The Villages Computer Club

NO MEETING 11/22/2013

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Delta Airlines

I had no idea Delta does this. God Bless them!

Thank you Delta Airline employees.

http://www.youtube.com/embed/c_VGxfmDmEo

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Have you installed Win 8 or upgraded to Win 8.1? If so, you really should see the presentation re these at the VCC web site. Click the link below and scroll down to the presentations. You may open and review or download these.

http://thevillagescomputerclub.com/presentations.php
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Hyperlinks that don't work when you click them

 Someone just sent me a URL(that's the first one below)
Knowing that it is **not** a hyperlink because it's not blue, I have two choices:
a. Copy the URL and paste it into my browser's address bar and click go
b. Copy and paste into a new email form, then highlight it and select Insert Hyperlink form the dropdown menu. Now it is a hyperlink and I can click it to go to the site or share it to someone as an active hyperlink.
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Font Enlarged Easily

1. **Hold down the CTRL key and roll the small wheel in the middle of your 3-wheel mouse.**
2. **Move the wheel away from you for print to be enlarged.**
3. **Drag the wheel towards you and the print will be reduced in size.**
Note: If your mouse doesn't do this, go to control panel, click the Mouse icon and check the mouse settings for your mouse.
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Win 7 Font Default in Win Mail

To permanently set the default font face and color for new messages in Windows Live Mail, Windows Mail or Outlook Express:

- Select *Tools | Options...* from the menu in Windows Live Mail, Windows Mail or Outlook Express.
  - In Windows Live Mail, you may have to hold down the *Alt* key to see the menu bar.
- Go to the *Compose* tab.
- Under *Compose Font*, click the *Font Settings...* button next to *Mail:*.
- Choose the desired font and color.
- Click *OK*.

Does The Font Still Look Unnaturally Small?

If you have changed your default font to a larger type but still can barely see what you are typing, it may be your reading font settings' fault. Check in the main Windows Mail or Outlook Express window under *View | Text Size*.

Default Stationery Overrides Default Font

Note: to make sure Windows Live Mail, Windows Mail or Outlook Express is using the font you just specified no default stationery must be defined or its font settings will be used no matter what you specified under *Font Settings...*.

Suggested Reading

- How to Change the New Mail Sound in Outlook, Windows Live Mail, Windows Mail...
- How to Create a Signature in Windows Live Mail, Windows Mail or Outlook Express
- How to Change the Font Size of the Windows Mail or Outlook Express Message List

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AOL Default Font and Text Settings

You can customize your AOL font and text settings by changing the <u>default</u> settings.

1. **Bring up AOL and log on.**
2. **Click Settings and select the Category tab**
3. **Scroll down to Customize AOL and scroll down to Font and Text. You see the default box...set the script to your choice and the font to the size you like.**
4. **Click SAVE**
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Centurylink forwarded to gMail account

 1.Log In at http://centurylink.net .
2. Click on the Check Email link to load your Webmail page.
3. In Webmail, click on Preferences at the top.
4. Click on the Mail tab.
5. In the field labeled "Forward a copy to" type in the gMail email address you want your mail to be forwarded to.
6. If you do not wish to store a copy of the forwarded message in your CenturyLink mailbox, check the box next to "Don't keep a local copy of messages".
7. Click the Save button at the top left. All future messages sent to your CenturyLink email address will now be forwarded to the email address you entered.
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Migrating to Gmail

Email accounts aren't easy to get rid of - they store information you might need in the future, and the fact that most of them are free means it's easier to just keep it and go on using it. One could keep that old Hotmail account, even if it's mostly used as a send-your-spam-here account.

 If you're ready to make the switch to Gmail from, say, AOL or another service, the (click here:) good folks at CNET note that Google provides a tool to help you move everything over to a new Gmail account. You'll be able to take advantage of all the features and convenience of a Gmail account with everything you had at the old account.

Even if you don't want to give it up now, you can point your account to Gmail and run everything from there. Choices abound.

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Gmail Contacts Added

1. Click **Contacts** along the left side of any page.
2. Click the **New Contact** button in the top-left corner of the Contact Manager.
3. Enter your contact's information in the appropriate fields.

4. Click **Save** to add your contact.

You can enter additional contact info by clicking **More Information** or by clicking the **add** link next to the appropriate field. Enter your contact's information in the appropriate fields and click **Save**.

NOTE: Email addresses are <u>automatically</u> added to your Contacts list each time you use the Reply, Reply to all, or Forward functions to send messages to addresses not previously stored in your Contacts list. If these addresses don't appear immediately, try waiting a few minutes or signing out of your account and signing back in. "Also, each time you mark a message as 'Not Spam,' your Contacts list is automatically updated so that future messages from that sender are received in your inbox.

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Earthlink Address Book Saved as .csv file on your computer

Web Mail can export your list of contacts to a "comma separated value" file that can be read by many other applications, such as Microsoft Excel.

To export your address book, click the **Export Address Book** link in your Web Mail **Preferences**.

This creates a.csv file which you can import into the OE address book or other ISP program or to a folder on your hard drive, or to a floppy or flash drive.

This copy of the Address Book.csv file can be imported back into Earthlink, to OE or to any other address book that uses a .csv file format.

Importing CSV files

Most email programs allowing saving it's address book as a .csv file. AOL saves it's address book as a .pdf file.

To import contacts to Gmail:

1. Create a [custom CSV file](#), or [export the address book](#) from your other webmail provider or email client as a CSV file.
2. Sign in to Gmail.
3. Click **Contacts** (located below your list of views) on any Gmail page.
4. Click **Import** in the top portion of the Contact Manager.
5. Click the **Browse...** button and locate the CSV file you'd like to upload.
6. Select the file and click the **Import** button.

Once you've successfully uploaded the document, Gmail will display the number of contacts imported.

A few things to keep in mind:

If some entries aren't included in your Contacts list, Gmail tells you why these entries were left out.

If you receive error messages when attempting to import your contacts, you may need to edit your CSV file.

Exporting Gmail contacts

You can quickly export your Gmail Contacts list into a CSV file. Here's how:

1. Sign in to Gmail.
2. Click **Contacts** along the side of any Gmail page.
3. Click **Export** at the top of your Contacts list.
4. Choose whether to export all contacts or only one group.
5. Select the format in which you'd like to export your contacts' information.
6. Click **Export**.
7. Choose **Save to Disk** then click **OK**.
8. Select a location to save your file, and click 'OK.'

Depending on the requirements of the program to which you're importing your contacts, you can easily edit this CSV to fit your needs.

Note 1: contact exports will not include group information.

Note 2: AOL addresses are not saved as .csv files. One way of converting and moving them to Gmail is by creating a spreadsheet or database of the addresses and save it as a .csv file, but I doubt you'll find doing that any easier than just redoing the addresses manually.
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Gmail Labels (Folders)

Instead of creating folders in which to save Gmail email, you may add a label or labels to the email from a particular senders. You have the option also to add more than one label to an email.

Using labels

Labels do all the work folders do and give you an extra bonus: you can add more than one to a conversation. Once you've created a label, you can view all the messages with that label by searching, or by clicking the label name along the left side of any Gmail page.

Create a label:

Click the **Labels** drop-down menu or if you have keyboard shortcuts enabled, type **l**. Or, just click Settings > Labels.

1. Select **Create new**.
2. Type the name of your new label and click **Ok**

Any selected messages will automatically be categorized under your new label. If you'd like to keep organized, you can remove a labeled conversation from your inbox by archiving it and view it later by clicking **All Mail**, or by clicking the label name along the left side of any Gmail page.

To apply a label to a message, you can select the checkbox next to the message(s) in question, and then select the label name from the **Labels** drop-down menu (or you can label a single message while you're reading it by using the drop-down menu or the keyboard shortcut L). You can also drag a message to a label's name to move that message to a label.

Edit a label name:

1. Click the down-arrow to the left of the label.
2. Select **Rename**.
3. Enter the new label name, and click **OK**.

All the messages categorized under your old label name will now be categorized under your new label.

Organizing and deleting labels

You can control which labels appear in your list on the left.

1. Click **Settings > Labels**
2. Click the **show** or **hide** link next to each label to choose whether it's listed. Or, if you see a label you don't need anymore, you can always click **remove**. (You'll have to confirm that you'd like to remove the label by clicking **OK**).

You can also show, hide, or delete one label at a time by clicking the down-arrow to the left of that label.

Use the **Move to** drop-down menu or the keyboard shortcut **v** if you want to apply a label to a message and move it to that label at the same time.

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Email Held on the Server in Comcast

Q. Does Comcast hold a copy of all email on it's server?

If you are doing email at www.comcast.net, then the email is deleted when YOU delete it in that email program.

However, if you are using Comcast.net through Outlook Express or Outlook and you've selected the preference "leave a copy" on the Comcast server, then a copy is being held on the server until you purge the server.

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What a stunning commercial from BBC!

www.youtube.com/embed/auSo1MyWf8g?rel=0

www.youtube.com/embed/auSo1MyWf8g?rel=0

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This clip is spoken in German but its totally understandable in any language.

http://www.snotr.com/video/8965/
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This is My kind of recipe

Mini Chicken Pot Pies

Mini Chicken Pot Pies with just four ingredients? Nope - you're not dreaming! Here's what you need:
2 cups frozen mixed vegetables,
thawed
1 cup diced cooked chicken ...
1 can (10 3/4 oz) condensed cream of chicken soup
1 can (16.3 oz) Pillsbury Grands! Flaky Layers refrigerated biscuits

Here's what you need to do:
1) Heat oven to 375°F. In medium bowl, combine vegetables, chicken and soup; mix well.
2) Press each biscuit into 5 1/2-inch round. Place 1 round in each of 8 greased regular-size muffin cups. Firmly press in bottom and up side, forming 3/4-inch rim. Spoon a generous 1/3 cup chicken mixture into each. Pull edges of dough over filling toward center; pleat and pinch dough gently to hold in place.
3) Bake at 375°F 20 to 22 minutes or until biscuits are golden brown. Cool 1 minute; remove from pan.

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

VLGSClassifieds@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](#)