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The Digital

# Viking



## Twin Cities

PC USER GROUP

NEWSLETTER

Minneapolis & St. Paul, Minnesota USA • Vol. 38 No.12 • July 2018

*TC/PC Exists to Facilitate and Encourage the Cooperative Exchange of PC Knowledge and Information Across All Levels of Experience*

**July 2018**

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## General Meeting Tuesday, July 10, 2018 7:00 PM

### Webinar: Create a Smart Home Using Home Automation And Voice Assistants

Summit Place  
8505 Flying Cloud Drive  
Eden Prairie, MN 55344

At APCUG's recent Virtual Conference, Joe Melfi, Strategic Technical Marketing Engineer, gave a presentation on using devices on the market to automate your home. From a review by Gabe Goldbert, APCUG Advisor, Region 2: "Great delivery and a great tour and summary of what's available from well-known and emerging vendors. It included valuable information/ suggestions/resources for everything from installing one smart light bulb or switch to complex Do-It-Yourself integration of unique components."



**Note:** No Saturday SIGs during the summer months. 

TC/PC is a Member of



**24-Hour Information • [www.tpc.com](http://www.tpc.com)**  
Application form inside back cover

# The Digital Viking

The Digital Viking is the official monthly publication of the Twin Cities PC User Group, a 501(c)(3) organization and an all-volunteer organization dedicated to users of IBM-compatible computers. Subscriptions are included in membership. We welcome articles and reviews from members. The Digital Viking is a copyrighted publication and reproduction of any material is expressly prohibited without permission. Exception: other User Groups may use material if unaltered and credited.

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Full page (7½ x 9½)	\$100.00
Two-thirds page (7½ x 6)	80.00
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Contact Sharon Walbran at: SQWalbran@yahoo.com

Deadline for ad placement is the 1<sup>st</sup> of the month prior to publication. All rates are per issue and for digital or camera-ready ads. Typesetting and other services are extra and must be requested in advance of submission deadlines.

Payment must accompany order unless other arrangements are made in advance. Place make checks payable to: Twin Cities PC User Group

## TC/PC 2017-2018 Board of Directors

Meets once or twice per year. All members welcome to attend.

Visit [www.tpc.com](http://www.tpc.com) for meeting details.

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## TC/PC Member Benefits

Product previews  
and demonstrations

Special Interest Groups  
Monthly Newsletter

Discounts on products  
and services

Contests and prizes

## Business Member Benefits

All of the above PLUS:

FREE ½ page ad on  
payment of each renewal

20% discount on all ads  
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Viking* Newsletter

Up to 5 newsletters mailed to  
your site  
(only a nominal cost for each  
additional 5 mailed)

## Newsletter Staff

Editor Sharon Walbran

Contributors:

Jeannine Sloan

# Alexa... What can you do?

By Phil Sorrentino, Newsletter Contributor

December 2017 issue, Sarasota Monitor, [www.thestug.org](http://www.thestug.org)

[philsorr \(at\) yahoo.com](mailto:philsorr@yahoo.com)



Alexa is a Digital Assistant. If you have access to an Amazon Echo or Amazon Echo Dot, ask Alexa "What can you do?" Alexa will tell you "A lot. You can tell me to turn up the volume, play music, create a To Do list, or look up a topic on Wikipedia." Finally, it will suggest, "To find out more, check out the Things to Try page in the Alexa App." (If you don't have a device, befriend someone who has one and give it a try.) When you go to the Amazon Echo App and choose Things to Try, you will see quite an impressive list headed by "What's new?" (new things Alexa can do), and Echo Show (an ad for the new Echo Show device). And 28 more topics, alphabetically arranged, starting with "Ask questions," "Calling and messaging," and "Check your calendar." These are many of the things that you can try after you get over asking: "Alexa, what is the temperature," "Alexa what time is it," and "Alexa, tell me a joke."

A Digital Assistant is a complex piece of software that can perform many tasks or services for the user. A Digital Assistant typically includes access to large databases and includes Artificial Intelligence (AI) capabilities. The Digital Assistant software runs on a Server, aided by the App running in the local device (smartphone, computer or dedicated device like the Echo). Remember Client-Server Technology? Digital assistants typically are voice controlled and provide verbal and/or action results (like answering a question or turning a light on or off). Amazon's Alexa is just one of the digital Assistants that are finding their way into regular use. Others that you may be familiar with are Google's "Ok, Google," Apple's "Siri," Microsoft's "Cortana," and Samsung's "Bixby."



(Siri has been around the longest and appears to have the largest user base, followed by Google and Alexa.) All of these can provide answers to basic time and weather questions, and even basic information lookup questions. Alexa is unique in that it is accessed by use of the Amazon Echo, Echo Dot, or Echo Show devices, not by a computer or smartphone (though you need a smartphone to setup many of its capabilities). Google's Assistant, which is like Alexa, can be accessed by a smartphone (or tablet), and the Google Home device. The Google Home device is like the Amazon Echo device.

Going back to Alexa's list of "Things to Try," there are many things that can be very useful in your daily routine, such as Control of smart home devices, Control music, check your calendar, setting alarms, timers and reminders, Creating ToDo and Shopping lists. Some of these things are inherent and are part of Alexa, and some of these require additional support in the form of "skills." Skills are Amazon's term for additional support from a source other than Alexa or the Alexa App. To see a comprehensive list of these skills, just Google "Amazon Skills," and select "Amazon.com: Alexa Skills."

- Setting a timer is built into Alexa. All you have to do is say “Alexa, set a “Name of timer” for “number of minutes,” for example: Alexa, set a “Cook the rice” timer for “15 minutes.” In 15 minutes, Alexa will announce “Cook the rice timer” is done.” Alexa will continue to announce it until you acknowledge it by saying “Alexa, Stop.” (I know battery operated kitchen timers are cheap and reliable, but you typically can’t set them by voice.)
- You can also set Alarms for specific times, like “Alexa, set an alarm for 7 in the morning.” The alarm, when it occurs, is a pleasant sequence of gentle tones. Again, to stop the alarm tones, just say “Alexa, Stop.”
- Another nice feature built into Alexa is the ability to create and maintain a ToDo list and a Shopping list. To add an item to the ToDo list just say, “Alexa Add “Item name” to the ToDo list, like “Alexa add Check the Oil” to the ToDo list. And similarly, to add something to the Shopping list, just say “Alexa, add “Food name” to the Shopping list, like “Alexa, add Butter to the Shopping list.” After you make either of these requests, Alexa will respond and indicate that the item has been added to the requested list. Creating a list is all well and good, but the nice benefit here is that when you look at the Alexa App on your smartphone, your Shopping and ToDo lists are there and immediately updated. So, now your shopping list is available the next time you are at the food store, and your ToDo list is available when you get to Home Depot parking lot and wonder why you drove there.

Another feature I found useful was the ability to check and maintain my calendar. Alexa can be set up to use many calendars, including the Google Calendar. Once the calendar is set up, you can inquire about the activities on your calendar just by saying “Alexa, what is on my calendar for today,” or “Alexa what is on my calendar for the next two days.” (Alexa can report the activities on your calendar for today, tomorrow, or even four days from now, but will not report activities that happened in the past.) You can even add items to your calendar just by saying “Alexa add “Appointment” to my calendar,” like “Alexa, Add “Dentist next Tuesday at 10 in the morning” to my calendar.” Alexa will respond that the appointment has been added for the desired date and time. And just as you would expect, when you look at your calendar, on your smartphone or computer, you will see the new appointment. And of course, you can delete items using Alexa. And, you still have complete control over the calendar with your computer or smartphone.

Home automation is another area where Alexa can be very useful. Home automation can take the form of controlling lights, locks, thermostats, and a security system. To accomplish these types of tasks, an appropriate Alexa compatible device and a “skill” for that device will have to be set up. But, once these things are in place, Alexa (as well as your smartphone) can control those devices. I set up a tp-link, Alexa compatible, LED light and obtained the tp-link skill, and once set up I was able to control the light just by saying “Alexa turn on (or off) the living room lamp”. (Very cool, sure beats the old X-10 control system.) Maybe an Amazon Echo or a Google Home can help you with some of your daily activities. 

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## Be Prepared

By Ken Goodman, Member, Central Kentucky Computer Society  
February 2018 issue, CKCS newsletter, [www.ckcs.org](http://www.ckcs.org),  
newsletter (at) ckcs.org

It's happened to many of us. We've made a mistake, hardware crashes or an update causes our PC to go south. You never know when it will happen, but it does. I've developed a plan for just those occasions that helps make the recovery easier.

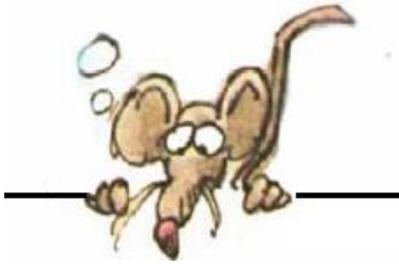
The first step is an image backup. This allows you to recover the entire system if your hard drive crashes or it is corrupted. Most external hard drives have a program that will do this, or you can use a program such as Acronis Backup. Make sure that you have the backup recovery program saved some place safe so that you can recover the system.

The next step is a second backup, this time of all my personal files. I prefer this to be stored in the cloud. This can get a few, or all my documents, pictures, music, etc. back when I recover. If you own Microsoft Office 365 you have a large cloud repository on One Drive. If not, there is Google Drive, Dropbox, etc. You can also use the windows built-in backup File History available in the Setting app.

Once I have all my backups in place, I create two additional resources. These are a copy of all my currently installed or saved software I have downloaded. I set up a library in file manager called Software and move my downloaded software to it. I categorize the library into folders. They include Applications, Internet or Online, Games, Graphics or Pictures, Multimedia or Music & Video, and Tools or Utilities. I also make sure that this library is backed up with my personal files.

The second of these resources is a catalog of all my software keys. Have you ever tried to install a program on your new computer and lost the key? If so, you understand that this will save you from repurchasing the program. I keep this information in two places. The first is a loose-leaf binder labeled 'Software Bible' with A- Z indexes. When I receive a key for a piece of software, I print the email and the file sheet(s) in my binder under the programs name. The second place I store this information is in a saved folder on my e-mail account. My primary email is setup as 'imap' so that it retains the emails I do not delete in the cloud as well as bringing it into my commuter through my e-mail program. I can then use my e-mail to search for the program and retrieve the key. If that doesn't work I have the 'Software Bible' as a backup.

I hope this will help you to be prepared for an emergency or a new computer. 



# NIBBLERS

By Jeannine Sloan

## Pin, Remove, and Customize in Quick Access

**Pin:** If you want a folder to show up in Quick access, right-click it and select Pin to Quick access. Unpin it when you don't need it there anymore.

**Remove:** If something shows up in Quick access that you don't want to see there again, right-click it and select Remove from Quick access. It won't show up there anymore, even if you use it every day.

**Show only pinned folders:** To turn off recent files or frequent folders, go to the View tab, and then select Options. In the Privacy section, clear the check boxes and select Apply. Now Quick access will only show your pinned folders. (If you turn them back on, items you previously removed from Quick access might show up again.)

**Open to This PC:** If you'd rather have File Explorer open to This PC, go to the View tab and then select Options. In the Open File Explorer to list, select This PC, and then Apply.

<https://support.microsoft.com/en-us/help/4027032/>

## Welcome to the Invisible Revolution

Looking for the next wave of breakthrough technology? From artificial intelligence to machine learning to the cloud, you may not see it – but it's all around you.

We are on the cusp of creating a world in which technology is increasingly pervasive but is also increasingly invisible.

<https://news.microsoft.com/stories/invisible-revolution/>

## Create a Secondary Account for Troubleshooting

by Ed Bott

When a Windows PC begins acting wonky, the first troubleshooting step is to figure out where the problem lies. Is it in a core part of Windows itself, such as a driver or a system service? Or is it part of user-specific settings?

To make it easy to narrow the diagnosis, I recommend setting up a secondary user account. Signing in to that account allows you to perform a simple test. If you can't reproduce the symptoms using your clean secondary account, the issue is likely part of a setting or service associated with your primary user profile.

On any Windows 10 PC, you can create a new user account by going to Settings > Accounts > Family & Other People. Under the Other People heading, click Add Someone Else To This PC. The default options strongly push you to use an existing Microsoft account or create a new one. Don't enter an e-mail address, as prompted.

Instead, create a local account by looking for the small links at the bottom of the next two dialog boxes. Click I Don't Have This Person's Sign-in Information, click Next, and then click Add A User Without A Microsoft Account. Follow the prompts to enter a username and password, then log in once to finish the initial setup. Save the credentials in a secure place so you can use them in your next troubleshooting session.

<https://www.zdnet.com/article/windows-10-tip-create-a-new-local-user-account-for-troubleshooting/>

## Computer Terms

**Computer disk storage** - A non-volatile type of memory, disk storage like a hard drive is what stores your information even when the computer is turned off. All of your personal files, documents, songs, photos, etc. are stored in a storage device.

**ROM** - Another type of memory, read-only memory (ROM) is a memory chip that has data which can only be read. Most computers today have a programmable read-only memory (PROM), which is still read-only, but can be re-programmed if needed through a firmware update.

**Memory capacity** - All memory and storage has a total capacity that is written using abbreviations such as KB, MB, GB, and TB. See the full overview of all computer capacities for a complete understanding of all values.

## Turn Off the Timeline and Your Activity History, In Windows 10

In Windows 10 April 2018 Update, Microsoft has introduced a new feature called the Timeline. This feature stores the history of your activities in Windows 10, on Microsoft's cloud servers (if you want to) and synchronizes it across your Windows 10 devices. If you do not use this feature and you want Windows 10 to stop collecting your activity history, here is how to stop it: Go to tutorial:

<https://www.digitalcitizen.life/howdisable-timeline-activity-history-windows>

## Are Reusable Bags Really Better For the Planet?

A key method used for determining the sustainability of a product is the Life Cycle Assessment. LCAs analyze all the steps (resource extraction, manufacturing, shipping, use, disposal, etc.) in a product's long journey from factory to landfill, and calculate what impact each has on things like greenhouse gas emissions, resource depletion, the degradation of water bodies, smog production, and the creation of toxic byproducts.

<https://earther.com/are-reusable-bags-really-better-for-the-planet-1826567287>

## Attack of the Purple 'Bean Trees'

We'd had wisteria for years before we were struck by this odd attribute.

<https://www.csmonitor.com/The-Culture/The-HomeForum/2018/0606/Attack-of-the-purple-bean-trees>

## How to Change File Associations in Windows 10

changing file associations is quick and easy with these short steps. If you've ever run into the problem of Windows trying to open up a file in entirely the wrong application, you're not alone. Although you can get around it using the "Open with," command, there is a way to make sure you don't have to do that every time: Learn how to change file associations.

[https://www.digitaltrends.com/computing/howto-change-file-associations/?utm\\_source=feedly&utm\\_medium=webfeeds](https://www.digitaltrends.com/computing/howto-change-file-associations/?utm_source=feedly&utm_medium=webfeeds)

## How to Find Location of an Email Sender?

There are multiple reasons which you want to check the legitimacy of an Email that you received. With increasing spam and fraud emails, it is necessary to make sure that you are replying to the right person. This email location identifier can give you an idea about the sender location and save you from potential spam emails. It is easy to check the sender location of email, and there are different ways to check that. Here we are sharing the different solutions to find the location of an Email Sender that can help you to identify fraud emails and spams. Bookmark this site:

<https://mashtips.com/find-email-sender-location/>

## My Data Request

Request your personal data from 100+ companies.

Hundreds of company's store & process information about you. In many cases, you're entitled to this data, as well as information on how it's being used & shared. We read these companies' privacy policies to figure out how you can get this data about you. I went to this site

<https://mydatarequest.com/>

and click the "Learn More" button. Sounds easy. Let me know if you use this.

## Lyme Prevention Research

*Boston Herald:* [UMass works toward new Lyme injection](#)

*Country Living:* [Scientists Are Developing a New Shot That Protects Against Lyme Disease](#)

*Redbook:* [Scientists Are Developing a New Shot That Protects Against Lyme Disease](#)

*Woman's Day:* [Scientists Are Developing a New Shot That Protects Against Lyme Disease](#)

*Worcester Telegram & Gazette:* [UMass Med School takes fight to prevent Lyme disease to the ticks](#)

## RB Digital App

Check out magazines and audio books from your library with this app. I use the magazine option and it is great for trying out genre types etc. To learn more go to this site:

<https://www.keepandshare.com/doc/8216469/rbdigital-all-in-one-desktop-registration-and-app-log-in-userguide?da=y>

## Computer Terms Review

Operating system - Every computer must have an operating system for software to communicate with the hardware. For example, most IBM compatible computers run the Microsoft Windows operating system and have the option to run alternative operating systems, such as a Linux variant. Apple computers only run macOS.

Network - Computers communicate with other computers over a network using a network interface card (NIC) or Wi-Fi that connects to a router. There are two primary types of networks: a local area network (LAN) and a wide area network (WAN). The Internet is also considered a network, which uses the TCP/IP protocol.

## Philosophy of Technology

"Western society has accepted as unquestionable a technological imperative that is quite as arbitrary as the most primitive taboo: not merely the duty to foster invention and constantly to create technological novelties, but equally the duty to surrender to these novelties unconditionally, just because they are offered, without respect to their human consequences." - Lewis Mumford, Philosopher of Technology

## Privacy

What expectation of privacy do consumers have in an increasingly technological world? New technology is forcing more answers – and reinterpretation of the Constitution.

Officials now have to sort out what kinds of information individuals give to third parties merit constitutional protection, and what kinds don't.

<https://www.newsyp.com/stories/the-case-that-will-decide-the-future-of-digital-privacy/>

## Ways to Identify a Fake Photo

Fake news is a growing problem — and doctored images are even easier to fall for. Start by looking for a few telltale signs within the photo itself, especially for controversial images.

Stop and think	Look for bad edges
Find mismatched light	Be wary of poor quality
Treat sensational topics as a big red flag	Conduct a reverse image search
Look at the metadata	Try third-party fact checkers

Read the instructions for each at this site:

<https://www.digitaltrends.com/photography/how-do-you-tell-if-a-photo-is-photoshopped/>

## WPA3

For years now, the best personal Wi-Fi protection you could enable was known as WPA2 — or the second generation of Wi-Fi Protected Access. It's a standard network security feature that enables AES encryption through a password.

Now the Wi-Fi Alliance has announced a new security protocol called WPA3, an updated standard that provides more security — and a very timely upgrade in a world that's increasingly threatened by data hacks and wireless data theft

<https://www.digitaltrends.com/computing/what-is-wpa3/> su

## How to Find if a Website Is Legitimate

1. Search for the website's name and review the results.	5. Beware of invasive advertising.
2. Make sure the website connects securely over https (not http).	6. Use the site's contact page.
3. Look for "Secure" or a padlock in the browser's address bar.	7. Create a Google Transparency Report.
4. Evaluate the URL for extraneous characters or misspellings.	8. Check the Better Business Bureau.

<https://www.wikihow.com/Find-if-a-Website-Is-Legitimate>

*I would love to change the world, but they won't give me the source code*

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# Special Interest Groups (SIGs)

w Work phone   h Home phone   c Cell phone  
\* Meets at an alternate location

Most SIGs will meet at Edina Executive Plaza, Conference Room #102, 5200 Willson Road, Edina, MN

Confirm with a SIG group if they meet elsewhere.  
For more info contact the SIG Leader(s) listed here.

Get SIG announcements!  
Link from [www.tpc.com](http://www.tpc.com)

## Board of Directors\*

All members are welcome! Check [www.tpc.com](http://www.tpc.com) for location.

Selected Saturday mornings

## Linux on Saturday

This is for the Linux newbie and those trying to come over from Microsoft to a different operating system.

Second Saturday @ 9 AM-Noon

Note: No Meetings June-August

Jack Ungerleider      612/418-3494 c  
jack@jacku.com

## Tech Topics

Technical presentation/discussion on various technical topics from the following areas:

- Web/Internet
- Mobile Devices and Apps
- Playing with Programming
- DIY (3D Printing, R-Pi, other hobby electronics, etc.)

Second Tuesday @ 6:00-7:00 PM

Every month

Right before the general meeting.

Jack Ungerleider      612/418-3494 c  
jack@jacku.com

## Microsoft Access

All levels. Presentations by expert developers within the group and by MS reps.

Third Saturday 9:00 AM—Noon

Note: No Meetings June-August

Steve Kuhlmeier      952/934-8492  
skuhlmeier@hotmail.com

## Microsoft Office

Addresses the use, integration, and nuances of the Microsoft Office applications.

Combined with Systems on Saturday

Third Saturday of the Month

9:00 AM—Noon

Note: No Meetings June-August

Steve Kuhlmeier      952/934-8492  
skuhlmeier@hotmail.com

## Directions to Summit Place for General Meetings:

Proceed to Eden Prairie Center Flying Cloud Drive . [Flying Cloud Drive runs along the West side of the Eden Prairie Center.] Once you have driven past Eden Prairie Center (on the left) along Flying Cloud Drive you will come to a stop light at Prairie Center Drive. The next intersection with a stop light and left turn lane is Fountain Place. Turn left at Fountain Place and go straight into the parking lot. Turn left again to the first covered entry way of Summit Place. There is plenty of parking in the large parking lot in front of the first Summit Place covered entry way. When you enter the door at the first covered entry way, ask to be directed to the Performance Room for the TC/PC meeting. For a map of more detailed directions and *info on Web SIG and Board meeting*, check the TC/PC website.

Directions to **Edina Executive Plaza** for **Systems on Saturday, Access, Word and Picture Perfect SIGs**: Take Highway 100 to the 50th Street/Vernon exit. [If you have come from the north, cross back over Highway 100 to the east side.] Take the first right and go past Perkins [The golf course will be on your left.] and continue on the east frontage road (Willson Road) to the next building—5200 . There is ample parking in the building's lot. Conference Room #102 is on 1st floor.

Help yourself by helping others!

Join the team & share your knowledge with others.

Contact TC/PC at [www.tpc.com](http://www.tpc.com)

Meetings start at 7:00 PM (9:00 AM on Saturday) unless otherwise noted. \*Meets at Edina Executive Plaza.

**July**

**August**

SUN	MON	TUES	WED	THU	FRI	SAT
	2	3	4	5	6	7
8	9	10 General Meeting Webinar-Home Automation 6PM Tech Topics	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14 General Meeting: TBA  6PM Tech Topics	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

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## Interesting Internet Finds – January, February & March

By Steve Costello, Boca Raton Computer Society

<http://ctublog.sefcug.com> / editor (at) brcs.org

Can You Use Any Charger With Any Device?

<https://www.howtogeek.com/175734/htg-explains-can-you-use-any-charger-with-any-device/>

With so many devices needing to be recharged this is a post that is a must read.

Charging Your Phone Overnight: Battery Myths Debunked

<https://www.pcmag.com/news/357987/charging-your-phone-overnight-battery-myths-debunked>

Do you? Should you? Check out this PC Magazine post for some answers.

Should You Get A Cat6 Or Cat7 Ethernet Cable For Your Network?

<https://www.ghacks.net/2018/01/30/should-you-get-a-cat6-or-cat7-ethernet-cable-for-your-network/>

Need some new cables for your wired network? If so this post has some advice for you.

My Five Favorite Services For Streaming Free Music Online

<https://www.thesimpledollar.com/five-best-streaming-sites-for-free-music-online/>

When I am working on my blogs, or the user group newsletter, I like stream music while online or through my smartphone. If you like to do that too, check out this post for some ideas on what to use.

How To Prioritize Wi-Fi Networks On Your Android Phone

<https://www.guidingtech.com/prioritize-wifi-networks-android/>

This post explains how to use the WiFi Prioritizer app to prioritize your w-fi networks. (I have been using this app for some time now and it works.)

How To Stop A USB Mouse From Constantly Disconnecting And Reconnecting

<https://www.simplehelp.net/2018/01/04/how-to-stop-a-usb-mouse-from-constantly-disconnecting-and-reconnecting/>

This was a timely post for me. The day before this post my USB mouse started disconnecting and reconnecting. I did what is suggested here, and the problem has gone away. I really didn't want to go trying to update drivers.

The following are some items I found interesting during February 2018.

No Internet Access but Connected to A Router? Here's the Fix

<https://www.makeuseof.com/tag/no-internet-access-fix-windows/>

Has this problem ever happened to you? Even if not, check out this post and follow the steps. Most times, in my experience, the problem will resolve in the early steps.

Vivaldi May Be the Real Chrome-Killer

<https://askbobrankin.com/vivaldi-may-be-the-real-chromekiller.html>

If you are wondering about the Vivaldi browser and would like to know more from someone who did a week-long testing of it, check out what Bob Rankin has to say.

Smartphone Detox: How to Power Down in a Wired World

<https://www.npr.org/sections/health-shots/2018/02/12/584389201/smartphone-detox-how-to-power-down-in-a-wired-world>

Sometimes I need to be reminded to just get away from technology for a while. This post explains why it is beneficial and gives some tips to do it. (I did power down for a whole day last week and felt invigorated afterwards.)

Using Google Docs

<http://www.instructables.com/id/Using-Google-Docs/>

With Chromebooks and people working on their smartphones becoming increasingly popular, Google Docs is a great way to be productive on the go. I know several who use it exclusively. If you want to know more check out this post.

Always Carry Your Google Account's Two-Step Verification Codes with You

<https://lifehacker.com/dont-use-sms-for-googles-two-step-verification-in-case-1823144781>

Some good advice if you use two-step verification for your Google account. This post has a first-hand account of a problem that could have been very bad, and advice on how to keep it from happening to you. If you lose your phone, and don't have a trusted device, you will need to have some backup codes <https://support.google.com/accounts/answer/1187538?hl=en&topic=2784804&ctx=topic> .

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The following are some items I found interesting during March 2018.

Microsoft Sway vs. PowerPoint: What's the Difference?

<https://www.groovypost.com/howto/microsoft-sway-vs-powerpoint-whats-difference/>

If you make presentations in MS Windows, this might be of interest to you.

10 Ways to Explore the Internet Archive for Free

<https://blog.archive.org/2018/03/07/10-ways-to-explore-the-internet-archive-for-free/>

I used the Internet Archive often. Sometimes to use the Wayback Machine to fix broken links on my blogs, sometimes to listen to music, watch old cartoons and movies, or just to browse for ideas. Check out this resource for yourself.

Is Wireless Charging Bad for Your Smartphone?

<https://www.computerworld.com/article/3229750/mobile-wireless/is-wireless-charging-bad-for-yoursmartphone.html>

iPhones are getting wireless charging now, so there are more people using it than ever. If you use, or are thinking of using, wireless charging for your smartphone from any manufacturer, you should read this article.

Microsoft Blocks All Windows 7 Security Updates Unless You Have Antivirus

<https://www.howtogeek.com/345946/microsoft-blocks-all-windows-7-security-updates-unless-you-haveantivirus/>

If you are still running Windows 7, this is an important post for you to read and understand.

How to Manage Your PC When You're on Vacation

<https://lifehacker.com/how-to-manage-your-pc-when-youre-on-vacation-1823701063>

I leave my PC on, with the monitor off, when I am on vacation. I use TeamViewer through a VPN to access every couple of days to check for updates. This post talks about other options you can take.

Top 5 Places to Download Thousands of Free Adult Coloring Sheets

<https://mymodernmet.com/adult-coloring-sheets/>

If you are into the adult coloring scene, check out this post and get some free coloring sheets.

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As a member of TC/PC, the Twin Cities Personal Computer Group, one of the benefits is reading this monthly publication at [www.tcpc.com](http://www.tcpc.com).

As a member of TC/PC, you may attend any or all of the monthly Special Interest Group (SIG) meetings and be eligible for software drawings. The small membership fee also includes access to real-live people with answers via our helplines, discounts, and various other perks.

Does membership in this group sound like a good way to increase your computer knowledge?

It's easy to do! Simply fill in the form below and mail it to the address shown.  
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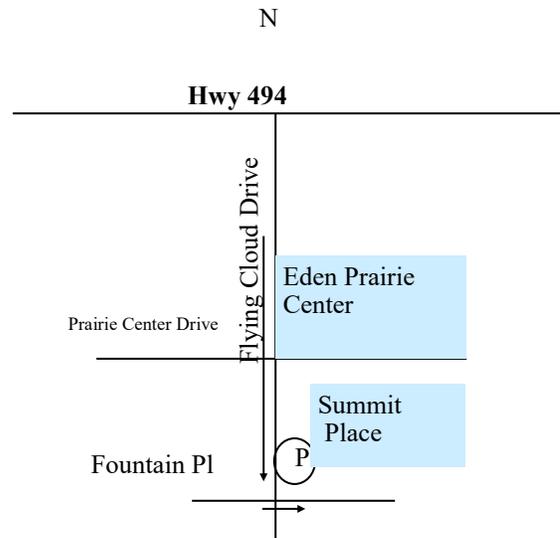
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**July 10, 2018**  
**General Meeting 7:00 PM**

**Webinar: Home Automation**

**Summit Place**  
**8505 Flying Cloud Dr.**  
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**More info and map: [www.tpc.com](http://www.tpc.com)**



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