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Green Bytes

Published by the GVR Computer Club
921 W Via Rio Fuerte
Green Valley, AZ 85614
520 625-4508

October 2018

GVR Computer Club Hours through October

Mon-Fri: 8:00 am to 12:00 pm, closed Saturday and Sunday.

Winter Hours Start November 1:

Mon-Fri: 8:00-4:00 pm, Sat: 8:00-12:00 pm, Sun: Closed

Next General Meeting: **Tuesday, November 20 at 1:30 pm.**

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Message from your President: A Time for Everything

From [Art Rotman](#)

One journey ends as another begins. So let me begin by announcing that we are selling our Green Valley home and moving back to Minnesota to be near family. If we have taught them

well they should be able to pick up the load, don't you think?

So my dear Computer Club friends, Jane and I have had the great fortune to live in Green Valley for nearly twenty years and during that time we have made many lasting friendships. None I cherish more than those years spent at the Computer Club, which I first joined as a member of Karl Hoffman's maintenance team. This was followed by a time with the Investment SIG and ended with the privilege of serving as your Club president at the behest of vice president Mike Kearns.

I wish to acknowledge here the invaluable support and assistance I received from Mike. The Club is indeed very fortunate to benefit from his presence. Mike is also responsible for enlisting the services of Kathy Arnold, who recently created the Club's great new website (ccgvaz.org). If you haven't visited this site before, do it as soon as you finish reading this Green Bytes newsletter. A website is a living thing so if you have a suggestion for improvement, please let Kathy know.

Finally, I will admit that thinking about the Club won't keep me up at night but I can assure you that I will never forget all of the lessons, the classes and the meetings I shared with many of you over the years. What a journey it has been indeed! Thank you.

I had one year left on my current term of office, and the Board has taken the following action to replace me. Kathy Arnold was asked to join the Board and assume the position of president to fill out the term. Kathy has accepted.

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Message from your Incoming President

From [Kathy Arnold](#)

Dear GVR Computer Club Membership,

It is with sadness, but understanding, that we learned Art Rotman is moving from Green Valley and leaving the GVR Computer Club as president. I was honored when Art and Mike Kearns recently asked me to fulfill the rest of Art's term. I hope my background in public and professional communications, training and development, technology education, and website creation can be of service to the Club.

We are the biggest club in the GVR system and there's nothing to stop us from growing bigger and more helpful to our members in this constantly changing technological world. I look forward to seeing you either in the club building itself or at the monthly membership meetings.

Kathy Arnold

Club News

>> Interested in taking a free class? [Click to view the class calendar.](#)

>> Attn: Mac Monitors

[Click to view the Mac Monitor Calendar.](#) To make changes, contact [Kathy Arnold.](#)

>> Financial Report, as of August 31, 2018, provided by Jerry Ferris:

Computer Club Financial Report

Balance on 07/31/2018	\$ 64,380.63
Income	\$ 751.82
Expense	\$ 600.78
Balance on 08/31/2018	\$ 64,531.67

>> Recent issues of *Green Bytes* can be found at ccgvaz.org/green-bytes-newsletter.

Volunteering!

We are a self-supporting club that relies on our volunteers to keep things fresh and running smoothly. If you are interested in volunteering, please let us know!

- Perhaps you want to know more about becoming a Front Desk or Mac Lab Monitor.
- Would you like to share your skills and experience with other club members, either in a one-on-one setting or in a computer lab?
- Could you write short articles for this *Green Bytes* newsletter or help proofread it before it is sent out?
- Do you want to help out, but aren't sure how your skills might be best used?

You can click here to fill out the online form: ccgvaz.org/volunteer-sign-up-form/

Or, contact Mike Kearns at gyrcomputerclub@gmail.com and let him know your area of interest. He will make sure that the appropriate person gets in touch with you.

Ernie's Mac Tips

from [Ernie Cox Jr](#)

Feature Request: Add an Undo Button to the iPhone keyboard, like the iPad one

[Click to read this article.](#)

How to Sort Files on iPad and iPhone

[Click to read this article.](#)

MacMost Recommended Products

[Click to read this article.](#)

iPhone & iPad: How to completely disable Wi-Fi and Bluetooth

[Click to read this article.](#)

iOS 12: How to add a second person to Face ID on iPhone

[Click to read the article.](#)

To see all of Ernie's Mac Tips, organized into folders by topic, visit tinyurl.com/ErniesTips. Just double-click on any folder name to see the links for those tips.

Tip: Having trouble with the URLs not working in the "Tips" above? Copy the heading of the story you want to read and put that into the browser. This also works if you can't open an article in your favorite on-line news outlet.

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Help, I'm Stuck! What do I do Now?

by [Dorothy Fitch](#), Green Bytes Editor

Have you ever forgotten how to do something you have done before in a software program or operating system? Or perhaps you know you should be able to do something you need to accomplish, but don't have a clue how to do it? Wandering through menus and settings can be laborious and often, not very productive. So, how can you get "unstuck" in your task?

There are lots of resources you can try. If you aren't in a hurry, you can check out the Club's library of books, or even the Pima Co. Library.

If you need immediate help, your first instinct might be to use the program's Help system. However, I sometimes think that people who write Help information aren't really using the program in a "real-world" setting and don't cover everything you might encounter. They tell you what they expect you want to know, not what you really do need to know.

The best way I have found to get "unstuck" is to search the Internet instead. In your favorite search engine, type name of the program and exactly what you are trying to do. I am relearning InDesign, an Adobe product for graphic design, and it is very complex. The version I have is older and pressing F1 for Help doesn't work, as the product is no longer

supported. All I wanted to do was to put a box around some text, and so I googled this: [indesign put box around text](#).

I immediately got lots of answers, some with video tutorials (which you aren't going to find in the application's Help system). Not only did I find many ways to put a box around text, but I also learned how to remove a box, which might come in handy someday. And how was I to know to look for the Glyphs menu to insert a special character? The Web to the rescue yet again.

Sometimes, a Help system doesn't mention what you are looking for because the product can't do it. I had to search the Web to learn that [Paint.net](#), my favorite (free) graphics editing software, supports RGB color format, but not CMYK, which was what I needed. Their Help information didn't even mention CMYK.

And what do you do if you get an error message you don't understand? Just google the text of the message! I encountered this cryptic error message in InDesign when creating a PDF, and couldn't figure out how to resolve it.

"The document's transparency blend space doesn't match the destination color space specified in the Export Adobe PDF settings. To avoid color appearance changes in the PDF, click cancel and change either the document's transparency blend space, or the destination color space."

When I searched for [indesign the document's transparency blend space doesn't match](#), I got several suggestions of what to do, and eventually figured out how to fix the problem.

The bottom line is that people who answer questions in a User Forum or blog, those who take the time to create tutorials and videos, and authors of Tips and Tricks columns are more likely to get you "unstuck" than any product's Help system. All you have to do is ask the Web for help.

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On Our Website: "Bob Ogus Helps"

from the [GVR Computer Website](#), with Bob's permission

Bob Ogus is an instructor at the GVR Computer Club and has a web page for students and club members who wish some resource materials and information on classes he is engaged in. He also has some computer tips, tutorials, videos and interesting websites for you to explore and enjoy. So let the surfing begin. (Watch for his classes at the Club this winter.)

[Click here to view resource materials and information.](#) Topics include:

Amazon Echo | Google Home

Cutting the Cord and Costs of Pay TV Services (Facebook Page)

Protecting Yourself Online

Senior Geek Facebook Page

What is Roku? | Roku "How To"

What is Apple TV? | Amazon Fire TV? | Nexus Player? | Chromecast? | Mohu?

The Complete List of iPad Tips/Tricks/Tutorials

Windows 10 | Andoid | Using the Nook | Using the Amazon Kindle | Kindle Fire 101

All About Tablets and iPads

Android Apps on You Tube | Android You Tube Tutorials

Gmail | Google Earth | Google Chrome | Google Tips and Tricks

And the list goes on.... Check it all out by clicking [HERE](#).

Thanks, Bob, for sharing your expertise!

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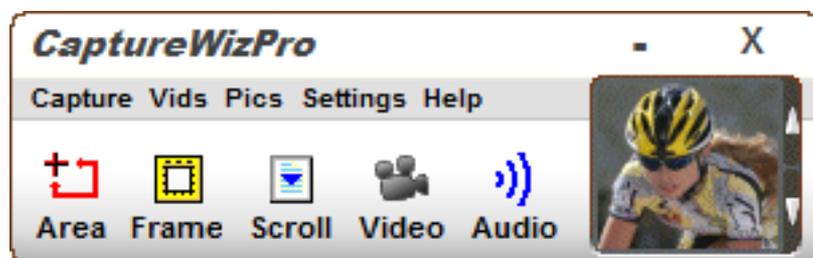
Discount on CaptureWizPro for APCUG-member Groups

Article from [APCUG](#) (Assoc. of Personal Computer User Groups), of which we are a member.

[Gabe Goldberg](#), an APCUG Advisor, has found a discount for APCUG-member groups! He's been using the program for many years. The GVR Computer Club has been asked to share this information with our members so we can take advantage of this discount, if we so choose.

50% discount for CaptureWizPro – valid through October 31 (for Windows)

Click here to hear more: pixelmetrics.com/ComputerClubDiscount



[CaptureWizPro](#) captures anything you see or hear on your PC. It even captures tricky items like large scrolling areas, Metro apps, drop-down lists, tool tips, mouse pointers and screen savers. There's also a high-performance recorder for capturing streaming video or creating demos. The new version is compatible with Windows 10 and touch screen input!

It's like having digital scissors, use it to make perfect copies of anything from video presentations to computer settings or PDF files to treasure maps. Just start the tool, select a portion of your screen, then choose an output, like Save, Print, Copy or Email. That's it!

Easy for beginners, powerful for pros.

Simple tools, visible over any background, guide you through the steps.

- Pop-out capture bar
- Speedy predictive capture tool
- Scroll capture that works everywhere and full-screen preview
- Send captured content to an incrementally numbered file (GIF, JPG, PNG, or GMP), printer, e-mail, image editor or desktop sticky note
- Plus, a thumbnail viewer stores screen captures for later use.

Advanced users will appreciate the customizable buttons and hot keys.

Give it a try with their 30-day full-program free trial before you buy. They also have a 30-day unconditional money back guarantee.

APCUG is not a part of, nor a representative of any manufacturer, product, reseller, dealer, consultant, or business. The organization does not endorse any product, etc. As a member of APCUG, you have received this e-mail to inform you of updates, changes, or special news and information. Our policy has always been to send e-mail messages only to announce such information, and we will continue to honor this policy.

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Membership Renewal

Your GVR Computer Club membership dues are payable by the end of the year. To pay your dues, you can come to the Club and a monitor on duty will assist you, or you can complete the renewal form online and bring it or mail it to the Club.

[Click here to download the fillable Membership Form.](#)

(Use either Google Chrome or Internet Explorer to fill it out online.)

Print the form and bring it with your payment to the Club.

You can also mail the form and your check to:

GVR Computer Club
921 West Via Rio Fuerte Drive
Green Valley, AZ 85614

A Single Membership renewal costs \$25, and a Family Membership costs \$35.

If you have any questions, call the Club at 520-625-4508.

If you have a Single Membership and wish to add a person in your household to create a Family Membership, refer to the Membership Form for guidelines.

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Your GVR Computer Club Team

To contact any of the individuals below, please email gvrcomputerclub@gmail.com.

Officers

Art Rotman, Outgoing President
Kathy Arnold, Incoming President
Mike Kearns, Vice President
Juanita Kauffman, Secretary
Jerry Ferris, Treasurer
Ernie Cox, Purchasing
Terry Flanagan
Don Coon

Head Monitors

Mike Kearns, Head Monitor
Terry Flanagan, Assistant Head Monitor
Jerry Wallin, Monitor Committee
Kathy Arnold, Monitor Committee (Mac)

Webmasters

Claire Amato
Kathy Arnold
Lee Laughner

Green Bytes Editor

Dorothy Fitch

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Green Bytes is published once a month from September through April by and for members of the GVR Computer Club, Art Rotman, President. Annual Club dues are \$25/individual or \$35/family, payable before January 1. Tenant memberships are available.

Send submissions (articles, announcements, or letters to the editor) to 921 West Via Rio Fuerte, Green Valley, AZ 85614, or to Dorothy Fitch, Newsletter Editor, at newsletter@ccgvaz.org. Submission by email preferred, or on CD, using any common PC word processing program, or in RTF format. The deadline is the 20th of the prior month.

Green Bytes is an independent publication of the GVR Computer Club and is not affiliated, sponsored, sanctioned or associated with any commercial interest. Opinions, statements, positions, and views stated herein are those of the authors only.

The GVR Computer Club is a member group of [APCUG](#), Association of Personal Computer User Groups, a worldwide organization that helps groups devoted to the world of technology including computers, tablets, smartphones, digital photography, genealogy, etc. by facilitating communications between member groups and industry vendors.



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