Janet attended the Computer Technology Conference and in her article on page 2 talks about some of her favorite presentations. She also recommends checking out the list of March Classes. It’s a great lineup for March.

On page 2 Darrel previews the March meeting speaker, Bob Gostischa, who will talk about computer security. This is a meeting you won’t want to miss as Bob is very knowledgeable about this subject, and you will have a chance to ask him your computer and Internet security questions.

If you haven’t renewed your expired membership, Guy explains how to renew so you won’t be dropped from the membership list. His article is on page 3.

Clark Wells is filling in as Volunteer Coordinator in addition to being the Class Coordinator. We still need a Volunteer Coordinator and if you have a little time to give to the club, contact Clark and he’ll explain what the job involves. See page 4 for our thanks to the February volunteers.

You’ll find Guy’s Tidbit of the Month on page 4.

There are some repeat classes scheduled in March and some new ones, so be sure to note those you want to attend and pre-register with Clark. March Classes are listed on page 5.

An article provided by APCUG, “Easy Basic Backups,” starts on page 6. If you haven’t been backing up your data, this article explains how important it is to do, and how easy it can be.

Finally, in FYI you’ll find a simple game to test your skills against the computer’s. May the luck of the Irish be with you!
From the President

by Janet Quade, PRESIDENT

February was a busy month for Computer Booters with the Computer Technology Conference in Mesa, Arizona. It was a great time to catch up on many different aspects of the digital world. I especially liked the presentations on Facebook Tips & Tricks, Smart Phones and Tablets, Technology & Music, Google, and Digital Genealogy, to mention just a few of the great talks. I hope that more of you can make it next year.

March promises to be another good month for Computer Booters. There is a repeat of the TurboTax class, as well as more on beginner computing. See Clark Wells’ article on page 5 for the complete list of March classes.

We will see you at the general Computer Booters meeting on Tuesday, March 3, in the Navajo Room of Sun Lakes Country Club.

Program Update

by Darrel Kreglo, VICE PRESIDENT/PROGRAM DIRECTOR

February Recap
Don Cook was our February speaker. Those at the meeting greatly enjoyed his GPS presentation, and there were a lot of questions from the audience which further informed us about GPS.

March Program
We have another very knowledgeable, informative speaker for our March 3 meeting. Bob Gostischa will talk about computer security and tell us all the latest and best ways to keep the bad stuff off our computers.

Bob isn't a salesman and has nothing to sell. The product he represents (Avast Free Anti-virus) is available to all home users. A total win-win situation for everyone.

Bring all your computer / Internet security questions to ask Bob. Be sure to mark this meeting on your calendar so you don't miss Bob’s presentation and the Q&A session.

(Continued on page 3)
**Membership Report**

*by Guy Laroche, Membership Director*

There is so much the Computer Booters can offer. Still, about 50 members have not renewed their membership. We only had one new member in February. If you have not renewed your expired membership you will be dropped from the distribution list. In addition you will be unable to attend classes. The membership form is available on our website, [www.computerbooters.org](http://www.computerbooters.org), and can be filled in, printed and mailed to the address on the form, or brought to a class or the general meeting.

We have volunteers teaching classes to 5 or 6 persons. This is very frustrating when we know, according to survey sheets, members have requested these classes. We are now accepting members from outside Sun Lakes; take advantage of it and let others know what we offer. Please invite a friend or neighbor to attend one of the monthly general meetings. Anyone may attend one general meeting as a guest.

(Continued from page 2)

**Future Programs**

Our future guest speakers include Andy Magers of OfficeMax in April, and Carey Holzman with an "Anything Goes Q & A" in May.

**More good news**

The volunteer lunch is coming up again to recognize the excellent support from our volunteers for the various activities including the classes, general meetings, and open houses. Just another good example of what we do and how we work together.

I have to tell you I finally retired my ole XP unit and have the 8.1. What a fast machine. And those classes Bill Klein did really got me started right. You may want to check Clark Wells’ article on page 5 for the March dates for more of the same great info and training.

I trust you made some of the events at the Computer Tech Conference and some of the classes. What a great show that turned out to be, including a stop at one of the Microsoft Stores, Chandler or Scottsdale.

Well now!! We are still looking for some great volunteers to help with the club activities. Our Secretary position is open at the present time. I am looking for an assistant to help with the general meeting arrangements and contacting new speakers. We’re looking for a Volunteer Coordinator to replace Clark Wells, who is the Class Coordinator and handling the Volunteer Coordinator responsibilities, too. Contact us if you have some time to volunteer for the club.
Volunteer Report

by Clark Wells, Temporary Volunteer Coordinator

Thanks to Janet Quade and Orland Adams for setting up the February iPad class.

Thanks, also, to the following volunteers who were instrumental in supporting the February Booters Meeting:

★ Al Behr and Jean Swanchak at the membership table checking in members
★ Nona Hove ensuring all members received a raffle ticket and survey; and
★ Mike Kulikowski who helped me provide microphones support during the Q&A part of Don Cook’s GPS presentation.

Guy’s Tidbit of the Month

Nostalgic about Windows 7? Don’t like to boot to the Start screen (Windows tiles)? Then boot directly to the Desktop.

Here is how: Right click the desktop’s taskbar, select Properties. The “Taskbar and Properties” window opens. Select the “Navigation” Tab. Select the first option under “Start Screen” - (“When I sign in or close all apps on a screen, go to Desktop instead of Start.”)

Next time you boot, you will be directly on the Desktop.
March Classes

by Clark Wells, Class Coordinator

March 2015 Classes

Win 8/8.1
(Topics of interest to class participants)
Mondays, March 9 and 16 -- 6:30-8:00 PM
Facilitator: Bill Klein

Excel
(Topics of interest to class participants)
Wednesdays, March 11 and 18 -- 6:30-8:00 PM
Michael Goodyear, Facilitator

Garmin GPS
Tuesday, March 17 -- 6:30-8:30 PM
Facilitator: Don Cook

WORD
Hands On (from the beginning)
Monday, March 23; Tuesday, March 24; and Monday, March 30 -- 6:30-8:30 PM
Facilitator: Clark Wells

Turbo Tax
Wednesday, March 25
One session starting at 6:30 PM
Al Hill, Facilitator

Classes are held in the Arts & Crafts Room of Sun Lakes Country Club.

Pre-registration is necessary for all classes.

Contact Clark Wells with questions or to pre-register:
cwells0416@gmail.com / 602-391-4653
Unfortunately it is not a perfect world and, as you know, any mechanical device can fail.

Because your computer and/or your hard drive can fail, everyone (this means you) needs to take the extra step on a regular basis to make sure that you have a good backup.

I am always surprised at the number of people who just don’t do backups at all – they will have a real problem if something goes wrong. There have been many “backup” articles written and I would encourage you to read some of them.

But the purpose of this article is just to give you the basics first and then you can decide what further steps you need to take and what more information you may need. Here is the “basic backup” information:

1. Why do I need to do a backup? – In case your computer or hard drive fails.

2. What is a “backup” anyway? It is simply a copy on another memory device.

3. What should I back up? This is a good question. I do not backup my entire “C” drive; I only backup those files that are important to me – those files I NEED to keep. I do not backup my software programs. For example, I have many documents (files) which I created using the Word program. Well, I can use someone else’s Word program and their computer in an emergency to open those files from my backup device. I can also use “Open Office” to open those files. I just need my files which I have backed up and a computer that has Word or is connected to the internet. Get the picture? A backup is also great when you get a new computer and need to put all your files in it. I backup everything in the “My documents” and “My pictures” folders – that is, I backup all the files I have in “My documents” and all “My photos”. I do not backup “My music” or “My videos” because I don’t have any of those that are important to me. You do NOT have to backup your email or anything that you have saved on the internet cloud (such as on Google Drive, or Dropbox for example). Certainly you may choose to use the internet cloud as your backup device. NOTE: Photos and videos take up MUCH more space than other files – see below.

4. How often should I do a backup? As often as needed so that you do not lose anything important. I do a backup every three or four weeks.

5. How do you do a backup? I use either an external hard drive or a thumb drive that plugs into a USB port on my computer. (I don’t recommend using CD or DVD disks for doing backups as you will probably run out of space on the disk and have to use too many of them.) I just connect my drive, create a new folder on the drive called “backup 7-31-2014” (the date).
Then I just open the Windows Explorer and drag the entire “My documents” folder to that backup folder, and then do the same for “My pictures.” It takes about 20 or 30 minutes, but you can do other things on your computer in the meantime. While the files are being copied, you will see a green bar lengthen from left to right until the copy is complete. There is also a time estimate shown which is usually inaccurate.

6. How much space do I need on the device? To find out how much space you are using now on your “C” drive for any folder, open up the “Windows Explorer” program and, on the list of folders in the left column, find “My documents”. RIGHT-click the mouse on that folder to get a pop-up menu, then left-click on “properties”. You will see how much space that folder is taking up and that is how much space you will need on your backup device to copy it. It will also tell you how many files are in that folder. My “My documents” takes up about 300 megabytes. My “My photos” takes up well over 6 gigabytes. So I will count on needing about 7 gigabytes of memory for EACH backup. If you get an external hard drive, pay the extra bucks and get a one-terabyte drive and you will have lots of space. Or you can get a 32 or a 64 gigabyte thumb drive which, for me, can easily hold my last two backups.

7. How many backups should you keep? I only keep the most recent two backups. After I create a new backup, I delete the oldest from the device to save space.

8. Anything special about photos? Yes, they take up much more space. On my computer, my pictures take up almost twenty times the space of my documents or other files. So, I handle my pictures differently. I only keep the last two years of pictures on my computer. Every year I copy the oldest photos (from three years ago) to CDs and put them in my photo album. If you have really special photos, you should back them up with your other files and not put them on a CD. I have heard stories that CDs may not last forever and can deteriorate.

Are there other choices or ways of doing backups? You bet. There are programs that you can buy or download from the internet that can automatically do the backups for you. Sometimes backup programs come with the memory device you purchase.

There is “the cloud” option too, where you can put your files on the cloud and let that company keep them for you (i.e. such as using Google Drive or Dropbox). But their free space is limited and you may have to pay for more space.

Perhaps one of these other ways will be more to your liking, but by all means do your backups. One of the worst-case scenarios is that your computer quits working, you decide to buy a new computer, but you cannot move any of your files to the new computer because you didn’t make any backups! Every once in a while, ask yourself: “What would I do if my computer quits working?”
The COMPUTER BOOTERS OF SUN LAKES is an organization established to aid personal computer users in achieving maximum results from their home or small business computer. This newsletter is published monthly from September through May by the COMPUTER BOOTERS. It is not connected with any commercial or private business. The information contained in this newsletter is believed to be correct and accurate. However, the COMPUTER BOOTERS assume no responsibility for inaccuracies or omissions. Any information used from these articles is at the user’s risk.

The COMPUTER BOOTERS meet the first Tuesday of each month, except in June, July and August. We meet at 7:00 PM in the Navajo Room of Sun Lakes One Country Club, south of Riggs Road on Sun Lakes Blvd. Board meetings are held on the second Wednesday of the month at 1:30 PM at Sun Lakes One.

Contact Guy Laroche regarding membership at: 480-883-0638 or mr1968zeus@msn.com

Other computer user groups have our permission to use the articles written by our members as long as credit is given to the author and source, and notice is sent to Lkinner@gmail.com

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Treasurer’s Report

*by Howard Winkle, Treasurer*

**Balance as of January 31, 2015:** $7,000.00
THIS MONTH’S MEETING
7:00 PM  Tuesday, March 3, 2015 - Navajo Room

Guest presenter:  Bob Gostischa, Avast - Keeping Your Computer Safe

2015 MONTHLY MEETING DATES
Tuesdays, 7:00 PM—Navajo Room, Sun Lakes 1
March 3, 2015
April 7, 2015
May 5, 2015
September 1, 2015
October 6, 2015
November 3, 2015
December 1, 2015

ROCK-PAPER-SCISSORS

If you have a little time to spare, and enjoyed playing Rock-Paper-Scissors, you might want to try this online version and pit your skills against the computer.

You can choose Novice mode, in which the computer has no previous knowledge of the game, but tracks your patterns of play. It’s surprising how quickly the computer learns them and uses them to figure out what your next play will be.

Or you can choose Veteran mode and play against a computer that uses the information picked up from playing 200,000 games. Good luck, humans!

http://goo.gl/yS4ioW