

MC³ Newsletter

November 2019

VOLUME 36 NUMBER 11



Our membership is \$26.00 a year.

NOTE: This fee offsets the running of the club; membership benefits include help with computer problems. Please pay Lyle Giese, our treasurer, or the designated Board Member in his absence.

MC³ OFFICIALS

President:

Larry Freeman

lpfreeman@hotmail.com

Vice President:

Bob Wagner

rmwagner@ameritech.net

Secretary:

Bruce Ecersberg

Treasurer:

Lyle Giese

lyle@lcrcomputer.com

Database Manager:

Lem Erita

Newsletter:

info@Mc3ComputerClub.org

(for articles & suggestions)

Past President:

John Katkus

Webmaster:

Cindi Carrigan

Board Members:

Jack Luff, Al Edlund,

Ken Schuring

The November meeting of the McHenry County Computer Club is **November 9, 2019 at Senior Services Associates 4704 Three Oaks Rd (just West of Holiday Inn across Rt. 31) Crystal Lake, IL 60014**

This is a new address!

NOTE: Enter "Activity Door" - north door on the east side.

Meeting Agenda

- Introductions & Reports
- Google Office Video

Upcoming Demos - Subject to Change

No information available

Please let a board member know if you have any ideas for upcoming demos.

Google Apps Made Easy - Learn to Work in the Cloud - Terry Flanagan, GVR Computer Club

Google Apps is Google's response to Microsoft Office and LibreOffice. The table below lists the various functions and the names used.

FUNCTION	GOOGLE APPS	M/S OFFICE	LibreOffice
Word Processing	Docs	Word	Writer
Spreadsheet	Sheets	Excel	Calc
Presentation	Slides	PowerPoint	Impress
Database	N.A.	Access	Base
Forms	Forms	N.A.	N.A.
Note Taking	Keep	OneNote	N.A.
Photo Organizing	Photos	N.A.	N.A.
Vector Graphics	N.A.	N.A.	Draw
Email	Gmail	Outlook	Thunderbird
COST	Free	\$100/yr.	Free

continued on next page

What makes Google Apps different? First and foremost Google Apps are web based. You do not download and install a program on your computer. You use your web browser, preferably Google Chrome, to go to www.google.com and log into your account and there they are. You do not have to be concerned with updates, maintenance, and backup issues. They are also platform or operating system independent. It does not matter if you are using a M/S Windows, Apple MAC or Linux computer, an Android smart phone, iPhone or iPad. The applications and your files are there in the cloud for you to access from wherever you are.

There are several advantage and disadvantages to working in the cloud. Being on the cloud makes it easier to share your files with others, which makes collaboration easier. There is no need to send email attachments back and forth or copy files onto flash drives. Also, all of your data will be consistent between your devices. If you make changes in Google Docs on your PC and later open the file on your iPad the changes are there. Even if you save the file locally to your computer it will be synchronized to the cloud version. The disadvantages are that you must have an internet connection since most of the things you will do with these apps are cloud-based and done online. The applications do not have as many features as the other office suites and some may have security concerns about their data being on the cloud.

From the chart above, you will note that each office suite has applications that the other does not. Google Apps does not have a database module, but this is not a frequently used application by home users. Many common database functions can be handled by a spreadsheet. M/S Office and LibreOffice do not have a photo editing module, but there are a number of good stand-alone programs to perform those tasks.

Google Forms stands out as a unique application. Forms does what the name implies. You can easily create forms to gather information or take surveys. The data is automatically transferred to a spreadsheet and reports created to summarize the results and display them in easy to understand charts.

One final point to mention – notice the bottom line in the chart above. Google Apps are free along with 15 gigabytes of cloud file storage. More space is available for a fee.

Lock Up Those Photos - Bill Crowe, STUG

Last month I lost my wallet. Not a good day. I knew the last time I had used the card, and from there I went straight home. They did not have the card at my last stop, so I had either lost it on the way to the car or at home. After an extensive search, I had to go about cancelling and replacing all my credit cards. I had to do the same for all my other cards like medical cards, Driver's license, Costco's, and others. Not a fun job. The job would have been so much easier if I had kept a record of all my cards. I got to thinking that if I had taken a picture of each card (front and back), I would have had them on my iPhone. That would have solved the problem.

Thinking about it further, what if someone got my phone or was able to access my iCloud and gain access to my info? All my cards were there for the taking. I was hoping that there was a way to lock photos on my iPhone, but Apple has not yet provided one. I knew there must be an app for that, and 'By Golly' there is.

Credit: www.privatephotovault.com



Private Photo Vault

Keeping your photos private

There are, of course, many applications that can do it, but one of the best is called Private Photo Vault. The following is a brief introduction to Private Photo Vault.

Private Photo Vault is one of the best free applications to protect your personal photos and videos by password/pattern-locking. This feature-rich app allows easy album organization by allowing you to transfer images and videos from iPhone's photo app to your new protected album. All you need to do is select photos you want to hide and password-protect them on your private album.

Private Photo Vault has a tri-protect system. You can either hide your photos via a secure password system or a nifty pattern lock system. There's also a pin lock option that lets you hide an image by entering a 4-digit pin.

Of many additional features, my favorite is the decoy password option. It allows users to enter two passwords – one for general access and another for those albums you want to really secure. With a smooth interface, and simple yet extremely secure protection option, the app is a good way to hide your photos on your phone.

By the way, the end of my story is that after I cancelled most of my cards, I found the wallet. It was in about the only place in the house I had not turned upside down.

[See the tutorials at https://privatephotovault.com/tutorials/](https://privatephotovault.com/tutorials/)

Thoughts from a Clicker - Tiny Ruisch, CCCC

This month I'd like to tell you about one of my favorite utility programs. I have it installed on all my computers and have been using it for more than ten years. I first reviewed this program in July 2009. The program has gotten even better since then. Like many other free programs, the programmer has a donate button on his website. I like the program so much that I hit the PayPal button a long time ago. Maybe it is about time I gave him a few more dollars.

FileMenu Tools lets you customize the right click menu of Windows Explorer. It also works with all the alternate explorer programs that I've tried. The program adds utilities to perform operations on files and folders and adds customized commands that let you run external applications, copy or move to a specific folder or delete specific file types.

With the built-in commands you can:

- Run With Parameters – Runs a program with parameters you input in a dialog box.
- Command Line From Here – Opens a command line window.
- Copy/Move – No need to cut and paste. You can also use filters in file selection.
- Duplicate Files – Makes a copy in the same folder.
- Pack to Folder - Moves all the selected elements to new sub-folder in the current folder.
- Copy Path/Name/Content - Copies the selected item(s) to the clipboard.
- Attributes – You can view and change them without having to open a properties dialog box.
- Find and Replace – Lets you find or replace a text for all the files in a selected folder.
- Advanced Rename – With lots of options.
- Change Icon – Changes the icon for the selected folder.
- Change Attributes – Quickly and easily change folder options.
- Advanced Delete – Lets you delete specific file types in a folder.
- Synchronize Two Folders – Lets you synchronize two folders quickly and easily.
- Shred Files – Overwrites several times so it is impossible to recover the file in the future.
- Send to Mail Recipient – Lets you send an e-mail with selected elements as attachments.

These are less than half of the FileMenu commands you can select from. In the configuration menu, a simple check will turn off the commands you don't want. If you can't find the FileMenu function you need, then just add a customized command to run external applications, copy/move to a specific folder or delete specific file types.

FileMenu Tools lets you configure the "Send to" sub-menu. You can add new items, change the properties of the existing items or delete them. You also can disable existing "Send to" items in order to hide them from the menu.

FileMenu Tools will also let you enable/disable the commands which are added to the context menu of the Windows Explorer by other programs. This is the only function that is not one hundred percent reliable.

When it works, it works well, but it doesn't catch all the programs that add a right click.

FileMenu Tools is a 12.90 MB download and runs on all Windows platforms. Open Candy is used during the installation process but can be refused with a check mark. Did I mention the price? This program is freeware and costs nothing.

Download FileMenu Tools and give the program a test. I'm pretty sure that you'll like it. While you're on the Lopesoft website, you can also download and test LopeEdit Lite, an excellent alternative to Windows Notepad