Bits of Blue

June in Tampa

Meeting

IDT/Centaur presents
Winchip Processors
June 10, 1998
6:00 PM
Museum of Science
and Industry
4801 E Fowler Ave.

INSIDE THIS ISSUE

Meeting Preview: At the June meeting, Mike Bruzzone from IDT/Centaur will discuss Winchip Processors for your computer. This is a replacement chip for your Pentium computer. To quote the manufacture, "The WinChip serves up blistering speed, smaller die size, better heat dissipation and 100% Windows compatibility. " They are at http://www.centtech.com/..

President's Comments

By Merle Nicholson, President, Tampa PC Users Group

This month on a general note, I'd like to make an appeal to every member to invite a friend, neighbor or co-worker to our meetings. Our membership is declining. It's slow, but it's happening, and we need suggestions from our membership on how to improve it, but, most of all, we need new faces. Email me at MerleNic@tampabay.rr.com with your suggestions.

Our cash doorprize has been doing well since we started two months ago. The proceeds are small, but needed. Our thanks to Mary Sheridan, who suggested that it be revived and volunteered to collect it at both meetings.

Our longtime hardworking Comm SIG leader Charles Howe has resigned from the Board of Directors. Charles has steadfastly dedicated his time for the SIG for many years. It will be difficult to replace you, Charles. Thanks for these many years of dedicated service, Charles.

On a personal note, I'd like to mention my foray into graphics and photo editing. I bought a scanner just before Christmas and then in January picked up an HP722C deskjet printer. This printer is one of two inkjet printers that use a larger, newer type of ink cartridge. It started with the professional series 820C, replaced by the 890C. The 890C ($400) and 722C ($300) have labels on them

July 8: Tim Adams from Gateway 2000 will give a hardware presentation.
August 12: Peter Schenk from Quarterdeck will present their products

Minutes of the May 13 Meeting

By Kevan Sheridan, Secretary, Tampa PC Users Group

The members were a little late in showing up, so Merle Nicholson, our president didn't start the meeting until 6:30 p.m. Merle welcomed everyone and introduced the officers. He asked that we limit the use of the computers on the desks while the vendors are giving their presentations.   Sign up sheets for the Communications, Genealogy and a possible Windows SIG were circulated. Charles Howe made available copies of a DOS browser for anyone interested in trying it out. There was a discussion about a program called "Opera". It's a small Internet browser that will run on a 386 machine with Windows 3.1. A question was asked about the Internet phone and William LaMartin explained how NetMeeting was working well for him. Our members will soon be able to link from our web site to their own web sites. If you're interested submit the needed information to William LaMartin.

The presenter was Mike Austin with Waldec/IKON Office Solutions. Waldec/IKON is an authorized Microsoft reseller. They provide software and networking installations to businesses. He first gave a nice summary on his growing company and what it does. Mike then gave an interesting presentation on the future direction of Microsoft operating systems. The presentation was originally created to help make business decisions for future purchases of software, but he adapted well to our mixed audience. He presented some slides that listed a matrix that classified types of software and suitable operating systems and the direction that Microsoft is going. He stated again what we've been hearing for some time: Windows NT is targeted to be in everyone's future by the year 2001 when it and Windows 95 will converge. One thing that NT does not do well - and never will - is run just any old DOS software, and a lot of Windows 3.1 software, too. NT version 5 will be bringing us plug and play support so the hardware issues will be improved for us. But the bottom line is, for compatibility, Windows 95/98 is best, and for crash-proof, secure systems NT is the way to go for now.

Mike also gave us a sample of some other business considerations - servers, networking and TCO - Total cost of ownership; thin clients, fat clients and Net PC's. It was interesting to know where the industry is headed. Thanks to Mike for an interesting and informative presentation.
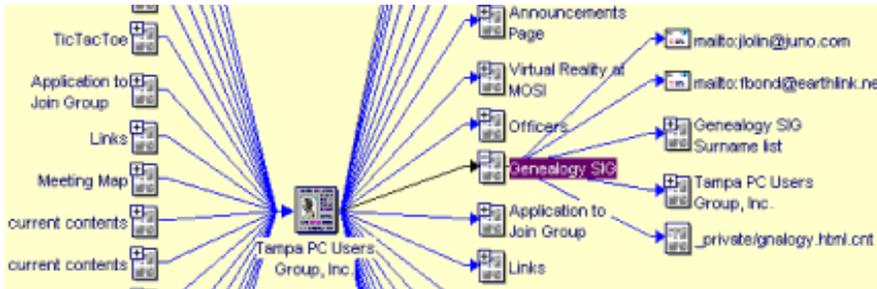
Mike presented Warren Fuss and William LaMartin with very nice laptop bags for answering his questions.

Mary Sheridan won a copy of Office 97 Professional in our software drawing and Ford Bond won Windows 95. Other

FrontPage 98 from Microsoft

By William LaMartin, Editor
Tampa PC Users Group

FrontPage 98 is a refined and improved version of FrontPage 97. Microsoft has corrected a few minor flaws and added several new features to this version. It is the program I use to maintain our group's web site, and I highly recommend it for a site of our size or larger. However, it may be overkill for the simplest of personal sites consisting of just a few pages. For that you might do just fine with FrontPage Express, which comes free with Microsoft Internet Explorer 4.0, or some other such free HTML point and click editor.

Since switching to FrontPage for both creation and maintenance of the site from a simple text editor to create the HTML code and an FTP program to upload the pages to the web server, I could never think of doing it any other way. Moving up to FrontPage 98 has just made the job a little smoother.

FrontPage is made up of two main applications: FrontPage Explorer and FrontPage Editor. FP Editor is used to create the HTML pages that make up your site, and FP Explorer displays the site you have created in either a folder view or a hyperlink view. A screen shot of the hyperlink view of part of the TPCUG Web site is above. The whole site could not be presented in hyperlink view here since there are over 400 links in the "Links" folder alone.

For the uninformed, a web site on the World Wide Web is simply a collection of files on some computer (called a server) that is connected to the Internet. One of these files is designated as the home page. Within TPCUG this is the file index.htm, which is the HTML file you see when you first go to our site. That is the file labeled Tampa PC Users Group, Inc. on the hyperlink view above. The page labeled Genealogy SIG is the HTML page your browser goes to when you click on the Genealogy hypertext link on our home page.

FP Editor allows you to type in text, format it just as you would in a word processor to the extent the HTML rules allow, insert graphics, insert tables and hypertext links to other files at your site or on the WWW. This is the standard stuff of an HTML

editor; however, FP Editor provides for more: It simplifies the process of creating forms like questionnaire or feedback forms and the creation of frames as in the HTML version of the newsletter page at the TPCUG site where the scrollable list of articles appears on the left part of the screen and the article being read on the right. And it allows for a what-you-see-is-what-you-get creation of tables. In general, everything is as much WYSIWYG as possible.

Using FP Editor you are spared the need for knowing HTML, since it is pretty much point and click. It does, however, provide for an HTML view of the page. Unfortunately (from my point of view), this HTML view leaves out all the HTML code used to create any of the special features that FrontPage so easily creates—like themes, shared borders and navigation bars. I suppose Microsoft didn't want anyone messing with their creations. Unfortunately I have found it sometimes necessary to crank up the old text editor and make such changes when things get a little out of kilter.

FrontPage is a unified approach to creating, publishing and maintaining a web site. First, you use the FP Editor to create your home page and all the pages branching off of it; you use FP Explorer in either Folder View or Navigation View to create however many folders you need to contain and organize all of this on your computer. To allow real-time testing, your own Personal Web Server (PWS) software is supplied.

Once you have created your new Microsoft Front Page Web, which is now stored in the PWS directory on your computer, you can test it there and fine tune it. In fact, you can do more there than at most Internet Service Providers (ISP) because FrontPage will have installed the Microsoft FrontPage Server Extensions at your PWS. These extensions are necessary to utilize the full functionality of FrontPage. With these extensions also on your ISP's server you can create more powerful web sites without bothering your ISP with things like password protection, text searches on the site, and saving form results. The presence of the extensions also allows you to use the Discussion Group Wizard to create a FrontPage web site which is a discussion group like the one at the TPCUG site. You also get hit counters for free.

After you have your FP web created, you are ready to put it on the Internet for the world to see. In a perfect world, you would simply choose the option to publish your FrontPage web, and FrontPage would handle all the details of dialing up your ISP and transmitting all of your files to the proper place at the ISP, keeping the structure intact just as it was on the PWS on your computer. As you know, the world is not perfect, and most likely your ISP will not be supporting the FrontPage Server Extensions for the free home pages they provide you for your $20 each month. For this you will have to buy one of their upgraded

Put the Power in the Palm of Your Hand

By Larry Anders, Librarian, Tampa PC Users Group

In my line of work I travel a lot, and I was recently stranded in an airport for several hours because of bad weather. I always save up the latest of my computer magazines to take along and read on my trips. On this occasion I had enough time to read the two magazines twice over. While I was sitting there, I noticed several people working (or playing) with what appeared to be Gameboys (small game machines made by Nintendo). I've never been much into playing games on the computer; I don't seem to have the patience. But on this unusually long day in the airport I think I would have made an exception.

As luck would have it, when I finally got on the plane a young lady sat down beside me with one of these new hand-held things. It turned out to be a Palm III™ (P3) connected organizer, or better yet, a palm-top computer. I had just finished reading (twice) the review on the P3 in one of my magazines and was anxious to check it out. But up until this point I had never been in contact with or even given these things a second glance. I asked the nice lady if she would mind telling me about it and how she used hers. She was very obliging and told me all she knew about it, which wasn't much, because she had just recently purchased hers, too. She did tell me enough to more than whet my appetite and in the process of her demonstration she made one BIG mistake; she let me hold it and that's all it took. I was hooked. That was on a Friday.

All that next weekend I went on the Internet and researched these things. I'm not one to rush right out and buy something like this on the spur of the moment. I usually wait at least 12 hours, <grin>. This time I had to wait a little longer because the P3 had just recently been released and was still a hot ticket item. I called around locally and no one had them. Everyone said they sell out as soon as they come in. Then the nice people at CompUSA told me to check back Tuesday when a shipment was due in. I did. They opened at 10:00 A.M. and I called at 10:01. A shipment of P3's had come in so I had them put my name on one, and I took an early lunch. Needless to

say I had an interesting Tuesday afternoon. And yes, it's much more than just a Gameboy clone.

The Palm III™ made by 3Com, which also makes the industry standard U.S. Robotics modem, utilizes an operating system called Palm OS3. And, as you can see by the picture, they do fit in the palm of your hand. This is the third revision of the Palm series by 3Com and apparently the third time is a charm. The 3Com connected organizer family consists of three models: the Palm III™, PalmPilot™ Professional, and the PalmPilot™ Personal Edition. The P3 is their top of the line but each one has their own niche. Although there weren't many sweeping changes from the previous models, the refinements are obviously for the best. Or so say the reviews I've read.

So, what can you do with the P3 other than play games…. a bunch of things. The P3 connected organizer is designed as a companion product (not replacement) to my personal computer and enables a mobile user like myself to manage my schedule, contacts and other critical personal and business information on my desktop and remotely. The P3 automatically synchronizes its information with my PC locally or over a local or wide area network at the touch of a button through the use of a graphical user interface and a desktop docking cradle which facilitates two-way synchronization between the PC and organizer. The docking cradle easily connects to a serial port but nothing else can use that serial port at the same time. (Make sure you have an extra serial port or you might have to add an extra serial card, which is really no big chore and not very expensive.)

The P3, and the rest of the 3Com organizers, are equipped with a complete suite of built-in personal information management (PIM) software. These include a date book, address book, to-do list, and memo pad that are accessible through permanent buttons along the bottom of the case (see below). There are also four permanent buttons on the touch-screen that provide direct access to the applications, the menus in each of the applications (similar to Windows), a calculator and a find feature.

The P3 works simply by touching the stylus pen (included and stored in the back of the case) to the touch screen (which is also a backlit screen) to open the application of your choice and enter your data or information. At the end of the day,

Recent Software for Review

Adobe Page Mill 3.0 - Easily create and manage pages for the web - 486 computer, Windows 95 or NT, 16 MB RAM, CD-ROM.

Adobe Premiere 4.2 - Powerful editing program for combining animation, video, audio and graphics to produce digital movies or videotapes - Pentium computer, Windows 95 or NT, 16 MB RAM, CD-ROM

PowerDesk Utilities 98 - The fastest, easiest way to move, copy, zip, convert and view your files - Windows 95 or NT, 8 MB RAM (16 for NT), CD-ROM

Your own software - Most of the reviews in the newsletter are done on software packagers purchased by the reviewer and not supplied by vendors. Join the group of reviewers by reviewing a software package you have purchased.

Belle Grae Inn, Staunton, Virginia

This is one of many fine Bed and Breakfast Inns for which you can find detailed information on the Internet. Many, in addition to prices and locations, provide dining menus and photos of various rooms. The Belle Grae site is at http://www.valleyva.com/bellegrae/index.html. Visit the site; it may make you want to make a real visit, as your editor's family did.

To search for more B& B's online go to Bed & Breakfast Inns Online at http://www.bbonline.com/. Unfortunately many B&B's either do not have web sites yet, or, if they do, they choose not to list them with a site like this, making it very hard for the Internet traveler to find them.

June's Interesting World Wide Web Locations

Tampa PC Users Group (that's us)	http://www.canx.com/tpcug/
Bed & Breakfast Inns ONLINE	http://www.bbonline.com/
The ComputerJobs Store, Inc.	http://www.computerjobs.com/
Quicken.com (Financial news from Quicken)	http://www.quicken.com/
NetBooks.com - Source for Downloadable Books	http://www.netbooks.com/
Borders.com. - books	http://www.borders.com/
Museum of Contemporary Art, San Diego	http://www.mcasd.org/
Time Capsule by dMarie (see what happened)	http://dmarie.com/asp/history.asp?action=process
Free legal forms	http://www.findlaw.com/16forms/index.html
More free legal forms	http://www.goodmanlaw.com/forms.htm
Weather Channel	http://www.weather.com/twc/homepage.twc
The Digital Art of Larry Carlson	http://www.ziplink.net/~s76/
Reference to China-Chinese Related Web Sites	http://www.aweto.com/china/
THE SYNC - Internet Broadcasting	http://www.thesync.com/
RENT NET - National Apartment Rental Guide	http://www.rent.net/ctg/cgi-bin/RentNet/Home
Microsoft CarPoint	http://carpoint.msn.com/
Frank Sinatra 1915 -1998	http://www.pathfinder.com/people/tribute/sinatra/

Most of these links will join the many already on the Links page at our Web site, where you need only click on the name.

The Sun Coast Freenet

By Ted Rodenbach, Tampa PC Users Group

The Sun Coast Freenet Do you have an older computer, and still want to be able to send and receive mail at no cost? Do you like to learn fascinating, yet exotic new ways of computing?

Well there is a way that all this can be done. It's called the Sun Coast Freenet. I know many of you have already heard of it, but how many people really know what it's all about?

Sun Coast Freenet, or SCFN for short, is a free service of the Tampa/Hillsborough County library system. Once you register (which by the way, is free to the residents of Hillsborough County), you are able to log on, and, through using 'lynx', a text based browser, you can go to all of the numerous links they have on the system.   You are also provided an Email account, and through PINE, the Email program, you can check your mail, manage folders, and go to thousands of varying newsgroups.

The main problem most people will encounter is the non-graphical interface that lynx uses. SCFN uses an operating system called UNIX. I'll get to that later on.

Once logged on, you see a non-flattering splash screen come up. From there, you are prompted to enter your 'logon name' and 'password'.   Unless you opt to pay an extra fee, the system will provide you with both a name and a password; these can be very arcane, so please write them down. A typical user name and password for example would be something like tw45wwx.

If all this hasn't scared you away by now, then read on, and I'll explain many of the other features of the system.

UNIX Some of you might be saying "What's this UNIX stuff I keep hearing about?"   UNIX is an operating system, just like Windows. Well, not just like Windows, but an operating system nonetheless. It was developed by AT&T in the late 60's and is still in wide use today.   Many companies' computer networks run on UNIX, and the telephone networks use routers and computer systems running UNIX. As a matter of fact, 90 percent of all web servers use it.

So, if it's so powerful and widespread, why aren't we all using it? Well, mainly because it's a very difficult and unforgiving operating system to use. But I know people who use it exclusively, and they haven't had to reboot in over a year! It's pretty stable.

With that brief description done with, I'll move on to navigat-

ing the system.

Everything you do on SCFN is done with numbered links. You can either enter the link number, or move the highlighted bar under the link and hit enter.   The type of link is also included in brackets next to it. This tells you whether it's a GIF, JPEG, or some other type of embedded file. What we're interested in is links.   Once you choose the link you want to go to, you'll see a status bar at the bottom of the screen. It's similar to that of Netscape or Microsoft except it's text. Once it's fetched the page, you can browse through it, either by hitting the space bar to move down a page, or using the page down button.   One of the things that is confusing is that every time you move down a page, the screen refreshes itself and writes over the current text. You cannot scroll back; you might if you have a terminal that can do so, but I use hyperterm, and when I scroll back, I get garbage. There's a help section with SCFN that helps you configure your terminal. This bring us to the (J)ump command.

You can jump to any part or section of the freenet system, with the exception of when you're in PINE, by using the 'J' command. When you hit this key, a message will appear at the bottom of the screen asking to input a keyword. As mentioned earlier, you can find help on configuring your terminal software by hitting 'J', then entering "commhelp" without the parentheses.

There's also a way to bookmark sites that you visit on freenet. This can be done by pressing "a", then choosing 'link' or 'document'. This will add either a link or document to your bookmark list. You can view your bookmarks whenever you want, by pressing "v" and then choosing the link of your choice.

I realize most of this seems very confusing and esoteric, but as a free alternative to an ISP, this might be your best bet.

There's a ton of other quirks and tricks associated with SCFN, but there are way too many to mention.

You can also visit their site at http://scfn.thpl.lib.fl.us/bbs/welcome.html

This is a close approximation of what the system is really like. You can also view many of the help files mentioned, so you won't be ill prepared when you do sign on.

I hope this article has helped you learn more about the freenet and the many features it has to offer.

LYNX INTERNET COMMAND GUIDE

- **Arrow Keys** - Up and down arrows allow you to move

(Palm..........Continued from page 4)

week, or whenever you choose, it's easy to synchronize, utilizing the Palm™ Desktop organizer software (a companion desktop PIM), HotSync® local or remote synchronization software and the docking cradle.

The trick to the whole thing is entering the data into the P3, which can be done in any one or all of three ways: (1) You can utilize an enhanced version of **Graffiti®** power writing software, which enables the user to enter data at up to 30 words a minute with 100 percent accuracy. All in all, Graffiti® is mostly like printing capital letters with the primary importance on where you start and which direction the stylus moves. It took me about half an hour to get pretty comfortable with the handwriting recognition software.

This is the area that most of the complaints come from with users of the P3. You either love Graffiti® or hate it. I have had absolutely NO trouble with learning to use Graffiti®. Once I learned that there was an area to input letters and another to input numbers, it was a piece of cake. Although it was kind of touch and go to begin with. (Sorry!) <grin> The characters look something like this graphic above.

(2) You can also use the P3's **on-screen keyboard** that looks like this:

Just tap the screen with a stylus like you would a regular keyboard.

(3) You can also key-in information using your **desktop computer's keyboard**, then use the HotSync® technology to synchronize the data with your P3. It's easy. Just drop the P3 into the HotSync cradle attached to your PC and press the HotSync button. You'll never have to worry about retyping anything again. That process looks something like the picture in the next column.

My favorite part is the ability to check my email wherever I

am without having to lug my notebook computer everywhere. There is a small modem that plugs into the bottom of the P3 and with the proper after market software you can check your email from any POP3 account. (It doesn't work with AOL yet but that's coming.) The software I purchased allows me to download only the headers first and then pick and choose which mail I want to read. It also has complete email filtering to eliminate most of the junk mail that comes in every day. I can then read my mail online or at my leisure later on. You can also do the same with news groups and web pages in text or graphic-based style, although I recommend the text based style because the size of the screen makes it difficult to read everything properly. I guarantee that the average web designer is not designing for a palm computer.

Oh yes, all this is done with only two megabytes of Flash RAM memory. I currently have exactly 50 assorted applications stored in that two megabytes, along with the built-in applications previously mentioned, and still have over 400k of storage remaining. There is also built in infrared transfer ability. The Palm III™ lists for $399 (not including $129 for the modem) and operates off of two AAA alkaline batteries that apparently keep going… and going… and going! <grin>. I'm still on my original set. You can store some 6000 addresses, 5 years of appointments (approximately 3000), 1500 to do items, 1500 memos, 200 e-mail messages and a bunch of other stuff. Windows 95/NT required.

I'm new to this but it's fun being a 'newbie' again. If any of you out there use the P3 or any of the many other palm-tops, please let me know. Maybe we could form a SIG. Please remember though that this IS NOT a replacement for the desktop, only a companion to use with it. I'm sure I'll be telling you more about the P3 it in the future because there are just loads of software (especially games) out there for this thing and you know how I am about software…. but that's another story. **Way to go 3Com!!!** ◆

(Minutes..........Continued from page 2)

winners of miscellaneous items were Brian Lance, Vince McCoy and Clark Evans. The 50/50 drawing is proving to be a success. ◆

Put Your Hard Drive On A Diet!

By Larry Anders, Librarian,
Tampa PC Users Group

Need more hard drive space? Who doesn't! In a recent past article I mentioned that one of the benefits of the soon to be released Windows 98 will be a converter from the inefficient FAT16 to the much enhanced FAT32 (**FAT** is an acronym for **F**ile **A**llocation **T**able). Quite possibly you are like I was until recently. I didn't really know what the heck that meant, except that FAT16 wastes hard drive space. And because the prices of hard drives have dropped so rapidly lately I haven't really cared either.
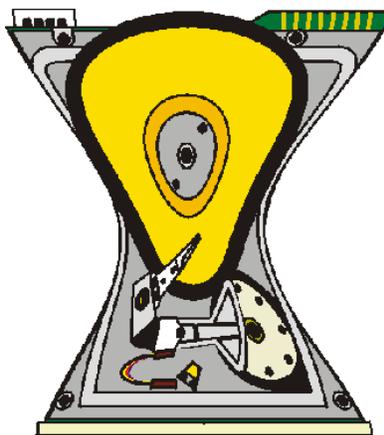
Well, I read recently that FAT32 could reduce the hard drive access time by as much as 50%, and who doesn't want more speed. So I decided to find out what all this FAT stuff was all about and pass it along. Here it is in a nutshell.

The minimum space needed to store a file in most Windows 95-based PCs is in a 32K cluster (since most users don't bother to create or don't want small partitions on their hard drive). In Windows 98, the minimum space needed to store anything has been reduced to a 4K cluster--even with very large partitions. Based on this reduced cluster size, the average you can expect to gain is as much as 28% more hard drive space.

What all this is leading to is a neat little (40 kb) *FREE* FAT32 utility that is available from Microsoft at http://www.microsoft.com/windows/download/fat32.exe that will allow you to check just how much space you could gain by using Windows 98 and converting to the enhanced FAT32 file system.

I recently purchased a new 6.4-gigabyte drive, which brought my total hard drive space to 10.7-gigabytes. After I installed and set up the new drive I had approximately 5 gigabytes of free space left. When I ran the FAT32 utility I found out that I could re-gain another 1 gigabyte of space already utilized.

I don't know what it's going to cost to upgrade to Windows 98 but the extra hard drive space, along with the possibility of decreasing my hard drive access time by up to 50%, is enough for me. Sign me up! ◆

service plans. The server at the TPCUG site does support the extensions, and that makes publishing only the updated pages each time as simple as one click of the mouse. Couldn't be easier.

If FrontPage detects that the server extensions are not supported, it invokes its Publishing Wizard to create a web site for you at your ISP without the extra functionality that you would have if the server extensions were available. In this case, you would have no free discussion group or hit counter, for example.

So what is new in FrontPage 98? First, they have made it much easier to edit your site off line. For some reason, many of us had problems in getting FP 97 to function well when not connected to the Internet. That problem is now solved. Also, now when you delete a file on your local site and then publish, FP asks if you want to also delete the file from the remote site. Previously you had to do this manually.

I should comment that once your site is set up, one very valuable tool is the hyperlink check. As I have noted, on our links page alone we have over 400 hyperlinks to other sites. Checking each of these manually would be a big job. With FrontPage, one click starts the process; when it is finished (a fair length of time later), I have a list of sites with potential problems, meaning that they didn't respond in a certain length of time.

As for new features, they have added many more themes, which get you up and running with a stylish site fast. This is something I have found no use for; I like to create my own "theme"--tacky though it may be. You can now make all your pages have shared borders or navigation bars to give a consistent look to your site—something the TPCUG site lacks. So, you see, even though I think a lot of the program I haven't bought into all the new features which mainly affect the appearance of a site. Additionally you can now easily create hover buttons (move your mouse over them and they change appearance). Now, I might add a few of those.

Like any program, the more you work with it the easier it gets. I have been using it for so long that most everything is second nature. I have noted, though, that beginning users often complain (on the Usenet newsgroup *microsoft.public.frontpage.client* that they get a little lost when they venture away from simple page creation in FP Editor to the actual publishing and maintenance of their web.

The local price is about $50 for the upgrade and $140 for full version. ◆

Beginners' Column

By Merle Nicholson, President,
Tampa PC Users Group

This month, let's work on shortcuts. In previous months we worked a bit with executables (.exe files). You may want to review the previous two articles to recall file names. Remember that our web site has the last several months' newsletters in HTML format and also Acrobat Reader.

Have you set your Windows Explorer to show all files and their extensions? Remember that **Open** means Double-click and **Select** means one click. **Open** *My Computer.* **Open** *Drive C.* (Launches Windows Explorer). **Select** *View, Options, View.* **Select** *Show all Files*, **De-select** *Hide files of these types*, **Select** *Display the full MS-DOS path in the title bar,* and **De-select** *Hide MS-DOS file extensions.* And last, **Select** *Ok.* Let's close this version of Explorer out and use the one on the Start menu. **Select** *Start*, **Select** *programs*, **Select** *Windows Explorer.*

Now back to Explorer. This Explorer has two panes, left and right, called the *Tree Pane* and the *File Pane.* **Select** *View*, then *Details.* Remember that an executable says *Application* under the heading *Type* in the right-hand pane. In the Tree view (the left pane), find *C:* and then find the folder *Windows.* If you select the folder icon, the icon changes from a closed folder to an open folder. If you select the "+" to the left of it, Explorer expands the directories one level below it. If you select the word *Windows*, the effect is the same as selecting the folder icon. Selecting the folder icon is preferred, because selecting the name is also the way to rename a folder and we certainly don't want to do that!

In the right pane there are some things to observe. The columns are named *Name*, *Size*, *Type*, and *Modified.* If you select any of these column headers, you'll see that they are made to sort by that category. The default is to sort by ascending *Name.* But if you click on *Name* and then again, you see that it's now sorted by descending name. I often use this sorting to help me find items, usually to sort by descending date, so that a file I just changed will be at the top.

For this practice, we want to have some of the desktop visible, so look at the top right corner at the three symbols called *Minimize*, *Full* (or *Restore*) and *Close.* *Full* is a square box with the top edge heavier. *Restore* is a symbol depicting two overlaid boxes. If it's currently *Restore*, then click it to change it to *Full*, then grab a corner and resize the window so that Explorer covers either the top or bottom half of the screen. Don't be confused by their names, because they don't describe the current state of the window. If the center symbol is *Full*, then clicking on it will make the window go to full screen, and the

symbol changes to *Restore*, so that you can restore it to a smaller size. Confusing until you practice with it a bit.

We want to find a file Calc.exe for this exercise. An easy way is to sort by ascending name, and since we're looking for an Application, it should be at the top near the folders. So **select** Type once and then scroll down to Applications, and find Calc.exe. Let's make a shortcut for it first, then go on to placing it in the start menu.

Select the file Calc.exe by placing the mouse over the Calc icon and **select** it with the right mouse button, and drag it to an open place on the desktop. When you let go of the mouse button a small pop-up menu comes up with *Move here, Copy here, Make Shortcut(s) here* and *Cancel.* Just before you let go of the mouse, the grayed-out symbol you were dragging changed into a Shortcut symbol. The Shortcut symbol is a box with an up arrow in it bent in the middle to the right. It's small, but this symbol tells you the default action is Make Shortcut(s) here, and indeed if you look at the pop-up menu when you let go, that same selection is bolded, meaning you could have used the left mouse instead and just dropped it and it would have created a shortcut on its own. All of these actions have a default, but the default changes according to what type of file it is and whether you're dropping it onto the same or a different drive. This takes a little practice. Since you use this same technique to copy and move files you'll need to mess with it for a while until you get some idea of what it will do.

Now that we've gotten a shortcut, let's move it to the Start Menu - next month-- since this fills my allotted space. ◆

"Includes Kodak Image enhancements". These printers render just outstanding color pictures. I've bought photo paper and also a pack of greeting card paper. My photo editing so far has been limited to cropping and red-eye elimination and some brightness/contrast adjustments. I've sent two cards out to relatives, with photos and personal notes using Printmaster. They were just delighted with the cards. The prices on scanners have just hit rock bottom. A hundred dollars gets you a good parallel port model and for $20 or so more you can get one that uses a SCSI interface. Great fun. See you at the next meeting. ◆

Special Interest Groups

Communications/Internet SIG

This SIG meets the first Monday of the month at 6 PM at the Reflectone Building. **Directions: Proceed west on Waters from N. Dale Mabry across the railroad tracks, about 1.5 miles; take second left on Savarese. Proceed on Savarese until you reach the Reflectone building. Use the north door.** You must sign up to get on the list and to get by secu- rity. *Contact Charles Howe: at 968-1207 or HOWE@INTNET NET*

Genealogy SIG

This SIG meets the second Monday of the month at 7:00 PM at the Museum of Science and Industry. *Contact Jenny Lind Olin at 960-5723 or Ford Bond at 987-6309 .*

Travel, Jobs, and the Internet

By William LaMartin, Editor,
Tampa PC Users Group

I have recent, first hand knowledge of how useful the Internet can be. In May, my son was graduated from the University of Virginia in Charlottesville, VA. The computer, along with information from the WWW and mapping programs, made our trip there much easier to plan and execute.

To begin with, plane reservations were needed. From the Editor's choice of useful WWW links page at our site, I visited two Travel sites specializing in plane schedules: **The Trip.Com** at http://www.thetrip.com/ and **Southwest Airlines Ticketless Travel** at http://www.iflyswa.com/cgi-bin/ buildItinerary2. Both sites allow you to choose departure and arrival cities and days of travel. They then provide you with a list of flights available, their prices, restrictions for discount fares, types of planes, etc. After finding the round trip flights that were best for us, I could have made the reservations on-line but chose to do that part by phone--just in case the person on the other end knew something that the Internet didn't. We then made rental car reservations by hookup from the airline.

Next thing on the list was somewhere to stay. We combined **AAA** with several sites on the WWW. From the TPCUG Travel section, I used **Hotel, Motel & Bed & Breakfast Directory** at http://www.travelnett.com/. Since we prefer Bed & Breakfast Inns, I also used **Bed & Breakfast Inns Online** at http://www.bbonline.com/, which is in our Newsletter's June Links and soon to be added to the web site.

We fast found that Charlottesville was full to overflowing, being a one business town—the University of Virginia. That led us to Staunton, Va and to the Belle Grae Inn featured in this month's Internet picture of the month.

Once I knew where we would be staying, I could crank up Street Atlas USA 5.0 and have it calculate the best route from Dulles International Airport to the Belle Grae Inn in Staunton and from Staunton to UVa. I printed out the maps and took them with us, including a detailed map of Staunton—something that AAA doesn't carry. To be on the safe side, I also brought the Delorme GPS TripMate unit, the Street Atlas USA CD, and my laptop.

The next thing on my agenda was to get information about graduation at Virginia. For that I went to the UVa site at http://www.virginia.edu/. They had thoughtfully provided a link called **Final Exercises 1998** at http://www.virginia.edu/ ~major/finals98/ . Here were a schedule of events, maps of where visitors could park, a detailed map of the immediate Lawn area where the graduation exercises would take place showing the seating plan and where the procession would be. Nothing was left to doubt. If you go there now all this information will be gone, replaced by video clips of the final exercises, including speeches by Christopher Reeve and the Governor of Virginia. I have found Virginia to be a very "wired" university. When my son applied, I recall it as one of the few universities that offered an online application form.

After graduation, then what? A job! My son went through the usual job interviews on campus, but the job he finally took was found on the Internet. He went to **Yahoo** at http:// www.yahoo.com, searched for "jobs"; something called "**Career Mosaic**" popped up at the top of the screen, he entered more information, and eventually found several companies that specialized in placing programmers. After considering several openings in far-flung places, much to my surprise and pleasure he chose a position in West Palm Beach.

After a job, what's next? A place to live. Back to the Internet. He found the site **Rent Net** at http://www.rentnet.com, called me on the phone from Virginia to set up a NetMeeting, and we viewed apartment complexes in West Palm that were close to his planned work site. All provided detailed specifications, floor plans, photos, and location maps. Some even provided a video tour.

I give the Internet an A+ this past month. ◆

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Adobe Systems	Microsoft
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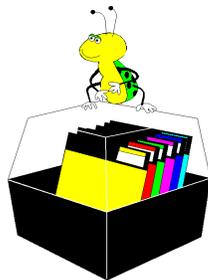
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MEMBERS' HELP LINE

Program	Code
Adobe Acrobat	AA
Alpha4	A4
AOL	AOL
Computer General	CG
Delphi	DE
DOS	DOS
Family Tree Maker	FTM
Hardware General	HG
Hardware Modem	HM
Hardware Printer	HP
HTML coding	HTM
Internet General	IG
Micrografx Graphics Suite	MGS
Microsoft Access	MA
Microsoft Excel	ME
Microsoft FrontPage	FP
Microsoft Office Suite	MOS
Microsoft Publisher	MP
Microsoft Visual Basic	VB
Microsoft Word	MW
Networking	N
PAF	PAF
PaintShop PRO	PSP
Quicken	Q
Visual dBase	VdB
Windows 3.1	W3
Windows 95	W95
Windows NT	WNT
WordPerfect	WP

Name	Time	Phone	Codes
Larry Anders	Mon - Sun 6:00pm - 10:00pm	989-9119	AOL, ME, MW, FP, PSP
Tom Cone	Mon - Sun 7:00pm - 9:00pm	949-3716	A4,VdB
Warren Fuss	10am - 9:30pm	949-6844	CG, WNT, N
Connie Kincaid	evenings & week-ends	661-8185	DOS, MOS,Q
William LaMartin	Mon - Fri 9:00am - 9:00pm	251-3817	AA, FTM, IG, MOS, MP, VB, W95
Merle Nicholson	Mon - Fri 7:30pm - 9:30pm; weekends	879-3602	CG, DE, DOS, HG, HM, HP, W3, VB
Jenny Lind Olin	Mon - Sun 8:00am - 10:00pm	960-5723	ME, MW, PAF, Q, WP
Don Patzsch	Before 8:00pm	689-8662	CG

We encourage other members to add their names to the list of those willing to assist fellow members with their computer problems. Contact William LaMartin to add your name to the list.

Tampa PC Users Group, Inc.
P. O. Box 3492
Tampa, FL 33601-3492

☐ Member: Your membership is up for renewal
☐ Vendor: Your product was reviewed on page ___

up and down on a page. The left arrow allows you to return to a previous page. The right arrow (or the [enter] key) allows you to enter a highlighted link.

- **H)elp** - Calls up an extensive online help guide regarding the use of Lynx. Tap the left arrow key to return to previous page.
- **O)ptions** - Presents a menu of variables the user can change. Tap r to return to Lynx.
- **P)rint** - Provides user with various print options.
- **M)ain Menu** - Returns you to the SCFN Main Menu.
- **Q)uit** - Quits the Suncoast Free-Net.
- **J)ump** to menu - Using the **abbreviations** in the top right corner of most screens you visit (menu=shortcuts). For example, tap j, type help and tap [enter]. This calls up SCFN help.
- **[/]** Search - Locate a word/phrase within the current document.
- **[delete]** History List - Shows a list of sites you have visited.
  ◆

E Fletcher Ave

USF

E Fowler Ave

I - 275

50th St

Parking

Meeting site: MOSI
4801 E Fowler
Main Entrance

To Tampa

N

The map is **not** to scale