The Villages Computer Club - Friday August 10 th, Lake Miona at 1:00PM

Presentation by John DeAngelo titled: Geneology.

This is an interesting subject and knowing what software is available and the techniques involved to document your family's lineage will be shared at this presentation.

Following the presentation will be refreshments, 50/50, door prizes and a problem solving session.

If you have a computer problem you can't resolve, fill out the Troubleshooting Request form found at <a href="http://thevillagescomputerclub.com/">http://thevillagescomputerclub.com/</a> and bring it to the meeting.

Sign up to be on the VCC email list at the VCC home page (above)

For more information on the VCC please reference the clubs web site (above)

Guests are always we lcome but they must have a village ID card.

For information, email Paul Rabenold at TVCC.Pres@gmail.com

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

Great News! I found fresh produce Tuesday at the Lady Lake Market. I met a farmer (Mr. Spencer) that supplies a lot of the produce. He invited me to his home to get fresh frozen, shelled peas and beans, okra, bell pepper, etc.

Give him a call 753-3954 if you're interested in fresh veggies or deer meat.

Directions: Go south on 441 through Lady Lake.

Turn right at Howdy Ya'll BBQ. Turn left on Old Dixie HWY. Follow it around about a 1 1/2 miles to the end and turn right one block to 113 Spencer Lane.

# **Public Library Books for Kindle**

Kindle customers can borrow Kindle books from libraries in the United States that offer digital services from OverDrive. Public Library Books for Kindle can be read on any generation Kindle device, free reading app, or in your web browser with Kindle Cloud Reader.

Lake County has the Digital Services from OverDrive for use with the Kindle. They also will give you written instructions on how to borrow books from Lady Lake Library using your computer and/or your kindle.

#### To borrow a book:

1. Confirm that your local U.S. library offers Public Library Books (eBooks) for Kindle with

OverDrive. Visit the OverDrive website: http://search.overdrive.com/ and select "Library Search."

- 2. Search for and check out Kindle books. When prompted, log in with your library card ID (and PIN, if required).
- 3. Once you've checked out your title, choose <u>Get for Kindle</u>. You'll be redirected to Amazon.com's Public Library Loan page for that title. Choose your device from the "<u>Deliver to</u>" menu, and choose "Get library book" to send the book to your reading app or device. Some publishers do not permit wireless delivery, in which case you may download the book to your computer and then transfer it to your Kindle via USB.

#### Notes:

- You need a library card for the branch from which you want to check out Public Library Books for Kindle.
- Public library books require an active Wi-Fi connection for wireless delivery to a Kindle device, or may be delivered via USB. Library books will not be delivered via your Kindle's 3G connection. Note that Kindle 1st Generation, Kindle 2nd Generation, and Kindle DX only have 3G connection capabilities. However, if you're unable to connect your Kindle device via Wi-Fi, you may instead load your library book to your Kindle device via USB. Learn how: www.amazon.com/kindletransfer If the book has restrictions to be downloaded only via USB, it will only work if you have a Kindle Device.

For more information about Public Library Books for Kindle, see our help page at:

#### www.amazon.com/help/kindle/publiclibraries

<u>www.mylakelibrary.lib.overdrive.com</u> to view a tutorial and learn how to browse, checkout and download your eBook.

3 eBooks may be checked out at a time, and 5 eBooks may be placed on HOLD. eBooks are from your Amazon.com account on your computer. Go to "Manage Your Kindle". A list of title are displayed. Click the "Actions" tab and select "Return this Book".

To delete an item from your Kindle, press and hold the item's title on the Home Screen of your Kindle. When the dialog box appears, tap "Delete this Book" or "Move to Archived Items".

For more info you may call at the Lady Lake Library.

\*

# **Create a System Repair Disc in Windows 7**

The new version of Windows seems to be a lot for stable than previous releases, however you never know when a malfunction might occur. Today we take a look at an option in Windows 7 that lets you create a System Repair disc in case you need to boot from it to recover your OS.

# Create System Repair Disc

Type system repair disc into the search box in the Start menu.

The dialog box opens where you select the right drive and click Create disc. A CD will be fine as it only takes up 142MB of space.	
Using the Disc  If you are having problems with your machine just pop in the recovery disc and boot from it and enter into Windows Setup [EMS Enabled].	•

After it boots up you can access recovery tools or restore the computer back to a system image (see our article on creating a system image in Windows 7).

Now you can choose from different recovery options to help you get your machine back up and running.
You never know when an Operating System disaster might occur,
but having a System Recovery Disc to boot from should be part of your backup and recovery toolbox in case it does.
********
Losing time on the computer clock is usually indicative of a dying CMOS battery in your computer. If your computer is more than 2 years old, go ahead and change that battery. They only cost about \$3.
After replacing the CMOS battery, if the clock continues to lose time, then you have another problem or the CMOS battery purchased was no good.

**CMOS BATTERY REPLACEMENT** 

\*\*\*\*\*\*\*\*\*

The CMOS battery holds the computer's basic settings when you power down your computer. It must not be allowed to die completely. If you notice an ongoing loss of time on your computer clock (bottom righthand corner of screen), it is a good indication that your

CMOS battery is about to go. Replace it. The CMOS battery looks about the size of a quarter and it is mounted on the motherboard of your computer. To Replace -

- 1. Turn off the computer and unplug it from power.
- 2. Open the cover on the tower. Place your hands on the frame of the tower to discharge electric static from you.
- 3. Then using a flashlight read the # written on the back of the CMOS battery. Do not remove it yet.
- 4. Go to a drug store and purchase another battery with the same #. There will be nothing on the battery info to tell you it's a CMOS battery. The correct # will work. About \$3.00.
- 5. With the new battery, remove the old CMOS battery and install the new battery.
- 6. Close up the tower, plug to power and you're off and running.

#### CMOS BATTERY REPLACEMENT FOR GATEWAY

Q: I have a Gateway PC that's 2 years old. Over the past four weeks or so, the process of booting up has been interrupted just after loading the peripherals and before starting Windows. This message appears; NVRAM data invalid: NVRAM cleared. Press F1 to run setup, or press ESC to continue.

I always press ESC, and the Windows bootup starts. How do I get rid of this irritation? A: This problem can be solved by getting a new NVRAM battery. You can order one from Gateway for about \$10. After you obtain the battery, open the PC and follow the instructions that come with the battery.

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

Win 7 HELP

Open IE, click HELP and then Windows Explorer Help.

Click the little icon that looks like a book in the top right corner of the page to get the list below.

\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

# **Laptop Numeric Keypad**

In order to make a full sized keyboard for a laptop, the numeric keypad is laid on top of the "regular" alpha keypad making it an alpha/numeric keyboard.

To access the numbers and symbols seen on some of your keyboard letters, just hold down the FN key that is on the bottom left of most laptop keyboards and press the NUM Lk or Keypad Lk key, or on some laptops, it's the Scroll key + the FN key to switch from alpha keypad to numeric keypad.

When in the numeric keypad mode, you will be unable to type the letters/symbols of your normal alpha keyboard unless you hold down the FN key.

Pressing the FN + Scroll, Num Lk or Keypad LK again will turn off the numeric keypad and you're back to having all keys available to you on your alpha keyboard.

\*

# FUNCTION KEYS: Detailed Use of F Keys

(Function key on windows 7 laptop is on the lower left hand corner of the keyboard just below the shift key and next to the Ctrl button)

#### F1: HELP

F1 invokes either screen-level Help or field-level Help, depending on the position of the cursor on the screen.

If the cursor is on the field label for a data element or on the data element entry field, field-level Help for that data element will be displayed.

If the cursor is on the field label or entry field in the footer area, specialized field-level Help for that field will be displayed.

If the cursor is anywhere else on the screen, screen-level Help will be displayed.

# F2: JUMP

F2 is used to move the cursor between the data entry area of the screen and the **Next Func** entry field or from the **Next Func** field to the previous position on the data entry area of the screen.

#### F3: PREVIOUS MENU/RETURN

F3 is used to navigate back to the last menu that was displayed. On the ECON screen, F3 is used to return to the detail screen from which the update was invoked.

## **F4: CLOSE PROGRAMS**

Close Open Programs before shutting down

# F5: CANCEL

F5 is used to cancel all data which has been entered on a screen since the last time the Update (F9) function was performed. *Note: When the F5 key is pressed, a message will be displayed. "U0130 PRESS PF5 TO COMPLETE CANCEL. PRESS ENTER TO CONTINUE." To cancel the transaction, the user must press F5 again.* 

Pressing F5 again causes the entry screen to be redisplayed with original values restored.

#### **F6: NEXT MESSAGE**

F6 is used on the ECON screen to display the next error message and associated data elements. It also causes the cursor to be positioned at a data element associated with the message if the data element is available for update.

#### F7: BACKWARD SCROLL

F7 is used to display the *previous* "page" of data when there are multiple pages of related data.

#### F8: FORWARD SCROLL

F8 is used to display the *next* "page" of data where there are multiple pages of related data.

### F9: UPDATE

F9 is used to submit the entered data to the EDB edit and update process.

### F10: PREVIOUS FUNCTION

F10 is used to return to the previous screen in a bundle of screens.

### F11: NEXT FUNCTION

F11 is used to advance to the next screen in a bundle of screens.

### **F12: EXIT**

F12 has two functions depending on the activity in progress.

If no employee data has been entered, F12 is used to exit EDB Entry/Update.

If data has been entered for update on one or more EDB Entry/Update screens, and the user has "nested" to another on-line system, such as EDB Inquiry, F12 is used to "exit" the nested function and return to the EDB Entry/Update screen. *Note:* If data has been entered on an Entry/Update screen, an attempt to use F12 before completing or canceling the update process will result in an error message.

\*\*\*\*\*\*\*\*\*\*\*\*\*\*

### Traveling Abroad with Laptop

Most European wall plugs are 220 current. That would fry your laptop unless you use a plug adapter and the laptops are made for both 110 and 220!