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E-Reader, e-Ink, e-Stores, who knew there were so many e- things?

At the April meeting we started talking about e-Readers and spent the better part of the next 2 hours on the subject. Lots of questions from the audience and lots of information from Bear and his trusted sources.



The Kindle 3 (on the left) and Kindle 2 models.

Bear admitted that he had never even held an e-reader but he, very adequately, went on to tell us everything he knew about them.

There are e-readers and then there are e-readers +. The e-readers let the user download books and articles from the e-stores to read at their leisure.

Full fledged novels; novellas; media columns, and more. The e-readers +, in addition to the reading material, also let you browse the net, check your email and stocks, view videos, and more.

Some of the e-reader names may be familiar: Amazon's Kindle, Barnes & Noble Nook, Sony Reader and Borders Kobo.

Depending on who markets them the library lists can be quite extensive. Amazon's Kindle store boasts 32K+ titles and in Jan of 2011

Amazon reported for every 100 paperback books sold, 115 e-books for the Kindle were sold. To say that the e-readers are popular would be an understatement.



Apple iPad

The new Kindle 3 can hold up to 3,500 books. So, if you purchase them outright you can stock up for an entire summer of reading while sipping those refreshing mint juleps.

Here's a link to a detailed comparison chart for the e-Readers already mentioned and the Apple iPad2.

<http://tinyurl.com/ygr6fjq>

Prices vary according to vendor. You can expect to spend as little as \$140 for a Kindle 3 w/o Wi-Fi and more than \$800 for the high end iPad 2. Of course, the more expensive the model the more features it has.

Display sizes vary from 6" to 10". Screen resolution rivals that of your PC monitor, i.e. 800x600, 768x1024, etc. Black and white displays have a 16-level gray scale capability. Which means the contrast of the text is better than on the color models.

Some models use e-ink (Kindle) and others use backlighting. The e-ink is simply black text on a white background. Backlit models can display in color as well as black and white but are much harder to see in harsh sunlight.

All have 3G Wi-Fi (just like your cell phone). The Apple iPad also comes with Bluetooth.

The Kindle has 4 GB internal storage, enough for 3,500 books. The Nook, 2 GB enough for 1,500 books and uses a Micro SD expansion slot of a 16 GB card to hold up to 17,500 books.

The Sony Reader 2 GB, up to 1,200 books but also uses a dual memory card expansion with space for 50,000 books in 32GB.

The Nook, Sony and iPad all have touch screen ability.

Depending on the model and the amount of usage battery life can be as little as 10 hours and up to a month, with wireless turned off.



Lightweight Sony prs350

Lightweight Kindle eReaders tip the scale as 8.7 ounces. The other weigh as little as 9.6 ounces for the Nook and Sony, with the iPad coming in at a hefty 1.33 pounds.

Since eReaders are so popular, and there are so many to choose from, shop around for the best price on the one that best suits your needs. Visit a vendor and get the look and feel of your favorite.

Aloha,

Jim



Nook Color and Nook Classic



MOAA Computer User Group

The official computer newsletter of the Hawaii Chapter of MOAA

We're going to do something different in this section this month. Lou normally has his full featured column in this space but, since he is "under the weather" we're going to fill this up with MS Word and Excel Tips from Sharon Parq Associates.

The TUG receives these monthly tips that show up in an issue if space allows. Well, space allows this and, maybe, future issues. So, here's some on Word and Excel. These work on Office 2003, 2007 and 2010. Keep 'em handy for when you need 'em.

Inserting the Template Name in Your Document

Every Word document has a template attached to it. Depending on your version of Word, this template defines things such as your menus, toolbars, macros, and styles (among other things). If you do not explicitly attach a template, then Word uses the Normal template.

The name of the template file attached to your document can be inserted into your document and updated automatically. To do this, follow these steps:

1. Position the insertion point where you want the template file name to appear.
2. Display the Field dialog box. (In Word 2007 or



Da Prez Sez column is on hiatus until further notice.

Lou and his column will return in the near future.

Prez Lou

Read and all of Lou's columns,
@ Oceanic Around Town. Visit
<http://tinyurl.com/363qew>

Word 2010 display the Insert tab of the ribbon and then choose Quick Parts | Fields from the Text group. If you are using an older version of Word, choose Field from the Insert menu.)

3. In the Categories list, choose Document Information.
4. In the Field Names list choose Template.
5. Click on OK to close the dialog box and insert your field.

Controlling the Display of Page Breaks

When you are formatting a worksheet, you may want to see where Excel will insert page breaks in your printout. This is easily done by using the Print Preview option, or by using the Page Break Preview feature. You may also want to see the page breaks when you are again editing the worksheet.

Excel can display page breaks as dashed lines between rows or columns on your worksheet. To enable this display, simply follow these steps:

1. Choose Options from the Tools menu. Excel displays the Options dialog box.
2. Make sure the View tab is selected.
3. Make sure the Page Breaks check box is selected.
4. Click on OK.

If you are using Excel 2007 or Excel 2010 then the steps to follow are a bit different:

1. Display the Excel Options dialog box. (In Excel 2007 click the Office button and then click Excel Options. In Excel 2010 display the

File tab of the ribbon and click Options.)

2. At the left side of the dialog box, click Advanced.
3. Scroll through the list of options until you see the Display Options for This Worksheet section.
4. Make sure the Show Page Breaks check box is selected.
5. Click on OK.

Printing Odd or Even Pages

There may be many times that you need to print either odd or even pages in a Word print job. For instance, you may want to put your pages through the printer twice so you can print on both sides. This is easy to do in Word by following these steps:

1. Press CTRL+P. Word displays the Print dialog box.
2. Adjust the printing settings as desired.
3. Using the Print drop-down list at the bottom of the dialog box, choose either Odd Pages or Even Pages, as desired. (Make sure you use the Print drop-down list, not the Print What drop-down list.)
4. Click on OK. Your document is printed.

The above steps work great in any version of Word up through Word 2007. If you are using Word 2010, then the Print dialog box was done away with. You should follow these steps, instead:

1. Press CTRL+P. Word displays the File tab of the ribbon, with printing options visible in the tab.
2. Adjust the printing settings as desired.

3. Using the first drop-down list under the Settings heading, choose Only Print Odd Pages or Only Print Even Pages, as desired.
4. Click on Print. Your document is printed.

Displaying a Hidden First Column

Excel makes it easy to hide and unhide columns. What isn't so easy is displaying a hidden column if that column is the left-most column in the worksheet. For instance, if you hide column A, Excel will dutifully follow out your instructions. If you later want to unhide column A, the solution isn't so obvious.

To unhide the left-most columns of a worksheet when they are hidden, follow these steps:

1. Press F5. Excel displays the Go To dialog box.
2. In the Reference field at the bottom of the dialog box, enter A1.
3. Click on OK. Cell A1 is now selected, even though you cannot see it on the screen.
4. Unhide the column. (In Excel 2007 or Excel 2010, display the Home tab of the ribbon and click Format | Hide & Unhide | Unhide Columns. In older versions of Excel choose Format | Column | Unhide.)

Another way to display the first column is to click on the header for column B, and then drag the mouse to the left. If you release the mouse button when the pointer is over the gray block that marks the intersection of the row and column headers (the blank gray block just above the row headers), then col-

umn B and everything to its left, including the hidden column A, are selected. You can then unhide the column.

A third method is even niftier, provided you have a good eye and a steady mouse pointer. If you move your mouse pointer into the column header area, and then slowly move it to the left, you notice that it turns into a double-headed arrow with a blank spot in the middle as you position the pointer over the small area immediately to the left of the column B header. This double-headed arrow is a bit difficult to describe; it looks most closely like the double-headed arrow that appears when you position the pointer over the dividing line between column headers. It is different, however, because instead of a black line dividing the double arrows, there are two black lines with a gap between them.

When your mouse pointer changes to this special double-headed arrow, all you have to do is right-click and choose Unhide. Your previously missing column A magically reappears.

Automatically Selecting Words

When you are editing your document, there are many times that Word tries to guess what you are doing and then complete your task for you. This helpfulness can be aggravating at times. One such instance is when you are trying to use the mouse to select text from the middle of one word to the middle of another. Whenever you click inside a word and then start dragging the mouse, Word assumes you want to make a selection. As soon as you move the mouse pointer outside the word, the program assumes you wanted to select the entire first word in which you originally clicked.

If you want to ensure that Word doesn't make that assumption, you need to follow these steps to turn off the offending feature in Word 97 through Word 2003:

1. Choose Options from the Tools menu. Word displays the Options dialog box.
2. Make sure the Edit tab is selected.
3. Make sure the When Selecting, Automatically Select Entire Word check box is cleared.
4. Click on OK.

You can follow these steps if you are using Word 2007 or Word 2010:

1. Display the Word Options dialog box. (In Word 2007 click the Office button, then choose Word Options. In Word 2010 display the File tab of the ribbon, then click Options.)
2. Click Advanced at the left side of the screen.
3. In the Editing Options area, make sure the When Selecting, Automatically Select Entire Word check box is cleared.
4. Click on OK.

That should be enough to keep you busy until next issue.

Aloha,

Jim

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Thousands of free Microsoft Excel and Word tips can be found online at <http://excel.tips.net> and <http://word.tips.net>.

We're going to talk Libraries. Not the brick and mortar tax payer funded libraries, but the digital ones you find in Windows 7.

This is a feature introduced in Win7 to assist the user with easier filing and finding of their documents.

When you open Windows Explorer, at the top of the left pane you'll see Library. There will be sub-folders in it. Each time you create a new folder, or document you can add it to the Library with just a few mouse clicks. This puts everything in a place of your choosing and a place that you can readily find without having to resort to a search.

First, an official description and, second how you can use them to your advantage.

Windows XP and Vista used special sets of folders to store your items. My Documents, My Music, My Pictures, are a few you should be familiar with. In Vista they were called Known Folders and the "My" was dropped from the name.

You may have noticed that every time you saved a document the default storage area was in one of the My folders. Pictures went to My Pictures; documents were saved in My Documents, and so on.

While most users created more and more sub-folders within the My folders, the ability to find what you were looking for was hampered by the sheer volume of sub-folders.

Windows 7 Libraries was designed to solve that dilemma. They make it easier to find, work with, and organize files scattered across your PC or network. A library brings your stuff together in one place—no matter where it's actually

stored. The result? You get more done—faster.

Windows 7 comes with libraries for documents, music, pictures, and videos. But you can personalize these, or create your own, with just a few clicks.

You've just returned from a two-week vacation. During that time you took hundreds of digital pictures. You load them on an external hard drive. Now you want to tell Windows 7 where you have them stored.

Open Windows Explorer and click on Libraries. Create a new folder, you name it Vacation 2011 Photos. Drill down to the location, i.e. F:/Vacation 2011 and then tell Windows where to find all your photos by clicking on the Add this folder to Libraries. Your photos are still physically located on the external drive—but now the directory tree shows up in a single window.

This is important because it means you aren't taking up precious hard disk space with duplicate copies of all your files. The Library can be considered the master Index.

Using Libraries you can

- ◆ Create new ones
- ◆ Arrange items by folder name, date and other properties
- ◆ Include or remove a Library
- ◆ Change the default save location for any file

Here's a link to an easy to understand tutorial on Libraries. Have fun. <http://tinyurl.com/ycrcelb>

Aloha,

Jim

Pres—Lou Torraca

VP—Jack DeTour

Sec/Treas—Polly Leigh

Assistant—Sandy Wells

—Program Directors—

Herman Jordan and Bear Maher

Newsletter—Jim Fromm

Distribution—Rose Miller and friends

Contact info is on our web site

www.the-tug.org



May 1st, often called May Day, just might have more holidays than any other day of the year. It's a celebration of Spring. It's a day of political protests. It's a neo-pagan festival, a saint's feast day, and a day for organized labor. In many countries, it is a national holiday.

Mother's Day
May 8—Mom's Special Day.

Memorial Day
May 30—Fly the flag to honor those who have served and are serving our Country. God Bless America.