Prez Sez

by Bill Drissel

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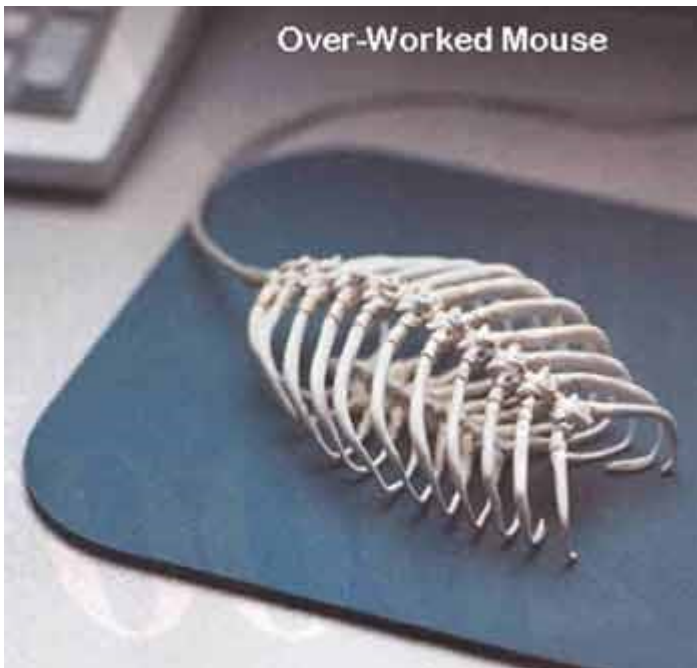**SPECIAL NOTE:** In March, our King of Glory Lutheran Church meeting location will begin a renovation project that will go through the remainder of 2016. **So beginning in April**, our monthly meeting location will have to change for a few months.

Your Board is actively looking for an alternate location that can be used beginning in April, and through December at least. We are currently evaluating which of the top tow locations will work best for us, and we hope to have an answer by this month's meeting on March 19th.

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Over-Worked Mouse

Special Interest Groups (SIGs) ...
Sessions with presentations, discussion, and exchanges of information

HTPC/Home Automation – 8:00 am

Bill Parker
Bill.Parker at ntpcug.org

Home Theater (or Media) PCs and Home Automation come in an endless range of capability, complexity and price. It may just be setting the home thermostat remotely, routing audio and/or video to different rooms, or performing other, similar tasks.

Powershell – 8:00 am - 10:00 am

Larry Weiss   **Josh Miller**
LFW at airmail.net   jmiller76 at gmail.com

In March, we will devote our entire time to answering your questions. So bring them along and we'll work out the answers together.

Internet — 11:00 am

Glynn Brooks
Glynn.Brooks *at* ntpcug.org

Internet SIG topic:
The Internet of Things
Focus: the explosion of common household appliances and home tech items that can talk to one another via the Internet.

Windows Tips & Tricks — 9:00—11:00 am

Chuck Stark
chuck.stark at ntpcug.org

Gil Brand
GB9130 at Gmail.com

Open Q & A. If you have a 'troubled' system, contact Chuck or Gil for a possible 'live, no net' troubleshooting session.

Making Money on the Internet — 9:00 am

Alan Lummus
Alan at bkmts.com

If you're interested in making money on the Internet, DON'T miss this SIG!! Diane Bentley rocked our world last month by giving us a peek behind the scenes at the work and opportunities of a Fulfillment by Amazon merchant. In March, Diane returns to pull back more of the curtain and let us in or more of her secrets. SIG members will be attending both in person and remotely, using ZOOM video conferencing technology! Are you making money yet?

Microsoft Application Development Study Group SIG - 10 am to Noon

Tom Perkins
TomPerki *at* Gmail.com

Chris Morgan
Chris.Morgan *at* ntpcug.org

We already have our topic for March, where Dave Stark will make a presentation on VSCode and Client-side Development. Dave's (great) outline will be as follows:

What is VSCode and why should I care?
- It's Free!
- Common IDE for multiple languages/scripts
- Etc.

Great! So where do I download it?
We will show you in March when you join us !!

The Excel SIG is asking: How well do you *Function*?

How well do you function? That is a question often asked by employers and clients. In Microsoft Excel that question takes on a new nuance concerning performance. Functions are the basic lifeblood of the spreadsheet world. Excel has added functions over the years such that the quantity is approaching 500. For the most part they are all ignored by the vast majority of users. That is unfortunate since these basic building blocks could save time and effort when analyzing data. Especially since an internal "expert" probably knows about 5 or 10 of them, but she knows them very well. That is one of the reasons the manager gives her all that work. It gets done quickly and correctly. Please note there are many other useful features that tend to overshadow using functions but these features are not as versatile as custom use of functions could be.

I want to begin a series opening the door to using some of the functions I have found most useful. There are probably about 25 functions that could help any office if the user just understood how to use them in combinations. One of the most basic facts is a function can be used any place in a cell formula that requires a result such as a number or a text string. The advantage of the function is a result can change based on data elsewhere in the workbook. So, the final answer can be changed with much less rework of the spreadsheet. This means January's work can be morphed into February's result with much less effort. How would you like to save time? Since time is money it could mean less stress, higher profits, or both. Not a bad result at the end of any day.

So, where do we start? The problem I have is I have so many good functions it is tempting to try to dump all of them out at once and confuse (bore?) the average reader. The reality is you want a simple synopsis that can be easily absorbed and utilized. Starting with the next session, I will attempt to do this. I will have to start slowly since we must define our terms so that you can give the spreadsheet exactly what it needs to yield your results. After all the output is only as good as the input. Excel cannot accurately assume anything even though Microsoft has attempted to help you way too much with some of the "auto-help" built into Excel.

When we look at the list of functions they are broken into various categories. Which category is most useful? I have found that the general user needs a smattering from each category to have a set of useful tools. Knowing all the functions would not be a bad thing but good luck getting there. I have used Excel since 1992 and have not gotten through them all yet.

But before I start the real series I want to give one possible situation as an introduction. Let's look at a sample problem and see what solution could be used. You are browsing the Internet and find a list of vehicles with some features and prices shown. You copy the information and paste it into Excel. The data is in columns A and B. The titles are in row 1 and the data starts in row 2 and goes down to row 300. So far so good. It may even break down such that numbers actually become numbers in separate cells and descriptions are right beside them in other cells. You got lucky, many times we have to clean the data and maybe it seems a complete retype is needed. We won't cover those tricks I use right now but that can be fixed also.

So, what answer do I want from this data? Which vehicle is right for me? What criteria based on the data do I use to make my selection? If I want the least expensive I can use the MIN function to find the minimum price but where is it in the list? Can Excel tell me where to find it? In cell D4 I type a formula:

=MIN(B2:B300)

Cell D4 shows me a value like $8,450.00 on the screen.

In cell E4 I can type another formula

=MATCH(D4,B2:B300,0)

Cell E4 displays a number like 221.

What does that mean? It is item 221 in the list (which means it is on row 222 since my data values start at row 2). Now I must scan down to row 222 to see the description. Why can't Excel just give me the price and the description right here on row 4? Being an expert I know I can use another function to get the result I want.

So, in F4 I type

=OFFSET(A1,D4,0)

Cell F4 shows me the description desired. The result is not as pretty as some desire but it is correct. What it does not tell me is if there is another vehicle at the same price or near the same price in the list? It only can give me the first result to the exact question asked.

So here is a progression of formulas to answer a simple question. If you are doing this once it is hardly worth the effort but if you do this several times a day then a reusable solution may be what is needed. Plus maybe I don't want the cheapest, then I need to set up formulas that look at other criteria to bring back the result.

How do these functions work? We would need to look at their definitions in HELP to see why they bring the result shown. Next time I will cover these basics and more including how I might consolidate the formulas to utilize fewer cells thus making price and descriptions appear side by side.

I hope I have raised ideas on how you can begin to make Excel work for you instead of you working to keep Excel up to date. If you come to the SIG I would be glad to answer specific questions you might have to solve Excel problems plaguing your life.

Digital Photography — 10:00 am

Spike Smith, NCE
Harold.Smith *at* ntpcug.org
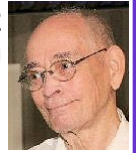
Due to the complexity of the new Windows 10 operating system approach (Win-8.0, 8.1, 10.0), it *still* appears to be in its infancy rather than over two years old. This places many users in more of a basic learning mode rather than using their *system* for many different applications, important duties, and pleasurable enterprises.

Okay, this also means that our *Windows Tips and Tricks* SIG remains quite busy teaching this new operating system, thus restricting many members from participating in other SIG time slots, taking time away from attending other SIGs i.e., Digital Photography and Photo Editing.

We will establish an off-premises program for those having conflicting meeting times. For this, we can exchange information and copy through email and SharePoint. Do we have any volunteers?

Look for upcoming information as Announcements on the website – NTPCUG.org and select Special Interest Group, either Digital Photo Editing or Digital Photography. Then, open Announcements. New information will be added on 3/23/2016.

YOU'RE NOT FAT

YOU'RE JUST A LITTLE HUSKY
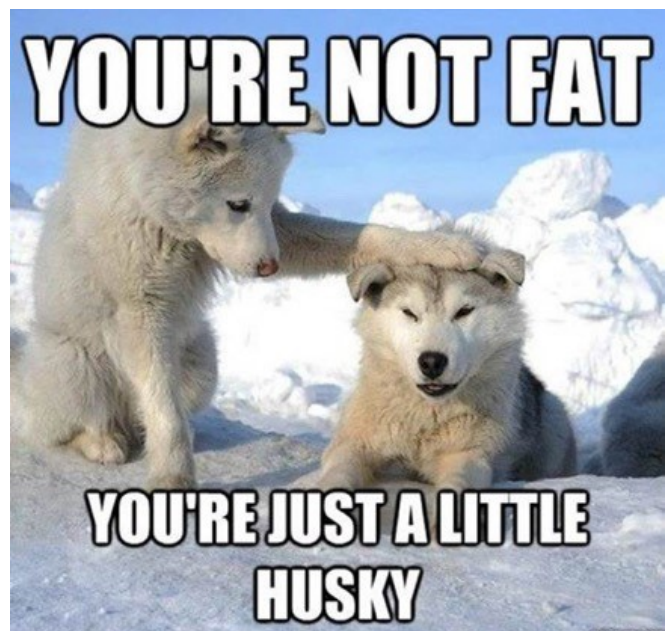
Word — 10:00 am

Sharon Dorsey
Sharon.Dorsey *at* ntpcug.org

Word 2013 – Ten Handy Tools
(aka Sharon's Top Ten List)

Last month, we started the countdown of my Top Ten list. There was much lively discussion and we did not finish. So this month, I am picking up where we left off . . . before I started rushing to try and finish. Time permitting, I may expand the list to a top 12 or 15. There are definitely more than ten handy tools that you should know how to use in Microsoft Word. Depending on who you are talking to, I am certain everyone's Top Ten list is different . . . even me!
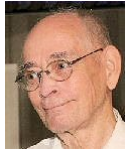
Last month we covered:
10 – Highlighting – Format or Move
 9 – Footers
 8 – Print an envelope
 7 – Defining a default object
 6 – Spell check

Remember our slogan is *"Share what you know, learn what you don't".* So come share what you know about any one of the ten topics and learn the rest.

Salesforce.com – 11:00 am; 12:30 pm

Salesforce.com offers two major certifications for Force.com Developers: The Developer Certification (DEV401) and the Advanced Developer Certification, (DEV501).

Dallas Salesforce Developers Group is pleased to offer FREE classes each year to candidates.

All, remember, this is the study group for 401 and 501 (aka the study group). Not to be confused with our 4th Wednesday meeting held at the Improving Enterprise (which is more mischief, no studying). The objective is for each of us to take the respective exams at the end of the sessions, so we will keep up the pace. Ask questions. These are not easy exams, but I am convinced that we can get everyone past the finish line.

Digital Photo Editing Software — 11:00 am

Spike Smith, NCE
Spike *at* spike-info.com

Bring your camera. Bring your questions. Bring your friends and neighbors.

We are going to start a series of meetings regarding the rescue of old and damaged photos. Whether they are old color or black and white and if they are faded, we will still rescue them. We may then place these prized possessions in a scrapbook for relatives and posterity.

We will solve most problems with low cost or free image editors. For those having many photos to preserve, additional tools may be recommended, like scanners and advanced software.

Be sure and start and enjoy your exercises taking the Spring Advantage .

Windows Inside Out — 12:30 pm

Glynn Brooks
glynn.brooks *at* ntpcug.org

Continue our discussion of Windows 7 and Windows 10 differences.

Focus: Backup and recovery processes.

Wireless Communications — 12:30 pm

Birl Smith
birl.smith *at* ntpcug.org

TBD

Investors - 1:30 pm

Gil Brand
GB9130 *at* Gmail.com

Open Q&A
We will have our usual Q&A session. Bring your questions and experiences in investing and share with the group.
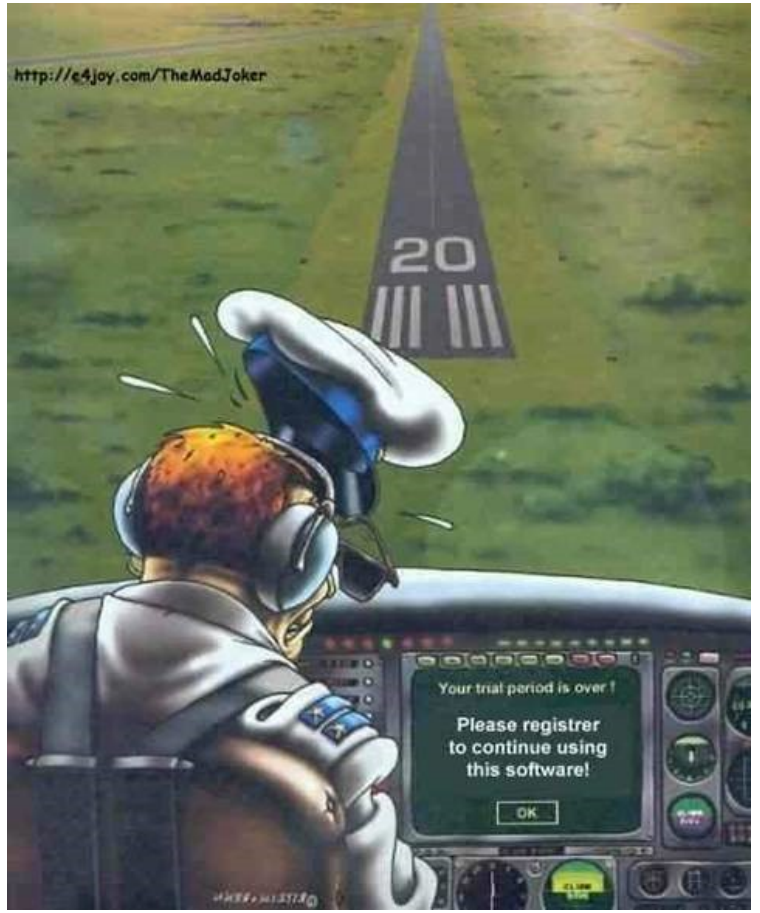
NTPCUG Member Websites

Are you an NTPCUG member? Do you have a website that you would like to share with other members? Here is your opportunity to publicize your hobby, personal interests or a business.

NTPCUG now permits each member to post their name along with <u>one</u> website at www.NTPCUG.org and in our newsletter. Member links to be posted are subject to Board approval, and cannot contain inappropriate content or promote illegal activities – all the usual conditions that responsible persons expect. Send us your links now!

If you wish to post as shown above, just e-mail webmaster@ntpcug.org with your name, member number and the URL of your desired website. We'll post your name and URL on our website and in the newsletter for as long as your membership remains current.

Here are our current member sites:

Member & Website	*Member & Website*
Howard Lee Harkness	**Doug Gorrie**
http://amazopia.com	www.JanetGorrieInteriors.com
Bill Parker	**Fred Williams**
www.Partec.net	www.JFHequipment.com
Larry Weiss	**Sharon Dorsey**
https://sites.google.com/site/powershellsig	www.organizingelements.com

Digital Photography – Tips and Tricks

Springtime and Beautiful Photography
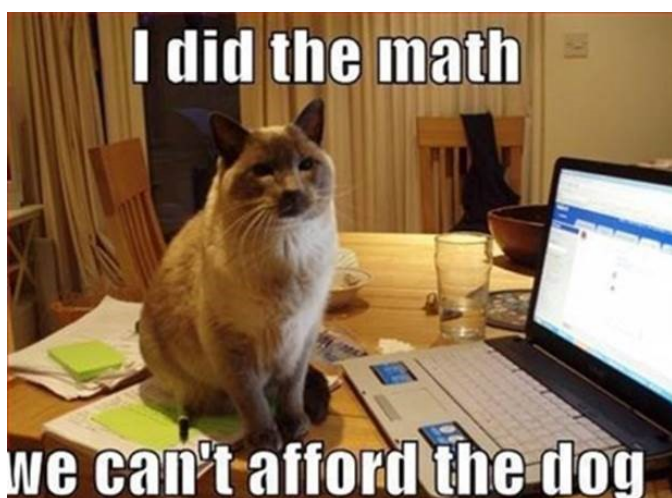
By Spike Smith

The next three months are a great time for practicing photography and taking advantage on nature and natural beauty. Our theme for this month will focus upon how and what the season has to offer for us.

Here are objects to get us up and going;
♦ Wild flowers
♦ Blue bonnets
♦ Shooting in the rain
♦ Longer days for activity
  ◊ Find great lighting
  ◊ sunrise
  ◊ sunset
  ◊ Bad light - stop for lunch
  ◊ avoid noon thru early afternoon
♦ Unique cloud formations
♦ Make stylish portrait
♦ Let your imagination
  ◊ go wild
  ◊ experiment

I would love for several (or all) of NTPCUG members to participate in a photo contest using the above theme as criteria.

Details for the contest will be on the website – Special Interest Groups, Digital Photography and Photo Editing. Information will be in Announcements. The first notes should be added on our website in about seven days.

To help with the assignment listed above, here are some suggestions that judges may use for evaluations.

G CLUE – Getting Attention
▷ Don't read these or you'll end up with nothing while trying to do it all
▷ Although your son or daughter may be captured on the soccer
▷ field, it may be perfection to you or boring to others.
▷ Sports – a great catch
Largest fish
▷ Great color

A pix will get attention from:
▷ Obvious
▷ Interesting, pleasing, eye catcher
Unpleasing views
▷ Some interest by not finding anything interesting or not interesting at all.
▷ Try techniques used with successful ads.

Enjoy your shoot. Become first in line. Win a prize.

Monthly NTPCUG Meeting Flyer – Can You Help Distribute?

Each month, we send members a flyer listing the upcoming second and third Saturday SIG meeting information. We work to fit it all on one page so it can be easily printed and posted in offices and public areas. It can also be sent by email to family members, friends, colleagues, etc.

With your help we hope to generate increased interest in User Group activities, thereby helping us grow. We rely on members, SIG leaders, Board members and volunteers to share this information with others. We also need you to consider new - options beyond the obvious – bulletin boards, etc.

We ask you, our members, to think of places where you can post the monthly flyer and to e-mail it to anyone you know who may be interested.

We try mightily to get this out before the weekend preceding the second Saturday of each month so you have time to "do your thing".

With your help we can grow our Group and reach others who can "***Share what you know, learn what you don't.***"

Where have you sent the March flyer?

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:

Information Desk — Charles Rem
crem@ntpcug.org

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

This is an ongoing need. *YOU can help, and it's not difficult. Training provided, so you really have no excuse not to assist - right?*

Mentoring — Tom Sweet
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.

Newsletter — Doug Gorrie, David Franke
doug.gorrie@ntpcug.org
davef81@gmail.com

We need someone to step forward to help request and collect articles from SIG Leaders for the monthly flyer and the newsletter. No experience required -- training provided.

NTPCUG has a Facebook and Twitter account.
Join us!

Renew Your NTPCUG Membership For "FREE"?

The Board has established a new NTPCUG benefit that permits renewing of memberships without the usual membership fee.

Simply put, any member that writes three articles for our newsletter, subject to the following criteria, can renew without cost. In this manner, we are encouraging our membership to share their expertise with other members, as well as providing an opportunity for members to re-search issues and share the results with others.

The current requirements for the program are as follows:

1.   You must be a current member.

2.   Requires at least three articles/year, submitted during the member's current member-ship year.

3.   Articles must be at least a couple pages long in the newsletter, excluding any pictures, diagrams, etc. NOTE that the length is determined after editing, if needed.

4.   Longer articles may be broken up across two months, and consideration will be given to counting it as TWO articles. However, length by itself may not count as more than one – it's meaningful content we're after.

5.   Articles must be submitted at least two weeks prior to publication to allow time to re-view/edit. However, if the content is clean and readily understood, and requires only minimal review, and we have time to go over it, we might take it with less notice.

6.   No plagiarizing, except for "small" amounts where credit is given to the actual author or source.

7.   Articles must be relative to the goals and topics of our User Group. If in doubt, check with the Editor before writing it up.

8.   At time of membership expiration, it is the member's responsibility to contact the Editor to request that their membership be extended, and list the months in which their articles ap-peared. We will confirm the details and have the Membership chairman extend you another year.

Please give this new program some thought, and come up with some good material we can use. Share your knowledge, in line with our motto –

"Share what you know, learn what you don't."

NTPCUG NEWSLETTER AD RATES AND DESCRIPTION

Paid advertising is available within the North Texas PC News at reasonable rates. The online Newsletter is published monthly and is distributed in PDF format to approximately 200 registered members.

SIZE	Price / One Issue	Price Each - Six Issues
Full Page	$120	$ 85
Half Page (vertical)	$ 75	$ 65
Half Page (horizontal)	$ 75	$ 65
Quarter Page	$ 50	$ 40
Business Card	$ 35	$ 25
NTPCUG Members	Half Price	

Policies & Mechanicals

- Commercial ads –
    - o   repro form, final size, ready for printing
    - o   JPEG or approved format
    - o   300 DPI minimum
- Text ads should follow most commonly used font styles
- No ads on front page
- Related only; suitable at discretion of NTPCUG
- Payment in advance
- Send requests for information, contacts, or orders to: **Advertising@ntpcug.org**
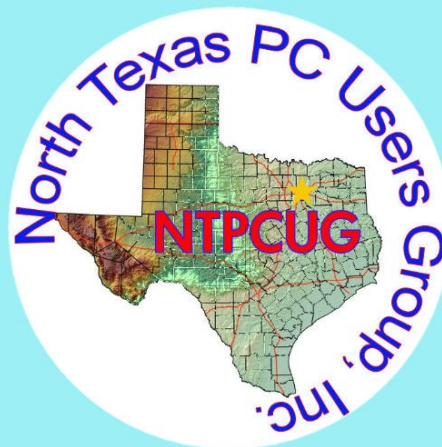
NTPCUG 2016 Elected Officials

Bill Drissel
President

Jesse Hastcoat
President -Elect

Directors

North Texas PC Users Group, Inc.
NTPCUG

Gil Brand
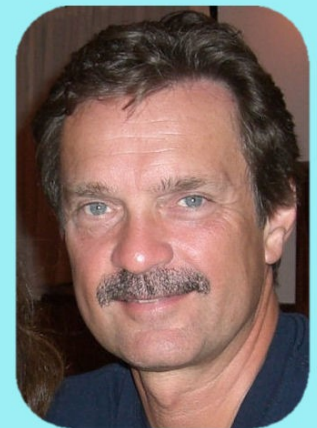
Chuck Stark

Glynn Brooks

Lisa Katzenstein

Sharon Dorsey

Calendar

March 2016	April 2016	May 2016
Mar 19 8:00 am—2:30 pm	**April 16** 8:00 am—2:30 pm	**May 21** 8:00 am—2:30 pm

North Texas PC Users Group, Inc.
P.O. Box 700055
Dallas, TX 75370-0055