



# BUG-BYTES

THE MONTHLY ONLINE NEWSLETTER OF *COMPUTERBUGS*

VOL. 4, ISSUE 07

JULY 2005

## USE A SCREEN CAPTURE UTILITY

DOCUMENT YOUR PROBLEMS TO AID TROUBLESHOOTING



Let one or more screen captures tell your story to the person asked to help you. Use screen captures when you are having particular thorny problems. Your helper can't see what you see on your screen unless you are both using special remote connection software. A screen capture saves a thousand words and lots of frustration. Send the screen capture to your helper.

Use it to show the exact wording of error messages, and/or what you saw at the time the problem occurred.

Download the free *PrintScreen* program from [www.gadwin.com](http://www.gadwin.com). The latest version is 2.6. You can configure it to capture your whole screen (just like pressing the Print Screen key where the output goes to the clipboard), the current window, the active client window, or a rectangular area. You control where the image goes once it is saved to the clipboard, your printer, to e-mail, or to a graphic file.

Even without a screen capture program, such as PrintScreen, Stuff-it, or

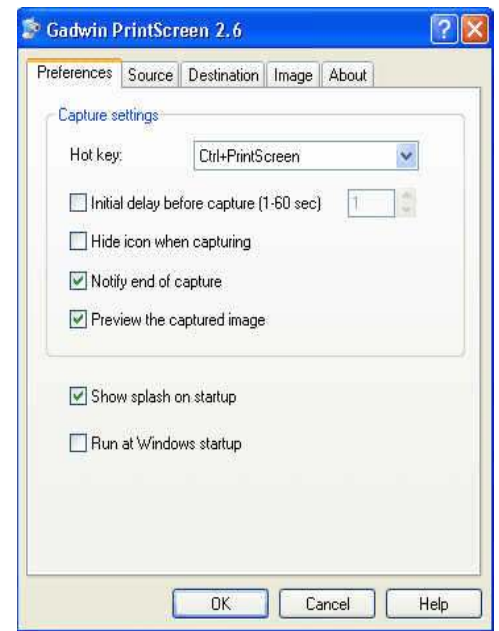
Screen Shot, you can use Windows built-in Print Screen. When you press the Print Screen key at the top of your keyboard, a copy of your whole screen is sent to the clipboard. You can cut and paste that image into an e-mail message. Try it.

Do this. Press Print Screen. Now open your word processor or Windows WordPad (Start, Programs, Accessories, WordPad). Press together the Control and V keys. The image you just captured will be pasted into your word processor. You will have an image of what you saw as you read the newsletter. Minimize the newsletter (click on the minus sign at the top of the screen) which will take you to the desktop.

Repeat the experiment and press the Print Screen key. Open WordPad and paste the image into WordPad or into your word processor. It is just that easy.

However, note that the Print Screen-key captures everything on the screen

when you probably want to highlight only a small portion of the screen. The ability to home in on a particular area of interest is the strength of third-party screen capture programs.



## Q AND A

WHAT IS THE RECYCLE BIN?



Starting with Windows 95, Windows added an icon on the desktop of a waste basket. You drag the files that you no longer want to that icon and then release the primary mouse button (usually the left button), or delete files

from *Windows Explorer* or from any application.

The deleted files are stored in the recycle bin until such time as you purge the files from the recycle bin or

restore some of them. You can drag the files back to the place from which you removed them, or use the built-in unerase program to automatically restore the file or files to their former location or locations.

Think of the recycle bin as an intermediate file storage location and as a means to restore files that you might later find that you need. The recycle bin acts as your safety net.

If you use *Norton SystemWorks*, it contains Norton Utilities (along with Norton Antivirus and other utility modules). It offers to save many types of files in what they call the Norton Protected Recycle Bin. That is, it saves some deleted program-related files as well as data, photos, and graphic files.

To empty the Windows Recycle Bin, or Norton's advanced version of the same thing, right click on the recycle bin icon. There is only one option for the Windows Recycle Bin. Purge (permanently delete) all of the files in the bin IF you feel that there are no files in the bin that you want to restore. Remember. Once you purge the files, they cannot be restored from the recycle bin. They are gone forever.

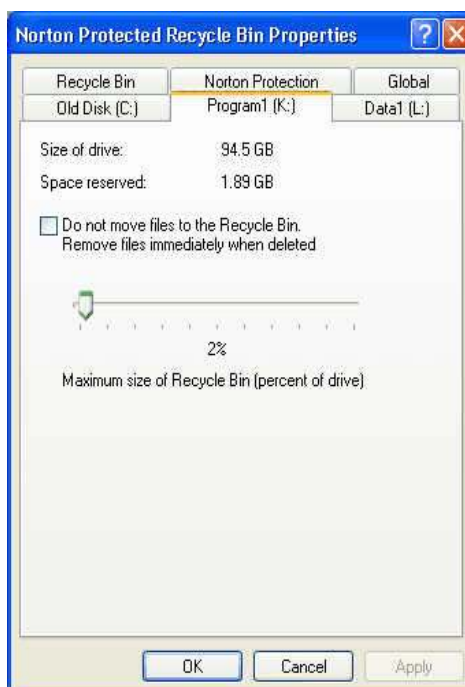
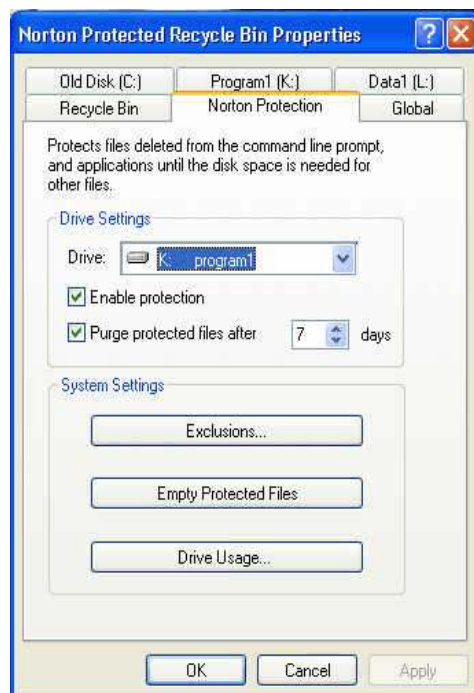
Norton offers you three options. They offer to purge the standard recycle bin (the most recent deletions), purge deletions that you made, and purge

deletions that were made by your operating system (including some temporary files). With the same caveat, periodically purge all of the files IF you are reasonably sure that there are no files that you want to restore from the recycle bin.

To restore files, double click on the

recycle bin icon. This will open an unease program. See the screenshot of Norton's Unease Wizard as an example.

Norton enables you to customize the amount of space reserved for file recovery globally, or individually for each drive.



The terms delete and erase are used interchangeably.

## HOW DOES "DELETE" WORK?

While you might imagine that deleted files are erased just like audio files on a magnetic tape, or as words erased from paper. However, your computer does no such thing.

When you "delete" or "erase" a file, the Windows operating system replaces the first character in the file-name with a question mark. Windows keeps track of where your files are located on your hard disk in a file allocation table.

When you delete a file, the file allo-

cation table tells Windows that the space occupied by the deleted file is now available to be overwritten by a new file. Therefore, it is important to recognize as soon as possible when you have accidentally erased a file. If you do that your chances of recover-

ing all of the file are greatly improved.

#### RECOVER DIGITAL FILM FILES

See the August 2004 issue of Bug-Bytes, page three, in regard to downloading and using PC Inspector Smart

Recovery for that particular purpose. It is a free program and it is very effective.

Treat digital film as just another hard drive. You can store data there as well as pictures

## SOFTWARE REVIEW - POWER MARKS

DISCOVER A MUCH MORE EFFECTIVE WAY TO BOOKMARK YOUR FAVORITE URLS



I hope that you regularly use bookmarks. They are a handy way to store links to your favorite web locations (URLs) so that you can quickly return to those links whenever you have the need.

Thus, you don't need to retype a particular URL every time you revisit that site. **URL stands for Universal Resource Location.** A URL is the web address of the page you are visiting, a page that you have visited, or a page that you want to access. It is like your street address.

To create bookmarks (called Favorites in Internet Explorer), click on the Favorites button at the top of the IE page and then select Add to Favorites. You can create a bookmark (Favorite) to any web page that is open. Hereafter I will use the term bookmark instead of favorites.

The problem with IE bookmarks is that they quickly become unmanageable. You have only two choices. Either add a bookmark to a single Favorites list, or create folders and subfolders to help make sense of your long list of bookmarks. If you have a long list of bookmarks, it takes a lot of scrolling and a lot of time to visually find and select the bookmark that

you want. It becomes very difficult to do that when you must guess which folder contains what you seek.

Favorites is a hierarchical list made up of different levels of detail (the folders). Using a file cabinet analogy, you have to visually look in each folder to see what is stored there until you find what you want. It is time-intensive.

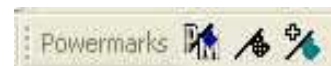
#### IS THERE A BETTER WAY?

My answer to that question is *Powermarks* by Kaylon ([www.kaylon.com](http://www.kaylon.com)). Powermarks uses the power of indexing to instantly find your bookmarks. There are no folders. Here is the way it works. Each time you create a Powermarks bookmark the program will automatically insert indexing keyword information, or you select an option in which you edit the keywords and add any that make sense to you. You open Powermarks by clicking on the PM button on the Powermarks taskbar. Click the middle flag to automatically add a bookmark, or the right-most flag to add your own keyword or words.

The next time you want to find a bookmark, click on the Powermarks button and enter a keyword or keywords. The program instantly jumps to records

using those keywords. For example, the keyword might be Computerbugs, XP, Win98, modem, DVDs, greeting cards, food, or Windows tips. In each instance you would see only the records that pertained to that particular keyword. I have more than 1,000 bookmarks. Powermarks makes finding what I want a snap.

#### WHAT ELSE CAN POWERMARKS DO?



Powermarks will backup your bookmarks and keep a copy (if you wish) on Kaylon's server and/or on your computer. The service is called NetSync.

You can download your bookmark data from their secure server to more than one computer, synchronize the data with or without your browser bookmarks, and schedule status checks of any or all of your bookmarks. That way you know if you have any dead bookmarks, or bookmarks that just need editing. Your data is password protected.

Sound interesting? Try it before you buy it. Download a trial copy from [www.kaylon.com](http://www.kaylon.com). If you are a big

bookmark fan, or want to become one, I believe you will want to purchase this program. The one-time cost is \$24.95. The current version is 3.5. I use this program every day, and I don't know what I would do without it.

Bookmarked links may change. You know when that occurs when you do a status check. Powermarks supports Internet Explorer, Netscape, Opera, NetCaptor, and Mozilla.

Use the following key to understand the features numbered in red in the

screenshot shown below.

1. Search 20,000 bookmarks in the blink of an eye. URL goes here.
2. Add bookmarks easily from most browsers.
3. Create hotkey macros if you wish.
4. The bookmark list instantly changes to reflect only the current search.
5. Customize column headings to display only what you want shown.
6. Provides a customizable dictionary (which you may never need).

7. Attach as much or as little information as you want to your bookmark.

8. Use Fetch to automatically find all keywords assigned by a vendor to a URL. 9. Automatically or manually check the status of URLs to determine if all URLs are still accessible.

That's it. It does a lot more than Favorites, and make saving and using bookmarks a real pleasure. See if it is right for you. I've been using this program for many years and I highly recommend it.

