



PATACS Posts

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Downloading Vs. Streaming – What’s the Difference?

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Downloading is something most of us do, almost without thinking about it. Streaming is something we rarely do, unless we watch a lot of movies from YouTube or another such video streaming service. Downloading refers to receiving data from a remote computer. The data comes “down” to you from another system. The received data is typically a data file of some specific type, like a picture or a video, which is then stored on the local computer, for use in the near or distant future. The received file is called a download. The downloading process will progress as fast as the server computer can send the data to your computer.

That process will be affected by (1) your computer’s capability, (2) the communications equipment between the server and your computer, and (3) how busy the server computer is at that specific time. The download really comes in many pieces, and the network protocol software in your machine reconnects all the pieces so the received file is identical to the original.

Downloading is done for many reasons. New software is typically acquired by downloading. (I’m sure you already have Google Earth or Picasa on your computer. Both were acquired by a download.) Email attachments are obtained by downloading. (Isn’t it being nice to have those pictures of grandchildren and pets?) Documents are transferred by downloading. (Remember the

User’s Manual you downloaded when you bought your camera?)

Just as a little aside, here. Downloading and Streaming are both supported by network software included as part of the Operating System. There are many network protocols used on the internet, two of which are HTTP (Hypertext Transfer Protocol) and FTP (File Transfer Protocol). HTTP is the predominant protocol used on the internet and really defines the World Wide Web. Most of our computing activities are on the WWW, so it is HTTP that allows our computers (clients) to connect to web server computers in order to accomplish things like checking our email, making hotel reservations, purchasing something on line, downloading a picture or video file, or streaming a movie. FTP is used mostly to transfer computer files from one computer to another, and most of us will rarely, if ever, use it.

Now we know that downloading is the acquisition of a file, from a remote server computer, for future use. You may be thinking; if downloading is receiving a file, is there a way to send a file? Well, you guessed it, as you might have thought, it is called uploading. Until recently, the only uploading most of us may have done was to attach a document or picture to an email. (continued on Page 3)

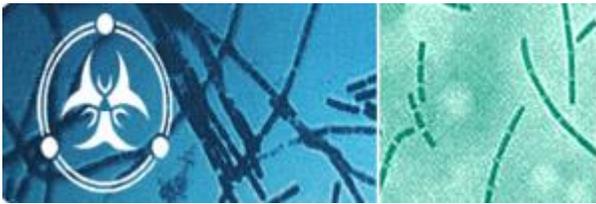
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January 20th Meeting - Fairfax Viruses in the Era of Genomics

Presented by Paolo Amedeo, PhD

This talk will concentrate on human-pathogenic viruses, starting with a brief overview of viral diversity both in terms of genomic organization, structure and "life cycle." "I will discuss the technical challenges of sequencing viral nucleic acids, especially from unknown viruses."



"Finally, I will talk about various types of bioinformatic analysis to study viral spread and evolution, and will present several examples in which synthetic biology could be of tremendous help in the rapid creation of safe vaccine strains."

"I graduated in 1995 from the university of Pavia (Italy) with a master in molecular biology. In 2000 I received my PhD in botany/plant molecular biology from the University of Basel working on transcriptional gene silencing at the Friedrich Miescher Institute (FMI - Novartis). Soon after, I moved to San Diego for a postdoc at the Torrey Mesa Research Institute (TMRI – Syngenta) working on fungal molecular biology and genomics."

"At TMRI I transitioned from prevalently wet lab work to full-time bioinformatics. In 2003 I joined The Institute for Genomic Research (TIGR – now part of JCVI) in Rockville as bioinformatics analyst, working on the structural and functional annotation of the genome of *Cryptococcus neoformans* (a human pathogenic fungus causing serious respiratory diseases and fungal meningitis). I worked in the Eukaryotic Bioinformatics Core Facilities till 2009, when I moved to the Viral Bioinformatics Team, which I currently lead."

Learn in 30: Geocaching

Presented by John Krout

Geocaching is an outdoor hobby: People hide containers called geocaches in parking lots, parks and some surprising locations, and publish a description and map coordinates, latitude and longitude, of each geocache on geocaching.com. Some geocaches are large enough to include toys and other treasures that will fascinate your kids or grandkids and maybe you too. You will see examples of geocache containers, see maps and web pages describing geocaches near where you live, and learn about geocaching apps so you can find caches using location services based on GPS on your phone or tablet. There are more than 100 caches in Arlington County and several hundred in Fairfax County.



John Krout has an MS in computer science and has worked in the computer business as a trainer, software engineer and documentation writer for 30 years. He bought a hiking GPS for finding geocaches in 2003. He has found caches in all of the Virginia State Parks, 82 of the 95 counties in Virginia, and in 38 US states. His total count of caches found is 2,200+ and continues to grow on most weekends. While hiking to find caches, he has lost weight, reduced his heart rate and blood pressure, and shot many eye-catching photos.

(Continued from Page One)

The act of “attaching” was actually uploading a file (the attachment) to the email server, so it could be sent with the body of your email. But now with Cloud Servers like OneDrive, Google Drive, and Dropbox, the way you get your files to the cloud is by uploading them. Uploading your pictures and videos, or any file that you want to share with others, is probably the first thing you will do after you have set up an account with one of these Cloud services. (By the way, if you haven’t tried a Cloud Service yet, give one a try. OneDrive and GoogleDrive will give you at least 15GB of storage space, free.

OneDrive is hosted by Microsoft, and you guessed it, GoogleDrive is hosted by Google.)

Downloading is receiving a file from a remote server for future use. (In fact, the file cannot be used until the complete file is received and stored.) Streaming is similar, in that it is the transfer of a file from a remote server to your local computer. But the difference is that the file pieces, as they are received, are immediately used and typically are not stored for future use.

As you can imagine, the software to handle streaming is different in that it must process the pieces of the file, in real-time as they are received, and do it fast enough so no pieces of the file are lost. So, streaming is the process of receiving sequential pieces of a file and using those pieces immediately as they are received while the transmission continues its progress to the end of the file. Streaming data is provided by video and audio file streaming services. YouTube is an example of such a video streaming service, as is Netflix and Vimeo. (By the way, you can upload your favorite videos to YouTube and Vimeo for sharing.)

Streaming is used to view, in real-time, a video file, like a movie, or listen to music in real-time from a music source. In video streaming, each of the file pieces is a frame of the video and the frames are sequentially displayed on the computer monitor, thereby providing motion to the picture on the

monitor. Video frames may have to be displayed at rate of 60 frames per second, so the streaming software has to get all of its work done within 1/60th of a second so it can be ready for the next frame. If the hardware and software cannot process the frames fast enough, frames may be dropped, and the resultant picture will stutter or jump. Audio streams are slower than video streams, but they too have to produce the audio sound from each file piece before the next piece arrives. (Pandora is an example of an audio streaming service.)

Now you can see the difference. Downloading is receiving a complete data file and storing it for future use, while Streaming is receiving a file and processing the contents, piece by piece, sequentially from the beginning to the end of the file transmission. Now to experience them, first hand, try both a download and a streaming video or audio. Try downloading Synctoy from Microsoft, a utility that will help you handle your data backup (<http://www.microsoft.com/en-us/download/details.aspx?id=15155>), and Stream something from YouTube to help you with setting up your data backup: <https://www.youtube.com/watch?v=GiNZPzFxoSc>

What to Expect in Microsoft Office 2016

By Nancy DeMarte, 1st Vice President, Sarasota Technology User Group, FL
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Amid all the hype about Windows 10, another Microsoft product has been released: Office 2016. As we all know, Microsoft Office has been the preferred office suite in the business world for many years. Many companies still find that for productivity, a PC, keyboard and mouse are the best option for workers, although tablets are gaining popularity. Office products are not going away. On July 9 2015, the Mac version of Office 2016 was released to the public. Prices for various versions are predicted to be much the same as Office 2013. The subscription Home Premium version, Office 365, will cost about \$100 a year for five

installations and \$70 a year for the personal, one installation edition. The standalone edition will have a one-time price of \$140.



It appears that Office 2016 is being built around a few key goals. It is designed as a cross-platform application that will work well on a computer, tablet or

smartphone. It also emphasizes online collaboration and has added some new tools to aid in this goal. In some apps, several people will be able to view and edit the same project simultaneously. Users will be able to see not only who is currently viewing their project, but also who is editing it. All apps in the suite will offer more efficient methods of saving, opening, and editing files in OneDrive. Office 2016 will also include a few new features and several that have been improved. It appears that anyone who has used Office 2007 or later can transition easily to Office 2016. There are no jarringly new tools requiring a long learning curve. It is touted as being a perfect complement to Windows 10, but will work smoothly on Windows 7 or 8.

A few new features are worth a mention. One is the **Tell Me** bar, which is an updated approach to Help. A user can ask how to perform a task by typing in the bar or verbally asking Cortana, the talking personal assistant, and will be taken to the appropriate spot in the Microsoft support site. Another is **Clutter**, a feature of the Outlook email program that sorts emails and assigns low priority ones to a special folder for later consideration. Another improvement in Outlook is the option of choosing how much email to download at once onto a phone or small device. Currently, it's a month's worth, which can slow down download time. The **Insights** feature now extends to Excel and PowerPoint instead of just Word and Outlook. If you right click a word or phrase, a sidebar appears containing information related to it from Bing search, Wikipedia, and the Oxford dictionary.

It appears that individual applications in the suite have not changed their basic operation too much, probably to help businesses avoid excessive re-training. But there are predicted to be a few changes. **Excel** has new analysis capabilities and one click forecasting based on the data on the spreadsheet. It also has some new chart types, such as Waterfall and Tree Map, and keyboard access to Pivot Tables. **Outlook** lets the user attach links to files in OneDrive. **Word** and **PowerPoint** automatically insert photos with the correct orientation and offer more shape styles. One complaint from the bloggers is that PowerPoint, Publisher, and Word have the same sets of templates as they did in Office 2013. There are, however, more themes available. Plus, as I write this, more revisions can still be made.

The new Office will have some formatting changes. Each application will sport a different color, as indicated by its icon and title bar. For instance, Word is blue; Excel is green. The suite color scheme, which has been white, will become somewhat darker to allow easier accessibility for sight-impaired users.

So, should you plan to get Office 2016? If you are thinking of using Office on a tablet or phone, using either the Windows, Apple, or Android operating systems, Office 2016 can give you a more touch-friendly experience than previous versions. If a laptop or desktop is still what you prefer to use for productivity jobs, as I do, you might not need to make the change to Office 2016. You may decide to wait for the next Office edition, which, if Microsoft follows its pattern, will be 2019. But if you are still hanging on to Office 2003 or earlier, it is time to upgrade, if for no other reason than much better security. If you do decide to update your Office suite, keep in mind that you can get more features and much better cloud storage if you purchase the subscription (365) version than if you buy the standalone version

Acronis True Image 2017 for PC or MAC

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I have used Acronis True Image for many years and have found it to be the best backup program available. In the last few years it has changed from a desktop backup program to an internet of things, multiple devices and cloud backup program. There are two license versions, a one-time purchase perpetual license and an annual subscription version which adds full cloud backup and one year phone support. I will be reviewing the one-time purchase version.

Acronis True Image (ATI) is not your father's backup program, which only backed up your PC to an external hard drive, DVD, CD or flash drive. It has expanded to become an all devices, and Facebook backup program. ATI omits the cloud backup, but may be expanded to use the cloud for an additional fee. Acronis claims that the 2017 version is 60% faster than last year and 3 times faster than any competitor. I have compared ATI to all the major backup programs in the past and at that time verified that it was the fastest. ATI 2017 backs up my new computer (which has an Intel i7-6700 CPU, a 500 GB Solid State Drive and a SATA 600 MBs 1 GB spinning drive) in 10 minutes. Using ATI 2016 on my last computer took an hour and 20 minutes. The SSD backup takes only 4 minutes.

There are over 50 new features in ATI 2017. Major new features include: Backup any IOS or Android mobile device (not Windows mobile devices) to your PC or MAC using WIFI. Note that your computer must have a WIFI connection on the same network as your mobile device to enable mobile backup to a PC. My new desktop computer does not have WIFI, but my laptop does. One nice feature is that you may migrate between IOS and Android in the event you change your platform or use both types of devices. ATI 2017 has the ability to remotely backup to any computer anywhere in the world, providing each has ATI 2017 installed. You

may now manage all your computers from one place. ATI permits you to backup Facebook data in the background to your PC, and browse and search Facebook content in the backup. I would not be surprised if future ATI versions offer similar backups of other social media sites' data.



Backup and Restore remains the same. You have all the selections for image backup and restore choices for your computer that previously

existed, like non-stop background backup, full, incremental, etc. There are numerous options to customize your backups like scheduling the time, the type of backup, notifications, any exclusions from the backup and a host of advanced choices including backup validation. You also have multiple choices of where to backup, whether hard drive (internal or external), solid state drive, USB flash drive, file server -NAS or NDAS, network share, FTP server, DVD or Blu-Ray, or memory card. You may use password protection with 256-bit AES encryption for your backups to prevent prying eyes from viewing your confidential data.

ATI has Mobile Device Data Backup apps for Android and Apple devices. I could not find a Mobile Device Backup app for Windows when searching the Windows store. Using the online Dashboard (loaded from the ATI menu), you may access and manage (delete, restore, backup, remote access, etc.) Archives, Syncs, and Backups from any of your devices, and backup data from any device that is on.

Advanced features and tools include: Try & Decide: When you turn Try & Decide on, your computer is in the Try mode. After that, you can perform any potentially dangerous operations without worrying that you might damage your operating system, programs or data. When you turn Try & Decide off, you decide if you want to apply the changes to your computer or you want to discard them. Startup Recovery Manager: The Acronis Startup Recovery

Manager lets you start Acronis True Image 2017 without loading the operating system. With this feature, you can use Acronis True Image 2017 by itself to recover damaged partitions, even if the operating system won't boot. Unlike booting from Acronis removable media, you will not need a separate media or network connection to start Acronis True Image 2017. Acronis Secure Zone is a special secure partition that you can create on your computer for storing backups. Acronis Secure Zone uses a FAT32 file system. You can Clone your disk image to a new disk; Create Rescue Media on a CD, DVD, or flash drive to use if your computer is not bootable; Create Universal Restore Media to restore an image to dissimilar hardware, which includes migrating your system from a hard disk drive to a solid-state drive; Backup to NAS (network attached storage); Archive less used files to an external device, and more.

Tools, the fourth menu item, contains utilities that allow you to clone your disk image to a new disk, create rescue media on a CD or flash drive to use if your computer is not bootable, create universal restore media to restore an image to dissimilar hardware, which includes migrating your system from a hard disk drive to a solid-state drive.

ATI comes with a free copy of Parallels Access. This is a program that allows you to remotely access and control your computer from a tablet or cell phone. There are apps for Android, IOS and Amazon. It sells on the internet for \$40.

Acronis support is excellent and comprehensive. I had reason to use online support. Using their TeamViewer, a support person took control of my computer and fixed my problems.

The new Acronis True Image 2017 is a large, versatile program. With all its expanded capabilities, it continues to lead the field. It is relatively easy to use. There is a manual you may download as well as a comprehensive Help file. I recommend the Acronis True Image 2017 for everyone from novices to experts. It is still the best you can find.

A one computer version is available for User Group Members from Gene Barlow, User Group Relations at: <http://www.ugr7.com/products.html> for \$25. You may also purchase the 1 year subscription version at equally low prices.

Requirements

Windows XP SP3, Windows 7 SP1 (all editions), Windows 8 (all editions), Windows 8.1 (all editions), Windows Home Server 2011, Windows 10

Apple OS X Mavericks 10.9.5+, OS X Yosemite 10.10.2+, OS X El Capitan 10.11, iOS: 8.x and later

Android: 4.4.x and later

Support: Acronis provides multiple free support methods for ATI as follows at www.acronis.com:

- 1 year free email and chat support
- Knowledge Base

Video Tutorials

- User Forum

Support: If you purchase from User Group Relations, contact Gene Barlow at gene@ugr7.org for help and answers to your questions.

My Digital Photography for Seniors

Book Review By Charles Flum, Director,
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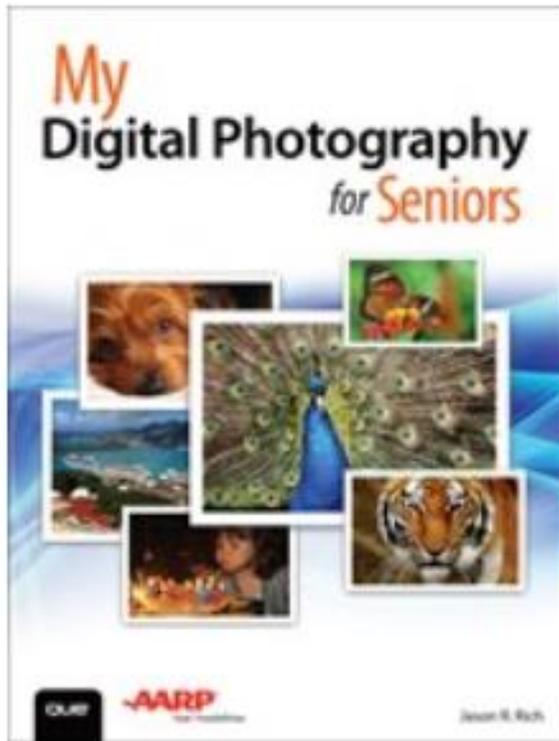
My Digital Photography for Seniors

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Introduction

There are many seniors who are technologically challenged as they did not grow up with all the

gadgets available to us today. Computers, phones, tablets, digital cameras, all have a learning curve. This book is an introduction to the wonderful world of digital photography, aimed at seniors, but applicable to anyone just starting out.



Review

Rich's main emphasis is on using the camera in your phone or tablet. He barely touches on stand-alone digital cameras. The assumption seems to be, if you are just starting out, you are not going to buy an expensive camera, rather you will use the one already in your pocket or in your carrying bag.

He reinforces this opinion in the title of his first chapter, "Getting Started with Digital Photography Using Your Mobile Device".

The next two chapters give a basic overview of how to take photos under varying conditions using your mobile device.

He gives specific step-by-step instruction for both the iPhone and Android devices throughout the

book. With one exception, this reviewer feels he is clear in his instructions and on target.

On p. 85 Rich states, "Taking a candid shot of one or more people is relatively easy, as long as you (the photographer) are positioned in the right place at the right time and you don't interfere in any way with the person or people you're photographing." In the reviewer's experience, it is very difficult to take a candid photo that captures the exact moment wanted. It takes patience and a bit of luck (right time and right place) to capture a great candid.

How to transfer photos from your phone or tablet to your computer, editing your photos on your mobile device or computer and how to organize your photos on these devices are covered in the next six chapters.



Numerous ways to share your photos, via email, online, a digital diary, printing from a service or your own printer, and creating a photo book round out the next six chapters.

The book is lavishly illustrated, each written step in a process is numbered and shown on the illustration what button you need to push or swipe in your device to accomplish the task.

The detail is fabulous for a newbie. Others, who are more experienced, can scan the steps to reinforce their knowledge.

Conclusion: There are hundreds of books explaining photography, none which this reviewer has seen which is as complete as Rich's book is for the newbie.

It is a very easy read. It can be read cover to cover, or you can read the specific chapters which interest you. A welcome addition to books for the beginner

My Chrome Away from Home

[& Air Traveler's Lament - -Ed.]

By Greg Skalka, President,
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I'm writing this on my new Chromebook at 30,000 feet over the Pacific. I decided to take my Chromebook with me on a vacation trip, as I wanted to see how useful it would be as a traveling companion. I also wanted to continue exploring the capabilities of this device. I've had it for a couple of months, but have not had the opportunity to investigate all its features.

For a very low-cost device (I paid only \$130 for my Acer Chromebook 11 at Fry's on a promo code deal), it so far has proved to have a lot going for it. At home, I would often use it daily to look up something on the internet, as it can boot up very quickly. Even though I planned to take my normal Windows laptop on this trip, I really wanted to take this Chromebook. I was not confident enough in it to leave my familiar Windows PC friend behind, however. With space and weight an issue on an airline trip, I probably didn't need the hassle of taking two screens and chargers. My quest for knowledge won out, however, and I determined I could take them both. My wife likes the Chromebook as well, and did not discourage me in taking it. She insisted on bringing her laptop as it has work software on it, so between the two of us, we are traveling with two laptops, an iPhone and a Chromebook.

It is interesting that I am so enthusiastic about this Chromebook. I am much more excited to use it than I am my iPad Mini. Maybe I've never gotten into the Apple way of thinking, but I find the Chrome OS much easier to understand and operate. Maybe it is because the OS is symbiotic with the Chrome browser, which I have been using for a while on Windows computers. Chrome also seems a lot more like Windows in its approach to things, while I think Apple goes out of its way to be different.

The travel environment is also quite different these days, in some good ways and some not so good. This is my first flight since the FAA and airlines loosened up restrictions on electronic devices on commercial flights. Previously, almost all passenger electronics had to remain off from taxi to 10,000 feet, and from descent down to landing. My main gripe with those restrictions was that, with the advent of digital photography, I could no longer take photos out of the plane window during take-offs and landings, and at low altitudes when the views are the most interesting. I took lots of those kinds of photos in the old 35 mm film days (with an older manual camera), so it was really refreshing to be able to take some great shots over San Diego at dawn when we took off.



The airlines are much more integrated into the digital world since my last flight. In addition to checking in online and printing my boarding passes for Alaska Airlines, I was able to pay my bag fees (more on that later) and print luggage tags, speeding up check in. Even the aircraft are more accommodating for travelers with electronic devices. Alaska now has USB and 110 VAC power outlets at every seat, so you can arrive at your destination with your devices fully charged. They also have the now-standard paid Wi-Fi and movies, though not over the ocean.

In spite of these advances in technology and some very friendly and helpful employees, the airlines have found ways to turn air travel from an exciting adventure into an expensive battle of attrition. I'm traveling to paradise, Hawai'i, through a metal tube

crammed full of people and luggage. Airlines once were known for service, with everything, including meals, drinks and baggage service included. In the last ten years or so, however, it seems to me that the airlines have moved profits to their number one priority, and moved customer service way down on the list. Planes are now typically always full, overhead bins are overflowing, any refreshments other than soda and peanuts are costly and bags usually have to pay to fly as well. The seats look thinner, less padded (lighter to save fuel) and are probably closer together now.

This flight that my wife and I were on was completely full, so while I was in the window seat taking photos, my wife was in the middle seat on one side of a center aisle, with a large man in the aisle seat adjacent to her flowing over the arm rest. Even on an almost six-hour flight, we received no complementary meal service, just drinks and pretzels (there was someone on our flight with peanut allergies, so no peanuts were served). The airline did provide several choices in meals they offered for sale, or we could also bring our own food on the plane to consume (a trend that does not work so well for those other passengers with food allergies, as there is no way to limit what foods customers bring on). My wife and I chose to bring on some snacks, and eat some equally expensive airport terminal food before boarding.

We also had to pay additional fees for the airline to transport our checked bags (two bags in total, at \$25 each). With a lot of airlines now charging bag fees, a lot of customers try to avoid them by bringing more in their carry-on luggage. This results in less space in overhead bins and more time spent boarding passengers, as they search for space in an overhead bin. Getting off the plane takes longer with more passengers trying to exit down the aisle with rolling carry-ons. I did see fewer passengers with laptops on our flight; most passengers played with their smart phones and tablets instead. Of course, maybe they didn't bring them out on the plane, preferring, like me, to use their smaller electronic devices in the cramped seating.

So far, the Chromebook has done well on the trip. With over 8 hours of battery capacity, I'm not worried about trying to fish my charger out of my bag to try the airline's in-seat power. It boots up and shuts down in around ten seconds, so I can check things quickly. It was able to easily connect to the free airport Wi-Fi and the GoGo inflight Wi-Fi hub on the plane. Even though the Chromebook was built to be online, I can easily write this column in Google Docs while offline, and save the file on my USB thumb drive (or so I thought; more on this later). I can play music I brought on the thumb drive (I found that ear buds, though compact for travel, give poor results with all the background noise on a plane), or watch a movie file I brought.

So, why bring the larger and heavier 14" Windows laptop? While I can get all my email through a web browser, it is so much easier with Thunderbird, which is not available under Chrome. I can also feel safer checking my email on free airport Wi-Fi, as I have a VPN on my laptop (the setup of my Private Internet Access VPN under Chrome OS appears difficult). I also have a 1 TB hard drive in the laptop, so as I fill up camera memory cards with vacation selfies, I can off-load to the laptop drive and then snap more pics. With only the Chromebook, I'd have to either invest in more memory cards, or resurrect the old photo hard drives I thought were obsolete (and are now quite small).

Once we arrived at our destination, we still used the Chromebook a lot to look up local points of interest and map out sightseeing trips. I found, however, that the Chromebook was no match for the old familiar laptop in some respects. Perhaps with further experience on the Chromebook, I may find out how to do all the things I found a lot easier (or possible) with the laptop.

One thing I have not quite figured out is Google Docs. I think I understand the Chrome Files app; it is similar to Windows File Explorer (I've yet to figure out how to do the same things on my iPad). I started writing this column in Google Docs on the airplane, which, since I was not able to connect to the internet, was in off-line mode. I tried to save

and get out of Docs a few times early on, to make sure it was actually saving the file. I was unable to determine where it was being saved on the Chromebook, however. I finally tried to save the column on my USB thumb drive, and thought I had, but was not able to open the .gdoc file with my Windows laptop. I might have been able to install the Google Drive program on my laptop, or there might be a way to export the file from the Chromebook as a .docx file. In the end, I took the easy way out and selected all of the column's text in Google Docs on the Chromebook, and then pasted it into an email (in Gmail). I sent the text in an email to an account I use with Thunderbird on the Windows laptop, and then pasted the text into Word, where I could edit and write comfortably.

I guess I still have a few things to learn about Chromebooks. I'm glad I brought it on this trip, as it has a lot of advantages over my Windows laptop. I probably overestimated how much time I'd have on this vacation trip to learn about and experiment with the Chromebook. I brought some eBooks on the Chromebook to read, but that's not really what my wife had in mind for our vacation.

Polaroid Cube – A Review

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The name pretty much describes what you see for this product. It's a photo cube with things on four of the six sides.

On top is the multifunction button. It controls On/Off and, when On, whether you are taking a still or a movie. The front has the camera and a small aperture for the microphone. The company says the lens captures 124° of field, although my tests show somewhat less. Still, that's a pretty wide angle. The bottom has an embedded magnet for stable attachment to any metal object. This is an easy, but not very useful, way to step away from the camera for motion pictures or stills.

On the back inside a compartment sealed with a slotted disk are: a slot for a microSD card of up to 32 GB; a switch to shift from 720mp to 1080mp; a micro USB slot for the included cable used to attach your laptop or computer.



The laptop or computer connection allows charging the Cube while displaying the stills and movies contained on the microSD card. You can access the data through your laptop, but there is also an app available that allows a few other controls.

Light Frequency switches from 60 Hz to 50 Hz to eliminate flickering that may be present when taking movies in artificial light.

Timestamp whether or not to be included in stills and movies and to be displayed when viewing same.

Cycle Recording records over existing movie files to save storage.

Date & Time to set the date and time to whatever you want.

Sync with Computer so the time and date are whatever your laptop or computer has at the time the still or movie is taken.

Camera Buzzer Volume Multifunction button presses generate one or more beeps; this control makes them more or less audible.

The User Guide includes basic information, but is rather short on details.

The device is pretty simple when you understand how to do it. There are a number of accessories available for use with the Cube. The tripod mount may be one of the most useful. Pointing the camera at the target you want is not easy and the mount would make it much easier.

It would be helpful if there were a way to access the camera's function with an app for your smartphone. Since Cube is not Wi-Fi capable, the app would not work for it. Their successor product the Cube+ is Wi-Fi equipped and available at a higher price.

About: Polaroid Cube

Vendor: Polaroid

www.polaroid.com Price: \$99

Enliven Documents with Themes

By Nancy DeMarte, 1st Vice President,
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If you often find yourself creating documents in Word or spreadsheets in Excel, you probably use the same font and layouts most of the time. You would be surprised how lively and stylish these files could be if you applied a theme to them. Themes in Word and Excel are Style sets that coordinate the color scheme, fonts, line and paragraph spacing, and effects. The Themes gallery is located on the Design tab in Word and the Page Layout tab in Excel. I will use Word 2013 as an example of how you can apply and customize themes in your documents.

Choose and Apply a Theme



The default theme in Word and other Office programs is appropriately named “Office,” but you can apply a different theme to a document either during its creation or after. For example, I opened a blank document, clicked the Design tab, then Themes (left side of the ribbon), to open the Themes gallery. I chose the “Ion” theme, although I could have browsed for more online. A group of Styles that coordinate with this theme appeared in the ribbon. I chose a colorful one called “Lines (Simple)” and began to create my document.

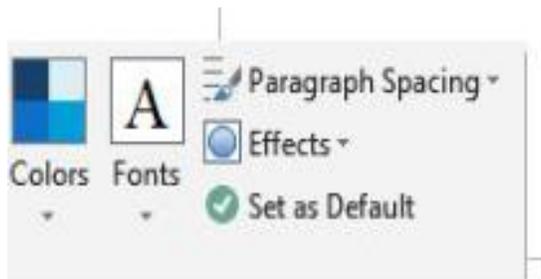
First, I typed the title and highlighted it to display the Font toolbox just below it. I clicked Styles (bottom right) and selected the Title style, which changed my title to a maroon color and 40-point text. The title seemed too large, so I reduced the font size to 24 points. All these font changes can also be made on the Home tab – Font group.

Next, I typed an introduction and my first heading, highlighted it, chose Styles from the font toolbox again, and picked Heading 1. It also was a maroon color, 18 points, and included a line below it. I changed the size to 14 points to be consistent with the new title size.

Then I typed the body of the document. After I had typed the first line of text, I clicked inside a word and learned that the theme’s body text was Century Gothic, 10.5 point, Normal style.

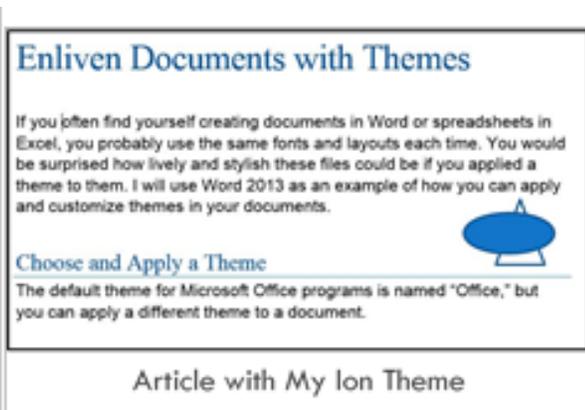
Just for fun, I added a couple of shapes from the Shapes gallery (Insert tab – Shapes) Sure enough; they too were a maroon color, keeping with the theme.

Customize and Save a Theme



Theme Customization Tools

Next, it was time to experiment with changing a few of the elements of the theme. With my document open, I clicked the Design tab and then Colors, which revealed a menu of color schemes, each which included several coordinated colors. I clicked “Blue” and immediately found that all my maroon-colored features had turned a medium blue. Then I clicked Fonts and chose “Times New Roman – Arial.” The title and all the headings became the Times New Roman font, while the body text changed to Arial.



Article with My Ion Theme

With my cursor still in the document, I clicked Paragraph Spacing, which displayed a list of preset

distances between lines and paragraphs. Hovering my mouse over Default showed my theme’s spacing. I hovered my mouse over each of the choices to preview how it would affect my document. I decided on the Open spacing set, which added a little more space between lines and paragraphs. Because I had only a few objects or shapes in this document, I did not change the Effects, but clicking that icon showed me what changes were possible.

Now it was time to save this custom theme. I clicked the Design tab, Themes button, and selected “Save Current Theme” at the bottom of the gallery. I typed a name, “My Ion,” in the dialog box and clicked Save. This put my modified theme into the Custom area above the Theme gallery. The theme was also stored as MyIon.thmx in a special Document Themes folder.

Two Important Cautions

1. Don’t confuse saving a theme with setting it as the default. If you save your custom themes, you have the choice of when to use them. If you set a custom theme as the default, it will affect all future documents and may give you some unexpected results.



My Custom Theme in Word

2. The Office theme is different from the rest in the theme gallery in that it affects all of the Office applications. If you make a change to the Office theme, such as changing the background from white to gray, and set it as the default, it will affect all programs in your Microsoft account, including those on other computers. However, saving your own custom themes in Word or Excel can be a handy way to give your documents some style and avoid re-creating a favorite theme each time you need it.

Taking Photos with Your iPad (and iPhone)

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Your iPad tablet device (and your iPhone) are excellent devices for taking photos and videos. We will discuss taking and working with photos in this article, but taking videos is similar. All iPads and iPhones have a “Camera” app to TAKE photos, and a “Photos” app to VIEW your photos.



THE CAMERA APP -- Tap this app to begin using the iPad built-in camera. Immediately you will see an image of what your iPad camera is seeing through its lens. Move your iPad to see on the screen what

you want to take a photo of, wait a moment for the image to focus (you will see a small yellow-outlined rectangle on the image as it adjusts the focus). You may tap on the image anywhere to move this focusing rectangle to another place if you wish, then tap the large white button. You will hear a “click” and your photo is now saved on the “camera roll” on your iPad. (Before taking your photo, you can “zoom in” by touching the screen with two fingers and spread them apart.)

When you are using the camera, you can tap on the small white camera outline icon to switch between the front or rear lens of your device. The front lens (facing you) is best used during Skype or video calling. Some settings for your camera can be changed in the “Settings” app, such as turning a grid pattern on or off. The “HDR On” option (just touch to change to “HDR Off”) will allow your iPad to take three photos at almost the same time and provide one best photo using the three images. (I have noticed no significant difference whether HDR is on or off). In addition to the “photo” option, there is the “video” option (to take videos, obviously) and a “square” option for taking square (i.e. not rectangular) photos. Scroll to choose. Your most recent photo will be shown at the bottom corner of the screen and you can touch this photo to open the “Photos” app.



THE PHOTOS APP -- Touch this app to open and view your photos. You can scroll through all your photos in your iPad memory and they are already sorted by date. To delete a photo, touch it to open the

photo on the screen, then touch the little blue garbage can in the bottom corner of the screen. Touch on “Delete Photo” when it appears to confirm the delete. Your photos can be used in various ways, printed (if you have a printer that works with your iPad), sent to other places, etc. You can also organize your photos into ALBUMS. You can think of an “album” as a “folder”. You can create a new album by touching the “album” icon at the bottom of the screen which opens your list of albums, then touch the “+” to add a new album and give it a name. At this point you will see your collection of photos and you can “select” the ones you want to “copy” into that album. A photo you have “selected” will have a blue circle with a checkmark in it on the photo. You can copy the same photo into multiple albums if you want. If you DELETE a photo from an album you are only deleting the copy you put in that album. If you DELETE a photo from your “photos” (that is, you

are NOT in viewing albums) then that photo will be deleted from your device including all the albums you copied it into.

FUN TIP: To take a photo of whatever is on your iPad screen at any time, just hit the “home” and the “power” buttons at the same time.

You can download any number of free and low-cost apps that will work with your photos and allow you to edit and enhance them. However, the Photos app that comes with your iPad can do some editing. Touch “Edit” at the top right of the screen when you have selected a photo to see your options – such as rotate, enhance, filters, red-eye removal, and crop.

The camera of your iPhone will work the same way. The iPhone will have a flash built-in, whereas the iPad does not.

MORE TIPS:

It is a good idea to backup your photos somewhere else for safekeeping. You can do this when your iPad (iPhone) is connected to your computer or you could save your photos to some memory in the “cloud”.

Take photos and experiment with them. Learn how to find them and organize them into albums.

Learn more by using Google and YouTube – ask questions such as “How do I delete a photo from my iPad?”

Review your photos on your device on a regular basis and DELETE the photos you no longer want. (If you can NOT delete a photo then the photo was most likely put on your device from someplace else.)

Having your iPhone with you means that you have never forgotten your camera at home or in the car!



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7	8	9	10 7-9 pm On-Line Zoom Meeting	11	12	13
14	15 7-9 pm Arlington Board Meeting	16	17	18	19	20 12:30-3:30pm Fairfax General Meeting
21	22	23	24 7-9 pm Arlington Tech & PC Help Desk	25	26	27
28	29	30	31			

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