



# BUG-BYTES

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## SAVE YOUR REGISTRATION INFORMATION

CREATE A SOFTWARE LIST WITH VENDOR REGISTRATION/PRODUCT KEY/SERIAL NUMBERS



Save your critical registration information for a rainy day.

Most software vendors require that you enter a registration, product key, or a serial number to install or to reinstall their software. Think of those numbers as proof that you paid for the right to install the software.

Your problem becomes that of finding those pesky numbers whenever you need them. They come on detached cards, on small stickers inserted inside manuals, on stickers displayed on the back or front of CDs jewel cases, on CD sleeves, on stickers attached to manuals or CD folders (as in the Windows XP, Adobe Photoshop Elements, and Roxio Easy Media Creator CD folders), and in vendor acknowledgment e-mail messages after you purchase and download their software from the Internet.

Without those numbers you are dead in the water. Your CDs become sepa-

rated from their jewel cases or sleeves, and it is hard to remember where you last saw the other numbers and where they are now when you need them.

While you may feel that you will never need those numbers again, be assured that is not true. There will come a time when you need to reinstall particular software applications, or to update or upgrade them. The numbers will be required at that time.

### SOME SUGGESTED SOLUTIONS

- Print a copy of each e-mail registration message and save each message in a convenient folder for easy retrieval.
- Move each registration e-mail message to a registration folder on your computer to aid locating them later.
- Cut and paste the numbers when asked for them into the programs that need those numbers.
- Record each required number on

Rolodex cards, or better yet, in a spreadsheet along with the software name, vendor, version, registration number, and serial number. It is easy to cut and paste the numbers from your spreadsheet.

- Print a copy of your information and store it where it is easy to find. The information will be needed if you have to rebuild your hard disk from scratch, or you buy a new hard disk.

Whatever method you use, keep it current. Then the numbers will be available to you when you need them.

Don't add to your frustrations if something goes terribly wrong by not being able to locate the numbers required for you to install, reinstall, or upgrade your software. A little time invested now in storing the numbers will pay back big dividends later.

## WHICH IS BETTER FOR YOU, TABLES OR SPREADSHEETS?



LOOK AT THE DIFFERENT ADVANTAGES THEY OFFER TO YOU

Tables and spreadsheets serve different needs. A table is a simple matrix of columns and rows containing individual cells as in the table below. Tables can be formatted with shading and different visual effects.

Name	Address	City, State, Zip Code
John and Jane Doe	1111 Sunny Circle	Grants Pass, OR 97527

While tables are used mainly for text, recent versions of word processors include options to do simple calculations

and sums in tables. Both tables and spreadsheets simplify displaying data in columns without resorting to awkward tabs with data that doesn't line up properly in columns.

Spreadsheets are designed for number crunching and include features like auto-sizing columns that make working in them easier than working in a word processing tables.

Spreadsheets are designed for data in columns (text and numerical data) whereas word processing documents are designed for tabular data (lists). Spreadsheet data can be copied and pasted into documents as in this simple example. The totals were automatically calculated based on formulas contained within the spreadsheet. You can change the look of the output from a menu of formatting choices from plain to fancy.

Tables are good for small amounts of data and spreadsheets where many columns and rows will be displayed. Spreadsheets are made for rapid numerical data entry as you move from one row to the next or from one column to the next using the arrow navigation keys.

It is a snap to create small tables. Click the table button in your word processor and select how many columns and rows you want. An empty table appears where you placed you cursor.

Tables handle basic math chores well (add, subtract, multiply and divide). For anything more complex, you need the power of a spreadsheet.

Rogue Valley Produce				
Item	Pounds	Cost/pound	Total Cost	
Apples, Fuji	10	\$1.29	\$12.90	
Oranges, Navel	3	\$0.49	\$1.47	
Bananas	5	\$0.39	\$1.95	

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The samples above were created in a Quattro Pro spreadsheet, copied, and then pasted into this document.

## FIX DISAPPEARING-ACT PROBLEMS



### RESTORE SUDDENLY HIDDEN E-MAIL DIRECTORIES, OR THE TASKBAR IF IT DISAPPEARS OFF OF YOUR SCREEN

From time to time computer club members report that one of their e-mail directories has vanished, or that their taskbar at the bottom of the screen just disappeared. Both of those problems often have a similar cause. The **user accidentally drags** an e-mail folder into an adjacent folder while moving their mouse, or drags the top edge of their taskbar down toward the bottom of the screen making the taskbar disappear, or drags the taskbar to the left or right side of their screen, or even to the top of the screen.

**E-MAIL PROBLEM:** To locate a folder that was inadvertently dragged into another folder, In Outlook Express, click View, Layout, and turn on Folder Bar and Folder List. Select Local Folders to see a list of all of your e-mail folder including any sub folders. Your errant folder will show up in the list. Drag it back to the spot where you want it to appear. Unless you want the folder to appear as a subfolder of one of your entries, be sure to drag (or move) the folder to the Local Folder at the top. It will then appear below the Local Folder in alphabetical order as a sub folder. Click Folder List to toggle the list on and off.

**TASKBAR PROBLEM:** If your taskbar disappears, look for a thin colored line at the bottom of the screen. Position your

cursor over the line so that a double-headed arrow appears over the line. Drag the arrow upward to restore your taskbar. If you accidentally dragged your taskbar to another part of your screen, click on a blank spot on the taskbar and dragged to the position where you want it to remain. Once you have it there, and you have completed any other customization (such as adding a toolbar), lock the taskbar to prevent other changes to it.

**WHAT IF YOU CAN'T FIX THE PROBLEM?** If you have Windows ME or XP, launch Windows System Restore to roll back your system to a previous time when everything worked the way you wanted it to work. Alternatively, use Norton GoBack for the same purpose. In XP, run Msconfig, and click on the **Launch System Restore** button. Note. Open System Properties to check how much space you've allocated to storing system backups. Depending on the size of your hard disk, reserve a gigabyte or two for programs so that you have an adequate number of restore points from which to choose.



## Q AND A: HOW DO WRITE-ONCE AND REWRITABLE CDs COMPARE?



THEY DIFFER SIGNIFICANTLY FROM WHAT THEIR NAMES IMPLY

Rewritable (RW) CDs or DVDs are designed to write over old data, as you would save data on a hard disk, reusing the freed space when you erase files and folders. RW disks are much more expensive than write-once disks (R), but then you don't have to replace them very often (after about 1,000 rewrites). RW disks are ideal for the storage of periodic data that has to be kept current, such as data backups. You just keep reusing the same disk(s).



However, write-once disks, CD-R (pronounced CD R or Dash R) or CD+R (pronounced CD Plus R), are write-once only if you fill up the disks on the first record-

ing, or you do not have multiple-sessions selected in your burner program and finalize your first session. If you select multiple-sessions the first time you record to a write-once CD, you can erase data on the CD and keep adding new data until the disk is filled. Unlike the RW disks, you can't record right over the top of old data, but you can add new data to the disk as long as space remains on the disk. Used in that fashion the disk is really a record-many-times disk.

In quantity on a spindle, write-once CDs are \$0.35 to \$0.40 a CD whereas RW disks (so noted on the CD) cost \$1.00 per CD or \$2.00 each for DVD -R or +RW media.

Each type of CD costs more pur-

chased in individual jewel cases. A CD holds about 700 megabytes (.7 gigabytes) of data whereas a single-layer DVD holds 4.7 gigabytes and a double-layer DVD holds 8.5 gigabytes.

Pick the media that is supported by your particular burner. Keep in mind the capacity of the media, whether it is CD-R or CD+R, and check that the media will support the speed rating of your burner. In addition, if you are burning a DVD, be sure that your DVD player supports the media format that you are buying. Some burners will burn more than one media type.

Happy CD or DVD burning.

## SOFTWARE REVIEW - 1-CLICK ANSWERS



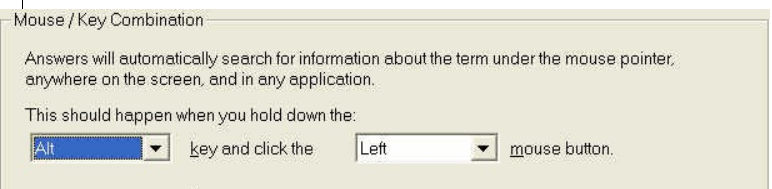
SPELL CHECK OR GET ANSWERS WITH ONE CLICK

Gurunet produces a heavy duty research tool called Gurunet (by subscription), and a new free light-duty product called 1-Click Answers. Both products integrate seamlessly with your browser. The one-click feature (actually Alt-Click) provides instant access to a dictionary, thesaurus, encyclopedia, WordNet, Wikipedia, language translations, and other features.

Install the program, click on a word or highlight a word or phrase in your current document and then alt-click your way to instant answers. It's really cool. Download 1-Click Answers from [www.answers.com](http://www.answers.com). For example, let's say you want to check the spelling of **bagels** and to learn more about them. You get a concise dictionary definition of bagel with the correct spelling, a food glossary, nutritional values of bagels, WordNet meaning of bagel, and a Wikipedia history of bagels, and translations of the bagel into a dozen different languages.

Download 1-Click Answers, try it, and see if like me you too want to make it a permanent fixture of your desktop.

I'm hooked on the product. Once it is installed, right click on the "Answers" icon in your system tray and configure the program from the option menu.



Turn on the answer bar. An unobtrusive icon shows up on the right of your screen. Click on it and a search window opens up so you can insert a search string of words or a phrase even though you don't have a document open.

## NETWORK TWO COMPUTERS

### MAKE GOOD USE OF A SECOND COMPUTER

Wonder what to do with your old computer when you buy a new one? How about networking the two computers and using the second computer as a backup computer, or share the second computer with another person in your household? With networking you can share files, share a printer, and share your Internet connection between computers.

### NETWORK CONNECTIONS

While there are many potential ways to network (connect) two or more computers, I'll discuss only the ways that I think will be of most interest and use to Computerbugs members. Windows XP makes networking computers easy, because XP has a built-in program to help you set up your network. Once you have correctly connected your computers, run the Network Setup Wizard from Start, Control Panel, save the resulting file to a floppy, carry it to your second computer, and run the Netsetup program from the floppy.

#### ETHERNET CONNECTION



Network Interface Card

The ethernet method utilizes two NIC (network interface cards, one in each computer) and a **Crossover Cat 5** ethernet cable to directly connect your two computers. This method works very well when the two computers are close together. If you have more than two computers you need to add a hub or router

to handle the multiple connections. Users with DSL or internet cable need a router to share their DSL or internet cable connection

The RJ45 connectors on the Cat 5 cable looks similar to the RJ11 plastic connectors on a telephone cord. If you don't want to open your computer's case to install a NIC card, or you don't have any available PCI slots for the card, use a USB wireless adapter such as the Linksys USB200M adapter or Netgear FA120 10/100 USB 2.0 Adapter.. Plug a Cat 5 cable into the end of the wireless connector.



RJ45



USB200M

#### NETWORKING IN A BOX



Linksys kit

Some network vendors offer prepackaged network kits that include everything you need to setup you network (depending on the type of network). For instance, Linksys offers "FENS05 Networking In A Box," D-Link " DFE-910 Network In A Box," Microsoft "Broadband Networking Wireless Notebook Kit," For instance, some products include the new VOIP (Voice over Internet Protocol) as a means to make long distance telephone calls as part of the bundle.

#### WIRELESS CONNECTIONS

Connect desktop and laptop computers wirelessly to share resources and to avoid long and unsightly cable runs. Most people think of mobile laptops in connection with wireless services, but desktop computers can be connected in that way, too. Wired installations are less expensive than wireless setups, but if wiring computers together is not practical for you, then by all means hook them together using a wireless network, or using a combination of wired and wireless components.

For laptops or desktops, you can use a totally wireless USB product such as a Linksys WUSB12 Wireless-B USB adapter for each computer. Just plug each adapter into an available USB port.



WUSB12 USB Adapter

Alternatively, use a wireless notebook adapter (Linksys WPC11) or a wireless B PCI card that takes the place of a similar NIC card in a wired setup. In installations composed of mix of wired and wireless connections, you will need a router/access point such as the Linksys BEFW11S4 to connect up to four computers together.

Choose Wired, Wireless, or a mix of both. Connect your computers, install the software, and enjoy networking. Wireless adapters are sold in Wireless-A, Wireless-B, and

**Wireless-G models.** The B model is a good compromise between price and the broadcast distance between computers. The A and G models are meant primarily for businesses, and may support multiple broadcast modes with greater range.

The maximum distance between computers with wireless connections is a function of walls, the proximity of a microwave oven, and other factors.