



www.ntpcug.org

# North Texas PC News

2<sup>ND</sup> SATURDAY  
Microsoft Las Colinas  
7000 Highway 161  
Irving, Texas

3<sup>RD</sup> SATURDAY  
King of Glory Lutheran Church  
6411 Lyndon B. Johnson Freeway  
Dallas, Texas

July 2007



Each meeting room will now have a table for your laptops for wireless internet access.

The routers are named 'NTPCUG0x' and, initially, are unsecured to make it easier for everyone to connect without having to get and remember a security key. We will change the security later if circumstances warrant.

Please make sure your laptop batteries are charged up before the meeting since power may not be readily available.

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## Membershi p

Your Board of Directors has decreased dues to:

**Individual ..... \$36 per year**

**Family ..... \$60 per year**

The new rate was made retroactive to January 2007, when the new Board took office. If ...

- ◆ *your membership expired January 1, 2007 or later*  
— and —
- ◆ *you renewed it at the previous rate*

**... you will receive an automatic extension of six months.**

# Prez Sez

By Birl Smith, President

Last month we celebrated Hawaiian shirt month. Many of you didn't have a Hawaiian shirt so you will have an opportunity to redeem yourself this month. This month we will be wearing tech shirts and/or hats. So if you have a shirt or hat with a tech logo from a computer related company wear it in July.

Apple Computer has made the news this month with the release of their iPhone™. It has been dubbed the biggest launch since Windows 95™. The iPhone™ has been described as larger and heavier than similar devices. iPhone™ has a simple interface but is only available on the ATT™ (Cingular) network. A two year contract is required for activation.

The iPhone™ wireless connection is only available on the EDGE network which is somewhat faster than dialup. The display is made of glass which may be prone to breakage and display data input may be slow. The battery is not replaceable by the user. An apple to apple comparison is a good process before making a purchasing decision. By the way Apple has released their Safari browser. You can download the new Safari browser at:

<http://www.apple.com/safari/download/>

The new browser has a smart look but I still like my Firefox plugins.

A recent website attack has infected 10,000 websites with malicious code that redirects unsuspecting users to a server booby-trapped with drive-by exploits. This wave of website attacks originating in Italy and is now spreading through Europe.

Dubbed the "Italian Job" by **Trend Micro**, the attack was uncovered June 15. Legitimate sites were hacked to include a malicious iFrames tag redirecting visitors to servers armed with a tool called MPack, an exploit tool that can target security holes in multiple products.

To lessen your chances of being a target, computer users are urged to ensure that your systems have all current patches applied ("WindowsUpdate" and such) and antivirus software updated, as the hackers are relying on you running exploitable systems to gain entry to your PC.

A new form of spam has emerged through PDF attachments. PDF attachments are not investigated by most spam filtering agents, and are not scored. This new PDF spam is easier to automate compared with other document formats. Most of such spam coming through NTPCUG's mail servers contain no message content, just the PDF file, and the file name and sender are usually strange looking. You should be able to delete these without any negative impact.

If you are thinking about buying a desktop or laptop I have good news. NTPCUG is a member of APCUG. As a benefit of our membership in APCUG, we received this discount offer. This discount is good until canceled. APCUG does not endorse any company offering discounts, but makes these offers available as a service to its members.

**Tiger Direct**, through its parent company **Global Computer**, is offering all APCUG member user groups discount pricing on all products they carry (and that is a lot). This program will provide similar discounts that vendors normally provide their corporate accounts. All products include everything on their web site, in their catalogs, and special orders. Most items will have a varied % off but all items will be lower than advertised. In other words software, hardware, peripherals, printers, servers, all may have a slightly different discount rate as do brands such as HP, EPSON, LENOVO, IBM, etc. This discount includes all major brands, including their own Global and Tiger Direct Systemax custom computers as well as printer ink and toners, peripherals of all kinds, and media.

The web site is:

<http://www.globalcomputer.com>

To get the UG discount, your members should call Clay Bennett, Senior Manager, Global Computer, and identify themselves as belonging to your user group which is a member of APCUG. Please have the item number and description to give Clay, as well as quantity and a credit card for payment. Clay, at Global Computer may be reached at 1-866-310-1947.

**Happy Computing!**



## 2nd Saturday

### Visual BASIC.NET — 9:00 am

*Tuc Goodwin*

*tgoodwin@ntpcug.org*

Although our emphasis is more on Visual Basic.NET, from time to time we still do a lot of discussion on Visual Basic 'Classic'.

We often have members attend our SIG meetings who have not purchased Visual Basic .NET yet. They want to find out what it is about before they take the plunge. Our purpose is to provide a forum where Visual Basic.NET programmers can ask questions without feeling intimidated. Our goal is to help them learn enough to participate in the Advanced Visual Basic.NET SIG. A number of advanced Visual Basic programmers attend the Beginning Visual Basic.NET SIG for the specific purpose of helping the beginners with their programming problems.

The Beginning Visual Basic / Beginning Visual Basic.NET SIG meets at Microsoft Las Colinas, Building 1 on 7000 N. State Highway 161 Irving, TX 75039. For further information on the facilities and a map to get to these facilities, please visit the North Texas Microsoft Developer Sigs website:

<http://groups.msn.com/NTPCUGDevToolsSIG/>

### Object-Oriented Analysis and Design (OOAD SIG) — 10:00 am

*Tom Perkins*  
*tomperki@gmail.com*

#### Reference: Head First Object-Oriented Analysis and Design, O'Reilly Press, 2006 -- Chapter 5 (parts I and II)

This month we'll continue refining the Inventory Search application for Rick's Guitar Store. Rick, returning from a recent trip to Nashville, has decided to sell mandolins as well as guitars. To handle this change, we'll introduce an "abstract class" as well as "inherited classes" to handle the guitars and mandolins. A better design? ... perhaps!

The design changes do work well enough, though. But then Rick, in the euphoria of a customer with expanded software capability, goes completely bonkers -- deciding to expand his inventory to include banjos, base guitars, slide guitars (dobros), ukeleles, and who knows what else!

Is this the time to exercise that Open, One-Way bus ticket to Waxahachie we've been keeping in a secret flap on our laptop bag? Or can we modify our design to handle the changes sure to ensue after Rick's upcoming trip to China in September?

Be sure to drop in at 10:00 am to find out the answers to these and other pressing life problems ...

### SharePoint — 11:30 am

*Ram Yadav*  
*ram\_yadav@hotmail.com*

Ram Yadav has 12+ years of experience in IT industry.(10+ Microsoft Env). He has been working on Sharepoint for 5+ years (including Frontpage server extension and Sharepoint team services, WSS v2, SPS 2003, WSS v3 and MOSS 2007).

### Certification SIG — 2:00 pm Saturday (June 9th) at Nerdbooks

*Tom Perkins*  
*tomperki@gmail.com*

At our 2nd Saturday Session, we'll continue our exploration of Microsoft .Net Serviced Components. **Leroy Levin** has prepared a PowerPoint presentation of the flow of "in-process" components; he may be able to expand this to include "out-of-process" components as well.

Leroy will continue with his "walk-thru" of the lab exercises for Chapter 3, as well as some extensions he has made for some material that was not covered by the exercise.

Many thanks to Leroy for all the effort he put into the Component Services portion of our studies.

To have a better understanding of Leroy's demo and to participate in the discussion, prepare by:

1) Reading through Chapter 3, Lessons 1-5 of the Class CD: MCAD/MCSD Self-Paced Training Kit: Developing Web Services and Server Components with Microsoft VB.Net and Microsoft C#.Net. If you've misplaced your CD, please let me know and I'll get one to you.

2) Work through the Lab Exercise for Chapter 3. This is mostly a "cut and paste" operation, but should give you a good idea of the basic concepts involved in Creat-

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Continued from page 3

ing and Consuming a .Net Serviced Component.

## 3rd Saturday

Alphabetically

### Adobe Photoshop — 12:30 pm

presented by Hillary Morgan Ferrer

Chris Morgan, SIG Leader  
chris.morgan@ntpcug.org

One of the newest SIG groups we are forming is on Adobe Photoshop. We will start this SIG with an introductory course on Photoshop fundamentals. Along the way, you will learn about all the tricks you know you CAN do with your photos, but you've never known HOW.

- Learn to edit and retouch like a professional.
- Get your exposure and colors to pop.

- Create black and white conversions that don't look gray and muddy.

Come learn these and more fine-art techniques that can improve the look of your photography. Recommended version of Photoshop is CS, but much of the material can apply to previous versions. Homework will be given to help you practice what you've learned. But don't worry; you won't be graded!

Our teacher, Hillary Morgan Ferrer, is a professional portrait

photographer who has recently returned to this area from Southern California, after studying at the prestigious Brooks Institute of Photography and the Art Center College of Design.

The Adobe Photoshop meeting this month will focus on using "layers". This is one of the most fundamental concepts in Photoshop, and the one which is the most important to understand and master in order to get the most out of this product.

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## Oklahoma City Code Camp

by Chris Koenig  
Microsoft Developer Evangelist

Plan to attend Code Camp Saturday, July 28th, in Oklahoma City.

The event is free, and there are a bunch of great speakers lined up. Copies of Office 2007 Ultimate and Vista Ultimate will be given away at a drawing toward the end of the day.

From the Dallas/Fort Worth area this can be a one-day trip avoiding flights and lodging.

### Registration

If you are planning to go, but haven't yet registered, please do to enable accurate planning for lunch, etc.:

<http://www.okcpro.net/Events/tabid/60/ModuleID/398/ItemID/14/mct/EventDetails/Default.aspx?selecteddate=7/28/2007>

### [Export Event to Desktop Event](#)

**Start Date/Time:** Saturday, July 28, 2007 8:30 AM

**End Date/Time:** Saturday, July 28, 2007 6:00 PM

**Time Zone:** (UTC -06:00) Central Time (US & Canada)

**Recurring Event:** One time event

**Description:** The Oklahoma City Developers Group will be holding their 1st Annual Code Camp!

**Category:** Special Events

Thanks for all your help in supporting our development community events!

**Chris Koenig** is the sponsor of *Microsoft's South Central Developer Guidance Council*.

More information is available at the link above, and at Chris' blog at:

<http://blogs.msdn.com/chkoenig>

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# Raffle

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by Chuck Stark  
chuck.stark@ntpcug.org

## July & August

Yes, folks, it's that time of year. Time once again for NTPCUG's somewhat semi-annual raffle of a PC. This PC was donated to the PC refurbishment project run by Gil Brand for the Texas Center for the Physically Impaired (TCPI).

.....  
**Tickets \$3.00 each —or— 4 tickets for \$10**  
.....

### Hardware

Dell Dimension 4700, Pentium 4, 3.2 Ghz; 1 Gb DDR RAM (2x512Mb); 70 Gb Disk Drive; On-board network; sound and video; CD-RW drive; DVD Drive (read only); USB 2.0 (2 front, 6 back ports)

### Software

Windows XP Professional with Service Pack 2 and all subsequent security, software, and driver updates; Internet Explorer 7 & Windows Defender; Free editions of AVG Anti-Virus, AVG RootKit, and AVG Anti-Spyware; Ad-Aware; Spybot Search and Destroy; Adobe Acrobat Reader 8.0; CCleaner Registry Cleaner; Irfan ImageViewer; Open Office 2.0 (free open source alternatives to Word, Excel, PowerPoint, and Access); MS Office File Viewers; Firefox; Tree Size (free version of Disk Utilization analyzer); Belarc System Profiler; i-Tunes; and Quicktime. Adobe Flash player, Java 6 update.

### Other

System expertly installed and tuned by knowledgeable professionals (ok, ok ... Gil and Chuck); Hard Drive divided into 2 partitions for backing up; Ghost image of final install on D: drive.

Raffle tickets will be sold at the July and August meetings.

100% of the proceeds go to the North Texas PC

Users Group. Proceeds from the December raffle went to **TCPI — Texas Center for the Physically Impaired**.

### Selling Tickets

Contact Diane Bentley, [diane.bentley@ntpcug.org](mailto:diane.bentley@ntpcug.org), to volunteer to sell tickets for an hour between 7:45 am and 12:30 pm ... each meeting.

**Start saving your money!**

## Texas Center for the Physically Impaired

TCPI, a 501 c3 non profit organization, provides several services for physically impaired persons.

The computer program is handled by 20 highly skilled volunteers. Most of them are from NTPCUG. In the past 10 years, 2,000 computers have been provided to blind persons.

- ◆ The computers have special software that creates a synthesized voice and allows a blind person to use keyboard strokes to substitute for the mouse.
- ◆ The voice is programmed to say what is on the screen. Then using keystrokes the programs are entered and exited.
- ◆ They also include an enlargement prompt that will increase the size of the words up to 20 times.
- ◆ A training program is included for both the keyboard and the mouse program on the screen.

The computer does more for blind persons than any other electronic device. It allows the ability to read, write, print, keep records, do bookkeeping and many other things. This has greatly increased the independence for many blind persons and has led to more employment than any other device.

Continued from page 4

## **Building Web Sites — 8:00 am**

*presented by Alan Lummus  
Bill Parker, SIG Leader  
bill.parker@ntpcug.org*

We spoke at the last meeting about all kinds of web sites serving a variety of purposes. Alan asked everyone to determine their personal first priority for website creation, to determine exactly what the purpose of their website was to be, how they intended to get visitors to their site, and what was their MWR (most wanted response).

At the next SIG, we're going to go around the room examining what everyone came up with, and then, we'll choose one to work on in the SIG going forward for the next few months.

## **Digital Photography — 11:00 am**

*Spike Smith  
harold.smith@ntpcug.org*

Welcome to the Digital Photography SIG.

With our new digital camera designs — how much of the 'let me do it for you' features affect our overall ability to create?

We have discussed many things over the past four months. This may be a good time to have open questions on what needs to be clarified. Any new items of interest should also be brought up for future meetings.

For those with limited budgets, how often should we consider replacing our cameras and software — and why?

See you at the KOG on the third Saturday. Come visit and let us discuss and share new innovations as well as tried and proven techniques.

## **Digital Photo Editing Software — 10:00 am**

*Spike Smith  
harold.smith@ntpcug.org*

Welcome to the Photo Editing Software SIG.

We will look at the unique abilities of:

- **RAW converter DxO Optics.** This is a 'developer' which adds:
  - (one) methods to assimilate any new or old film color which is ideal for mixing your new with old archives,
  - (two) the ability to take those new overextended lens designs used with digital cameras and undo their built-in distortions. A worthwhile item for the ultra perfectionist.

We will test to see if minimum, average, and maximum JPEG compression will harm us — at least on original file creation.

## **Excel — 8:00 am**

*Frank Tubbs  
ftubbs@sbcglobal.net*

I won't be able to make a presentation this month, but please join us in August.

### **Our Priorities**

First, to learn the common tools within Excel to become broadly skillful in the use of the application. It seems like imagination always provides more opportunity to employ the basics, and so foundation building is always underway.

Second, to become more efficient at using the product. We are at work learning to accomplish more work with fewer keystrokes, or to design our spreadsheets to get the job done faster.

Third, to employ significant tools provided by Excel to do more sophisticated analysis. These tools require little or no development by the user. Filtering, sorting, validation, all come to mind.

Fourth, to employ Visual Basic for Applications (VBA). This powerful subset of MSVisualBasic can be used to further the power

built into Excel, as well as allow the spreadsheet to integrate with the rest of the MS Office suite for even further functionality.

Frank was an Excel support professional at Microsoft for 12 years. He is currently working as a contract consultant.



- **Paint Shop Pro** with its ability to do RAW conversion.
- **Digital Professional 3** software for RAW conversion.

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## Internet — 10:00 am

Glynn Brooks  
glynn.brooks@ntpcug.org

### What's up with DNS?

We all take DNS service for granted, but there's a lot that goes on behind the scenes. At the July meeting I'll explain what the guy behind the curtain actually does, and some things you might want to try to speed up your internet access.

## Making Money on the Internet — 9:00 am

presented by Alan Lummus  
Bill Parker, SIG Leader  
bill.parker@ntpcug.org

At the last MONEY SIG, we spoke about all the different ways one could make money on the Internet, including selling one's own products, selling someone else's products, promoting 3rd party products through affiliate programs, and simply using Google AdSense campaigns. We also talked about online promotion for brick and mortar retail sales and service organizations. Alan asked that everyone prepare their own business plan for a money making online endeavor as homework. This month, we'll go around the room listening to each business plan described, asking questions, and finally determining which one to focus the SIG's attention on as we move forward.

## Microsoft Access SIG — 11:00 am

Larry Linson  
larry.linson2@ntpcug.org

The **Access Special Interest Group of the North Texas PC User Group** will meet, along with other SIGs, on the Third Saturday, July 21, 2007 at our new meeting-place **King of Glory (KOG) Lutheran Church**, 6411 LBJ Expressway, Dallas TX 75240.



**On July 21, 2007**, SIG Co-Leader **Larry Linson** will delve into the details of the additional functions added to our example **Address Book and Information Keeper** database. We 'toured' the user interface of these features in May. They include displaying pictures, referencing documents stored outside the database, and automated reminders at application startup. And, time and circumstances permitting, we'll also look at formatting a Form or Report, or both, as a calendar page to expedite viewing database items for which there are associated dates. (These are the topics originally planned for our June meeting.)

We look forward to seeing you there.

### LAST MONTH

**In June, 2007**, **Kathy Lee Brown** took over at the last minute to show Access work she had on her notebook computer, after **Larry** became ill and was unable to attend. Many thanks to Kathy for showing her work and leading the discussion.

### NEXT MONTH

We will discuss future programs again at our **July** meeting. Please be thinking of suggestions. One topic to be discussed is to decide what additional functionality to add to the example **Address Book and Information Keeper** Application or if we should begin

a new example with a different focus. Another is recommendations for guest speakers.

### LOOK AHEAD

We want **your** interests to guide our plans for the **Microsoft Access SIG**. If only we had more of a consensus, this would be a lot simpler, but we are a group with diverse interests.

In the near future, we expect to have additional guest speakers, presentations of software tools that assist in Access development, both commercial and freeware, and discussions of Access features and functions.

If **you** have applications you would be willing to demonstrate, by all means let one of the SIG Leaders know. We are all eager to see what others are doing with our favorite database software.

We will make every effort to demonstrate and illustrate applications, methods, and techniques such that our attendees will be able to make full use of what is presented at the Access SIG. We'll make exceptions, at times, to demonstrate commercial software, freeware, or shareware in which our attendees have expressed special interest.

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## Microsoft Certification — 2:00 pm at Nerdbooks

Tom Perkins  
tomperki@gmail.com

See SIGS, page 3.

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## Microsoft Expression Studio — 10:00 am

presented by Chris Morgan  
Interim SIG Leader

This month we will go through a demonstration of using Expression Web to set up a web site with multiple pages.

We will see how Expression Web supports adding pages, entering text, adding images (including aligning, defining borders, cropping, resizing, setting transparency), and creating links. These are a lot of the basics needed for any web site design.

When done, we'll take a peek at the HTML generated by the program and discuss what we see.

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## Visual Basic for Applications — 9:00 am

Dave MacKenzie  
bigmack@airmail.net

In June, we discussed and covered "IF" subroutines that test for the occurrence of text or values. The members in attendance were generally unfamiliar with these subroutines, so had a lot to learn and learned a lot. As a result, the meeting went smoothly and I was very pleased with the session.

In July, we will go over inputting and smoothing of data. If time permits, we will also start instruction on VB-6. Come join us for this very interesting series.

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## Windows Tips & Tricks SIG — 8:00 - 9:00 am

Gil Brand — gb1@ntpcug.org  
Chuck Stark —  
chuck.stark@ntpcug.org

This month during the Windows Tips 'N Tricks SIG (8 am - 10 am) we will dust off a prior — but very important — presentation: "*Backing Up Your PC*".

We'll show you what to back up and how to do it. And — once again — we will have handouts for you to use during and after the presentation!

OMG! What's that you say? Too early for a SIG? Real men don't back up? Well — the data (spreadsheets, documents, pictures, Quicken files) you lose could be your own!

Join us for this important — and so often ignored — topic. Be there or be square!

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## Windows XP Inside Out — 12:30 pm

Glynn Brooks  
glynn.brooks@ntpcug.org

I will be providing SIG Leader training on SharePoint in July, so there will be no Windows XP Inside/Out session.

Please join us in August as we discuss migrating to Windows Vista. What's the best way to get your files and settings moved from your old PC? At the August meeting, I'll share my upgrade notes!

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## Wireless Communications — 11:00 am

Birl Smith  
birl.smith@ntpcug.org

The Wireless Communications SIG discusses technology related to voice, wireless and data communications. Data Communication topics include WiMax, WiFi, Bluetooth, Home Automation (X-10) and Cellular products

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## Word — 9:00 - 11:00 am

Diane Bentley  
diane.bentley@ntpcug.org

### Create a Letter Template with Fields

Our letter template includes fields to insert the *date* and *author*.

A *Fill-In* field will prompt us for information, and place it throughout the letter where appropriate.

Next meeting, we'll work with several more fields.

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## WordPerfect — 11:00 am

Diane Bentley  
diane.bentley@ntpcug.org

### Calculating in WordPerfect Tables

Did you know WordPerfect had a spreadsheet, *PlanPerfect*?

After purchasing Borland's Quattro Pro, PlanPerfect, WordPerfect's spreadsheet, was incorporated into WordPerfect Tables.

That is why WordPerfect's Tables can be used as a mini-spreadsheet — great for quick spreadsheets included in correspondence and other documents.

We'll create several formulas in July.



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# Why GoToMyPC is History!

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by David Williams

As computer users, we move around a lot, and having access to our PC at home or at work while traveling is helpful and useful, although not always popular. No company has done a better job brainwashing the public than GoToMyPC, convincing us that, at \$20 per month, they are the only way to remotely reach your computer. GoToMyPC provides an Internet-based software package that is installed on your PC.

Your remote life is about to get less expensive! Years ago, desktop computers became vital tools for business and began to enter the home market, now known as SOHO (Small Office, Home Office). Do you remember the day when we could open WordPerfect and display our schedule in a new window using Borland's Sidekick?

Advancements continued as we moved to using modems and dialing out to other computers. Some still remember ProComm+, Laplink+ and the early versions of pcAnywhere for reaching out remotely.

In this writer's mind, pcAnywhere and Laplink Plus were some of the first programs that really allowed us to access and move our files quickly beyond the borders of our local hard drives. pcAnywhere ran on your computer and was plugged into a dedicated phone line. From a remote computer with pcAnywhere also installed, you could dial out to take over the other PC.

Since those early days, the products have grown, and other companies have provided products offering similar functionality. But for years, pcAnywhere was king if you needed to remotely access your PC.

pcAnywhere is now a Symantec product and continues to allow remote control of PC's by using an Internet connection (or dialup for those still inclined), all without a monthly bill. But life gets even better than this!

As software programming continued to develop, Microsoft and Citrix provided a new kind of remote access called Terminal Services. This software technology allowed remote access to your "computer desktop" from remote places. Now, by taking advantage of the Internet, the top three ways to work remotely have become Terminal Services, pcAnywhere and GoToMyPC. More about Terminal Services, the top choice, in later paragraphs.

GoToMyPC provides an Internet-based software package that is installed on your PC. The software connects to the corporate GoToMyPC server and "-announces" that your computer is ready. A user then goes to the GoToMyPC website and requests a connection to the remote computer. This costs \$20/month

to connect and does work for many, but there is still that \$240 per year cost whether you actually use it or not.

pcAnywhere is software you purchase *just once*, and there is no monthly fee. Different than GoToMyPC, you need pcAnywhere installed on your local PC as well as the computer you are connecting from. This is fine if you routinely connect just from your office to your home and do not connect from a lot of different places, or do not need a lot of different users connecting to a PC remotely. But due to firewalls on our networks and computers, the number of users connecting and their locations may become a problem where pcAnywhere is deployed.

Now let's move on to Terminal Services, also referred to as Remote Desktop or RDP. Everyone with Microsoft XP Pro already has Terminal Services installed! This is a set-it-up-one-time-and-use-it-anytime feature.

Unlike GoToMyPC, there is no monthly bill to enable and use Terminal Services on your XP or Vista computer. We are already paying for Internet access, but we're not taking advantage of this remote access feature. If you were able to configure your internet connection, you are capable of turning on Terminal Services as well.

I have to reiterate that Terminal Services is built-in to XP Professional and Vista Business — you do not have to pay GoToMyPC \$20 a month.

One of the key pieces the GoToMyPC people really, really do not want you to know about is called Dynamic DNS (DDNS). Look at your router documentation for details on DDNS support. This will describe how you can find your PC from a remote site even when your local IP address changes. Then checkout **[www.dyndns.org](http://www.dyndns.org)** to setup a free account. This is the GoToMyPC killer, and with DDNS, most of their solution is negated.

If you are reading this and are an IT professional looking for remote office access, then Terminal Services is a great solution for remote user access.

Find a good IT consultant to ask about your situation. The benefits routinely far outweigh the costs of the consulting, and you will likely come away with other unexpected benefits and knowledge.

*David Williams is the founder of 1 Call Service™, a Dallas TX., based IT consulting company with IT networking, web hosting and marketing operations. The company was founded in 1994. Visit [www.1callservice.com](http://www.1callservice.com) on the web.*

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# Sysadmin Report

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June 2007

by Doug Gorrie  
Sysadmin Chairman

NTPCUG's Sysadmin committee has met face-to-face a couple times this year to establish a technology direction for the User Group and to address some current problems. I'm happy to say that our most recent meeting in late June was very successful, and we have some activities in progress that should help us move forward.

Most notable of these is a plan to migrate our current version of Sharepoint from the older Version 2 to Version 3. We have realized for some time that V2 limited our ability to properly manage the appearance of the Sharepoint sites in a consistent manner. There are also some usability problems fixed by V3, so we are aggressively moving toward implementation. Our hope is to have the transition completed by our 3<sup>rd</sup> Saturday meeting in August. We'll have an update on our progress in the next newsletter.

Another project being evaluated is converting our current members database from MS Access into Active Directory. Our goal is to place membership records on our server so they can be more easily maintained by multiple volunteers rather than having the burden on just one person. Plus, as part of AD, members will be able to make their own updates of addresses, phone numbers, e-mail addresses and other similar details. SQL Server is another option available to us if AD proves infeasible, so we are addressing all possibilities. We'll have more on that effort next month as well.

Throughout the year, there has been ongoing dialog on how to create renewed interest in our discussion forums. Use of Webboard, one of our current discussion forum choices, has diminished in past months largely due to our loss of the e-mail features that automated delivery of forum messages. This loss was caused by technical issues that came up after a previous e-mail server change and could never be resolved. Since then, we have been using Sharepoint as the replacement, but active participation has not developed there either.

With the move to Sharepoint V3 and use of other available functionality, we hope to get our discussion forums working successfully again. Regardless, the Board and the Sysadmin Committee are

committed to having discussion forums in place that are effective **and** user friendly. We'll work on it until it works right.

Another area of discussion is how and where to host our web site and our servers. The issues are driven largely by cost, but also the need to have an effective and visually attractive web page for our visitors and members. The Planet doubled our server hosting rate to \$300/month, and Verio still charges us \$40/month to host our home page. We are already examining alternatives, including the use of services offered by our new meeting site, King of Glory. That evaluation is underway, but it is too early to say anything for certain. More next month.

Last item – the Board is supporting a suggestion that an upcoming server rebuild be treated as a hands-on exercise for members. No details as yet, but we anticipate having a class of sorts on a 3<sup>rd</sup> Saturday to begin the project, then continue it between meetings in some “remote” fashion, possibly at King of Glory. This would be similar to an effort performed many years ago in Bob Webber's garage, which created the server that was in use until just a few months ago (and is still running reliably to this day). The new effort is a couple of months out – more next month.

For reference, we have extensive talent available on our Sysadmin Committee. Current participants include at least the following:

<b>Doug Gorrie</b>	<b>Gil Brand</b>
<b>Don Westurn</b>	<b>Larry Copeland</b>
<b>Tuc Goodwin</b>	<b>Chris Morgan</b>
<b>Bill Parker</b>	<b>Glynn Brooks</b>
<b>Birl Smith</b>	<b>Chuck Stark</b>
<b>Art Yasui</b>	<b>Ram Yadav</b>
<b>Jerry Jackson</b>	<b>Mary Johnson</b>
<b>David Williams</b>	<b>Steve Scudder</b>

My thanks to all who are participating on the committee. I'm seeing a high level of communication and commitment in place, and the efforts will be visible to the membership very soon.

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# Reducing and Managing NTPCUG Spam

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July 2007

by Doug Gorrie

NTPCUG has two layers of e-mail spam detection in place for our member's accounts. We block several hundred e-mails every day. We're doing such a good job that the barn is filling up with all those e-mails and the dump won't take any more off our hands. We may have to burn them in the parking lot after 3<sup>rd</sup> Saturday!!

Some spam may be getting away – have you seen them? If one arrives in your mailbox with the word SUSPECT in the subject line, that's one of our escapees.

In actual fact, it was **our** software that put SUSPECT on the subject line before sending it to you, just to make you aware that we “think” it is spam. But we don't know that for sure, so we are playing it safe by sending it to you rather than deleting it. Our ongoing concern is that we may delete valid e-mail without your knowledge, and doing so drives everyone nuts. No one likes Big Brother making those decisions for you, yet no one likes all that spam, so there is a balancing act in process all the time.

What should you do about those SUSPECT messages? Well, if they **are** spam, you can just delete them. But after a while, you might get tired of hitting the DELETE key over and over as they arrive in your Inbox. So here are two solutions.

One solution is to create a “Rule” in your e-mail client (Outlook Express, etc.) Look under “Tools” for this option, then define the steps that Outlook should execute when a SUSPECT e-mail arrives. The general flow is to (a) check messages as they arrive, (b) with **specific words** in the subject, (c) then choose the appropriate box to delete it OR move it to a special e-mail folder (Spam, MySpam, etc). “Specific Words” can be clicked in a lower box to tell it which words to look for, and for our purposes, that is “SUSPECT:” (don't forget the colon).

Once done, messages with SUSPECT in the subject line will automatically go to the box you designated or to your DELETED folder. But why would we consider moving them to a folder versus deleting altogether? The answer is “false positives” – a condition where our software “thinks” it is spam, but the message is actually legitimate. I recommend rout-

ing all SUSPECT messages to a designated folder, reviewing them periodically, and THEN deleting the actual spam en masse. You will be surprised at how much spam you have to delete, but you may also find legitimate messages that never should have been considered as spam in the first place.

Spam detection software is long past the point of checking only the sender's e-mail address or IP address. E-mail is scanned for content and patterns, and the search algorithms are being updated constantly. Tons of spam are being caught, but some legitimate e-mail is caught as well. Caution is advised before just deleting everything with SUSPECT in the subject.

The other approach available to you is to go to your e-mail account using Outlook Web Access (see separate article in this newsletter). Once there, go to “Rules” (lower-left corner) and set up a rule as described above. With this approach, SUSPECT spam will be deleted before it ever reaches your local hard drive, or will be stored on our server in a folder of your choosing. But as before, we ask that you periodically monitor everything saved for “false positives” and to delete any collected spam.

I hope this helps. I'll try to do a longer article on spam for the August newsletter.

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## Have an idea for a new SIG?

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If you have an interest in a specific topic, most likely others will too.

A specific explanation will make it easier to ascertain a need, as well as target an audience, for a SIG.

If you have a potential SIG topic and would like to be the SIG leader, send a six-month outline of meeting topics to Glynn.

Contact Glynn Brooks:  
[glynn.brooks@ntpcug.org](mailto:glynn.brooks@ntpcug.org)  
or any Board Member

# Using NTPCUG's Outlook Web Access

July, 2007

by Doug Gorrie

As an NTPCUG member, you are entitled to an NTPCUG e-mail account, normally in the form of Joe.User@ntpcug.org. You may not be aware that you can access that account from anywhere with Internet access and a browser. Today, we use Outlook Web Access (OWA), a feature of Microsoft Exchange Server, to provide that capability to you.

Getting into your OWA e-mail account while traveling is easy. Just go to NTPCUG's web site ([www.ntpcug.org](http://www.ntpcug.org)) and look under "Membership" at the top of the page. Click on "NTPCUG E-mail".

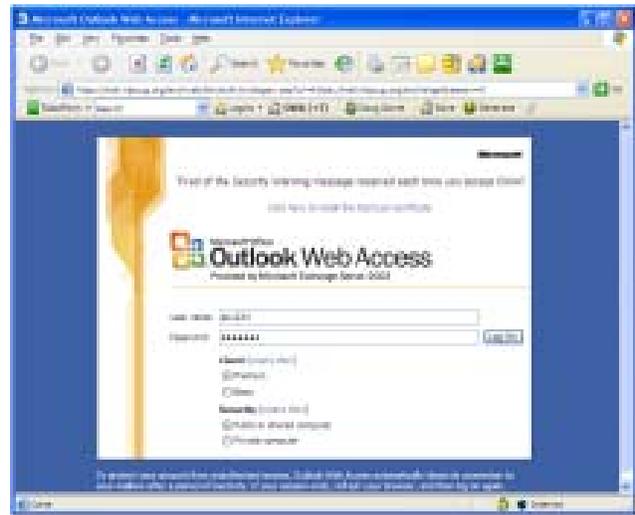
As you enter OWA, you may receive a Security Alert similar to the image below. Eventually, we will be able to eliminate this, but in the meantime, click Yes – it's safe.



At the main OWA screen (below), enter your NTPCUG ID and password. Your ID is typically your initials followed by your 2-4 digit member number (such as "dg1234"). Your password was originally in the form "Password071234", again with your member number at the end, but may have been changed by now. If you hit a snag, just e-mail [postmaster@ntpcug.org](mailto:postmaster@ntpcug.org), and we'll help you out.

Be aware that your ID and password are the same for your regular e-mail, OWA, and/or for access to Sharepoint. You can use any or all of the three systems – it's your choice.

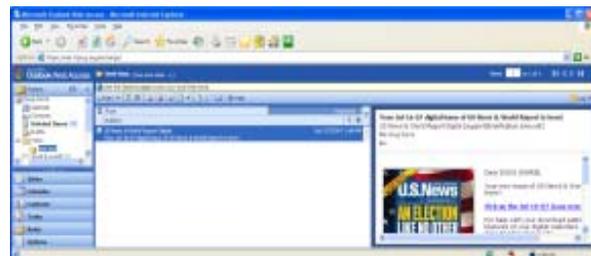
Once into OWA, you will be presented a screen similar to Outlook/Outlook Express. New messages, any that have not been downloaded to your personal hard



drive and any messages *intentionally* left on our server will be seen in the large window in the center.

With the 2003 updates to Exchange and Outlook, Microsoft changed the *default* display format as shown below. This presents your messages in the center area of the screen in "two-line" mode, with a "Preview" of the selected message at the right. This view may not be to your liking.

In my opinion, this format is most useful if you run your display in a high resolution mode, where you can see all the message details easily in the center pane (From, Subject, Date, etc.) while still having room to view the Preview area. But if you have an older video display or older eyes, you may not like this.



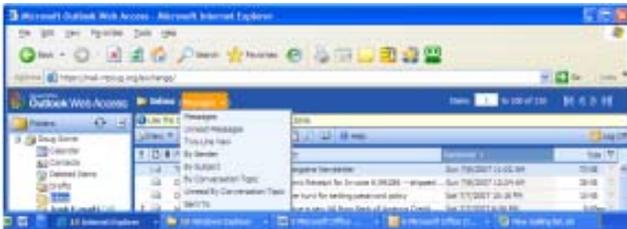
Two changes can be made to "fix" this – (a) move the preview pane to the bottom so your message details go all the way across, and (b) optionally change the message details from a two-line display to one line. Here's how.

To move the preview pane to the bottom, locate the highlighted icon below (next to the "Forward" icon), click the drop-down and select "Bottom". The

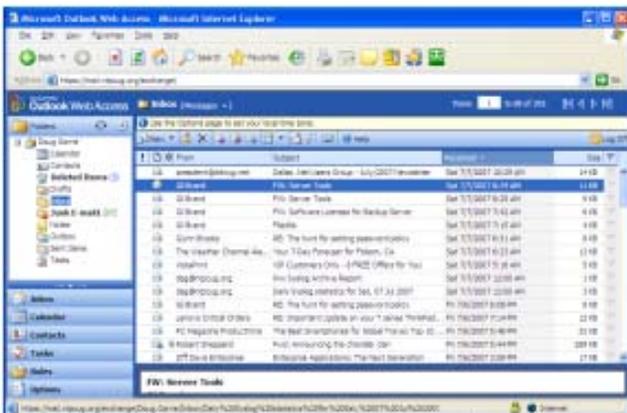
preview pane will now appear across the bottom instead of at the right.



Now, decide if you like the message details in two-line or one-line mode. Note the area highlighted in orange below. Clicking the small drop-down arrow to the right of “Messages” produces a drop-down list. Choose “Messages” to see the one-line mode, or “Two-Line View” to see them on two lines. Play with both these options and see which one you prefer. For this article, I’m assuming the preview pane is on the bottom and messages are displayed in one-line mode.



You can read the content of any message you receive in the Preview Pane, but it may be easier to read longer messages in their own window by double-clicking on it. With any message, you can Reply, Reply All or Forward as usual. New mes-



sages can be created using the “New” button at the upper-left of the list of messages.

Also notice the list of folders at the far left. Most of these are created for you automatically by MS Exchange. Incoming messages go to the Inbox by default, and copies of messages you send to others from OWA are stored in the “Sent” folder.

Items you delete while in OWA go to the Deleted Items folder, but the folder may not be automatically emptied by OWA. Members are asked to monitor all these folders periodically to ensure that old mail is actually deleted, else it keeps tying up space on the server.

If you want to create a new folder in the list, or a **subfolder** to an **existing** folder, just right-click on an existing folder name and select “New Folder”. A box will appear where you can enter the new folder’s name. Note that the new folder will be created as a subfolder of the one you started with. For instance, if you initially right-clicked on “Inbox”, the new subfolder will be created beneath “Inbox”. If you want to create a high-level folder, make your right-click on the very top entry, which is probably your name.

Messages can be “dragged” from one folder to another using your mouse, either individually or in groups. Just click-and-drag the message from the “big” window to the left-hand folder of choice and “drop it” there. Try it and see.

I urge you to play with the available icons and features and see how they work. “Mousing over” most of them will give you a small pop-up explaining what they do.

Now, let’s look at another area of OWA. At the lower left corner of the OWA screen is “Options”, where you can change some of the ongoing behavior of OWA. Here’s a summary:

**Out of Office Assistant** – used to automatically reply to recipients when an e-mail is received. Not very useful outside of a business environment – you don’t REALLY want the spammers to know that you have a valid e-mail address, do you? Or the crooks know that you are in France for two weeks and the house is unguarded?

**Messaging Options** – you can set up an automatic signature that appears on all of your outgoing e-mails, play a sound when new e-mail comes in, and tell OWA where to go after you read a message (I suggest “Return to the view”).

**Reading Pane Options** – Choose the box “Do not automatically mark items as read”. Life will be easier by doing so.

**Spelling Options** – I suggest clicking *all* the options. Your e-mail can be spell-checked when sending – very useful if you type as bdly as ll dooo.

**Privacy and Junk E-mail Prevention** – if not already set, I suggest choosing “Block external content in HTML e-mail messages”. This is useful in preventing junk pictures from downloading automatically, although it can be a pain for the legitimate messages.

For “**Filter — Junk E-Mail**,” be a little cautious. OWA and all other spam detection mechanisms *may* flag legitimate e-mail as junk and place it in the Junk E-Mail folder. If using any such feature, it is suggested

that you monitor the Junk E-Mail folder regularly to catch anything legitimate, then drag the message to your Inbox. All the true junk should be deleted to free up space on our server.

More on Junk Mail appears in a separate article, but note that NTPCUG already utilizes two different methods for filtering spam, plus has antivirus on our firewall. Some spam still gets through, but I’ll guarantee you that we already block hundreds/thousands each day.

For the remaining items in the Options area, I’ll let you play with them on your own. But if you hit a snag, just e-mail [postmaster@ntpcug.org](mailto:postmaster@ntpcug.org) with your question and we’ll endeavor to help you.

I hope this helps you understand and use OWA. We’ll do additional articles on other portions of OWA and e-mail in the near future.

## Volunteering

Every board member, officer, chairman, and SIG leader is a volunteer. No one in this organization receives any payment for their work. Without our volunteers, NTPCUG would not exist.

Please consider volunteering for one of these important jobs:

### Newsletter – Doug Gorrie and Diane Bentley

[doug.gorrie@ntpcug.org](mailto:doug.gorrie@ntpcug.org)

[diane.bentley@ntpcug.org](mailto:diane.bentley@ntpcug.org)

Prepare, contribute to and distribute the monthly newsletter.

### Program Director

Identify and arrange program topics for our vendor presentations.

### Discount Coordinator

Communicate with vendors offering discounts on their products.

### Volunteer Coordinator

Coordinate permanent and temporary volunteer participation.

### Mentoring – Tom Sweet

[tom.sweet@ntpcug.org](mailto:tom.sweet@ntpcug.org)

Communicate with new members to ensure they are aware of the benefits, SIG opportunities and help them in numerous ways to feel welcome and to know that we care about them.

### Information Desk – Charles Rem

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

Assist with check-in process at 3rd Saturday. One or more hours will make a difference.



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# Tips, Tricks and Web Sites

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We know that **our** members have encountered all kinds of problems they had to resolve, or have come across unusual or lesser-known web sites that may be of interest to others. As part of our ongoing monthly newsletter, we plan to provide examples of what YOU think are useful. Your ideas can be for rookies or experts, and may be geared to “big business” and home-based users.

We would appreciate your contributions and suggestions — just send to [newsletter@ntpcug.org](mailto:newsletter@ntpcug.org). If it's a web site, all we ask is that you provide a short (or long) blurb as to why it is of interest — don't just send a link.

Below are some initial tips and sites that some of our members have offered.

## My Favorite Web Sites

Web sites are everywhere. Many are interesting — many are duds. Some sites, like Google, are known to everyone without a doubt, but others may not be apparent even if it seems so. A possible example —

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

**Wikipedia** is a collaborative effort by volunteers all around the world. It is an ongoing work — one to which anyone can contribute. It is basically an online encyclopedia written by you, me and others. If you see a topic is missing, add it yourself. If you can add detail to someone else's contribution, just edit it online. Certainly there are limits on what you can do, but this site is amazing. If you haven't heard of it, go there now. There are some expertly written articles available. Even Google will frequently send you there in answer to a “search” question.

**Gil Brand** made us aware of two web sites where you can download **FREE audio books**. They can be copied to audio CDs and are perfect for long driving trips.

- **Project Gutenberg** is a completely free site. If you like their offerings and download a lot, please make a donation to help them continue to add new books. [www.gutenberg.org](http://www.gutenberg.org)
- **Audio Book for Free** offers some free books but also sells them on CD or DVD. [www.audiobookforfree.com](http://www.audiobookforfree.com)

**Chuck Stark** has provided an alternate view of some new MS technology that may/may not be out soon. We sometimes wonder where Chuck gets such scoops — he really must be “in the know”. Take a look at:

<http://www.youtube.com/watch?v=CZrr7AZ9nCY>

**Gil Brand** likes

- [www.whatis.com](http://www.whatis.com). It's an IT encyclopedia, providing definitions for thousands of the most



current IT-related words. If it is an IT word, you should be able to find it here.

- [www.techrepublic.com](http://www.techrepublic.com). Through a combination of articles, forums, and multimedia, TechRepublic provides “real world advice” on how to make technology work in business. Lots of good articles and information.

**Doug Gorrie** has been battling the airlines a lot lately, and likes [www.kayak.com](http://www.kayak.com) as a source of airfare information. Kayak doesn't sell you a flight — they just give you all the lowdown on what is available by looking at all the airlines and online travel agencies and consolidators such as Orbitz and Airfare.com.

Basically, it's a one-stop shop. But what really makes it special is how you can easily adjust all the information about flights to limit it to what YOU are interested in. Through a series of “sliders” and buttons, you can restrict the on-screen information to just certain airlines, certain departure times, certain arrival times, flight duration, how many stops, and/

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or maximum cost. Then, once you've found what you like, Kayak just takes you there with a click or two. Pretty slick, and they do the same kind of thing for rental cars, hotels, cruises and more. It's worth checking it out.

## Tips & Tricks

"Tips" are of relative value, depending on the work you do and your level of expertise. Tips that are awesome to one person may be hum-drum and routine to another, or may not be relative to your environment. Plus, the tip may not even work. With those caveats in mind, see if any of these are of interest.

### Tip 1: Find those attachments you edited in an e-mail

You just edited a document attached to an e-mail, then saved and sent it on. If you need to find the file again, you probably can't. Why? Because it saved to a well-hidden Temporary Internet folder. Windows Explorer won't work because it doesn't search this folder. But, there is a way to find such a file after the fact.

1. Go to your Start menu, then Run. Type in Cmd, then click OK to open a command prompt DOS window.
2. Type `dir /s /p` and then the name of your file including the extension (doc, xls). The line starting "Directory of" gives you the address on your C: drive where the file is located.
3. Now open Explorer (Start > Search). You won't be able to copy and paste the address in the DOS window into Explorer. But you also don't have to type it word for word.
4. In the Address field, type C:\, then the next phrase, such as Documents and Settings, and the auto-complete address feature will kick in. Just keep going until you've filled in the complete address.
5. Scroll down and find that wayward file. Now this time, save it to a better place!

### Tip 2: Remedy for printer notification pop-up fatigue

If you get tired of those pop-up notifications that appear every time you send a document to the shared office printer, you can turn them off.

1. Go to Start > Control Panel
2. Double-click the Printers and Faxes icon to open the Printers and Faxes window.

3. Click on the File menu and select Server Properties .
4. On the Advanced tab, deselect the checkbox Show informational notifications for network printers .

### Tip 3: Turn off the mind-numbing markups in Word

If you have tried everything to turn off those annoying markups that make Word documents impossible to read with all the strikethroughs, balloons, and underlining. Try this.

1. On your WORD toolbar, go to Tools > Options
2. Select the Security tab, then uncheck the "Make hidden markup visible when opening or saving" checkbox.

### Tip 4: PC performance: De-clutter your desktop the right way

Someone who worked in a PC Service Center offered the following. More often than not, people come in with their desktop cluttered with files and folders they have saved there "because they just have to get to them quickly and all the time." What they don't understand is that every file and every folder on their desktop—with the exception of system files (i.e., My Computer, Recycle Bin, Internet Explorer, etc.)—takes up valuable virtual memory and makes it increasingly more difficult for applications to launch. If you're one of these people, here's what to do instead.

1. Create a folder under "My Documents" and call it Desktop Files.
2. Right-click on this folder and select Send To, then Desktop (creates a shortcut) in the dropdown menus.
3. Go back to your desktop and move every file and folder into your new Desktop Files folder.

The improvement in your PC's performance is said to be immediate.

### Tip 5: E-mail Gotchas

Have you received an e-mail that seems too good to be true? Well — it probably *is* too good to be true. Here is one that has some truth to it, as well as some wishful thinking. You can use this number for emergencies, **but they will not send a free tow truck.**

### Your Texas Driver's License

Something all Texans should know, especially since this has received very little or no publicity.

Your Texas driver's license has a phone number on the back, just above the bar code on the lower left side:

1-800-525-5555. (It's VERY SMALL PRINT, but it IS there.)

This number can be called for emergency assistance on the highway or wherever you might have trouble while in your car.

A service truck will be sent to you. This service is state operated, paid for with your tax dollars.

If you are ever stranded, just call the number on your driver's license...help is on the way.

A state trooper will be sent to make sure all is well. This one is worth passing on especially to all the women you know

Check it out for yourself at:

[http://www.txdps.state.tx.us/director\\_staff/public\\_information/roadsideinfo.htm](http://www.txdps.state.tx.us/director_staff/public_information/roadsideinfo.htm)

**Next month: What are YOUR tips?**

## Thank you!

from your

### Board of Directors and Officers

President:	Birl Smith birl.smith@ntpcug.org
President-Elect:	Chris Morgan chris.morgan@ntpcug.org
Directors:	Diane Bentley diane.bentley@ntpcug.org
	Doug Gorrie doug.gorrie@ntpcug.org
	Bill Parker bill.parker@ntpcug.org
	Tom Perkins tomperki@gmail.com
	Charles Rem crem@ntpcug.org
Treasurer:	Chuck Stark chuck@metroplexcomputerservices.com
Secretary:	Jo Ann Jackson jajjmj@quixnet.net

## Calendar

### July

**14** 9:00 am—Noon **2nd Saturday**  
at Microsoft  
2:00 pm **Certification SIG** at  
Nerdbooks

**21** 8:00 am—2:00 pm **3rd Satur-**  
**day** at King of Glory  
2:00 pm **Certification SIG** at  
Nerdbooks

### August

**11** 9:00 am—Noon **2nd Saturday**  
at Microsoft  
2:00 pm **Certification SIG** at  
Nerdbooks

**18** 8:00 am—2:00 pm **3rd Satur-**  
**day** at King of Glory  
2:00 pm **Certification SIG** at  
Nerdbooks

### September

**8** 9:00 am—Noon **2nd Saturday**  
at Microsoft  
2:00 pm **Certification SIG** at  
Nerdbooks

**15** 8:00 am—2:00 pm **3rd Satur-**  
**day** at King of Glory  
2:00 pm **Certification SIG** at  
Nerdbooks

### Our New Address

North Texas PC Users Group, Inc.

P.O. Box 700055

Dallas, TX 75370-0055

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