

The Villages Computer Club

Don't forget that this **Saturday Oct 19th** from 9am to 3pm is the Technology Expo at Colony Cottage Recreation Center (see the attached announcement). You will certainly enjoy attending this event.

There will also be a VCC meeting on **Friday, Oct 18th** (see below):

The Villages Computer Club will meet at 1 p.m. Friday Oct 18th at La Hacienda Recreation Center.

The program will feature a presentation on " Dealing with the Demise of Windows XP" by Peter Cronas and John Campbell.

What can you expect from Microsoft if you have an XP computer? What advice should I give to my friends that ask me about their XP computers? Just how long can I hold off upgrading? These questions and more will be addressed during this presentation.

Following the presentation will be refreshments, 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 thevillagescomputerclub.com and bring it to the meeting. Forms are also available at the meeting. Ask for one when you pick up your door prize ticket.

Guests are always welcome, please bring your village ID card. For information or to sign up to be on the VCC email list, visit the website or email Paul Rabenold at TVCC.Pres@gmail.com

Paul Rabenold

Active Clock

This nice software will make your computer chime like a grandfather clock! Also, it works fine as alarm clock.

[Click here: Active Clock - Free software downloads and software reviews - CNET Download.com](#)

XP and the Atomic Clock

Microsoft Windows XP has a built-in utility to synchronize the computer's clock to the U.S. Atomic clock. To synchronize your computer's clock,

1. Double left-mouse click on the time shown in the bottom right-hand side of the screen.
2. After the Date and Time Properties window comes up, click on the Internet Time tab.

3. Choose the time.windows.com or the time.nist.gov server and then click on the Update Now button.

This procedure synchronizes your computer's clock with the U.S. Atomic clock. You can also choose to automatically synchronize your clock to the Internet time server from the Internet Time tab.

Note: 99.99999% accurate (network variations reduce accuracy). Since PC clocks are notorious for their "drift" but if you need exact to the second/millisecond time, the PC clock will be slightly off. Then you would want to compare to Naval Observatory Time at [Click here: What time is it?](#).

Access report into a Word document (Word 97/2000/2002)

If you're a Microsoft Access user, you may often need to distribute database reports to colleagues. However, if they don't have Access on their systems or can't connect to a particular data source, they won't be able to view the report. Although printing hard copy is always an option, it can be inefficient to work with and costly to distribute. As an alternative, you can turn an Access report into a file that users can open and edit with MSWord.

The easiest way to convert an Access report into a Word document is using the Office Links feature. In Access, preview the report you want to convert, or select it within the Database window.

Then, choose Tools | Office Links | Publish It With MS Word from the menu bar. If you're previewing the report, you can also export it to Word using the menu attached to the Office Links toolbar button. Note that the created file is in a Rich Text Format (RTF). This means that most of the report formatting will be preserved. However, the file won't contain any graphical objects that existed in the original report, such as pictures or embedded objects.

Note: A viewer for Access files may be downloaded from www.microsoft.com web site.

Access Query for Total Multiple Criteria

Need a total based on criteria? A Totals query works fine until the criteria involve a range of values instead of just one. For instance, let's suppose you want to sum percentage values by regional status. If you just want to sum percentages for all the records that pertain to one region, a Totals query will work just fine. If you want to sum all the percentages for more than one region, you may run into difficulty. A Totals query will return the result you need--you just need to rethink the criteria.

For instance, in this situation, you'd simply group the Totals query by the Region field and Sum the Percentage field. To narrow the criteria, you'd still select Sum from the Percentage field's Total field. But here's the trick: Specify the criteria in the Percentage field's Criteria cell. For instance, to sum all the percentages for Kentucky, Indiana, and Ohio, you'd use an expression similar to this:

[Region] = "KY" Or "IN" Or "OH"

The results of the query will be one value--the sum of the percentage values in Kentucky, Indiana, and Ohio.

Access Cell Selection

It's easy to select a cell in data sheet view--simply click it. However, doing so doesn't select the entire entry or even the entire cell. It selects a portion of the entry, depending on where you click. Access selects the entry up to the cursor.

Pressing F8 extends the selection to the end of the current word. In other words, pressing F8 continues to extend the selection--by components--until you've selected the entire cell. For instance, if you click between the P and the I in the entry Apple Pie, Access selects "ie". Pressing F8 extends that selection to include the entire word, "Pie". A second press selects "Apple Pie" and a third press selects the entire cell.

Add Programs to the All Programs List

Usually any program that is installed adds itself to the All Programs list. If not, there is a way to add a program to the list.

1. Right click Start...click Explore.
2. Scroll down to Documents & Settings and click the +. Scroll down to All Users and click the +. Scroll down to Start Menu and click the +.
3. Click once on Programs to select and click File...New...Folder.
4. Type the name of the program you are going to add as the name for the New Folder. Doubleclick the folder's icon.
5. Locate the Program you wish to see in the All Programs list in C:\Windows/Program folder. Right click the program folder of the program you want listed in All Programs and select SEND TO (create shortcut)Desktop.
6. Right click the shortcut on the desktop and select COPY.
7. Locate the program folder you created in step 4 in C:\Documents & Settings/All Users/Start Menu/Programs. Right click the folder you created and select Paste.
8. That program will now be seen on the All Programs List.

Remove programs

Q: I want to remove some applications from an old computer. But the Control Panel doesn't list the applications. How do I completely remove applications?

A: The item you're looking for is actually called Add/Remove Programs. If it's missing, there are several options:

Try reinstalling Windows from the original disk; this is a simple process if you have a CD-ROM, but it can be more time-consuming if you must use floppies. The process of reinstalling should place Add/Remove Programs in the Control Panel.

Another course of action is to simply delete the programs directly from the hard disk. Open Windows Explorer and place the cursor on the folder of the program you want to remove. Then hit the Delete button and answer Yes when prompted to move the program to the Recycle Bin. This procedure will leave traces of the program application on the hard disk, but it won't permit the next owner of the computer to use the software. (Programs should ideally always be Uninstalled and not just deleted)

There also are several software programs that will do a nifty job of removing applications, but it doesn't sound like it's a necessity for your old computer.

Try these other two methods before just deleting a program which can be done ONLY as a last resort.

Another way to uninstall programs is to click START...Programs and locate the program on the list. It may have it's own uninstall listed there. Click it.

Another possibility is to put in the program CD, when it comes up to install, select Uninstall instead.

Computer Loses Time

If your computer loses time, it could indicate that the CMOS battery is about to go. Use the **Date/Time** tool to set the correct time and then check how much time it has lost in the next few days.

To set the correct time, rightclick the TIME at the right end of the bottom taskbar and select Adjust Time/Date

OR

1. Click **Start**, point to **Settings**, and then click **Control Panel**.
2. Double-click **Date/Time**.
3. On the **Date & Time** tab, configure the correct time, and then click **OK**.

To determine if the time loss is a result of a weak computer battery:

1. Click **Start**, point to **Programs**, and then click **MS-DOS Prompt**.
2. At the command prompt, type *t i m e*, and then press ENTER.
3. Compare this time with the time that is reported by the clock on the taskbar.
4. Type *e x i t*, and then press ENTER.

If the computer's time and the time on the clock are different, the computer's battery may be too weak to keep accurate time, and it should be replaced. For information about how to replace the

battery, refer to the documentation included with your computer. Do not try to replace the CMOS battery on a Laptop.

Most CMOS batteries may be changed:

1. Power down the computer. Unplug power.
2. Open the CPU case and look on the motherboard for a shiny battery about the size of a quarter. Write down the number. Go to drugstore and purchase a battery with that number.
3. Remove the old battery from the motherboard and immediately put in the new one.
4. Replace the CPU cover. Plug in the computer and power up.
5. Doubleclick the time on the right end of the taskbar to bring up the clock. Reset.
NOTE: This problem does not affect the clock in your computer's CMOS.

ASSOCIATING FILES WITH PROGRAMS

Ever get a file and it has the little Microsoft icon and when you doubleclick to open it, you get a message stating, "Which program do you want to open this with?" and an **OPEN WITH** box pops up with a list of all the programs in YOUR computer?

Select the correct program,(if you know which one to select) and **check** the "**Always use this program to open this type of file**" box but only if you are **sure this is the program** you want to **Always** use to open this file, otherwise make sure this box is **UNChecked** and then click on OK. By leaving the box below UNCHECKED it allows you to try a different program if the first one you tried DIDN'T open the program.

To change the program that has been associated with particular file extensions (the three letters after the dot at the end of a file name):

1. In **My Computer** or **Windows Explorer**, on the **View** menu, click **Folder Options**.
2. Click the **File Types** tab.
3. In the list of file types, click the one you want to change.
4. Click **Edit**.
5. In **Actions**, click Open.
6. Click **Edit**.
7. In **Application used to perform action**, enter the program you want to use to open files that have this extension, and then click OK. (Example: If you want to use the program Kodaking.exe to open all .jpg files, you would type into that blank C:\windows\kodaking.exe. This tells the computer the program to use (Kodaking.exe) and it's location or path (C:\Windows

UNASSOCIATING FILES (Just in case you forgot to take the little check out of the box below the Associate box in the instructions above as I have often done, to my distress later.jmax)

Should you find a file that has been associated with a program that cannot open that file click **on the file once to select it, then hold down the Shift key while you right-click on it. Choose Open With. Select the correct program and check the "Always use this program to open this type of file" box and then click on OK. Or, if you don't find the program, click on the Other button and navigate to the correct program on your drive.**

Or, Click on MY COMPUTER
Click on VIEW (on the menu bar at the top)
Click on OPTIONS
Click on FILE TYPES tab
You'll see a list of REGISTERED FILE TYPES

REGISTERED means the computer knows what action to take when this type of file is accessed (associated). For example, when you select Bitmap Image or .bmp, the FILE TYPE DETAILS area reveals the type, extension, and content and which program will be used to open these files.

Clicking the EDIT button will allow you to modify the settings.

(you've mistakenly associated a file with the wrong program and forgot to take out the check mark)

Click on the file once to select it, then hold down the Shift key while you right-click on it. Choose Open With. Select the correct program, check the "Always use this program to open this type of file" box and click on OK. Or, if you don't find the program, click on the Other button and navigate to the correct program on your drive.

BAILEYS JESUS

God recently allowed me to see Jesus through the eyes of someone seeing Him for the first time. Having the advantage of knowing how the story ends, we can easily forget the cost of our redemption and the love of our Savior.

Every year we attend a local church pageant at Christmas time, which tells the story of Jesus from His birth through His resurrection. It is a spectacular event, with live animals and hundreds of cast members in realistic costumes. The magi enter the huge auditorium on llamas from the rear, descending the steps in pomp and majesty. Roman soldiers look huge and menacing in their costumes and makeup.

Of all the years we have attended, one stands out indelibly in my heart. It was the year we took our then three-year-old granddaughter, Bailey, who loves Jesus. She was mesmerized throughout the entire play, not just watching, but involved as if she were a player. She watches as Joseph and Mary travel to the Inn and is thrilled when she sees the baby Jesus in His mother's arms.

When Jesus, on a young donkey, descends the steps from the back of the auditorium, depicting His triumphal entry into Jerusalem, Bailey was ecstatic. As he neared our aisle, Bailey began jumping up and down, screaming, "Jesus, Jesus! There's Jesus!" Not just saying the words but exclaiming them with every fiber of her being. She alternated between screaming his name and hugging us. "It's Jesus. Look!" I thought she might actually pass out. Tears filled my eyes as I looked at Jesus through the eyes of a child in love with Him, seeing Him for the first time. How like the blind beggar screaming out in reckless abandon, "Jesus, Jesus!", afraid he might miss Him, not caring what others thought. (Mark 10:46-52)

This was so much fun. Then came the arrest scene. On stage, the soldiers shoved and slapped Jesus as they moved Him from the Garden of Gethsemane to Pilate. Bailey responded as if she were in the crowd of women, with terror and anger. "Stop it!" she screamed. "Bad soldiers, stop it!" As I watched her reaction, I wished we had talked to her before the play. "Bailey it's OK. They are just pretending." "They are hurting Jesus! Stop it!" She stood in her seat reacting to each and every move. People around us at first smiled at her reaction, thinking "How cute!". Then they quit smiling and began watching her watch Him.

In a most powerful scene, the soldiers lead Jesus carrying the cross down the steps of the auditorium from the back. They were yelling, whipping, and cursing at Jesus, who was bloodied and beaten. Bailey was now hysterical. "Stop it! Soldiers! Stop it," she screamed. She must have been wondering why all these people did nothing.

She then began to cry instead of scream. "Jesus, Oh, Jesus!" People all around us began to weep as we all watch this devoted little disciple see her Jesus beaten and killed as those first century disciples had.

Going back and forth between her mother's lap and mine for comfort, she was distraught. I kept saying, "Bailey, it's OK. Jesus is going to be OK. These are just people pretending to be soldiers. She looked at me like I was crazy. In my lap, we talked through the cross and burial. "Watch, Bailey, watch for Jesus!"

The tomb began to tremble and lightening flashed as the stone rolled away. A Super Bowl touchdown cheer couldn't come close to matching this little one's reaction to the resurrection. "Jesus! He's OK. Mommy, it's Jesus!" I prayed that she wasn't going to be traumatized by this event, but that she would remember it. I shall never forget it. I shall never forget seeing Jesus's suffering, crucifixion, and resurrection through the eyes of an innocent child.

Following the pageant the actors all assembled in the foyer to be greeted by the audience. As we passed by some of the soldiers Bailey screamed out, "Bad soldier, don't you hurt Jesus." The actor who portrayed Jesus was some

distance away surrounded by well-wishers and friends. Bailey broke away from us and ran toward him, wrapping herself around his legs, holding on for dear life. He hugged her and said, "Jesus loves you." He patted her to go away.

She wouldn't let go. She kept clinging to Him, laughing and calling His name She wasn't about to let go of her Jesus.

I think God in heaven stopped what ever was going on that day and made all the angels watch Bailey. "Now, look there! You see what I meant when I said,'Of such is the kingdom of heaven?'"

Bailey's reaction should be our reaction every day. When we think of Him, who He is, what He did for us, and what He offers us, we have to say how can we do anything less than worship Him?

Jmax

Jmax's Website <http://www.jmaxbits.com/>

Jmax Bits Newsletter is now posted each Monday & Thursday on the website. You have the option for a .pdf or a .rtf file.

1. For help with a computer problem, put HELP in the subject line and give me info about the computer you're using, if you know it.

2. To view or print Jmax Bits Good Services List in the Villages area, click link www.jmaxbits.com

3. To sign up for the non-computer newsletter, send an email to VLGSCclassifieds@aol.com. Put SUBSCRIBE in the subject line. To send an Ad, place AD in the subject line.

4. The Villages Computer Club's web page: [Click here: Welcome To The Villages Computer Club](#)

To add your name to the VCC announcements list, send email to TheVCC-subscribe@yahoogroups.com

5. Fred Benson's website www.thevillagescomputerbasics.com