

## THE VILLAGES COMPUTER CLUB

The Villages Computer Club will meet at 1 p.m. Friday April 19th at La Hacienda Recreation Center.

The program will feature a presentation on "**Clean Up / Tune Up Your Computer**" by Bob Petrilak

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](http://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](mailto:TVCC.Pres@gmail.com)

[thevillagescomputerclub.com](http://thevillagescomputerclub.com)

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Are you now using Win 8 and missing that Win 7 START button?  
Click here: [Restore Your Start Button on Windows 8 - Free and Easy to Use Tool](#)

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### **Win 8 Lock Screen Disabled**

If you're not familiar with it, the lock screen is enabled after a Windows 8 PC is awoken from sleep mode. The lock screen often displays the current local weather, the time, and the number of emails waiting in your inbox.

To dismiss the lock screen, a user must close it with a click or drag up and away using the touch screen controls (assuming your PC contains touch screen hardware).

Only then will you be presented with a log-in prompt where you can enter your user name and password.

Some users might find the information presented by the lock screen useful, but for others it's just an annoying obstacle that decreases productivity.

### **Disable Win 8 Lock Screen**

From the Windows 8 Start screen, hit the Windows key and 'R' at the same time. A run dialog box will then appear.

In that dialog box, type gpedit.msc and click 'OK.' You will then be presented with the Local Group Policy Editor.

Next, click on 'Computer Configuration,' 'Administrative Tools,' 'Control Panel,' and finally 'Personalization.'

You'll then be presented with a few options related to the lock screen. From this display you can change the lock screen image or completely disable the lock screen.

To disable the lock screen, simply double-click 'Do not display the lock screen.'

One last dialog box will then appear. Once it does, simply select 'Enabled' and then click 'OK.' (Keep in mind the wording here: you're 'enabling' 'Do not display the lock screen.')

Once you've changed these settings, you shouldn't see that annoying lock screen on your Windows 8 computer ever again!

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### Computer Rebooting Cycle Win 7

Heat can cause a computer to reboot. A faulty fan or seized fan may not be cooling as it should. Also, dust bunnies can clog the fan. As soon as the CPU heats up, it will reboot. Try this.

1. Shutdown the computer and allow it to cool for about 10 minutes.
2. Remove the cover on the CPU cover. (Do not attempt to remove the cover of a laptop. That's a job for the professionals)
3. Power up the CPU . If it doesn't reboot as it did before the problem may well be a non-working fan or a fan clogged with dust bunnies, a mouse, a snake or other air-blocking agent.
4. To remove 'dust bunnies' or such, shutdown computer, unplug from power. Open the case and using a can of compressed air blow out the dust.

**Note: In Win 7 it's a good idea to uncheck the automatic restart in System Failure because should a system failure occur such as the blue screen of death, the computer begins restart and doesn't stop it just continues to reboot...reboot ....reboot.**

To disable this feature:

1. Click Start...Control Panel
2. Click System
3. On the left column click Advanced system Settings
- 4 Under System Failure, uncheck automatic restart

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## **Computer System Information Win 7**

**Display system information about YOUR computer:**

**1. Click Start and type System in the search box to bring up a list. Under Control panel select System.**

**2. Click Start...Control Panel and select System.**

**or**

**3. Rightclick My Computer on the desktop and select Properties**

**Note: The Windows Experience Index base score shown in the System window is not a cumulative rating. It is the lowest of the individual ratings scored by the following:**

**Processor speed**

**Installed RAM**

**General desktop graphics capabilities**

**Primary hard disk data transfer rate**

**The highest score available for a Windows 7 computer is a 7.9(updated from 5.9 in Windows Vista.**

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## **Disable or Delete a User Account in Win 7**

A disabled User's account is no longer available but all of it's settings, folders and files remain in place.

A deleted User's account has all it's settings removed and cannot be restored. You can choose during deletion whether or not to retain it's folders and files.

### **Disable a User's Account**

**1. Click Start...rightclick Computer and select Manage.**

**2. Click Local Users and Groups.**

**3. Doubleclick the Users folder and doubleclick the User Name of the account to be disabled.**

**4. In the Properties dialog box, select the Account's disabled check box. Click Ok.**

**5. Close the Computer Management window. The account no longer appears in the Manage Accounts window of Control Panel.**

### **Enable a Disabled User Account**

- 1. Perform steps 1-3 in the above procedure.**
- 2. In the Properties dialog box, clear the Account's Disabled check box and click Ok.**
- 3. Close the Computer Management window. The account now reappears in the Manage Accounts window of the Control Panel.**

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### **Folder Icons or Details XP**

For a demo, rightclick START and click Explore.

If you prefer to see pictures (icons) that represent the subfolders stored in a folder, then you would want to click VIEW and select ICONS.

But, if you prefer to know more about each folder, then click VIEW and select DETAILS. You will usually see a little block that has what appears to be tiny icons on it sitting on the menu bar. Click that little block and you'll get the same choices as when clicking VIEW. There are also other choices such as thumbnails, that's icons with a frame. Also, List which is just a list of folder content with no other info.

Note: Win 7 The tiny VIEW icon is at the right end of the menu bar. Click it and then click the down arrow to select your preference.

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### **Win 7 SnipIt Tool**

1. Click Start...Accessories
2. Append the SnipIt tool to your Start Menu or to your Taskbar.

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### **Win 8 Snipping Tool**

**Press the Windows key and start typing "Snipping Tool." The option to open the program will be offered to you simply by hitting the Enter key.**

**With this, you can take a snapshot of the entire screen if you desire. However, there is also the option to capture any "free form" section of the display screen or a simple rectangular area.**

**Once you've defined the area you want to capture, Snipping Tool saves that portion of the display image, and even lets you direct the image to be saved any folder you wish. (Source: pcadvisor.co.uk)**

**Here's a quick guide on how to use the Snipping Tool:**

- **Choosing Free Form Snip will allow you to drag the cursor to define and capture any irregular part of the screen.**
- **Choosing Rectangular Snip will allow you to drag the cursor to define any size rectangular area to capture.**
- **Choosing Windows Snip will allow you to select any open window, such as a browser window or a dialogue box (instant message, etc.) and capture its contents.**
- **Choosing Full-Screen Snip will allow you to capture the entire screen (same as Print Screen).**

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## **Applications Run with Win 8**

**You should run the Compatibility Assistant for Win 8 before upgrading to Win 8 in order to learn which of your old apps will run on Win 8.**

**According to Microsoft, any software or applications currently working in Windows 7 will transition without upgrade to Windows 8. If you're using an older version of Windows, however, there are no guarantees.**

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## **Getting Help with Windows 7**

**The Windows Help and Support contains answers to most questions you have about Win 7. Use it. Below is an example of information about Libraries. Check it out now before you're in a situation where you need an answer ASAP.**

- 1. Click Start and click Help and Support.**
- 2. In the search box type LIBRARIES. Click ENTER.**

**A list is presented related to Libraries.**

**Learn by clicking one topic at a time and carefully reading it. For instance,**

### **What is a library?**

**In some ways, a library is similar to a folder. For example, when you open a library, you'll see one or more files. However, unlike a folder, a library**

gathers files that are stored in several locations. This is a subtle, but important, difference. Libraries don't actually store your items. They monitor folders that contain your items, and let you access and arrange the items in different ways. For instance, if you have music files in folders on your hard disk and on an external drive, you can access all of your music files at once using the Music library.

### [How do I create or change a library?](#)

Windows has four default libraries: Documents, Music, Pictures, and Videos.

#### **To create a new library**

Click the Start button, click your user name (which opens your [personal folder](#)), and then, in the left pane, click Libraries.

1. In Libraries, on the [toolbar](#), click New library.
2. Type a name for the library, and then press Enter.

#### **To change a library**

Include or remove a folder.

Change the default save location

Change the type of file a library is optimized for

### [What happens if I delete a library or the items in a library?](#)

If you delete a library, the library itself is moved to the Recycle Bin. The files and folders that were accessible in the library are stored elsewhere and therefore aren't deleted. If you accidentally delete one of the four default libraries (Documents, Music, Pictures, or Videos), you can restore it to its original state in the [navigation pane](#) by right-clicking Libraries and then clicking Restore default libraries.

If you delete files or folders from within a library, they are also deleted from their original locations. If you want to remove an item from a library but not delete it from the location it's stored in, you should remove the

folder containing the item. For more information, see [Include folders in a library](#).

Similarly, if you include a folder in a library and then delete the folder from its original location, the folder is no longer accessible in the library.

### **[Why can't I search or arrange files from a folder that I recently included in a library?](#)**

If a folder from a non-indexed location (such as an external hard drive or a network) was recently included in a library and it contains a large number of files, it might take some time for the library to add those files to the [index](#). During the indexing process, searches and file arrangements might appear incomplete. For more information about indexing, see [Improve Windows searches using the index: frequently asked questions](#).

### **[What types of locations are supported in libraries?](#)**

You can include folders in a library from many different [locations](#), such as your computer's C drive, an external hard drive, or a network.

**3. On the Windows Help and Support tool bar click the Browse Help icon(looks like a book).** The contents of the HELP file appears, organized by category.

**4. Click Files, Folders and Libraries.** The topics in that category are listed along with subcategories.

**5. Click the Working with Libraries topic.** The topic is displayed.

Note: Clicking a **green** word or phrase displays it's definition. Click away from the definition box to close it.

**6. Read the topic.** Click **BACK** one or more tims to return to Files, Folders and Libraries category.

**7.Click the Creating, opening and saving category,** and then click the SAVE A File topic. The title of each of the topic's subtopics is shown in bold text and preceded by an arrow.

**8. At the top of the topic, click SHOW ALL.** The two subtopics expand to display hidden information. You can PRINT the displayed topic by clicking the PRINT button on the toolbar. Subtopics will be printed only if they are displayed.

**9. On the toolbar click ASK.** Other ways to get help will be displayed.

**10. Click the X on the tool bar to CLOSE.**

If your question is about Win 7 and you can't find the answer here, search on Microsoft's Knowledge Base at [www.support.microsoft.com](http://www.support.microsoft.com) or at [www.support.microsoft.com/gp/selfoverview/](http://www.support.microsoft.com/gp/selfoverview/)

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Here is the 2012 video of the finding of Noah's Ark

[http://www.youtube.com/watch?feature=player\\_detailpage&v=rZawvOX\\_uo0](http://www.youtube.com/watch?feature=player_detailpage&v=rZawvOX_uo0)

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