADSHEET

Attendance at the October meeting was up. Hopefully the interest was in the Spreadsheet SIG and not the presentation by Microsoft that followed later in the main meeting room. With considerable help from the audience we reviewed the various lookup functions available in an Excel spreadsheet.







Next month we will take a look at how to modify recorded macros to make them more useful in an application. We will also assign the macro to a custom menu or toolbar to make it available at any time.

If you have an interesting application that they want to share with the group, give me a call and I will schedule you at a future meeting.



Coming sometime in the future: download table data from the Internet directly into Excel with a connection to the Internet running in the background. We will make time for some questions. So bring your problems to the next meeting whether you are a beginner or experienced user.

*Eb Foerster*

## GAMES

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SIG Asst. Leader: Timothy Carmichael, [timothy.carmichael@ntpcug.org](mailto:timothy.carmichael@ntpcug.org), W 972-566-4626

This newly-formed SIG will focus on computer games and how to play them, whether role-playing games (RPG), action games, or educational games. We will review current and upcoming games, discuss strategies for specific games, and share opinions and learning experiences. Bring games to swap with others, and bring PC game magazines to add to the library. If you want to learn more about what games you and your parents would like to buy, come join us. In

August we will be gathering suggestions for which vendors to invite to the November main meeting, when we will have our annual PC/Apple Games Show.

*Chris Carmichael*

## GENEALOGY - THE MASTER GENEALOGIST

We meet off-site on a different day than on our User Group meeting day. Check the Web page for the TMG Users Group meeting time, date and location at [www.pioneer-info.com/tmg/](http://www.pioneer-info.com/tmg/).

*Jeri Steele*

## INTERNET - BEGINNING AND ADVANCED

Our October meeting combined the Beginning and Advanced Internet SIGs into one big Q&A session, following the Microsoft presentation on Windows 2000. Our thanks to **Holly Hutchinson** for getting things started, and for answering many of the questions that came up from those present. Holly teaches about the Internet at Fun Ed, and we hope to get her more involved in our SIGs in the future.

For the **Advanced Internet SIG at Noon** in November, **Pat Hykkonen** has agreed to lead a presentation on the five low-level protocols of the TCP suite -- TCP, IP, UDP, ARP and ICMP. For December, Pat will continue this series on TCP by discussing Telnet, FTP, SMNP, SNMP, and good old HTTP.

As you can see, these sessions will be at a higher level than some of our previous meetings. But for those that consider themselves less

than advanced, take heart -- I think you will find it interesting as well.

The **Beginning Internet SIG at 11:00 AM** will discuss browsers, such as Internet Explorer. I'd like to focus on things like shortcuts, bookmarks, menu options, etc., but I'm sure we will open this up to all kinds of questions. We'll try to get a Netscape user to help us out as well, to balance things out.

If you have specific aspects of browser use that you would like to cover, please send e-mail to [doug.gorrie@ntpcug.org](mailto:doug.gorrie@ntpcug.org) and we will try to cover your concern.

See you on November 13th !!

*Tom O'Keefe, Pat Hykkonen  
& Doug Gorrie, with ongoing  
assistance from Bruce De-Grasse*

## INTRODUCTION TO THE PC

October's meeting became quite a challenge for some of the SIGs. Ours was one of these challenged ones by the appeal of two lengthy presentations in the main meeting area by Microsoft. It's hard for our small group to compete in this same time frame with some of the best, as with the behemoth. We did manage to get two of our three Intro classes in though.

For those who shuffled between the main presentation and us benefited from our discussions on the computer virus, how it can affect you, and how to reduce your susceptibility to virii harm. This was followed by selection and uses of PC Utilities for aiding and assisting your operating system. The other surviving presentation was an introduction to multimedia and how it has dramatically altered the personal computer's displays and attention attracting abilities.

November will be a break from our formal routine of three class sessions and these time slots will be used for regular Intro attendees



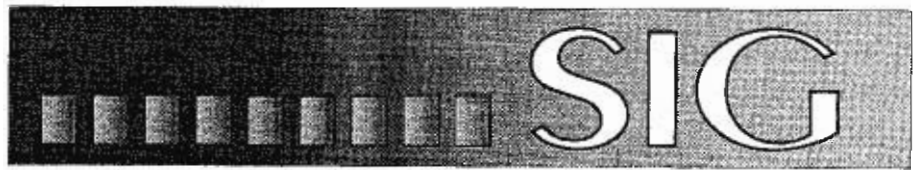
and others who wish to come to enjoy an informal question and answer period. We will discuss all subjects covered in the 15 Intro to PC session programs. Come in and relax, ask questions, provide answers, have some coffee, cookies, and cake and enjoy.

If equipment is available and our room gets its wires terminated, we may use the Beam (A very high speed asymmetric ISP) for providing additional tools via the Internet.

*Harold (Spike) Smith*

### INVESTORS

This group meets to discuss many different ideas about investing and money management. In November some indicators will be dis-



cussed about the current state of the stock market.

We would like to hear what people want to discuss in future meetings. Please tell us at the November meeting or e-mail your ideas and suggestions to [Infolvest@aol.com](mailto:Infolvest@aol.com).

*Kathryn (Kathy) Kirby & Dick Richtman*

### JAVA

I gave a presentation on using Java on Linux. I brought in my Linux machine and showed the group a

number of Java applications and applets that I had written on Windows and how they looked on Linux. I also showed them how to go about setting up the Java engine in their file system and described some of the problems I encountered while setting it up. Java is fairly easy to set up and get running although there are a few things you need to know first. Visit [www.blackdown.org](http://www.blackdown.org) for more information. The various JDKs are fairly stable when using 1.1 or less codebase, but need a little tweaking when using swing. I hope to eventually get my machine set up to use servlets and even Java Server Pages. We will probably have another presentation when that becomes a reality. In the meantime, if you have ideas for other meetings, please let me know.

Next month we will have a presentation by NuMega tools on their development suite.

*Don Benish*

### MICROSOFT NETWORKING

**Next Meeting: November 13, 1999, 8 AM**

At the October meeting, Allen Childress of Microsoft gave a presentation on 'Choosing the Right Operation System', a comparison of Windows 98, Windows 2000, and Windows CE operating systems. See the SIG area on our Web site ([www.ntpcug.org](http://www.ntpcug.org)) for a copy of the presentation.

In November, SIG member **Kathy Schmitt** will give a presentation on the Windows NT Resource Kit. Now you (we) can finally learn what all those utilities are, and how & when to use them. This will be the time to ask all those

### Introduction to the PC Class Schedule

Class #	Date	Time	Subject
	Nov. 13	10:00 AM	"Review"
		Noon	Bring in all your
		1:00 P.M.	"Intro" questions
1	Dec. 18	10:00 A.M.	Introduction to the PC
2		Noon	A Lot About Files and Directories
3		1:00 P.M.	(DOS) Disk Operating Systems
4	Jan. 15	10:00 AM	Microsoft Windows
5		Noon	PC Graphics
6		1:00 P.M.	Word Processing
7	Feb. 26	10:00 A.M.	Spreadsheets and Databases
8		Noon	Modems/Telecommunications
9		1:00 P.M.	PC Hardware
10	Mar. 25	10:00 A.M.	PC Printers
11		Noon	Networks and Such
12		1:00 P.M.	Neat & Necessary Software
13	April	10:00 A.M.	Multimedia Software & Hardware
14		Noon	Virus Protection & Utilities
15		1:00 P.M.	PCs Into The 21st Century



questions you've had about the NT RSK.

Here are the tentative topics for the next few meetings. We are still looking for volunteers to assist with future presentations.

#### Upcoming Schedule:

**December** - Y2K Check List and General Q&A

**January** - 'Windows 2000: Upgrade or Clean Install'

**February** - Open for suggestions (email [gil.brand@ntpcug.org](mailto:gil.brand@ntpcug.org)):

NT Security, Win2K, NT Monitoring, etc.

#### Previous meetings:

September 1999

SIG member **Rodney Loos** gave a presentation on using Win98 Internet Connection Sharing (ICS) with a cable modem. See the SIG area on our Web site ([www.ntpcug.org](http://www.ntpcug.org)) for a copy of the presentation.

#### August 1999

Doug Curran of Microsoft gave a presentation and demo of MS Proxy Server. See the SIG area on our Web site for a copy of the presentation. Also, look for the Microsoft Internet Information Server (IIS) presentation. Doug presented this topic and demo on Wednesday, 8/25, at the MS Technical Mixer at the Westin Park Central Hotel.

#### July 1999

No formal presentation this month; only Q&A. We also discussed the

need for volunteers to assist with developing future presentations and some NT technical tasks that need to be addressed on the User Group NT server. If you have some experience maintaining an NT server and would like to help, send e-mail to [gil.brand@ntpcug.org](mailto:gil.brand@ntpcug.org).

#### May 1999:

Several die-hards stopped by even though there was no official SIG meeting in May. Suggested topics for future meetings were: Windows 2000; High speed Internet connections: DSL, cable, satellite; NT security; NT Resource Kit tools; SMS; MFS; NT performance monitoring.

#### Purpose of the SIG:

To technically showcase Microsoft Networking products, including Windows 2000, Windows NT Server/Workstation, Systems Management Server, Exchange, SNA Server, Internet Information Server, and Windows 95/98.

The SIG highlights the capabilities and features of these products for all users, from individual end-users to corporate users, small and medium size businesses, and beginning to experienced administrators. We present the various options within Microsoft's networking products line and help members understand how they are positioned to solve their computing, connectivity and business needs. We help members understand how these products interoperate with other third-party and legacy products.

The strength of an effective users' group is the opportunity to share common experiences and



learn from others. We try to end each meeting with an open question and answer session.

By staying informed of the activities of other NTPCUG Special Interest Group's (SIGs) and area Users' Groups with common interests, we answer members' questions and help them identify other resources available in the Dallas/Fort Worth area.

*Gil Brand*

#### Professional MIDI & Audio

SIG Leader: Alan Lummus, [alummus@airmail.net](mailto:alummus@airmail.net), W&H 972-733-4141

SIG Asst. Leader: Timothy Carmichael, [timothy.carmichael@ntpcug.org](mailto:timothy.carmichael@ntpcug.org), W 972-566-4626

MIDI (Musical Instrument Digital Interface) has been around since before the IBM PC software started supporting it, and is used by many musicians to control and synchronize multi-instrument performances. The home PC can use MIDI, connected to electronic keyboards and other instruments, to teach students how to play keyboards as well as compose and produce music. We will discuss MIDI features, interfaces, controllers, instruments and software from amateur to professional levels. Come share your experiences and learn more about MIDI.

*Timothy Carmichael*

#### Visual Basic - BEGINNING

The November meeting of the Beginning Visual Basic SIG on November 13, 1999 will feature a discussion of the Sample programs provided with Visual Basic 6.0 and how we can use them to help with our own application development activities,

Last month we completed our discussion of Localization issues and looked at how to create our own Resource file. We cut the discussion short to welcome our ex-SIG

Leader, **Thomas Lewis**, who put on a great presentation on his new book and answered other questions related to Visual Basic.

The Beginning Visual Basic SIG was formed within the North Texas PC User Group in May of 1993 to serve the needs of those members that were just beginning in Visual Basic. We often have members attend our SIG meetings that have not purchased Visual Basic yet. They want to find out what it is about before they take the plunge. Our purpose is to provide a forum where Beginning Visual Basic programmers can ask questions without feeling intimidated. Our goal is to help them learn enough to participate in the Advanced Visual Basic SIG. A number of advanced Visual Basic programmers attend the Beginning Visual Basic SIG for the specific purpose of helping the beginners with their programming problems

Bring your questions on Beginning Visual Basic to our meeting beginning at 9:00 AM on Saturday, November 13, 1999 at the Big Town. It seems pretty certain we will be meeting in Room F for the foreseeable future. Check the NTPCUG Web site for any changes in meeting time or place. I look forward to seeing you at this month's meeting.

*Jim Carter*

### Visual Basic - Advanced

On November 13, 1999, the presentation will be on NuMega Tools by Todd Fessler of Compuware Corporation. There should definitely be door prizes at these meetings, so bring your proof of NTPCUG membership!

Last month's meeting of the Advanced Visual Basic SIG featured our former SIG Leader, **Thomas Lewis**, who gave us a great presentation on his latest book on COM objects in Visual Basic and answered questions on a variety of Visual Ba-



sic topics. Thomas was at the DevDays 99 presentation last month and remains the "evangelist" he has always been for Visual Basic. His presentation was fantastic and he had a nice bag of goodies for door prizes. Great job, Thomas.

The Advanced Visual Basic SIG was formed in the North Texas PC User Group (NTPCUG) in the summer of 1992 and has made the transition from the Infomart to Big Town with the NTPCUG. The SIG membership contains a mixture of new, intermediate and highly skilled Visual Basic programmers who meet monthly to exchange ideas on Visual Basic programming. The meeting generally includes introductions, question and answer session, and a presentation on a particular subject of interest to the group. The main purpose of the SIG is to provide a forum for Visual Basic programmers to exchange views and share experiences

**Tom Browning** and I are actively seeking presenters for the Advanced Visual Basic SIG meetings. If you have some experiences with Visual Basic that you would like to share with the SIG members, please contact me and I will make the necessary arrangements. Give me a call at (972) 235-5968 or you may e-mail me at [JimCarter@msn.com](mailto:JimCarter@msn.com).

As a matter of fact, we are looking for someone to lead the Advanced Visual Basic SIG on a permanent basis. Are you ready to give something back to the Visual Basic community? Please give me a call at (972) 235-5968.

Bring your questions on Visual Basic to our meeting beginning at 10:00 AM on Saturday, November

13, 1999 at the Big Town meeting rooms. Check the NTPCUG web site for directions to Big Town and this newsletter for location of the meeting rooms. I look forward to meeting you there.

*Jim Carter*

### Word for Windows

NEW Meeting time and place:  
9:00-9:55 in Room B

Whether your documents consist of a few lines of text or they are complex productions with graphics and tables, you're sure to learn some tips and skills in the Microsoft Word SIG.

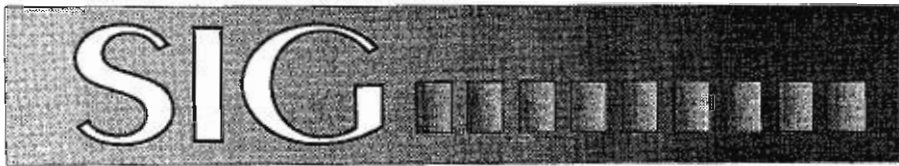
Although we're an informal group, we usually present a planned program with handouts. We're always happy to cover any questions and topics you want covered, as well as share your knowledge and good ideas. Word often provides several methods of achieving the same end result, and we'll all discover different ways of doing things in Word from each other.

We want this SIG to help you solve your Word problems and discover how to do things you didn't know you wanted to do.

*Michele Wood  
([mwood@flash.net](mailto:mwood@flash.net)) & Sherry  
Covert ([shervinc@ix.net-com.com](mailto:shervinc@ix.net-com.com))*

### WordPerfect/Windows

Hello again everyone! Thanks to everyone who were able to attend the FIRST two-hour WordPerfect for Windows SIG in October! It went very well! If you were not able to attend, the make plans to be there this month. Diane will be giving the inside info on Para-



graph numbering, quick bullets and numbers, the differences between quick number and paragraph numbering, how to create your own and all the ins and outs about it! So if numbering has been a challenge to you in the past, don't miss this one. With this much time on our hands, I am sure Diane will throw in a few tips and tricks on the subject too!

**Tips of the Month**

In WP8, you can tell at a glance which type of Tab you will be creating if you click on the Ruler Bar. Look at the gray box at the very be-

ginning of the Ruler Bar (your Zoom mode must be less than 100% and you must be in Page mode). The type of tab you see displayed is the type you will create. To change it, click on the gray box and make a new selection. WP7 has a similar box on which to change settings, but the type of tab is not displayed on it.

Creating a Table of Contents and need dot leaders between the name on the left and the page number? Alt+F7+F7. A third Alt+F7 will remove them. A fourth one puts them back. Get it? They toggle on and off!

To squeeze a document onto fewer pages, or to stretch it to more pages: Format, Make It Fit. (Unless, of course, you're filing a brief with the Court.)

To create a signature line:

WP8: Format, Font, Underline: Text & Spaces or All

WP7 & WP6:Format, Font, Underline Options, Tabs or Both

Position the insertion point/cursor where the line will begin

Ctrl+U ... to turn on underline

Tab (or Alt+F7) to where the line will end

Ctrl+U ... to turn off underline

Looking for WordPerfect Characters and other Symbols? Ctrl+W

To quickly add a single or double line which reaches from the left margin to the right margin:

WP8: Type four dashes or equal signs, then Enter (three dashes now creates an em dash) -or- F11

WP7 & WP6:Type three dashes or equal signs, then Enter

Change your mind about the length of that graphic line, or want to change the thickness, style, or color? Click on the line to it, then drag any of the selection boxes to change the height or width.

To change the color or any other feature of it, right-click the line, Edit Horizontal Line. To delete a line: select it, press Delete. To move it: select it, then drag it. To copy it: select it, then Ctrl+drag. WOW!

*Cindy Adams*

## North Texas PC

Membership

## Users Group, Inc

Application

The NTPCUG is a non-profit, independent organization of individuals learning to apply personal computers to practical problems. For additional information, call (214) 746-4699.

Member # \_\_\_\_\_

Name (Last): \_\_\_\_\_ (First): \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone (Check preferred.) Home: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Work: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Ext. \_\_\_\_\_

Occupation/Profession: \_\_\_\_\_

E-mailAddress \_\_\_\_\_

*Check one from each column below*

Payment:	Membership	Application Status:
Cash _____	Classification:	New Member _____
Check _____	Regular (\$30.00)	Renewal _____
Credit Card _____	Student (\$25.00)	Address Change _____

Applications should be mailed to: North Texas PC Users Group, P.O. Box 703449, Dallas, TX 75370-3449 (Make checks payable to : NTPCUG)

Please initial here \_\_\_\_\_ if you do not wish to have your address included on member lists sold for the NTPCUG's benefit to advertisers of PC compatible products.

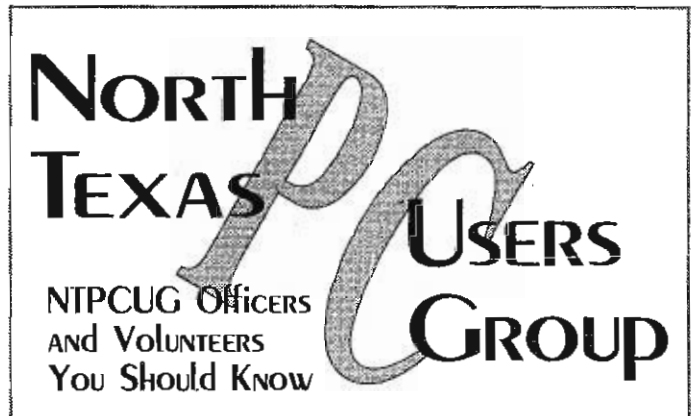
# North Texas PC Users Group, Inc.

P.O. Box 703449, Dallas, TX 75370-3449

Phone (214) 327-6455 for recorded information about the North Texas PC Users Group and scheduled meeting date times and locations. Please leave a message if you would like specific information about the Group. Or, visit our Web Page at: [www.ntpcug.org](http://www.ntpcug.org)

The North Texas PC Users Group, Inc., is a non-profit, independent group, not associated with any corporation. Membership is open to owners and others interested in exchanging ideas, information, hardware, predictions, and other items related to personal and compatible computers. To join the Group, complete the application blank printed elsewhere in this newsletter, and send with \$30 membership dues to the Membership Director — address shown below. Subscription to the newsletter is included with each membership.

The Group meets once each month, usually on the second or third Saturday. See inside front cover for date, time and place of the next North Texas PC Users Group meeting.



## North Texas PC Users Group, Inc. Board of Directors

**Jim Hoisington** *Chairman*  
**Marsha Drebelbis** **Timothy Carmichael**  
**Alex Lilley** **Andy Oliver**  
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### NTPCUG Officers

President	Jim Hoisington	(972) 416-3101 h
President-Elect	(Open)	
Program Chairman	Timothy Carmichael	(972) 566-4626 w
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Secretary	Wade Emmert	(214) 740-3164 w
Membership Dir.	Jim Hoisington	(972) 416-3101h
Advertising Dir. (Acting)	Connie Andrews	(214) 828-0699h
Publicity	Rob Alschbach	(214) 368-4979 b
Volunteer Coord.	Claude McClure	(972) 867-0978 h
DFW Xchange	Information <a href="http://www.dfwxchange.com">www.dfwxchange.com</a>	(214) 746-3365

### Life Members

**John Pribyl (1924 - 1993)**  
**Phil Chamberlain** **Jim Hoisington**  
**David McGehee** **Stuart Yarus**  
**Tom Prickett** **Connie Andrews**  
**Kathryn Loafman** **Reagan Andrews**  
**Fred Williams** **Timothy Carmichael**  
**Andy Oliver** **Mark Gruner**  
**Alex Lilley** **Claude McClure**

Password problems?

Call Doug Gorrie at..... (214) 464-4568

### NTPCUG Web Addresses

Home Page: [ntpcug.org](http://ntpcug.org)

Click on: *How to Contact Us* and you will see a link to:

- ♣ President
- ♣ Advertising
- ♣ Newsletter
- ♣ Auditorium Presentations
- ♣ Special Interest Group (SIG) Coordinator
- ♣ Publicity
- ♣ Webmaster

To e-mail officers and directors: [bod@ntpcug.org](mailto:bod@ntpcug.org)

To e-mail the *PC News* and submit articles:  
[newsletter@ntpcug.org](mailto:newsletter@ntpcug.org)

To e-mail all members who have joined the Members mailing list: [members@ntpcug.org](mailto:members@ntpcug.org)

To enroll in NTPCUG Newsgroups, send e-mail to:  
[postmaster@ntpcug.org](mailto:postmaster@ntpcug.org)

Address Changes, etc...

Payment of dues, address changes, and inquiries about membership should be directed to:

**NTPCUG Membership Director**  
**P.O. Box 703449**  
**Dallas, Texas 75370-3449**

(Check newsletter mailing label for your renewal date..)





North Texas PC Users Group  
P.O. Box 703449  
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Address Correction Requested

18.11

## North Texas PC Users Group



Downtown  
Dallas

**Next Meeting:**  
**13 November 1999**

