

Monitor

<http://www.cpcug.org/>
<http://www.cpcug.net/>

January 2004 Volume 22 Number 1 \$3.00

The magazine of the **Capital PC User Group, Inc.**, a nonprofit organization of “Users Helping Users”

Inside

Rich's Ramblings
by Rich Schinnell

Microletter #140
by Paul Shapiro

The Whole World
in My Hand
by Tom Gutnick

Letters to “Late Nite”
hosted by Marty Shinko

Book Review

and much more...

CPCUG TechTalks

Formerly called “General Meetings,” CPCUG “TechTalks” are held monthly, usually on the 2nd Monday of the month. They are free to both members and nonmembers, but only members are eligible for door-prize drawings. Details about upcoming TechTalks are on page 4.

New Year's Resolutions

Have you made your New Year's resolutions yet? If not, you can borrow some of mine:

1. Back up my data
2. Back up my data a second time and keep a copy off-site
3. Keep my original software CDs organized so I can find them when I need to reinstall a program
4. Send in my rebates
5. Keep a copy of everything I send with the rebate form, so when I'm told I didn't include everything, I can send a copy
6. Double check to make sure my virus scanning software is automatically downloading updates (Norton AntiVirus LiveUpdate did not work automatically on my new computer with Windows XP Pro until I set a password in Windows, and then set that same password in the Windows task scheduler)
7. Keep Windows updated for security patches
8. Ditto Microsoft Office
9. Donate my old computer to CPCUG's Reboot Program
10. Renew my CPCUG membership (renew online for one month free)
11. Sign up for a CPCUG class
12. Learn how to use my new PDA (yes, I finally got one!)



Other New Year's Resolutions you might want to consider:

- Sign up for CPCUG's calendar mailing list to be notified of upcoming meetings and classes
- Volunteer to help staff the CPCUG booth at FOSE, March 23-25 (or volunteer to be the booth wrangler)
- Join one of CPCUG's SIGs
- Volunteer to take photos at CPCUG events
- Volunteer to assist at monthly TechTalks or SIG meetings
- Offer to run for a board position (elections in February)

Susan Kousek, editor

Calling All Hockey Fans!

CPCUG has arranged a CPCUG Hockey Night with the Washington Capitals (playing the Florida Panthers) for Tuesday, March 2, 2004, at 7:00 pm at the MCI Center.



Tickets are \$40 (normally \$55), available by calling the CPCUG Office at (301)762-9372. Come join CPCUG for a fun night of hockey!

The MCI Center is at 601 F St NW in downtown Washington, DC, off the Gallery Place/Chinatown metro stop on the red, green and yellow lines.

Do you want to share your knowledge ... but can't make a regular commitment?

YOU CAN CHANGE LIVES BY TEACHING FOR CPCUG!

We are now recruiting teachers in many topic areas—complete and send in this form to learn more.

I would consider teaching in *(check all that apply)*

Maryland Virginia DC this site: _____

I would consider teaching *(check all that apply)*

M-F daytime M-F evenings Saturdays Sundays

I have these special requirements:

My preference is teaching *(rank from 1-3, 1 being your first choice)*

- Career professionals who are familiar with computers and who want to advance their knowledge of software/hardware
- Senior citizens who may not be familiar with computers and who want to find good web resources and email friends
- Community members who speak English as a second language, work in blue-collar environments, and would like to move into office professional work

Besides English, I speak *(check all that apply)*

Spanish fluently a bit _____ fluently a bit
 Vietnamese fluently a bit I can sign to the hearing-impaired fluently a bit

I would feel comfortable teaching *(check all that apply)*

- | | |
|--|---|
| <input type="checkbox"/> Word <input type="checkbox"/> beginner <input type="checkbox"/> advanced | <input type="checkbox"/> Quicken <input type="checkbox"/> beginner <input type="checkbox"/> advanced |
| <input type="checkbox"/> Excel <input type="checkbox"/> beginner <input type="checkbox"/> advanced | <input type="checkbox"/> QuickBooks <input type="checkbox"/> beginner <input type="checkbox"/> advanced |
| <input type="checkbox"/> Access <input type="checkbox"/> beginner <input type="checkbox"/> advanced | <input type="checkbox"/> Unix <input type="checkbox"/> beginner <input type="checkbox"/> advanced |
| <input type="checkbox"/> PowerPoint <input type="checkbox"/> beginner <input type="checkbox"/> advanced | <input type="checkbox"/> Linux <input type="checkbox"/> beginner <input type="checkbox"/> advanced |
| <input type="checkbox"/> Publisher <input type="checkbox"/> beginner <input type="checkbox"/> advanced | <input type="checkbox"/> Visual Basic <input type="checkbox"/> beginner <input type="checkbox"/> advanced |
| <input type="checkbox"/> Outlook <input type="checkbox"/> beginner <input type="checkbox"/> advanced | <input type="checkbox"/> C++ <input type="checkbox"/> beginner <input type="checkbox"/> advanced |
| <input type="checkbox"/> FrontPage <input type="checkbox"/> beginner <input type="checkbox"/> advanced | <input type="checkbox"/> C# <input type="checkbox"/> beginner <input type="checkbox"/> advanced |
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| <input type="checkbox"/> MovieMaker <input type="checkbox"/> beginner <input type="checkbox"/> advanced | <input type="checkbox"/> Microsoft.NET <input type="checkbox"/> beginner <input type="checkbox"/> advanced |
| <input type="checkbox"/> HTML <input type="checkbox"/> beginner <input type="checkbox"/> advanced | <input type="checkbox"/> Delphi/Kylix <input type="checkbox"/> beginner <input type="checkbox"/> advanced |
| <input type="checkbox"/> XML <input type="checkbox"/> beginner <input type="checkbox"/> advanced | <input type="checkbox"/> JBuilder/Java <input type="checkbox"/> beginner <input type="checkbox"/> advanced |
| <input type="checkbox"/> Dreamweaver <input type="checkbox"/> beginner <input type="checkbox"/> advanced | <input type="checkbox"/> JavaScript <input type="checkbox"/> beginner <input type="checkbox"/> advanced |
| <input type="checkbox"/> Flash <input type="checkbox"/> beginner <input type="checkbox"/> advanced | <input type="checkbox"/> VBScript <input type="checkbox"/> beginner <input type="checkbox"/> advanced |
| <input type="checkbox"/> Fireworks <input type="checkbox"/> beginner <input type="checkbox"/> advanced | <input type="checkbox"/> Perl <input type="checkbox"/> beginner <input type="checkbox"/> advanced |
| <input type="checkbox"/> Freehand <input type="checkbox"/> beginner <input type="checkbox"/> advanced | <input type="checkbox"/> ASP <input type="checkbox"/> beginner <input type="checkbox"/> advanced |
| <input type="checkbox"/> Roxio EZ CD Creator <input type="checkbox"/> beginner <input type="checkbox"/> advanced | <input type="checkbox"/> General Windows <input type="checkbox"/> beginner <input type="checkbox"/> advanced |
| <input type="checkbox"/> Photoshop Elements <input type="checkbox"/> beginner <input type="checkbox"/> advanced | <input type="checkbox"/> General Web Browsing <input type="checkbox"/> beginner <input type="checkbox"/> advanced |
| <input type="checkbox"/> Photoshop <input type="checkbox"/> beginner <input type="checkbox"/> advanced | <input type="checkbox"/> General Email <input type="checkbox"/> beginner <input type="checkbox"/> advanced |
| <input type="checkbox"/> Acrobat <input type="checkbox"/> beginner <input type="checkbox"/> advanced | <input type="checkbox"/> Hardware <input type="checkbox"/> beginner <input type="checkbox"/> advanced |
| <input type="checkbox"/> SQL Server <input type="checkbox"/> beginner <input type="checkbox"/> advanced | <input type="checkbox"/> _____ <input type="checkbox"/> beginner <input type="checkbox"/> advanced |
| <input type="checkbox"/> Norton Anti-Virus <input type="checkbox"/> beginner <input type="checkbox"/> advanced | |

Your Name _____

Phone (____) _____ Fax (____) _____ Cell (____) _____

Email _____

Address _____ City _____ State _____ Zip _____

Please (1) mail this form to Heidi Lamont, Training Director, Capital PC User Group, 19209 Mt. Airey Road, Brookeville, MD 20833. (2) email a brief summary (100-200 words or less, in paragraph format) of your qualifications—including any professional teaching experience (use your name as the filename!) — to training@cpcug.org. Be sure to include your full name in your email. We will contact you to discuss details and upcoming classes that you may be interested in teaching.

Register to Take a CPCUG Training Class

Most classes cost:
\$29-\$35 member fee
\$39-\$45 non-member fee

Classes Listed at

www.cpcug.net/trainingsearch.asp

Click *SEARCH CLASSES* to search by location

Two Training Centers: Annandale, VA, and Fort Washington, MD

Register for Annandale classes online
or by calling the CPCUG Office at 301-762-9372

Register for Harmony Hall (Fort Washington) classes
by calling 301-203-6040

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19209 Mt. Airey Road
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CPCUG Home Page
www.cpcug.org

Get more
out of your
membership
in the
Capital PC
User Group—
Become a
VOLUNTEER!

Contact a member of
CPCUG's Board of
Directors — all are
listed on this page,
most offer a choice
of e-mail or phone
contact information.

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Vacant

Vendor Relations

Vacant

Volunteers

Vacant

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Future SIGs

If you're interested
in starting a SIG,
please contact
CPCUG President
Dennis Courtney at
president@cpug.org.

The Internet SIG is
inactive. If you're
interested in helping
reactivate this
important SIG,
please contact Gabe
Goldberg at
gabe@gabegold.com.

CPCUG is looking
for a few good men
— and women. Can
you donate a few
hours each week to
help improve our
group? Call
301-762-9372!

Monitor is your publication. If you would like to discuss an idea for an article or column, please contact the editor at editor@cpcug.org.

Our style guide is at:
www.cpcug.org/user/monitor/Monstyle.html.

Publication Submissions

Guidelines. Be sure to put each graphic (200-dpi TIF format preferred) and table in a separate file—do not include text, graphics, and tables together in one file. If you prefer to include everything in one file, please send each table and graphic separately in addition. Include your name, e-mail address, and day and evening telephone numbers at the top of your article so we can contact you if we have questions.

Submittal. Send articles as file attachments (Word or WordPerfect) to editor@cpcug.org, with copy to admin@cpcug.org. In the body of your message, include the names of files attached and the software formats of each. Or you may send articles in ASCII text format directly in the body of an e-mail message.

Conditions. Articles must be received at least 30 days before publication. All articles are subject to editing. Articles accepted for publication in the print version of the *Monitor* will also appear in the Internet Web pages of the *Monitor*.

Subscription Problems?

Please call (301) 762-9372 or send an e-mail message to admin@cpcug.org.

Address Changes. Please send change of address notices with current phone numbers to the Capital PC User Group, Attn.: Membership Director, 19209 Mt. Airey Road, Brookeville, MD 20833, or via e-mail to admin@cpcug.org. *Monitor* is not forwarded unless you have made special arrangements with your Post Office.

Renewals. One renewal notice is sent. You may renew your membership by sending your check for \$42 (\$78 for 2 years; \$110 for 3 years) along with your mailing label to the address above. Be sure to correct your mailing label if any of the information has changed, and always include your current phone numbers and membership number.

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Articles

January 2004 Volume 22 Number 1

Cover New Year's Resolutions

by Susan Kousek

7 Book Review: Windows XP Hacks

by Frank Raucci

8 Rich's Ramblings

by Rich Schinnell

12 The Whole World in My Hand

by Tom Gutnick

14 Association of PC User Groups (APCUG)

by Gabe Goldberg

16 Microletter #140

by Paul Shapiro

17 The Outlook for Open Source Software in 2004

by Frank Hum

Departments

- 5 President's Notes
- 6 Feedback/Editor's Column
- 10 Letters to "Late Nite"
- 26 HelpLine Listings
- 33 Volunteers Needed

Events

- 4 General Meetings/TechTalks
- 18 Calendar of Events
- 22 SIG Listings

More Bytes

- 35 CPCUG E-Mail Lists
- 36 Membership Form

Addresses, Directions, Maps, Phone Numbers

- 34 Bethesda Chevy Chase Services Center (BCCSC), Bethesda, MD
- cover 2 UHU Teacher Form
- cover 3 CPCUG Meeting Sites and Addresses

The Fine Print. Unless specifically stated otherwise, the opinions expressed in any article or column are those of the individual author(s) and do not represent an official position of, or endorsement by, the Capital PC User Group. CPCUG is an independent, nonprofit user group and is not affiliated in any way with any vendor or equipment manufacturer.

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CPCUG News & Events

Two Training Locations!

Annandale, VA

UHU (Users Helping Users)

The classroom has 12 PCs on a LAN

Classes are held in room 305
Annandale United Methodist
Church

6935 Columbia Pike
Annandale, VA 22003

**To register for classes, call
(301) 762-9372**

Fort Washington, MD (HH) Harmony Hall

The classroom has 10 PCs on a LAN

Classes are held in the
Computer Room (2nd floor)
Harmony Hall Regional
Center

10701 Livingston Road
Fort Washington, MD 20744

**To register for classes, call
(301) 203-6040**

Directions to both sites:
www.cpcug.net/directions.asp

TechTalk Locations and Times

CPCUG General Meeting/Tech Talks are held in Bethesda at the Bethesda Chevy Chase Services Center (BCCSC), in Northern Virginia at Washington Gas in Springfield, or in Washington, DC, at the Martin Luther King Library. See the listing at the right for each meeting's location. Directions to the current month's location are on page 34.

TechTalks held at BCCSC and Washington Gas begin at 7 pm. Those held at the Martin Luther King Library begin at 6:30 pm.

Upcoming General Meeting/ 2nd Monday TechTalks

Meeting location varies; please check below

Monday, January 12 (7:00 pm)

Web Layout Techniques

Speaker: Merry Bruns, ScienceSites Communications

Location: Bethesda Chevy Chase Services Center (BCCSC)
4805 Edgemoor Lane
Rooms A&B on the 2nd level
Bethesda, Maryland

Note: Parking (small fee) in building;
Bethesda Metro station across the street

Directions: www.cpcug.org/user/comm/bccsc-dir.html for detailed directions and parking information

Monday, February 9 (7:00 pm)

Google Searching

Speaker: Art Silverglate

Location: Bethesda Chevy Chase Services Center (BCCSC)
4805 Edgemoor Lane
Rooms A&B on the 2nd level
Bethesda, Maryland

Note: Parking (small fee) in building;
Bethesda Metro station across the street

Directions: www.cpcug.org/user/comm/bccsc-dir.html for detailed directions and parking information

Monday, March 8 (6:30 pm – please note early start time)

E-Filing Your Income Tax

Speaker: IRS Representative

Location: Martin Luther King Library, Washington, DC

Monday, April 12 (7:00 pm)

Wireless Computing Technology

Late Nite

The Beginners (and Beyond) SIG, also known as "Late Nite," immediately follows the General Meeting/TechTalks when held at the Bethesda Chevy Chase Services Center or at Washington Gas. "Late Nite" begins at approximately 9:00 pm).

President's Notes

Another year has passed and it's been a great one for CPCUG. We have so much to be thankful for that I hardly know where to start.

First, I'm thankful for all you CPCUGers who work so hard month in and month out to keep this organization going. From the officers to SIG chairs, from Reboot to the TechTalks, so many of us are involved in volunteering that CPCUG has grown in offerings this past year. That doesn't mean we don't need more people to volunteer – just that we've been getting quite a lot out of the volunteers we do have.

I've watched CPCUG solidify in so many ways large and small. With Tom Miller taking over leadership of the Delphi SIG, the late Doris Bloch helping the Senior SIG, Luis Garcia reconstituting the Virginia SIG and the addition of Wally Dickson and Cliff Bailey's GLITCH and Merrill Hessel's Digital Video SIGs, our SIG lineup looks strong as we go into 2004.

With Barb Conn as Communication Director, Susan Kousek as *Monitor* Editor, and the new CPCUG TV Show, we're poised to expand our media communications reach in the coming year. Coordinating our print, Internet, and video messages is going to be a lot of fun in the coming months.

Training has come a long way in the last year under the leadership of Heidi Lamont and the staff of teachers she's assembled. Each month our training gets better and better. If you haven't taken a CPCUG class in a while, you won't believe the transforma-

tion from the old classes to the new. The Training Staff has put together a list of classes ranging from the basic introduction to advanced topics. There is literally something for everyone.

Even our bank account is solid. We finished the year 'in the black' despite all that we have added to CPCUG. We could not have asked for a better outcome!

I'm looking forward to the coming year. I think it will be CPCUG's breakout year. If you



Tammy Arnold of Toshiba America (far right front row) and CPCUG President Dennis Courtney (back row, in Santa hat) with the happy winners of the December TechTalk door prizes. Prizes included two digital cameras from Toshiba and two Microsoft Office programs, plus other software and computer books.

were at the December meeting, besides all of the really great prizes we gave out (Toshiba donated TWO digital cameras and Microsoft sent a giant bundle of software – including the new Office 2003), you could detect a definite buzz in the air. Vendors are starting to notice user groups again and CPCUG is poised to begin a new era of cooperation with our partners.

We've begun discussions with others in our area to see if there are ways we can cooperate and leverage our various programs and people. We are trying to leverage our relationships with groups as broad as APCUG and as focused as Washington Apple Pi. We're also looking for ways to let them use our strengths and

resources – whatever we can do to make our common computing experience better.

There is so much to be thankful for and so many memories from 2003, I am excited about what the New Year holds in store for us.

Keep Up to Date With CPCUG Activities

Subscribe to the free weekly e-mailing of the 9-day Calendar of Activities ("This Week at CPCUG"). It's easy to do: Send an e-mail message to: LISTSERV@CPCUG.ORG containing the line `SUBSCRIBE CPCUGCAL-L <yourfirstname> <yourlastname>`

(Do not include the angle brackets.) No entry in the subject line is required. You will receive a request to confirm your subscription by return e-mail. After confirmation, the calendar arrives Friday or Saturday and contains CPCUG meetings, classes, seminars, and special events for 9 days – from Saturday through the following Sunday. You will receive about eight e-mail messages a month.

CPCUG Elections in February

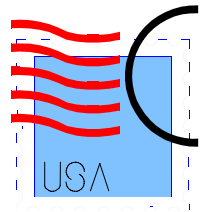
All Executive Committee positions are up for election: President, 1st Vice President, Capital Area Vice President, Maryland Vice President, Virginia Vice President, Secretary, and Treasurer.

To nominate yourself or others, please contact CPCUG President Dennis Courtney at president@cpcug.org.

Feedback



Feedback



Susan Kousek
Editor
editor@cpcug.org

We're starting to get letters to the editor, with feedback. Great! Keep them coming.

Bill Maynard sent a very nice message to CPCUG President Dennis Courtney with kind words for the contributors to the *Monitor*. Bill wrote, "I'm dropping a quick note to say that I want to thank all of you for the wonderful magazine you have put together...I learn something from every article I read in the *Monitor*."

Thank you for the kind words, Bill, and thank you also to the CPCUG members who have been wonderful about writing monthly articles and columns for the *Monitor*: Dennis Courtney, Gabe Goldberg, Tom Gutnick, Paul Shapiro, Rich Schinnell, and Marty Shinko, and to the many others who have contributed articles and information about SIG meetings and other events.

Bill mentioned he received his November *Monitor* about the middle of November, "though others have arrived in a timely fashion." Since September 2003, each issue has been mailed between the 25th and the 28th of the preceding month. Most members receive the *Monitor* within a few days, although some

copies have taken a few weeks. Please email me at editor@cpcug.org if your copy doesn't arrive by the first week of each month, and we'll see if we can track down what is happening.

Another message, this one from Howard Schreier, who wrote: "I am pleased to see the *Monitor* revived in recent months.

"A couple of points about items in the December issue follow.

"p. 8, 'Helping to limit spam'

"The measure suggested would still leave the address hard-coded in the HTML source for the page, where it can be harvested easily. A better measure, in my opinion, is to have the address generated by a script when the page is rendered. Popular javascript libraries on the Web provide code for doing this.

"p. 10, DOS Talk

"SUBST maps a drive letter to a directory. The directory remains on the disk. So it is in no way a RAMdrive (which refers to a structure in memory)."

And, Warren Manison suggested an "understandable detailed" write-up in the *Monitor* about cookies and firewalls. CPCUG President Dennis Courtney responded to his questions:

What are cookies?

A small line of text placed as a marker on your computer

and how are they used?

That small amount of text can contain virtually anything. Usually it is an ID that a website can query and, from the information it reads from the cookie text, look you up in its local database to determine if you've been to that site before. If it recognizes you, it

can log you in to the website automatically, retrieve any information it may have saved in its databases (shopping preferences, setup, etc.). The cookie itself is only a small amount of text. It is typically used as a "key" to look up whatever information you may have left on a webserver during your last visit. Having cookies 'enabled' won't hurt you.

and what interplay is there with firewalls?

None really. They serve two different functions. A firewall is software or hardware that stands between your computer and the Internet to serve as a protective barrier. Firewalls look at transactions between your computer and the Internet. Some transactions are normal (HTTP, e-mail, file transfers, etc.) but some aren't. Firewalls typically are configured to stop anything out of the ordinary from coming into your computer. They are also used to trap anything unusual leaving your computer (trojan horses that 'phone home', etc.).

A firewall should be used with a good virus checker. The firewall tries to prevent anything from slipping through your Internet connection; the virus protection works on anything that might have gotten past the firewall. A good spyware cleaner rounds out what I recommend for protection. If you would like I can point you to a very good (and FREE) virus checker and another very good (and FREE) software firewall. Although I normally recommend a hardware firewall (about \$70), a software firewall works almost as well (and it's FREE).

continued on page 20

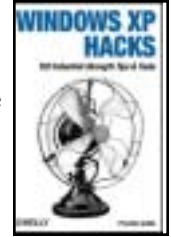
Correction

Oops! I had the wrong donation drop-off hours for **Project Reboot** in the last issue. Reboot's correct hours are:

- Mondays – 2 pm to 6 pm
- Wednesdays – 10 am to 4 pm

Book Review – Windows XP Hacks

Reviewed by Frank Raucci



I'm starting this review with a guarantee: If you use XP and read this O'Reilly book, I have no doubts that you will learn *something* that ends up being very helpful. Written in a wry, task-oriented and not-too-techie style, author Preston Gralla takes some of the mystery out of Microsoft's newest and most complex operating system.

Windows XP is the child of two very different parents. Its father was the somewhat crude, hairy-chested but industrial-strength corporate operating system, NT; its mother, the much friendly, more hip and forgiving home-based Windows 9X. The product of this union was a child much more stable than its home-based roots and simpler to use than its NT based counterparts. XP is clearly a generational leap in operating system development. "Windows XP Hacks," by Preston Gralla, is the latest in O'Reilly's new Hacks Series which aims to begin reclaiming the term "hacking" for the good guys.

In a recent interview on the "Let's Talk Computers" website, www.lets-talk-computers.net/guests/oreilly/xp_hacks/, Gralla talked about his latest book and why he chose to include the term "hack" in its title. "I wanted to take back the term "hacker." It was not always a bad term," he said. He noted that the word "hacker" used to mean "under the hood" types but that "recently it's gotten bad connotations." Gralla feels the term hacker is better used to describe the pioneering authors of the many tools he recommends to customize XP.

He's a staunch believer in shareware and freeware and much of the book is dedicated to explaining how to acquire and use

these various programs to modify Windows XP to be more to the end user's liking. "MS doesn't really trust most people to use the operating system. They really try to hide most things from you," Gralla told interviewers. Much of his book is devoted to pulling aside the curtain of the OS to reveal the magic of its inner workings. Users of both Windows XP Pro and Windows XP Home editions will find many useful hacks for almost every feature of the operating system.

Who controls the control panel? With Gralla's book, the control of the operating system is returned to you, the end user. Many XP topics such as changing unchangeable icons, quashing cookies, putting the kibosh on popups, replacing the startup picture and removing apparently uninstalleable XP components are covered. "I've never understood why they should care but the truth is that they make it very, very difficult to uninstall a lot of the built-in utilities," said Gralla. While the book is probably not for first time Windows users, it's certainly the book to have if you are upgrading from earlier versions of Windows.

Users of previous versions will be the ones most likely to be frustrated by the new features of Windows XP. Within a week of acquiring the book, it earned its keep by helping me help a fellow user set XP's Windows Explorer to open in the C:\ root directory, not in the Documents and Settings directory.

XP Hacks will show you how to stop programs that you didn't authorize from running and how to keep sites like Kazaa from riddling your PC with spyware programs.

Gralla goes into great detail about the use of popular shareware and freeware programs. Some of them, like TweakUI, are available for free from Microsoft. Other programs he recommends are not free, but they are exceptionally useful. Gralla told listeners that the clipboard is still the worst part of Windows. His book explains the pros and cons of utilities like Clipmate and Clipcache, which allow multiple items to be stored on the clipboard as well as giving the user the opportunity to store boilerplate phrases and to preview the clip cache.

He told listeners that "XP is like a new car - when you have service problems . . . they have locked it down and made it much more difficult to get under the hood."

His book of 100 hacks tells you what you need to get rid of XP's built-in splash screen and replace it with something of your own choosing. There is no obvious way to make this simple change with XP. He discusses the problem of ghost devices that may have been installed as long as three upgrades ago that cause problems and lockups because the companion hardware has long since been removed. Gralla shows you how to hunt down and safely remove these ghost devices (he calls them zombies) that are found on almost every upgrade installation.

Gralla spends a great deal of time discussing networks. Lost network cards and video cards from previous installations often cause dreadful conflicts in upgraded systems. XP is heavily networked and the author takes more than a few pages to trou-

continued on page 13



Rich's Ramblings

by Rich Schinnell

Here we are in a Brand New Year and it's time to reminisce!

Bulletin Board Systems (BBS)

I have been involved in CPCUG and BBS communications since 1981 and am continually amazed at the speed of data transfer. I used to be able to read a screen of data as it came over the modem. Not any more – with 1.2MB data transfers I get more data than I can absorb.

Thinking about the last 20 years of communications brings back some interesting and exciting memories of the days of 300bps modems and the emergence of (BBS) Bulletin Board Systems where people auto dialed my online BBS at 10-second intervals. For almost 10 years the line at (301) 949-8848 was busy over 99% of the time and became one of the leading BBSs among the over 300 in the DC Metro area.

I had a great system for running a BBS. It started out with four whopping 320KB 5¼" floppy drives online and was run in interpreted Microsoft Basic using a souped-up 8088 chip with 128 KB of main memory. I had to limit people to one hour online per day as there were people from around the world dialing into it. Gene Plantz in Chicago, Wes Merchant, and I were about the only games in town outside of a few original BBSs running on a variant of UNIX.

Help for hardware or software problems on your new (1982 vintage) IBM PC was pretty well non-existent. The only computer places in the DC/MD area that knew anything about PCs were the IBM product store in downtown DC and Computerland

on Rockville Pike, both long gone now. Most people who had problems gravitated to BBSs just like we now browse the World Wide Web for help. Of course user groups such as CPCUG were an offshoot of this paucity of help, which has served many of us well over the years.

Gene and I were among the first running BBSs on IBM hardware. Wes Merchant ran the CPCUG BBS on a Radio Shack computer. It ran quite well and served our fledgling group well for the first few years. DOS 1.1 and 2.0 did not have that many bugs, so they did not require daily upgrades and the security risks were minimal. But there were just too many people who wanted the latest fixes and utilities for their computers. My system, now called the Software Exchange, was very popular for its broad listings of utilities and "shareware." Wes Merchant's BBS was replaced by the Members Information eXchange (MIX) started by Roger Fajman who hosted it at NIH.

Don Withrow's HostComm was a popular Host program, but I ended up writing my own BBS software which I called PC-HOST, and used for over 10 years. Tom Mack got involved in the communications area with the Remote Bulletin Board System or RBBS-PC (distributed free). IBM's asynchronous communications program was the original interpreted BASIC communications program we all used for dialing into BBSs and communicating with one another. Andrew Fluegelman of PC Magazine (and PC World) fame started writing PC-TALK, and coined the phrase "Freeware." I found a copy of PC-TALK on Gene Plantz's system in Chicago and then was in almost

daily communication with Andrew in the improvement of PC-TALK. I spent many online hours helping him implement file transfer protocols.

We used the Xmodem public domain routines from Ward Christensen's original protocol which gave us the ability to transfer binary files. Otherwise all the compiled and binary files had to first be converted with a BASIC language program to ASCII printable (and easily transferable) files for transfer. (Remember that 300bps modems had a top speed of 30 characters per second.)

The first PC communications programs effectively threw the bits out the communications port and hoped that you were able to re-assemble them on the other end – a real game of chance. Mostly the BASIC source code and/or plain text files were sent. Sending compiled programs was a problem as some of the lower ASCII valued characters would jam up the data stream – like ASCII 12 which is a clear screen or page eject. Lots of fun in those days.

Using the Xmodem protocol, the files to be transferred were broken up into small groups for transmission. A checksum was added to the end of each block or packet of data so that the receiving program could verify the data and ask for a re-transmission if any bits were garbled or missed. This really improved the reliability of sending binary files. If your transmission broke off in mid-stream you had to start all over, but it was a huge improvement over the ASCII file transfer routines. Ymodem and Zmodem are offshoots and improvements to the Xmodem file transfer protocol. They kept track of the packets and did not require an acknowledgment of each

packet before the next one was sent. It would ask for re-transmissions if there was an error in a packet of data.

Many modern day communications programs use either the Ymodem or Zmodem file transfer protocol. Zmodem was developed by a bearded wonder named Chuck Forsberg who lived on a houseboat in Oregon. Zmodem was the ultimate in reliable protocols and all BBSs ended up using this as their primary file transfer protocol. It's still used in many of the modern day communications programs to insure reliable transfers.

Eudora E-mail Program

I have used Eudora as my e-mail program ever since the very early days. The new version, 6.01, is the best dang e-mail package that I could recommend. The nice thing they added in the paid version (they have free versions with advertisements and banners) is the spam filter that puts 90% of the spam into the trash. Before I empty the trash, I get to take a look first to see if any of them should not be trashed. Eudora 6 checks my address book and people who are listed are never put in the trash. A couple of the nice features I like about Eudora (among many others) are *no preview* pane and *no downloading* of HTML graphics. I have about six e-mail addresses and Eudora retrieves them flawlessly. Great program all-in-all. Check it out at www.eudora.com. Best \$49.95 I ever spent. I do not have any financial interest in them; I just believe they have a great product.

Rich can be reached at schinnel@cpcug.org or his web page at schinnel.org. As a last resort if you are web-challenged, you can reach him by voice at (301) 949-9292 at reasonable hours.

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Workshop Leader: Bob Bailey, ebiz

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For more info go to:

www.cpcug.org/user/entrepreneur/Workshop-ElevatorSpeech.html

Organized by CPCUG's Entrepreneurs and Consultants SIG

Letters to “Late Nite”

Hosted by Marty Shinko



Q04I.0: I’m a beginner and I’m planning to take a course in C Programming. The instructor told me “C Programming is easy.” Do I need to come in with a background in programming?

A0: I’m a longtime C programmer myself, so the C language now seems “natural” to me. People usually learn about programming by starting with some programming language other than C. Typically people learn BASIC first, so the teacher of a C programming class may assume that everyone in the class has some background in programming (which is probably reasonable 90% of the time). That doesn’t mean you need to learn BASIC though. Many of the key concepts of programming are constant throughout the spectrum of programming languages. I had a conversation with a college professor recently who was teaching a beginning C language programming course, and she said what she does, as her starting point, is aim her material at the level of the middle of the class. From there she works with individual students who are having difficulties.

It’s like building a model airplane. You could start building your first one ever from a set of plans, buying all the materials and supplies on your own (sort of like programming in C). But for most people, it would be better to buy a model airplane kit for their first ever model project, something containing all the parts and materials, with a lot of the tough work already done for them (that’s sort of like programming in BASIC).

The C language does a lot less for you in the background than other programming languages typically

do, so it’s “easy” in the sense that you get exactly what you see there in the code. Other programming languages often protect the programmer from doing silly things, but C lets you shoot yourself in the foot, if you write code to do that to yourself. In that sense, it should be easier to learn C, since there’s no hidden, protective layer obscuring what your code is doing.

Q04I.1: Is it better to learn to program using a newer computer?

A0: Actually, there’s not much difference, and an older model PC might be simpler and thus somewhat better for learning to program.

In order to learn programming, there are two distinct aspects about computers that you need to learn about. The major aspect is learning how to program using a “high level language,” which buffers or insulates you from a lot of the details of the specific computer you’re using. Learning some fundamental concepts about how all computer work, such as bits and bytes, op codes and addressing, etc. is the other aspect. An older model PC is simpler with regard to the hardware details. Remember though, some of the latest improvements in CPUs are invisible, as far as the user is concerned. A beginning programmer isn’t going to be concerned with things like “hyper-threading” or pipelining or PIO features for I/O (Input/Output) driver software.

The last major change that directly affected programming was the introduction of 50-some new op codes in the Pentium MMX design. Before that, to find a major change, you have to go back to the ‘386 which introduced its “protected” mode (or address

translation mode) for memory access.

Even those changes wouldn’t affect learning to program in a high level language like the C language, or like BASIC. It’s the task of the compiler software to translate your source code into appropriate object code that runs on the target computer, whatever model CPU it has.

One thing where you have to be careful, though, if you’re trying to use an older model computer, related to high level languages, is that some currently available tools for developing programs might be so full of “bloatware” that they run excruciatingly slow or not at all on older PCs.

Q04I.2: How do I find the SETUP program on a new computer? I can’t find it on the new computer I recently bought.

A0: This can be a problem with newer, faster computers, which are really FAST compared to how long it takes the monitor to warm up.

In the past, when computers weren’t quite as fast, as the computer was starting up, it would typically display on the monitor instructions like “Press <F2> for SETUP,” perhaps in the lower right corner. Nowadays the monitor is usually set to wait in “sleep” mode until the computer wakes it up, and by the time it starts displaying anything, the computer could have blown by the interval when it accepts the particular key to go into its SETUP mode.

The keys frequently used for entering SETUP are <F1>, <F2>, <ESC> or . What I do on fast computers is just hold down one of those keys just as the computer is starting up – but not too soon, so the computer doesn’t

interpret it as a “stuck keyboard” problem.

The option to enter SETUP happens before the operating system is started up, so if the monitor displays “starting Windows,” you missed the window of opportunity. Let it finish starting up, then shut it down, and after a few seconds, try again. Once I’ve found the proper key, I write a note about it and tape it to the back of the computer.

If you could inhibit the monitor from going into its “sleep” mode, that might help, and sometimes if the monitor is already warmed up, it’s able actually to display information quicker.

I realize these suggestions are just trial and error, unfortunately. If none of the common keys seem to work, I guess you could try the web site of the manufacturer of your computer (or the web site of the manufacturer of the motherboard in your computer), to look for guidance.

Q04I.3: Where would the instructions for entering SETUP mode usually appear? When I turn on my computer, it displays something on the monitor for a while before it starts up the operating system, but there aren’t any instructions that I can spot about how to get into the SETUP program.

A0: Another possibility (if warm-up speed isn’t the problem) is that the monitor controls could be set to “oversize” the image, as a result the instructions for entering SETUP are being displayed off the top or bottom of the screen. Sometimes the controls are set that way so when Windows software changes display modes (as it starts itself up) the screen will appear full size during normal operation. You can try adjusting the size of the image on the screen (the height control), making the image smaller to see if

that makes the message appear.

Q04I.4: Is there any risk to entering the SETUP program?

A0: There shouldn’t be any risk to just enter the SETUP program. But be careful not to change anything! Typically to change anything in SETUP you have to exit through a “save changes” option, and even respond with “Y” to save the changes. Most computers I’ve used have had an option to “exit without saving changes.” I used to think all PCs had that sort of safeguard until I hit to enter SETUP on an older model Dell computer and discovered to my surprise that it didn’t.

Q04I.5: What are ROM, PROM, EPROM, and EEPROM?

A0: ROM is an acronym for Read-Only-Memory, which is distinct from RAM = Random Access Memory (which is read-write memory). ROM is used to hold data that’s never expected to change, like the code or machine instructions for starting up your computer hardware. A ROM chip has this data etched into it when it’s manufactured. Changing even 1 bit requires manufacturing an entirely different chip, so design costs per chip are relatively high. PROM is Programmable ROM, that is, data can be etched onto it after it is manufactured and mounted in its integrated circuit package. Data can be etched into it only once, though. The same chip design can be used for thousands of different applications, so design costs (per chip) are lower.

EPROM is Erasable PROM, which is typically erased or reset by exposure to ultraviolet light - then it’s ready to accept new data. These are used in the process of debugging hardware designs and checking out the “firmware” used to run the hardware. They can be used exactly like a PROM by covering over the erasure window

with opaque material (so there could be one inside your computer).

EEPROM is Electrically Erasable PROM, can be erased and reprogrammed using electrical signals instead of ultraviolet light. This is also called “Flash” memory. As with ultraviolet EPROM, the whole memory is erased at once, then individual bits are set to the data they need to contain.

Motherboards that use Flash memory have a “Catch-22” built into them: the program for reprogramming the Flash memory is stored in the Flash memory, so if there’s a power interruption while you’re in the middle of upgrading the contents of Flash memory, you’re out of luck. That’s because the program for reprogramming Flash memory is temporarily kept in RAM during the upgrading process, so when the power goes out, the contents of RAM are lost, including even the instructions for reading data from a floppy disk.

By the way, with the long-lived static EEPROM that’s available today, which has the capability to be rewritten hundreds of times (rewrite cycles), it’s possible that EEPROM could be used instead of CMOS memory, so it might be unnecessary for a PC to contain an internal battery, except for running its clock used for keeping the time and date.

TTFN,

- Marty Shinko

Marty Shinko has been involved with the CPCUG since the early 1990s, as a volunteer instructor and advocate for beginners. He’s used computers for over three decades, from PCs to supercomputers. His interests include sub-atomic physics, astronomy, epistemology, mathematics, engineering simulation and computer modeling, brain psychology, sailboating and amateur radio. He can be reached via e-mail at mshinko.cpcug@juno.com or via phone at (301) 253-1743, or come to the CPCUG General Meetings and meet in person at the “Late Nite” sessions after the meetings.

The Whole World in My Hand

Hot Dates!

by Tom Gutnick

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I've got a hot date planned for this weekend, along with lots of meetings all week. Thanks to my trusty Palm handheld, all

my appointments are always in the palm of my hand, stored in the Palm's Date Book. Even if the Palm did nothing else, I wouldn't go anywhere without it.

If you've been following this column over the past few months, you know that I used to be a Day-Timer junkie, until I switched to a Palm and moved, a year early, into the 21st Century. Keeping my calendar straight is now nearly effortless.



Figure 1: Day view

One of the nice things about the Day-Timer (and the Day Runner and similar products) is that you have a choice: you can purchase the particular format you prefer, such as day-, week-, or month-at-a-glance. The Palm gives you all of those, and more, so you're not forced to choose. Press the Date Book button and the Palm will turn on, switching automatically

to the Date Book, showing your calendar for the current day. See Figure 1 for an example of my calendar. You can clearly see all your appointments at a glance. By tapping with the stylus or pressing the Scroll button, you can easily move to any other date in the past or future.

Press the Date Book button again, and you'll see the current week (see figure 2). Given the

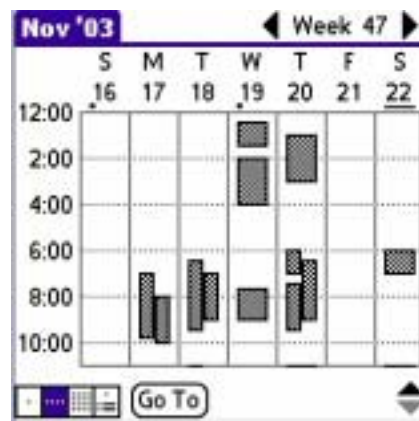


Figure 2: Week view

small screen size, this is of necessity a very condensed screen. You've got a column for each day of the week, and in each column, there are shaded bars to show the periods when you've got appointments. Tap in any bar with the stylus, and you'll get a pop-up box at the top of the screen, giving the full details of that event.

Press the Date Book button again, and you'll see the current month. This is even more condensed, but still conveys useful information. For each day, you may see some combination of three little bars, indicating appointments in the morning, afternoon, or evening. A tiny plus sign indicates an untimed event -

more on those shortly. You can tap any date to be taken to its detailed day view.

From the month view, you can press the Date Book button one more time, and you'll be presented with the agenda view. This combines an abbreviated listing of the day's events with a listing of all due or overdue "To Do" items. (I'll discuss the To Do List in a future column.)

Let's go back to the day view. If you select an event (by tapping anywhere on its line), then tap the Details button, you'll see something like Figure 3. Here's where the Palm Date Book really starts to shine compared to those paper organizers. The first item is the beginning and ending times of an



Figure 3: Event details

event; tap in here to make a change. You can choose "All Day", which might mean 8 AM - 6 PM, depending on how you've set your preferences. Or choose "No Time" for an untimed event. Untimed events are occasions for which a specific time of day doesn't make sense, like birthdays, anniversaries, and vacations. The next item is the date of the event; tap

in here to shift the event to another day - no erasers needed!

Next, you can set an alarm, meaning that the Palm will turn itself on if necessary and beep at you to remind you of an upcoming appointment. (Try doing that with your Day-Timer!) You can specify however many minutes, hours, or days in advance that you want to be notified. And just like a good clock, when the alarm goes off you can tap "Snooze" for five more minutes.

Next, you can set an event to repeat. Repeating events are ones that recur on a regular basis: every 5 days, every week on Tuesdays and Thursdays, once every two months, once a year. And if I set an event to repeat monthly, the Palm is clever enough to ask whether I meant the 27th of each month or the fourth Thursday of each month. Repeating events can continue indefinitely, or they can end on a specified date.

I'll explain the meaning of the private option in a future column. The last option is the ability to append a note, of up to 4,000 characters, to an event. Why would you want to do that? Well, it's a good place to stuff a meeting agenda, or maybe driving directions.

Every day, I start off by looking at my Palm to see what's in store for me. And even if I forget to check, the alarms will remind me. So now I've got no excuse for missing a meeting. My hot dates on Saturday night are with my wife - and I haven't been late for one yet!

Tom Gutnick is president of Sunny Banana Information Technology Consulting, and a Palm Powered Software Champion. He teaches classes on the use of Palm handhelds, and provides consultation for their effective implementation and use. He can be reached at tag@sunny-banana.com or 703.786.5541.

Book Review continued from page 7

bleshoot various wireless networking problems. His reminder to "turn on compression" recovered significant space on my laptop drive. PCs are now so fast that there's more than enough horsepower to compress files on the fly. He reveals his own personal tools as a technology author (which this author found quite enlightening!) and describes shareware programs like Snag It that enable him to use XP to make perfect screen captures. He delves into the mystery of cookies and tries to walk readers through the controversial technologies that can be used for both good and bad.

Gralla tells us that his books strive to keep the good cookie functionality and turn off the cookies that are used to spy on web surfers.

He devotes an entire chapter to the registry, which is a subject of great mystery, even to many considered to be in the ranks of power users. Gralla gives ample warnings of the dangers of registry hacking and goes to great lengths to explain how to protect yourself from doing any serious harm to your PC's setup. This book is a really useful collection of tips for the expert and power user. If you are brand new to XP and computers in general, you might want to put off buying this book. I may be old-fashioned but any book that involves registry tweaks is not for the faint of heart. If you're comfortable setting your own user profiles for Outlook Express or are good at following detailed instructions and are willing to learn, you can get a great deal out of this book. As a mid-level user I found a dozen tips that made my life easier or significantly got me more "bang for the buck" out of my PC. I was able to free up lots of lost disk space, cut down on the time it takes programs to load and to make lots of other "comfort" improvements. What's more important, at least to

this author, is that it taught me how to keep XP and its incredibly annoying popup nags outta my face!

Author Preston Gralla is a well known journalist who has worked for Ziff-Davis Publications and is a frequent contributor to ZDNet's anchor desk. It's there where you can find many articles he's written about shareware. Gralla has written a number of "How it Works" books for Que, including "How the Internet Works." You can find a collection of his articles at:

http://reviews-zdnet.com.com/AnchorDesk/Gralla/4620-6033_16-4000004.html.

Windows XP Hacks: 100 Industrial-Strength Tips and Tools

by Preston Gralla

\$24.95, 412 pages

O'Reilly & Associates

www.oreilly.com/catalog/winxp/hks/

ISBN 0-596-00511-3

(See page 20 for information on the 20% discount for CPCUG members.)

Frank Raucci has worked for the past 35 years as an electronics engineer specializing in industrial and broadcast video and audio systems. He uses his mid-level computer expertise to enable remote monitoring and control of studio equipment via LAN/WAN communication, and to integrate computer presentations with live video in teleconferencing. Frank is an ICIA Certified Technology Specialist, and a member of Mensa. He can be reached at fmraucci@yahoo.com.

Index of Advertisers

David Thomas Agro	cover 3
Balanced Spaces	cover 3
OdioWorks	cover 3
Millkern Communications	pages 32, 34

Association of PC User Groups(APCUG) 2003 Conference – and Volunteer Opportunities

by Gabe Goldberg

When I have only a moment to give reasons for belonging to CPCUG, I note that membership is an antidote to being alone with one's computer problems: user groups provide "strength in numbers", for solving problems, dealing with hardware/software vendors, sharing tips and skills, and general camaraderie.

In a similar fashion, the Association of PC User Groups (APCUG) <www.apcug.org> allows user group volunteers and officers to share ideas and best practices for running their organizations, deal collectively with vendors, and trade resources such as newsletter articles and meeting topics.

I recently had the pleasure of attending this year's APCUG conference in Las Vegas, just before the major industry event Comdex. About 300 people representing 100 groups from around the world attended. I sent several e-mails to CPCUG Board of Directors members about the APCUG conference; I'll be happy to share those with interested members. I'll recap a few highlights here.

General Issues

A number of vendors – among them Microsoft, Intel, AMD, Adobe, and O'Reilly and Associates – demonstrated strong support for user groups and their members. This is reflected in presentations, donations to user groups, offerings of presentations, discounted merchandise, etc. CPCUG would benefit from a volunteer dedicated to maintaining and strengthening our group's vendor relationships.

Overall, declining memberships

and financial problems are common – though a significant number of groups are growing and prospering. An interesting session on "creative fundraising" showed how some groups reduce their exclusive dependence on membership dues revenue for operations. A few of the many fundraising initiatives mentioned included group purchases such as books, USB key memories, MP3 players, and PDAs; running a PC repair and tuneup clinic; operating a garage sale with items donated and revenue flowing to the group; and manufacturing – don't laugh – customized "photo clocks" showing digitized photographs and corporate logos. CPCUG would benefit greatly from a volunteer engaged in fundraising

Operational areas such as user group publications, training, and meetings were discussed. Many groups distributed their newsletters/magazines; the diversity of size, content, style, and printing technology were interesting and instructive. In past years CPCUG's *Monitor* magazine (never call it a newsletter!) has won awards. We're lucky to have dynamite active people editing the *Monitor* and running training and General Meeting/TechTalks. They're always seeking energetic volunteers to help with these critical CPCUG areas, and now we've got lists of new ideas from APCUG colleagues.

Seniors? Or Zoomers?

Many groups' demographics reflect CPCUG's: an aging community of PC users. So it's not surprising that issues of interest to seniors were discussed, or that many groups have Seniors SIGs

similar to CPCUG's. While generalizing is always dangerous, it was noted that while to the AARP anyone 50 years old is a "senior", that's maybe a bad word – some people suggested using "zoomer" instead. I'm not sure I'm ready for that label, though.

Another generalization offered – surely not always true – is that while younger people grew up with computers and are carefree and comfortable with them, older people are more careful, conservative, worried, tentative. But they're also often experienced and possess wisdom, and therefore more able to cope with problems and frustration.

Other generalizations offered: There's a generation divide regarding work ethics, and older folks sometimes need a slower pace, shouldn't be force fed.

A useful skill for seniors is complaining – this can empower them as educated consumers.

Senior ergonomics sometimes benefits from using technology such as a larger trackball and Windows accessibility features.

Valuable resources for seniors – or zoomers – are [www](http://www.seniormet.org), www.seniormet.org and tutorials at www.aarp.org and www.compukiss.com.

SIG Ideas

Some groups have "single event" SIGs – they organize events around themes such as Quicken, perhaps structured as study groups. Events may run for multiple weeks for complex products like PageMaker, Photoshop, etc.

Innovation is suggested, such as forming a Games SIG to attract

younger members, perhaps aiming at colleges and high schools.

Since CPCUG's Seniors SIG draws mostly MD residents, perhaps we should organize DC and VA Seniors SIGs.

Some groups run informal gatherings they call "coffeeklatch" – open Q&A sessions, perhaps offering refreshments, maybe charging a small fee, mixing social and technology activities.

Intel Presentation

Mike Trainer, Intel's Chief Mobile Technology Evangelist, gave a great presentation. He identified major converging trends: wireless, digitization, and mobility.

Intel FutureTech includes the digital home, with computing/communication converging: wireless drives convergence, Centrino mobile processor tailored to mobile computing, and "mobilized" (tailored to mobile operation) software supports it all. "Digital home" means always-on and always-available access to any content via any device anytime. Digital device growth is leading to worldwide connectivity.

An industry Digital Home Working Group will:

- align PC/CE industry leaders,
- create implementation/design guidelines, and
- enable industry.

An overall trend is that all devices/content are going digital, wireless, and unifying; this means that digital libraries and increased computing power are needed to manage content, connections, and access.

The Centrino processor spiked WiFi use/projections. Centrino mobile is defined as a Pentium M with accompanying chipset and 802.11 wireless connectivity.

Intel's Pentium 4 with Hyper-Threading Extreme Edition is the

vendor's current high-end processor; Dothan is the next generation processor, built on 90nm strained silicon technology.

Intel user group support is available at www.intel.com/go/pcug.

So, summarizing APCUG's message: Join In! If you'd like to help in any areas mentioned – or in other ways – contact me at gabe@gabegold.com or CPCUG President Dennis Courtney at president@cpcug.org.

Got a question, have a problem, need some help with your computer?

Another resource is CPCUG Late Nite – held after most General Meeting/TechTalks at 9:00 pm

"Late Nite" consists of smaller and more informal gatherings after each General Meeting/TechTalk. In addition to a place for beginners and intermediate computer users to continue to learn how to get more out of their computers, it provides an opportunity to learn more about CPCUG, its benefits, its special interest groups (SIGs) and its training opportunities.

Join us for fun, lively discussion, and computer talk. Experts are welcome to share their insights as well, of course.

Pine Tips

by Gabe Goldberg

Some Internet users – you know who you are – like the precise control of email and the efficient use of bandwidth provided by Pine, the shell account email software. In addition to offering an astonishing range of configuration options (worth reviewing periodically to ensure that you're getting the most from Pine) there are many subtle but powerful operational facilities. Here are three:

When you're composing a note, Ctrl-j will nicely format paragraphs of quoted text with any depth of quoting (> > > >... symbols, as long as the > > marks are consistent throughout the paragraph and the paragraph is bounded above and below by blank lines.

When composing a note, Ctrl-w followed by Ctrl-w/Ctrl-o will move the cursor to the start or end of the current paragraph.

To save (copy to another folder) a note with an attachment *without* saving the attachment, enter v to display the note's structure, select the attachment, then enter d to delete it. When you save the note it won't include the attachment.

Jobs List on Yahoo

If you are looking for work or are looking for someone to fill a position, check out the GLITCH DC SIG's jobs list on Yahoo. The jobs are all computer related and are a mix of employee and contract.

You can send an email to GLITCHDC-Jobs-subscribe@yahoogroups.com and join the jobs list. GLITCH President Cliff Bailey wrote "Just this morning I got a job notice for a mainframer in Alexandria. From time to time we get requests for people with talents varying from PC to mainframe. So sign-up! The next job could be just perfect for you."

Microletter #140

by Paul Shapiro

... dedicated to the dissemination and exchange of information mostly for users of IBM PC-compatible personal computers.



I used to be one of those people who claimed “I don’t know what the fuss is all about, I have never

had a worm or a virus, to my knowledge.” No more! My knowledge along with my experience has expanded. Even though that experience happened this past summer, the mental scars it left are still here.

Out of the blue one day, I got an e-mail from “admin@cpcug.org.” This appeared to be related to my e-mail account which is at cpcug.org. It warned me that my e-mail account was about to expire and I should act accordingly. That was a cause for concern – but what captured my eye was an unsolicited .zip file attachment, which I took great pains to ignore, that is, not open (always a good idea with strange attachments) since it turned out to contain a worm.

(Editor’s note: Paul was not the only one receiving these messages, which, although they appeared to come from admin@cpcug.org, were actually spoofed messages, i.e., made to appear as if they came from someone other than the actual source.)

I deleted the message and the attachment. I use Eudora and had set it up to leave attachments alone when deleting mail. This meant I had to go into my e-mail Trash mailbox to delete it from there, and then into the recycle bin to remove the attachment.

I might add that after Symantec’s removal program did its job, I verified that the worm was no longer there. Until the next day, when it was back! This

happened the next day, and the next, and the next. That’s when I began playing with filters. The advice that I got was to use telnet and enter the address “admin@cpcug.org” into my “myfilters” file. But that ended up preventing me from receiving any e-mail. I was without e-mail for about five days, which cramped my lifestyle, as you might well imagine. My “Filtered Messages” folder was getting filtered messages, but I wasn’t.

After much experimentation, I removed that so-called-filtered address, and replaced it by “admin@abc.def” which got my mail back, but also allowed in those messages with the worm attached.

I had done a little poking around, thanks to the magnificent web search engine Google. Here is what I found at Symantec’s website:

W32.Mimail.A@mm is a worm that spreads by e-mail and steals information from a user’s machine. The e-mail has the following characteristics:

Subject: your account [random string]

Attachment: message.zip

From: admin@<current domain> (The “from” address may be spoofed to appear that it is coming from the current domain)

Subject: your account [random string]

Message:

Hello there,

I would like to inform you about important information regarding your email address. This email address will be expiring. Please read attachment for details.

Best regards, Administrator

Check it out at <http://securityresponse.symantec.com/avcenter/venc/data/w32.mimail.a@mm.html>.

That was one worm. The same week the Blaster worm was getting public attention, so I went to the Microsoft website to download the patch.

Again Symantec had a solution at <http://securityresponse.symantec.com/avcenter/venc/data/w32.blaster.worm.removal.tool.html> which I downloaded and ran on my system for about an hour with the results that there was no virus or worm present. I had never had any indication that it was, but I was still recuperating from my Mmail experience.

After going through all of this, my anti-virus program said my computer was all clear.

Was it?

Later I got an e-mail, ostensibly from Microsoft Corp., with a patch attachment. The message said “this is the latest security update, the ‘September, 2003, Cumulative Patch’ update.” It sure looked like the real thing. As is my policy, I did not open the attached file, patch865.exe (I avoid .exe attachments). It made no difference: my anti-virus program picked it up! This 865 virus, so-called, bore out the information I had picked up somewhere that Microsoft Corp. just does not send patches by e-mail! Fortunately those summer months of 2003 were rare ones. At one point I was so disgusted that I was thinking of giving up my computer life. Who am I kidding?

Now that 2004 has arrived will things be better?

Paul Shapiro can most quickly be reached at Internet e-mail address pauls@cpcug.org or paul_shapiro@alumni.gwu.edu. Please send comments or questions by e-mail.

The Outlook for Open Source Software in 2004

by Frank Hum

As a follow-up to my Open Source Software talk to the Entrepreneurs and Consultants SIG, I'd like to share the following trends and predictions for 2004.

The difference between Open Source Software (OSS) and Closed Source Software is that the source code is freely available for use and modification under the OSS model. This model brings to software development the same discipline used for scientific or engineering tasks. Scientific and engineering innovation does not occur without the free flow of ideas, checks and balances of the peer review system, and outside audits. Software development innovation is no different and the Open Source development supports that model. Examples of OSS include Linux, Apache, MySQL, PHP, Python, and Perl (also known as LAMP).

One of the biggest impacts in 2004 is the release of the Linux 2.6 series kernel, which will implement a number of newer performance enhancements for the high end as well as better desktop support for the lower end. The high-end features include improved scalability projected for up to 64 CPUs, and better 64-bit support for the most recent family of processors. On the lower end, there is better user support including better USB 2.0 and Firewire support.

In 2004, journalists will get tired of writing about the SCO UNIX and Linux licensing story and it will be relegated to the back pages. During 2003, SCO claimed there were Intellectual Property (IP) issues with a very small part of Linux and the use of Unix

source code released to IBM. As the discovery phase unfolds during 2004, the combination of the top Linux gurus and IBM's lawyers will continue to unravel SCO's case.

Since 2004 is an election year, the topic of electronic voting has the potential to eclipse the punch card/hanging chad issues of the 2000 election. The foreshadowing of the possibilities happened in the local Fairfax County, Virginia, 2003 local races where there were voting machine failures and communications system overloads. If there is one area in a democracy that cries out for an open system, it is the voting process. Since the voting machine software and backend systems were developed under a closed source development model, one does not truly know how they work. One solution is to develop the voting machine software and the backend systems using the open source model, where peer review and independent review is possible. If the public thought that interpreting hanging chads was tough, imagine trying to see 0s and 1s on a disk drive!

One of the interesting questions for 2004 is "Is this the year of the Linux desktop?" There are arguments for both sides. If your organization runs primarily e-mail, Java, web browsing or green screen (terminal-based) applications, there is a compelling argument that your organization can switch now to the later distributions of Linux. The argument is based on a lower Total Cost of Ownership (TCO), ease of deployment, lower/no Client Access Licenses (CALs), and resistance to malware or viruses.

The other clear indication that your organization is ready for a Linux desktop and servers is if you already have your 2004 budget and there are no or limited funds for IT projects, or you're under a mandate to lower current expenditures. This applies to federal, state, local, or non-profit organizations where, if the option is do nothing or explore alternatives, it is worth exploring alternatives.

Based on observations at the local library, there are computers used for public Internet access, primarily web access. There is no technical reason why these public access machines could not be based on Linux and the Mozilla web browser. There are numerous other examples of open source solutions such as basic word processing, spreadsheets, databases, presentation tools, and photo editors, that can solve budget problems.

Another Open Source project that is applicable is the Linux Terminal Server Project (LTSP), which uses a central server and other machines connected via a LAN as display terminals/desktops. The LTSP has a number of applicable K-12 projects as well as solutions for smaller offices.

The area that may not be a 2004 Linux candidate is when the desktop or server is locked into a third-party proprietary solution, which in many cases does not have a clean upgrade path. Go into any data center or computer room and look for the machine with cobwebs that everyone is afraid to touch because no one knows what it is doing, but it runs a critical function. Most likely these machines contain a third-

continued on page 20

January 2004

All meeting and class times are tentative. Check your e-mail and CPCUG website at www.cpcug.org before attending. Please see CPCUG Meeting Sites on the inside back cover for location codes.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																				
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Verify date and time of event at <http://www.cpcug.org/user/comm/cal-6mon.html>

February 2004

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																																	
1 3:00 PM ACT! SIG (HACL)	2 7:30 PM Board of Directors (UHU Annandale)	3 6:00 PM (HH) Shopping, Traveling and Aucting on the Internet \$ 6:00 PM (UHU) Intro to Unix OS and Shell \$	4 7:00 PM Delphi SIG (IADB)	5 6:00 PM (HH) Intro to MS Word \$ 6:00 PM (UHU) Intro to MS Word \$	6	7 9:00 AM (UHU) Web Logs (Blogs) and XML \$ 10:00 AM Seniors SIG (Bedford) Tu B'Shevat																																																																																																	
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15	16 President's Day	17 6:00 PM (HH) Job Hunting on the Internet \$ 6:00 PM (UHU) Personal Disaster - Recovery/Backup Techniques \$ 7:30 PM Digital Video SIG (BCCSC)	18 7:00 PM Access SIG (VAMC) 7:30 PM Investment SIG (BCCSC)	19 6:00 PM (HH) MS Word - Templates, Tables and Tabs \$ 6:00 PM (UHU) Network and System Monitoring \$	20	21 9:00 AM (UHU) Under the Hood \$ 1:00 PM E & C SIG (CPL)																																																																																																	
22 Washington's Birthday	23	24 6:00 PM (HH) Adobe Acrobat -- Creating PDF Files \$ 6:00 PM (UHU) Digital Imaging using MS Photo Editor \$	25 7:00 PM MS Office SIG (ASHA)	26 6:00 PM (HH) Creating Great Technical Presentations - part 2 \$ 6:00 PM (UHU) Intermediate PowerPoint \$ 7:00 PM Clipper SIG (E-mail Naseem Saab for location)	27	28																																																																																																	
29	<table border="1"> <thead> <tr> <th colspan="7">Jan 2004</th> <th colspan="7">Mar 2004</th> </tr> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th> <th>S</th><th>M</th><th>T</th><th>W</th><th>T</th><th>F</th><th>S</th> </tr> </thead> <tbody> <tr> <td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td> <td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td> </tr> <tr> <td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td> <td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td> </tr> <tr> <td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td> <td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td> </tr> <tr> <td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td> <td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td> </tr> <tr> <td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td> <td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td> </tr> </tbody> </table>						Jan 2004							Mar 2004							S	M	T	W	T	F	S	S	M	T	W	T	F	S					1	2	3	1	2	3	4	5	6	4	5	6	7	8	9	10	7	8	9	10	11	12	13	11	12	13	14	15	16	17	14	15	16	17	18	19	20	18	19	20	21	22	23	24	21	22	23	24	25	26	27	25	26	27	28	29	30	31	28	29	30	31			
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Verify date and time of event at <http://www.cpcug.org/user/comm/cal-6mon.html>

Open Source Software

continued from page 17

party application that doesn't have an upgrade for Windows 2000 or Linux and is stuck on an older hardware platform and an OS revision that is no longer supported. Most likely the hardware is going to fail or there is going to be a bug that cannot be fixed because the vendor doesn't support this revision. There is no magic wand that will solve these problems – just good old-fashioned hard work and engineering. What this does point out is that under a closed source model you have no alternatives if you need a code fix when the vendor will not support the code.

If the vendor does not plan to support older versions or abandons the product altogether, one solution might be to place the code under the GNU Public License (GPL) and give customers a chance to make modifications as they migrate to a new product or solution.

The last prediction is that there will be additional advances in the area of Web Content Management Systems (CMS) using a combination of Linux, Apache, MySQL, PHP, Python and Perl (LAMP) solutions. A CMS is the next evolution beyond the web page, which ties in a web server, a scripting language like PHP, XML, external data sources, and a database as the repository of information. This trend includes either an open or closed source desktop solution with an open source or standards-based backend on the server side. The reason that a simple open source or hybrid closed/open source solution will make strides in 2004 is that current CMS offerings are either too expensive or it takes an engineer to manage content and upkeep when this functionality should be aligned with the business unit with minimal assistance of the IT staff.

In short, 2004 should be a good year for Open Source Software (OSS) because:

- The 2.6 series kernel increases scalability and desktop functionality,
- More organizations will evaluate and implement Linux desktops, and
- Content management systems will be easier to implement at a lower cost and with increased functionality.

Frank Hum has 20 years of experience in the computer industry doing system engineering, development, and project management. He has worked with numerous government agencies, Fortune 500 firms, and small firms on information technology (IT) systems. He was a contributing author for Linux Unleashed, Fourth Edition, and SuSELinux Unleashed, published by SAMS publishers. He can be reached at hum1999@yahoo.com.

O'Reilly Book Discounts

CPCUG members get a 20% discount when ordering direct from O'Reilly. The discount code is available at www.cpcug.net. Log in with your member ID and password, and click Member Specials

Dennis Courtney's suggestions for FREE anti-virus and firewall software

avast! antivirus software
www.avast.com
Use the FREE Home Version.

ZoneAlarm firewall software (for those who don't use XP's built in firewall)
www.zonelabs.com
Download the FREE Version, not the Pro version.

Another FREE firewall gaining a following is: Kerio
www.kerio.com
Again, FREE for personal use.

Cookies and Firewalls

continued from page 6

Cookies are benign. Because they are just text, they don't pose any threat in and of themselves. They can be used as counters in spyware to tell another website where you've been surfing or the last time you visited a competitor. But, generally they are merely annoying and clutter your computer. I personally set my web browser to ASK if any cookie can be placed on my computer. For websites I know and/or trust or sites I know I'll be visiting again, I let them place cookies on my machine. Websites I doubt I'll ever visit again I prohibit from leaving cookies. Not because I'm concerned about security but because I don't want the unnecessary clutter on my hard drive.

Because I use my computer a lot, every couple of weeks I run a maintenance check on my PC:

1. I manually check my virus checker and make certain that the virus definitions are up-to-date and that a virus check has been run (using FREE virus checker).
2. I manually check my spyware remover to make certain that the spyware definitions are up to date. Then I run my spyware remover and clean any spyware or adware I might have picked up (using FREE spyware remover).
3. I run WinUpdate to make sure that I have the latest MS patches and updates.
4. I run a Registry cleaner to remove any stray Registry entries (I use Norton WinDoctor but there are FREE products that do this as well).
5. I back up my important files.
6. I defrag my hard drive (using Win XP built-in defragger).

I use a LinkSys hardware router/firewall so I don't have any issues with a software firewall.

See the box at the left for web sites where you can download the free software.

Workshop: How to Prepare Your Own Tax Return for an S Corporation

Workshop Leader: Jina Etienne, CPA, Etienne & Associates, LLC

Date: Saturday, January 10, 2004
Check-In: 8:45 am
Workshop Hours: 9:00 am to 1:00 pm
Location: Bethesda Chevy Chase Service Center (BCCSC), 2nd Floor, Conference Room C
4805 Edgemoor Lane, Bethesda, MD
Attendee Limit: Just 5 spaces remain!

Workshop starts promptly at 9:00 am!

The number of participants is limited to allow time for one-on-one interaction and substantive Q&A.

Note: Advance registration and payment are required. (Please note price change: now \$10 for members and nonmembers.) Sorry, no walk-ins for this event.

After talking about how to prepare business and personal tax returns at CPCUG Entrepreneurs and Consultants SIG events for several years, CPA Jina Etienne is adding a 4-hour hands-on tax workshop to assist those who plan to prepare their own S corporation tax returns.

Jina will start the workshop by reviewing a case study so all attendees will get a good understanding of “the books.” She’ll then walk through the basics of preparing the 2003 tax return for a sample company. She’ll conclude by highlighting “hot spots” on the individual return of a typical company shareholder as he/she carries the corporate income to his/her personal return. There will be four “sessions.”

Session 1 – Overview

- Accounting Basics – So everyone starts on the same page
- Review of the Books – To get a good understanding of the case study facts and circumstances
- Highlights of S Corporation Rules – Who qualifies, how it is taxed, and what is required
- Review of Tax Forms – Getting familiar with the forms to be prepared during Session 3

Session 2 – Working the Numbers

- Cash vs Accrual Options – The different accounting methods and their tax consequences
- Preparation of Financial Statements – The foundation for the tax return

Session 3 – Drafting the Return

- From Financials to Forms – Where do all the numbers go?
- Reconciliation – How you “check” what’s been done
- Review – What to look for after you think you are done

Session 4 – Bringing It All Together

- From Business to Personal – How to carry the figures to your personal return
- The Big Picture – How your business impacts your overall tax situation

This will be a “hands-on” workshop, not a lecture. The goal is to help participants understand the process from beginning (“wow, that’s a lot of receipts”) to end (“phew, my tax returns are finished”). Participants should bring a calculator, a few pencils (with erasers), and a notebook. The workshop will be fast paced, and you’ll be doing some of the work on your own, so we can get everything done in 4 hours!

Jina will have coffee and treats to jump start the morning. After that participants will work straight through (with several short breaks). If you’re likely to get hungry before we finish, bring a brown bag lunch or snack.

Jina will be available for questions and answers throughout the workshop, as well as for followup afterward via e-mail.

Workshop Leader Jina Etienne, CPA, has more than 14 years of public accounting experience. She began her career with Deloitte & Touche, one of the “Big Eight” accounting firms, where her focus was tax

planning and compliance for corporations, partnerships, and S corporations ranging from government contractors and vending companies to hospitality and retail firms. When she left Deloitte & Touche, her focus shifted to the needs of small- and medium-sized businesses.

With her own practice, Jina Etienne provides a wide range of accounting services for businesses and individuals, including tax planning and preparation, and business consulting. Her client base is diverse, including retail and service-based businesses as well as consultants and contractors. For individuals, her services generally include tax return preparation and tax planning, including tax research and representation before the IRS.

Ms. Etienne earned an M.S. in taxation in 1993 and a B.S.B.A. in accounting in 1989 from American University. Jina has also taught accounting as an adjunct professor at American University and currently teaches QuickBooks at local accounting seminars and conferences.

Registration: Contact Karen at the CPCUG Office, 301-762-9372

[If you get voice mail, please leave a message with your name, phone number, name of the workshop, and best day/time to return your call.]

Fee: Price change: now \$10 for members and nonmembers (materials fee due at registration).

Only 5 spaces remain. Don’t miss out. Register now! You will receive a registration confirmation e-mail message with suggestions for being prepared.

For updates and additional information, go to WWW.CPCUG.ORG/USER/ENTREPRENEUR/WORKSHOP-SCORPTAXES.HTML

An event of the CPCUG Entrepreneurs and Consultants SIG



Special Interest Groups (SIGs)

Access (Microsoft)

- Monthly, third Wednesday, 7:00
- Veterans Affairs Medical Center (adjacent to the Washington Hospital Center), 50 Irving Street, NW, Washington, DC (use Emergency Room Entrance), 4th floor, IRM Room, 4C106a
- URL—www.cpcug.org/user/access/
- E-mail announcement list: [accesssig-l](mailto:accesssig-l@cpcug.org) hosted at cpcug.org
- E-mail discussion list: [accesssigd-l](mailto:accesssigd-l@cpcug.org) hosted at cpcug.org
- Contact—David Kiasi, d: (301) 350-4752, David.Kiasi@appalt.com

Sign up for our meeting announcement and vibrant discussion lists where you can get insight and suggestions for solving your Access problems.

Act!

- 1st Sunday of every month 3:00pm-5:00pm
- Harbour Square Cooperative Library, 500 N Street, SW (1 block south of Waterfront Metro) Washington, DC 20024, 202-829-4444
- Contact—Rick Shaddock <Rick@CICorp.com>

ACT! SIG meetings are a place for users to discuss and share their use of ACT! and to ask and answer questions of other ACT! users at all levels of expertise.

Our meetings are designed to give ACT! users the opportunity to learn more about using specific features of ACT! and the many products that seamlessly integrate with ACT!, and to meet other ACT! users in the Washington, DC, area. We will be performing demos of new versions of ACT!, offering solutions to technical support issues, and suggesting tips to increase user productivity.

Our SIG creates a forum to learn from other ACT! users and industry specialists, encourages the exchange of ideas about ACT!, and creates an opportunity to keep abreast of the latest business solution developments.

Beginners (and Beyond)

- *Usually* monthly, at “Late Nite” following General Meetings, *usually* second Monday, 9:00
- Same location or meeting room as the General Meeting
- URL—www.cpcug.org/user/beginner/
- E-mail announcement list: [beginnsig-l](mailto:beginnsig-l@cpcug.org) hosted at cpcug.org
- E-mail discussion list: [beginnsigd-l](mailto:beginnsigd-l@cpcug.org) hosted at cpcug.org
- Contact—Marty Shinko, d/e/w: (301) 253-1743 or mshinko.cpcug@juno.com

Marty Shinko is coordinating the Beginners (and Beyond) SIG for computer beginners and intermediates. He'd also be interested in hearing from those who work with beginners.

Not exactly a beginner, but also not an expert? This SIG may be just what you've been looking for, a place for those no longer beginners to continue to learn how to get more out of their computers. And as computers evolve, the issues facing beginning computer users change.

Join us for fun, lively discussion, and computer talk. Experts are welcome to share their insights as well, of course.

How You Can Help

- Primary contact person
- Alternate contact persons
- Representative to attend CPCUG Board of Directors meetings
- Contact person at General Meetings
- Reporter to write SIG update reports for *Monitor*
- Moderator for e-mail discussion lists

To help in any of these or other capacities, contact Marty by calling (301) 253-1743, sending him a message via e-mail at mshinko.cpcug@juno.com, or meeting him during Late Nite following most General Meetings.

Clipper

- Monthly, *last* Thursday, 7:00
- Meets at different local restaurants—subscribe to the Clipper e-mail announcement list to learn current

month's location

- E-mail meeting announcements, monthly: To subscribe, send an e-mail request to SIG Chair Naseem Saab at Naseem_Saab@DPS-Consulting.com
- Contacts—Naseem Saab, (703) 713-6900, Naseem_Saab@DPS-Consulting.com; Jim Fautleroy, JimF@us.net

The Washington Area Clipper Users Group (WACUG) became the Clipper SIG of the Capital PC User Group. The mission of the Clipper SIG is (1) to form a presence for Clipper programmers/consultants in the Washington, DC, area, (2) to help newcomers to the Clipper world appreciate and learn about the power of the language. If you need a Clipper programmer/consultant, we maintain a list of Clipper SIG members specializing in Clipper and Clipper-to-Windows conversions. Send an e-mail with the job description and requirements to Naseem Saab at Naseem_Saab@DPS-Consulting.com for distribution to the mailing list.

Delphi

- Monthly, first Wednesday, 7:00 (except no meeting in July)
- Inter-American Development Bank, 1350 New York Ave, Washington, DC
- Luncheon meeting—usually third Thursday, 11:30AM (Pentagon City Mall near movie theatres)
- URL—www.cpcug.org/user/delphi/
- E-mail announcement list: [delphisig-l](mailto:delphisig-l@cpcug.org) hosted at cpcug.org
- E-mail discussion list: [delphisigd-l](mailto:delphisigd-l@cpcug.org) hosted at cpcug.org
- Contact—Thomas Miller (703) 503-5600, tmiller@bss-software.com

Meeting Notes

If you know of other Delphi developers, please let them know about our meetings. We have presentations, technical discussions, contests, door prizes, leads, and fun.

Digital Video (Provisional SIG)

- Monthly free meetings, third Tuesday of each month, 7:30 pm
- usually Bethesda Senior Source (BSS) (same floor and building as BCCSC, but different room) Check the web site for verification.
- URL—www.dvug.org
- Contact—Merrill M. Hessel, 301-840-1258, dvug@meral.com

Typical Agenda

7:30 pm SIG Business
7:40 Demo
8:00 Presentation
8:25 Video clips
9:00 Adjourn

Digital Camcorders are selling like hotcakes. But what do you do once you have taken the video? Put it into your computer and massage it, add titles, add music, and then improve your technique!

The Digital Video SIG of the Capital PC User Group (also known as the Digital Video User Group, DVUG) has an exciting new program and opportunities for those interested in video. The group focuses on all aspects of the revolution in the production of digital videos, including:

- Digital nonlinear editing system set-up and use
- Digital cameras
- Digital color correction
- Digital video authoring of DVDs
- Special effects and use of such software packages as Adobe After Effects
- Digital sound editing, sweetening, filtering of hum and extraneous noises, and other effects
- Digital lighting
- 3D effects

Upcoming Meeting

Check the web site, www.dvdug.org, for information on the next meeting.

To be added to the email list, send a message to Merrill Hessel at dvug@meral.com.

Entrepreneurs and Consultants

- Monthly free meetings, usually third Saturday, 1:00PM
- Occasional workshop “extras” (varying fees)
- usually *Cleveland Park Library*, 3310 Connecticut Ave, NW, Washington, DC
- URL—www.cpcug.org/user/entrepreneur/
- E-mail discussion list: conent-1 hosted at cpcug.org
- Contacts—Barbara Conn, d: (202)

508-1494, e/w: (202) 452-7428, bconn@cpcug.org; Marie Pinho, d/e/w: (703) 569-6080, mpinho@erols.com

Typical Agenda

1:00 Welcome
1:05 Accounting Tips/Tax Updates, Jina Etienne, CPA
1:15 **Main Presentation**
2:40 Q&A
2:55 Closing announcements
3:00 Door Prize Drawing (when available)
3:00 Informal queries, conversation, networking

Upcoming Events

Note date change to 4th Saturday!
Saturday, January 24, 2004, 1:00-3:15 PM
Solving Project Communications Problems

Speaker: Michael Smith, President, TeraTech, Inc.

Those working in information technology are always seeking ways to improve communication between end users and programmers. This presentation will cover common client communication problems on programming projects and how to solve project snafus using free open source tools, some of which will be demoed.

At this meeting you'll learn about:

- Wireframing: what it is and how it helps
- HTML prototypes: what they are (and what they aren't)
- DevNotes: how to use them to document changes in scope during prototyping, and to freeze scope during signoff.

The presentation will be followed by a question and answer session, so gather your questions and join us.

Speaker: Michael Smith, founder and president of TeraTech, Inc., has been programming for more than 20 years and has been coding in ColdFusion (CF) since version 1.5 arrived 7 years ago. He teaches classes in ColdFusion and Fusebox and is a frequent speaker at national programming conferences throughout the United States. Michael has an MA and BA in mathematics from Cambridge University in England. Prior to founding TeraTech, he worked at a big five United Kingdom computer consulting company.

Michael Smith runs the Maryland ColdFusion Users Group (MDCFUG) and has organized eight successful, value-packed national ColdFusion events, including CFUN-2k in the Washington, DC, area with 700 attendees. In addition, he runs the CF Bug Hunt Web site for the ColdFusion community. He is also a

frequent contributor to *Fusion Authority* and *ColdFusion Developer's Journal* and is the ColdFusion columnist for the print magazine of the Capital PC User Group, the *Monitor*. Michael is on the Board of Directors of and is a volunteer instructor for Byte Back, a nonprofit organization providing computer training for underemployed and unemployed innercity residents.

TeraTech, Inc., is a 14-year-old Rockville, MD, consulting company specializing in ColdFusion, SQL, and Visual Basic development. It also offers frequent seminars in ColdFusion and Fusebox. In 2002, TeraTech won the *ColdFusion Developer's Journal* award for best ColdFusion consulting service. TeraTech's clients include federal agencies, associations, and businesses. TeraTech has developed sophisticated data-driven Web sites for the Federal Drug Administration, Social Security Administration, and the World Bank. Typical services include system analysis and prototyping, database integration, system development, and integration testing. TeraTech staff also has extensive experience in Oracle, ASP, HTML, Access, and FoxPro.

Michael Smith may be reached via michael@teratech.com.

Saturday, February 21, 2004, 1:00-3:15 PM

Taxes: What Every Entrepreneur and Consultant Needs To Know

Speaker: Jina Etienne, CPA

Saturday, February 21, 2004, 1:00-3:15 pm

Taxes: What Every Entrepreneur and Consultant Needs To Know

Speaker: Jina Etienne, CPA

Is your business paying more in taxes than required by law? Whether your business grosses millions of dollars each year or you are just getting started as an independent consultant, you probably hire an outside accountant to handle tax return submission. The ultimate responsibility for paying appropriate taxes, however, is yours. Do you have the basic accounting knowledge needed to supervise the work of your accountant? Do you stay current on tax law changes?

Because tax return deadlines for corporations and individuals are approaching, the focus of this presentation will be on income tax compliance and preparation rather than on tax planning and consulting issues. This presentation will alert you to mistakes and oversights that can cost you money, and to tax law changes you need to know about. The presentation will be followed by a question and answer session, so gather your questions and join us.

Speaker: Jina Etienne, CPA, has more

than 14 years of public accounting experience. She began her career with Deloitte & Touche, where her focus was tax planning and compliance for corporations, partnerships, and S corporations ranging from government contractors and vending companies to hospitality and retail firms. When she left Deloitte & Touche, her focus shifted to the needs of small- and medium-sized businesses.

With her own practice, Jina Etienne provides a wide range of accounting services for businesses and individuals, including tax planning and preparation, and business consulting. Her client base is diverse, including retail and service-based businesses as well as consultants and contractors. For individuals, her services generally include tax return preparation and tax planning, including tax research and representation before the IRS.

Ms. Etienne earned an M.S. in taxation in 1993 and a B.S.B.A. in accounting in 1989 from American University. Jina has also taught accounting as an adjunct professor at American University and currently teaches QuickBooks at local accounting seminars and conferences.

Jina may be reached at jina@etiennepas.com.

Saturday, March 20, 2004, 1:00-3:15 pm Strategic Planning:

A Simple Planning Process To Achieve Your Goals

Speaker: Jim Whelan, The Vision Architect, ProActive Corporation

Do you get sweaty palms when you think about strategic planning? Does your head swim with thoughts of hours of agony and struggle? Do you feel that once committed to paper your plan is chiseled in stone? Jim Whelan has a system that takes the mystery and agony out of planning for the future.

Speaker: Jim Whelan heads ProActive Corporation. He has worked on strategic and project planning with small- to medium-sized companies as well as with associations and law firms. He believes that every organization (and individual) can achieve its goals through planning and focusing on the outcome.

Jim Whelan may be reached via jim@proactivecorp.net.

Saturday, April 17, 2004, 1:00-3:15 pm Topic to be announced

Saturday, May 15, 2004, 1:00-3:15 pm Taking the Road Less Traveled: Succeeding As Your Own Boss

Speaker: Margarita Rozenfeld, Success Coach, of Essence, and Chief Visionary, Yes!Circle

Meeting Notes

The Entrepreneurs and Consultants SIG

is for computer consultants and entrepreneurs using computers. Our monthly meeting presentation topics are varied, and we welcome everyone. Attendees include business owners, independent computer consultants, managers of entrepreneurial entities within larger companies, new graduates, career changers, and those transitioning from a one-person consultancy to a business with full-time employees.

For the most up-to-date information about the activities of our SIG, including any meeting date, time, location, and topic changes, please subscribe to our conent-1 LISTSERV list at

www.cpcug.org/list/lwgate.cgi/CONENT-L/subscribe.html

At many meetings there are handouts. To ensure we have handouts for all attendees, please register for each meeting via our Web form:

www.cpcug.org/user/entrepreneur/meet-reg.html

Future Meetings

If you have an idea for a topic or speaker, please send an e-mail message about it to bconn@cpcug.org.

GLITCH DC SIG (Provisional SIG)

GLITCH DC SIG (Gay and Lesbian Information Technologists of Washington DC, Inc.). Diverse group of men and women of all ages, all fields, from main frame programmers to novice users.

- Meets second Sunday of each month for brunch and technical presentation, 11 am
- Dupont Italian Kitchen, upstairs dining room, 17th and R Streets NW Washington, DC.
- URL—www.glitchdc.org
- Contact: Wallace Dickson, (202) 265-0591, wdickson@wdn.com, or Cliff Bailey, (703) 237-7486, cbailey@myexcel.com
- Special events announced via mailing list at glitchdc-announce@yahoogroups.com
- Jobs are listed via mailing list at glitchdc-jobs@yahoogroups.com

Upcoming meetings:

Sunday, January 11, 11 am

A timely program on taxes and tax preparation by Wally Dickson

Investment

- Monthly (except August), third Wednesday, 7:30
- Bethesda Chevy Chase Services Center, 4805 Edgemoor Lane, 2nd Floor, Rooms A&B, Bethesda, MD (directions at www.cpcug.org/user/comm/bccsc-dir.html)

- URL—www.cpcug.org/user/invest/
- E-mail meeting notices, monthly: To receive, send your e-mail request to skatz@highstream.net with your name and e-mail address.
- Contacts—Andy Thompson, Thompson01@erols.com or e/w at (301) 270-6790. For information on Investor's FastTrack mutual fund and stock data base and software sessions, contact Ferd Hassler (301) 718-6253 or Carl Berninger at cberninger@mindspring.com.

General meeting program schedule:

7:30 pm FastTrack session

8:15 pm Q & A session; Investment SIG business

8:30 pm Main presenter

9:30 pm 'Market Watch' (if no outside speaker)

Our meetings have two components.

Each meeting begins with a 45-minute discussion related to FastTrack software which is widely used for analyzing and tracking mutual funds and individual stocks. At 8:15 pm the Investment SIG formally begins and our typical agenda consists of an initial 10-15 minutes of questions, answers, SIG business, and CPCUG concerns. Then we have a main presentation(s) lasting 60-90 minutes addressing issues related to fundamental or technical analysis of stocks, mutual funds, bonds, or trading methods such as options and market timing. The topic of technical analysis indicators is frequently visited.

After the main presentation, if the speaker is from outside the group, there is a 'Market Watch' discussion by our members. The meetings are free and open to the public.

We also have a library for our members. If you have any suggestions for future Investment SIG meeting topics, or if you have something ('non-commercial') you would like to present at a meeting, please e-mail Andy Thompson (above).

Microsoft Office

- Usually monthly, fourth Wednesday (except November), 7:00
- American Speech-Language-Hearing Association (ASHA) at 10801 Rockville Pike, Rockville, MD
- URL—www.cpcug.org/user/comm/sig-supply.html#office
- Contact—Marie Parker, d. (301) 897-5700 X4220, mparker@ASHA.org

If you are interested in joining a group where you can exchange ideas, get answers to your questions and concerns, and increase your knowledge of Word, PowerPoint, and Excel, and the integration of these three applications, then this SIG is for you.

PalmOS

- Monthly, day varies, 6:30PM
- Usually at American Psychological Association, 750 First Street, NE, 6th floor, Executive Office Suite, Washington, DC
- URL— www.interpug.com/dcpug/
- Contacts—Shawn Googins, d: (301) 496-5774, theoophile@yahoo.com; Craig Simpson, d/e/w: (301) 942-3921, macshimidh@earthlink.net, icq#58070639; Frank Sokolove, frank.sokolove@verizon.net.

Pocket PC

- For date, time, and location, send e-mail to Ray Wiley (see below)
- URL—www.cpcug.org/user/pocketpc
- E-mail announcement list: pocketpc-l hosted at cpcug.org
- E-mail discussion list: pocketpcd-l hosted at cpcug.org
- Contact—Ray Wiley, d: (703) 682-5325 or rainman@gokatgo.net

The Washington Area Pocket PC Users Group, a Special Interest Group of the Capital PC User Group, meets monthly to discuss topics relating to the Pocket PC platform. If you're interested in learning how a Pocket PC can help you at work and play, please join us at our next meeting. Current Palm users are highly encouraged to attend!

Seniors

- Monthly, first Saturday, 10:00AM-NOON
- Bedford Court - 3701 International Drive Silver Spring, MD [Directions: Take Georgia Avenue north from Beltway to third traffic light past intersection with Connecticut Ave, and turn right on International Dr to the tall building two blocks east. We meet in the Activities Room on the ground floor.]
- E-mail discussion list: seniorsigd-l hosted at cpcug.org
- Contact—Paul Shapiro, pauls@cpcug.org. When not online, he can be reached at (301) 770-9512.

The Seniors Special Interest Group meetings are open to all. They help attendees get more from their personal computers. We'd like member participation in arranging SIG programs, and need you to help get the word out about the Seniors SIG. The Seniors SIG is for everyone, from beginner to expert. CPCUG members and visitors are welcome and encouraged to attend our meetings whenever possible.

Statistics

- Monthly (except June through August), usually second Wednesday, 12:30
- 1800 M Street, NW, South Tower, Third Floor, Room S3031, Washington, DC—first-time attendees should contact Charlie Hallahan at hallahan@ers.usda.gov or (202) 694-5051 to have their names put on the admittance list
- URL—www.cpcug.org/user/sigstat/
- E-mail meeting announcements, monthly: To subscribe, send e-mail to Charles Hallahan, hallahan@ers.usda.gov
- Contact—Charles Hallahan, e/w: (703) 532-2930, hallahan@ers.usda.gov

Topics for Upcoming Meetings January 21, 2004: PROC MIXED - Part 3: Model Development & Interpretation (<http://www.sas.com>)

Continuing the topic begun in October 2003, we'll fit a parsimonious mean model and create an interaction plot and illustrate how to specify heterogeneity in the residual covariance structure. The estimation method REML will be used to choose the appropriate covariance structure for a complex mean model. Maximum likelihood (ML) is then used to eliminate terms from the complex mean model. The final model is then refit using REML.

February 11, 2004: PROC MIXED - Part 4: Random Coefficient Models (<http://www.sas.com>)

Continuing the topic begun in October 2003, after discussing the concepts behind a random coefficient model, PROC MIXED is used to fit such a model. Empirical best linear unbiased predictors (EBLUP's) are then computed. Some common causes of nonconvergence are discussed. Finally, a model with both repeated and random effects is estimated in PROC MIXED.

March 10, 2004: PROC MIXED - Part 5: Model Assessment (<http://www.sas.com>)

Continuing the topic begun in October 2003, we examine residual plots and a histogram of the residuals. Subjects with residual values in the first or last percentiles are identified. Finally, we examine how the violation of assumptions regarding the random effects influences the inference of the model.

April 14, 2004: PROC MIXED - Part 6: Generalized Linear Models & Generalized Linear Mixed Models (<http://www.sas.com>)

Continuing the topic begun in October 2003, the difference between

general linear models and models using generalized estimating equations (GEE's) is covered. The available correlation structures in PROC GENMOD are discussed and GENMOD is used to fit a longitudinal data model. Finally, the concepts behind generalized linear mixed models are discussed and a longitudinal data model is fit using the GLIMMIX macro.

SIGSTAT is the Special Interest Group in Statistics for the CPCUG, the Capital PC User Group, and WINFORMS, the Washington Institute for Operations Research Service and Management Science.

All meetings are in Room S3031, 1800 M St, NW from 12:30 to 1:30. Enter the South Tower & take the elevator to the 3rd floor to check in at the guard's desk.

First-time attendees should contact Charlie Hallahan, 202-694-5051, hallahan@ers.usda.gov, and leave their name. Directions to the building & many links of statistical interest can be found at the SIGSTAT website, www.cpcug.org/user/sigstat/.

Our Web Pages

The SIGSTAT pages, at www.cpcug.org/user/sigstat/, contain an extensive set of links to Web pages of interest to statisticians. Each month we'll look at some sites relevant to that month's demo.

Virginia SIG

- Monthly, third Monday, 7:00 pm
- Washington Gas, 6801 Industrial Road, Springfield, VA
- Jurisdiction for inclement weather cancellation: Fairfax County
- URL — www.cpcug.org/user/vasig/
- E-mail announcement list: virginiasig-l hosted at cpcug.org
- Contacts—Luis Garcia, d: (202) 606-9848, e/w: (703) 425-6902, lgarcia51@yahoo.com

7:00 Open Forum and General Information
7:45 Presentation
8:45 Q&A

Meeting Notes

The main presentation can be on any general computer utilization issue: hardware, software, Internet, training, and so forth.

New SIGS

If you are interested in starting a new SIG (or re-activating an inactive SIG), please contact president@cpcug.org.

HELPLINE

compiled by Elliott Fein
elliott.fein@erols.com

This helpline listing is for
CPCUG MEMBERS ONLY.
The volunteers will provide
assistance on their listed subjects
during the times and days outlined.

Membership has its privileges.
Please be prepared to give the

Helpline Volunteer your member-
ship number. Please do not ask for
assistance outside the stated times.
If you reach a telephone answering
machine, leave a message as many
people screen calls or otherwise
prioritize their time. Some volun-
teers have provided e-mail addresses
so that you can contact them if you
have trouble getting in touch by
telephone.

If you would like to volunteer
your services in any area, please
contact Elliott Fein on the Internet
at elliott.fein@erols.com or via snail
mail at 5 Carter Court, Rockville,
MD 20852-1005, providing your
membership number, subject(s),
phone number and/or e-mail
address, days and times.

Member	Phone	Days	Time	E-Mail
ACCESS				
ACCESS SIG Discussion List Scott Mohnkern	301-738-0097	M - F	9:00a-4:00p	www.cpcug.org/list/lwgate.cgi/ACCESSSIGD-L/subscribe.html mohnkern@cpcug.org
ADOBE PAGEMAKER				
Lisa Connors	301-527-0650	Tue - Thur.	7:00p-9:00p	lamc8@comcast.net
ADOBE PHOTOSHOP				
Sam Odio	888-282-2846	All	All	sam@odioworks.com
ALPHA FOUR				
Guy Durant	202 529-6744 202 529-6744	All	8:00a-11:00a 9:00p-11:59p	
APL LANGUAGE				
Frank Ditto	304-725-3283	All	12:01p-11:59p	fditto@shentel.net
APPLE MacIntosh (Hardware, Networks, OS, Software)				
Phil Marchetti	301-404-2210	Mon-Sat	10:00a-7:00p	Phil@MarchettiAssociates.com
ASSEMBLY LANGUAGE				
Walter Nissen	440-243-4980 Near Cleveland	All	Reasonable	wnissen@tfn.net
ASTRONOMY				
Walter Nissen	440-243-4980 Near Cleveland	All	Reasonable	wnissen@tfn.net
BASIC LANGUAGE				
Walter Nissen	440-243-4980 Near Cleveland	All	Reasonable	wnissen@tfn.net
BROTHER'S KEEPER				
Alta Oben	703-938-5831 703-938-5831	Mon-Fri Sat-Sun	6:00p-10:00p 9:00a-10:00p	alta@cpcug.org
BUILD YOUR OWN				
Chip Dodge Sam Odio	703-425-7038 888-282-2846	All All	Reasonable All	sam@odioworks.com

Member	Phone	Days	Time	E-Mail
BUYING DECISIONS				
Sam Odio	888-282-2846	All	All	sam@odioworks.com
C LANGUAGE				
Wayne Deroncourt				wayned@cpcug.org
Scott Graham	301-437-2745	Mon-Fri	9:00a- 6:00p	sgraham@scobar.com
	301-593-2744	Mon-Fri	6:00p-9:00p	
	301-593-2744	Sat-Sun	Reasonable	
Walter Nissen	440-243-4980	All	Reasonable	wnissen@tfn.net
	Near Cleveland			
C++ LANGUAGE				
Keith Bennett	301-840-1161	All	8:00a -9:00p	kbennett@cpcug.org
Scott Graham	301-437-2745	Mon-Fri	9:00a- 6:00p	sgraham@scobar.com
	301-593-2744	Mon-Fri	6:00p-9:00p	
	301-593-2744	Sat-Sun	Reasonable	
Walter Nissen	440-243-4980	All	Reasonable	wnissen@tfn.net
	Near Cleveland			
COMMUNICATIONS - DATA				
Walter Nissen	440-243-4980	All	Reasonable	wnissen@tfn.net
	Near Cleveland			
COMMUNICATIONS - MODEMS				
Walter Nissen	440-243-4980	All	Reasonable	wnissen@tfn.net
	Near Cleveland			
COMPUTING - GENERAL				
Walter Nissen	440-243-4980	All	Reasonable	wnissen@tfn.net
	Near Cleveland			
Sam Odio	888-282-2846	All	All	sam@odioworks.com
DBASE				
Guy Durant	202-529-6744	All	8:00a-11:00a	
	202-529-6744	All	9:00p-11:59p	
DELPHI/PASCAL				
Richard Maley	301-840-1554	Mon-Fri	9:00a- 5:00p	75127.17@compuserve.com
Dennis Courtney	202-623-2884	Mon-Fri	9:00a- 5:00p	dennisc@iadb.org
DOS				
Walter Nissen	440-243-4980r	All	Reasonable	wnissen@tfn.net
	Near Cleveland			
Henry Winokur	301-320-2104	All	Reasonable	henwin@atlantech.net
DOS Communications Packages				
David Chessler	301-229-3984	All	7:00p-10:00p	
Eudora (3 and 4)				
David Chessler	301-229-3984	All	7:00p-10:00p	

Member	Phone	Days	Time	E-Mail
EXCEL				
Scott Mohnkern	301-738-0097	M - F	9:00a-4:00p	mohnkern@cpcug.org
Arquilla Ridgell	301-946-3041	Mon-Wed-Fri	7:00p-9:00p	clockone@aol.com
		Sat-Sun	6:00p -9:00p	clockone@aol.com
FOXPRO				
Guy Durant	202-529-6744	All	8:00a-11:00a	
	202-529-6744	All	9:00p-11:59p	
GGEOWORKS				
Herb Fredricksen	301-840-2056	All	2:00p-11:00p	
HARDWARE - GENERAL				
Wayne Derroncourt				wayned@cpcug.org
Sam Odio	888-282-2846	All	All	sam@odioworks.com
HD TV/Home Theatre				
Rodolfo La Maestra	703-690-6336	Mon-Sat	Reasonable	rodolfo.lamaestra@verizon.net
HTML (Hypertext Markup Language)				
HTML SIG Discussion List				www.cpcug.org/list/lwgate.cgi/HTMLSIGD-L/subscribe.htm
Harold Goldstein	202-966-9091	All	Reasonable	dcbiker@goldray.com
Walt Houser	301-299-0593	All	7:00p-10:00p	houser@cpcug.org
Scott Mohnkern	301-738-0097	M-F	9:00a-4:00p	mohnkern@cpcug.org
Sam Odio	888-282-2846	All	All	sam@odioworks.com
INTERNET - NOT CPCUG.ORG				
Walter Nissen	440-243-4980 Near Cleveland	All	Reasonable	wnissen@tfn.net
INTERNET - BASICS				
Paul Shapiro	301-770-9512	All	9:00a-9:00p	pauls@cpcug.org
INTERNET - CPCUG.ORG (cpcug.org subscribers only)				
Scott Mohnkern	301-738-0097	M-F	9:00a-4:00p	mohnkern@cpcug.org
INTERNET E-MAIL				
David Chessler	301-229-3984	All	7:00p-10:00p	
INTERNET EXPLORER				
Walter Nissen	440-243-4980 Near Cleveland	All	Reasonable	wnissen@tfn.net
ISO-9000				
Edward H. Jentsch	301-279-0134	All	Reasonable	ejentsch@cpcug.org
JAVA (SUN)				
Keith Bennett	301- 840-1161	All	8:00a -9:00p	kbennett@cpcug.org
LAN (See also Networking)				
Wayne Derroncourt				wayned@cpcug.org
LINUX (installation and support)				
Cliff Bailey	703-237-4174	Mon-Fri	10:00a-8:00p	cbailey@myexcel.com

Member	Phone	Days	Time	E-Mail
LOTUS APPROACH				
David Littlefield	202-723-9527	Mon-Fri	8:00a-10:00p	
MATHCAD				
Roland deWit	301-299-4697	Mo,Tu,We,Fr	7:00p-9:00p	
MATHEMATICA				
Roland deWit	301-299-4697	Mo,Tu,We,Fr	7:00p-9:00p	
MEMORY MANAGEMENT				
Henry Winokur	301-320-2104	All	Reasonable	henwin@cpcug.org
MICROSOFT OFFICE				
Scott Mohnkern	301-738-0097	M-F	9:00a-4:00p	mohnkern@cpcug.org
MOZILLA (Installation and support)				
Cliff Bailey	703-237-4174	Mon-Fri	10:00a-8:00p	cbailey@myexcel.com
NETSCAPE (3 and 4)				
David Chessler	301-229-3984	All	7:00p-10:00p	
NETSCAPE COMPOSER, Ver 4.01				
David Littlefield	202-723-9527	Mon-Fri	6:00p-10:00p	
NETWORKING/LAN				
Sam Odio	888-282-2846	All	All	sam@odioworks.com
NOVICE (Beginner)				
Walter Nissen	440-243-4980 Near Cleveland	All	Reasonable	wnissen@tfn.net
Sam Odio	888-282-2846	All	All	sam@odioworks.com
Henry Winokur	301-320-2104	All	Reasonable	henwin@cpcug.org
NUMBER THEORY				
Walter Nissen	440-243-4980 Near Cleveland	All	Reasonable	wnissen@tfn.net
OLX and other Off-line Readers				
David Chessler	301-229-3984	All	7:00p-10:00p	
OPENOFFICE (Linux/Windows/Sun/Mac office suite)				
Cliff Bailey	703-237-4174	Mon-Fri	10:00a-8:00p	cbailey@myexcel.com
ORACLE				
Michael Shunfenthal	703-866-9729	Mon-Fri	7:30p-9:30p	
OS/2				
Keith Bennett	301-840-1161	All	8:00a -9:00p	kbennett@cpcug.org
C. Patrick Zilliacus	301-384-0972	Sat-Sun	12:01p-9:00p	
OUTLOOK				
Scott Mohnkern	301-738-0097	M-F	9:00a-4:00p	mohnkern@cpcug.org

Member	Phone	Days	Time	E-Mail
PARADOX AND PAL FOR DOS				
Ron Hicks	703-528-1009	All	Reasonable	ronhicks@cpcug.org
PERSONAL EDITOR II				
Walter Nissen	440-243-4980 Near Cleveland	All	Reasonable	wnissen@tfn.net
C. Patrick Zilliacus	301-384-0972	Sat-Sun	12:01p-9:00p	
PKZIP				
David Chessler	301-229-3984	All	7:00p-10:00p	
PRINTERS - GENERAL				
Henry Winokur	301-320-2104	All	Reasonable	henwin@cpcug.org
PVCS VERSION MANAGER 5.2				
Edward H. Jentsch	301-279-0134	All	Reasonable	ejentsch@cpcug.org
QBASIC (IN MS-DOS)				
Paul Shapiro	301-770-9512	All	9:00a- 9:00p	pauls@cpcug.org
QUICK BASIC 4.5				
Paul Shapiro	301-770-9512	All	9:00a- 9:00p	pauls@cpcug.org
QUICKBOOKS				
Dennis Courtney	301-570-9334 202-623-2884	Mon-Fri Mon-Fri	6:30p-9:00p 9:30a-5:30p	dennisc@cpcug.net
SATELLITES, EARTH				
Walter Nissen	440-243-4980 Near Cleveland	All	Reasonable	wnissen@tfn.net
SMALLTALK				
Cliff Bailey	703-237-4174	Mon-Fri	10:00a-8:00p	cbailey@myexcel.com
SQL				
Dennis Courtney	301-570-9334 202-623-2884	Mon-Fri Mon-Fri	7:00p-10:00p 9:30a-5:30p	
STUFFIT				
David Chessler	301-229-3984	All	7:00p-10:00p	
Timeslips (DOS and Windows)				
David Chessler	301-229-3984	All	7:00p-10:00p	
TROUBLESHOOTING - GENERAL				
Wayne Derroncourt				wayned@cpcug.org
Walter Nissen	440-243-4980 Near Cleveland	All	Reasonable	wnissen@tfn.net
Henry Winokur	301-320-2104	All	Reasonable	henwin@cpcug.org
UBASIC LANGUAGE				
Walter Nissen	440-243-4980 Near Cleveland	All	Reasonable	wnissen@tfn.net

Member	Phone	Days	Time	E-Mail
UNIX				
Scott Graham	301-437-2745	Mon-Fri	9:00a- 6:00p	sgraham@scobar.com
	301-593-2744	Mon-Fri	6:00p-9:00p	
	301-593-2744	Sat-Sun	Reasonable	
Scott Mohnkern	301-738-0097	M-F	9:00a-4:00p	mohnkern@cpcug.org
UTILITIES				
Walter Nissen	440-243-4980	All	Reasonable	wnissen@tfn.net
	Near Cleveland			
VIDEO CONFERENCING				
Paul Shapiro	301-770-9512	All	9:00a- 9:00p	pauls@cpcug.org
WINDOWS 2000 PROFESSIONAL				
Sam Odio	888-282-2846	All	All	sam@odioworks.com
WINDOWS 3.1				
Guy Durant	202-529-6744	All	8:00a-11:00a	
	202-529-6744	All	9:00p-11:59p	
Henry Winokur	301-320-2104	All	Reasonable	henwin@atlantech.net
WINDOWS 95				
David Chessler	301-229-3984	All	7:00p-10:00p	
Henry Winokur	301 320-2104	All	Reasonable	henwin@cpcug.org
WINDOWS 98				
Walter Nissen	440 243-4980	All	Reasonable	wnissen@tfn.net
	Near Cleveland			
Sam Odio	888-282-2846	All	All	sam@odioworks.com
Henry Winokur	301 320-2104	All	Reasonable	henwin@cpcug.org
WINDOWS ME				
Henry Winokur	301 320-2104	All	Reasonable	henwin@cpcug.org
WINDOWS NT - SYSTEM POLICY EDITOR				
Ron Hicks	(703) 528-1009	All	Reasonable	ronhicks@cpcug.org
WINDOWS XP				
Sam Odio	888-282-2846	All	All	sam@odioworks.com
WINFAX PRO				
Howard Weeks	301 924-0400	Mon-Fri	2:00p- 6:00p	
WORD 6.0/7.0 FOR WINDOWS				
Edward H. Jentsch	301 279-0134	All	Reasonable	ejentsch@cpcug.org
Henry Winokur	301 320-2104	All	Reasonable	henwin@cpcug.org
WORD FOR WINDOWS				
Arquilla Ridgell	301-946-3041	Mo,We,Fr	7:00p-9:00p	Clockone@aol.com
	301-946-3041	Sat-Sun	6:00p-9:00p	Clockone@aol.com
WORD FOR WINDOWS 97				
Henry Winokur	301 320-2104	All	Reasonable	henwin@cpcug.org

Member	Phone	Days	Time	E-Mail
WORDPERFECT				
WordPerfect SIG Discussion List			www.cpcug.org/list/lwgate.cgi/WPSIGD-L/subscribe.html	
Arquilla Ridgell	301 946-3041	Mo, We, Fr	7:00p-9:00p	clockone@aol.com
	301 946-3041	Sat-Sun	6:00p -9:00p	clockone@aol.com
WORDPERFECT (5.1 & 6.0 DOS)				
Wayne Démoncourt				wayned@cpcug.org
WORDPERFECT (DOS & WINDOWS)				
Howard Weeks	301 924-0400	Mon-Fri	2:00p- 6:00p	
WORDPERFECT (DOS-ALL)				
David Chessler	301-229-3984	All	7:00p-10:00p	
WORDPERFECT (WINDOWS 7-9)				
David Chessler	301-229-3984	All	7:00p-10:00p	
WORLD WIDE WEB				
Harold Goldstein	202 966-9091	All	Reasonable	dcbiker@goldray.com
Walt Houser	301 299-0593	All	7:00p - 10:00p	houser@cpcug.org
Scott Mohnkern	301-738-0097	M-F	9:00a-4:00p	mohnkern@cpcug.org
WORLD WIDE WEB CONTENT DEVELOPMENT				
Harold Goldstein	202 966-9091	All	Reasonable	dcbiker@goldray.com

Give the gift of knowledge!

Share what you know about computers with other CPCUG members by volunteering to be a part of the CPCUG Helpline.

If you would like to volunteer your services in any software or hardware area, please contact Elliott Fein at elliott.fein@erols.com, providing your membership number, subject(s), phone number and/or e-mail address, plus days and times available.

When looking for help, please check the latest issue of the Monitor. Phone numbers and e-mail addresses occasionally change, and periodically there are additions to and/or subtractions from the list.

If you are having problems with your computer hardware or software, why not give the **CPCUG Helpline** a call?

See page 26.

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Volunteers Needed

Booth Staffers for Computer-Related Trade Shows and Other Special Events

Enthusiastic CPCUG members are needed several times a year to staff CPCUG booths at various computer-related trade shows and other special events including NBC4 Digital Edge Expo, FOSE, FedWeb, and eXtreme. It's fun! And all you have to do is hand out CPCUG literature and giveaways, and tell attendees about CPCUG and membership benefits. At trade shows you get a free pass to visit the booths of exhibiting vendors.
Contact: volunteer@cpcug.org

Capital Area Vice President and 1st Vice President

We have two VP openings. For detailed information about these VP responsibilities, please contact CPCUG President Dennis Courtney.
Contact: president@cpcug.org

General Meetings and Saturday Seminars

1. Seminar panelists
2. Greeters

Contact: president@cpcug.org

Education and Training

1. Course Developers
2. Instructors for the following: PCs for Beginners, Using Windows, Microsoft Office XP, Internet Explorer, Netscape Communicator, JavaScript, Java, PERL, C++, and more!
3. Teacher Assistants
4. Technical Editors
5. Copywriters
6. Designers and Desktop Publishers

Please see the form on the inside front cover of this issue.

Contact: training@cpcug.org

Helpline

The Helpline is always in need of more helpers. The Capital PC User Group motto is "Users helping

Users," and one of the best places to do that is through the Helpline. You don't have to be a real expert to be of help. Most users requesting help have very basic questions. By volunteering, you can not only help others, but you can learn from the experience and also get a good feeling doing it. Take a look at the "Helpline Directory" in the *Monitor* to see the subjects currently covered. If there is a subject that you are interested in that is not listed, we can add it. A particular need is for volunteers who can answer the phone during the day. Windows and Microsoft Office specifically are in need of more volunteers.
Contact: Elliott Fein at elliott.fein@erols.com, or by snail mail at 5 Carter Court, Rockville, MD 20852-1005.

Reboot

**CPCUG's Active
Computer Recycling Program**

10 Volunteers
Working 1 or 2 or more
afternoons a month

Have hardware to donate?
Have a few hours a month
and want to help?

101 Fleet Street
Rockville, MD

Hours for donation drop-off:
Mondays 2:00 - 6:00 pm
Wednesdays 10:00 am - 4:00 pm

Contacts:
Gerry Rosenkrantz
g.rosenkrantz@att.net
or Dave Barry
dbarry@netkonnnect.net

Science Fair Judges

CPCUG's Program of Recognition of Young Student Scientists
In 1996 CPCUG presented awards

to students in two Maryland counties. In 1997, due to excellent CPCUG member response, we expanded the program to include students participating in science fairs in 12 areas of Maryland, Washington, DC, and Virginia. Help us cover at least as many science fairs this year and beyond.
Contact: Walt Houser at houser@cpcug.org

Writers & Reporters for the Monitor, CPCUG's magazine

The *Monitor* is always looking for good articles! If you are interested in writing an article, reporting on an event, taking photos at an event, or reviewing a book or software program, please let us know.

Contact: editor@cpcug.org

Monitor Advertising

Do you know a corporation or entrepreneurial business that might benefit from an ad in CPCUG's magazine, the *Monitor*? Help make it happen by showing its decision makers the *Monitor*. Increased advertising revenue means a larger magazine and more money for CPCUG's member benefit programs. And you can earn a commission on ads you place!

Contact: editor@cpcug.org

Monitor Photographer

CPCUG has more than a dozen events every month. If you have a digital camera and a little time on your hands where you could attend a couple of CPCUG events each month, why not volunteer to be the official photographer for the *Monitor*.

Contact: editor@cpcug.org

SIGs

If you are interested in starting (or reactivating) a Special Interest Group (SIG), **Contact:** president@cpcug.org



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Millkern Communications, Inc.

Tel: 301-738-0097

Directions to BCCSC (January 12 General Meeting/TechTalk)

The January 12 CPCUG General Meeting/ TechTalk will be held on the 2nd floor, Rooms A and B of the Bethesda Chevy Chase Services Center (BCCSC), 4805 Edgemoor Lane, Bethesda, MD

Located on the southwest corner of Old Georgetown Road and Edgemoor Lane in downtown Bethesda, BCCSC is in the two-story Montgomery County office building of the Metropolitan complex, above a county parking garage.

By car

Parking is available in the building garage: 75 cents per hour for first 3 hours and 50 cents per hour thereafter.

The garage entrance is marked with a large blue Bethesda Services Center parking sign.

Coming south on Old Georgetown Rd (from the Beltway use exit 36), turn right on Woodmont Ave and the parking entrance is almost immediately on your left (second driveway).

Coming south on Wisconsin Ave/Rockville Pike, turn right onto Woodmont Ave, go south for approximately 1 mile, cross over Old Georgetown Rd, and the garage entrance is the second driveway on your left.

Coming north on Wisconsin Ave or west on Rt. 410 (East-West Hy), take Old Georgetown Rd north, turn left at the second traffic light (Woodmont Ave), and the garage entrance is the second driveway on your left).

Take an elevator from the parking garage to the plaza level. (Remember which elevator you use and which level your car is on so you can find your car easily afterward.) The building is located at the center of the plaza. Montgomery County and Maryland flags and a sign bearing the Montgomery County seal mark the entrance to the building.

Enter the building and take elevator to meeting rooms A and B on level 2, one flight above plaza level.

By Metro, By Bus, or on foot

The building is conveniently located across the street from the Bethesda Metrorail station.

From the Metrorail Station, take the escalator from the bus bay to the plaza level, turn left, walk past the clock tower and across to the Metropolitan plaza using the pedestrian bridge.

If you are walking from any other location, the street entrance to the Bethesda Chevy Chase Services Center, 4805 Edgemoor Lane, is on the southwest corner of Old Georgetown Road and Edgemoor Lane.

Take elevator to meeting rooms A and B on level 2, one flight above plaza level.

Please see page 4 for
details on upcoming
General Meeting/
2nd Monday TechTalks.

CPCUG Mailing Lists



The Capital PC User Group maintains many mailing lists for distributing and sharing information. A mailing list is a list of people's names and e-mail addresses used to send certain messages or announcements to a group of people simulta-

neously who have a common interest in the message contents. You can join and leave the list as your needs dictate. Electronic mailing lists are a logical extension of bulletin board systems like the late CPCUG Membership Information eXchange (MIX). They provide very much the same functionality as the MIX did without requiring dialing into a separate message server. If you have access to the Internet and e-mail you can get started exploring mailing lists right away!

To make using LISERV (the trade name for the most popular mailing list management software in the world) easy for even the the newest user we have installed a web-based gateway to these lists. From this gateway, users can get information about the various lists that are available. They can subscribe to, unsubscribe from, and set personal preferences (subscription options) for any of the lists that are open to the public. To reach this gateway go to our website at www.cpcug.org and select the "Mailing List" option from the main menu. Some of the lists are for information distribution only (no individual posting allowed), and others are open for posting (discussion lists). Most of the list owners maintain archives of messages, and those archives that are available can be read via the gateway at CPCUG's website.

You can retrieve a manual and other information about the workings of LISERV from:

www.lsoft.com/info/default.asp?item=manuals

Below is a compilation of some of the most popular of CPCUG's current e-mail lists.

- ACCESSSIG-L** (CPCUG Access SIG Announcement List)
- ACCESSIGD-L** (CPCUG Access SIG Discussion List)
- BEGINSIG-L** (CPCUG Beginners SIG Announcement List)
- BEGINSIGD-L** (CPCUG Beginners SIG Discussion List)
- CONENT-L** (CPCUG Entrepreneurs and Consultants SIG Discussion List)
- CPCUGCAL-L** (CPCUG Event Calendar Distribution List)
- CPCUGGEN-L** (CPCUG General Discussion List)
- DCPUG-L** (CPCUG PalmOS SIG Discussion List)
- DELPHISIG-L** (CPCUG Delphi SIG Announcement List)


- HTMLSIG-L** (CPCUG HTML SIG Announcement List)
- HTMLSIGD-L** (CPCUG HTML SIG Discussion List)
- JAVASIG-L** (CPCUG Java SIG Announcement List)
- JAVASIGD-L** (CPCUG JAVA SIG Discussion List)
- MIX-L** (CPCUG Member Info. eXchange Discussion List)*
- MMSIG-L** (CPCUG Multimedia SIG Announcement List)
- MMSIGD-L** (CPCUG Multimedia SIG Discussion List)
- MONITOR-L** (CPCUG *Monitor* Announcement List)
- NETSIG-L** (CPCUG Internet SIG News List)**
- OFCSIG-L** (CPCUG MS-Office SIG Announcement List)
- PMSIG-L** (CPCUG Project Mgm't SIG Announcement List)
- POCKETPC-L** (CPCUG Pocket PC SIG Announcement List)
- POCKETPCD-L** (CPCUG Pocket PC SIG Discussion List)
- SCIFAIRD-L** (CPCUG Science Fair Announcement List)
- SENIORSIG-L** (CPCUG Seniors SIG Announcement List)
- SENIORSIGD-L** (CPCUG Seniors SIG Discussion List)
- TRAIN-L** (CPCUG Training Program Announcement List)
- TRAIND-L** (CPCUG Training Program Discussion List)
- VBSIG-L** (CPCUG Visual Basic SIG Announcement List)
- VBSIGD-L** (CPCUG Visual Basic SIG Discussion List)
- VIRGINIASIG-L** (CPCUG VA SIG Announcement List)
- WPSIG-L** (CPCUG WordPerfect SIG Announcement List)
- WPSIGD-L** (CPCUG WordPerfect SIG Discussion List)

* MIX-L – CPCUG members only. Send e-mail to David Chessler <chessler@cpcug.org> to subscribe.

** NETSIG-L cannot be subscribed to or signed off from cpcug.org as it is hosted on AOL. To subscribe to NETSIG-L mailings, send e-mail to: LISTSERV@LISTSERV.AOL.COM containing the line:

SUBSCRIBE NETSIG-L <firstname> <lastname>

To subscribe to any list, send an e-mail message to LISTSERV@CPCUG.ORG. Include in the message the line **SUBSCRIBE** <listname> <yourfirstname> <yourlastname>. Do not include the angle brackets. No entry in the subject line is necessary.

 The software for maintaining the mailing lists, LISERV®, has been made available through a generous donation from L-Soft International, Inc. The web-based gateway, LWGate, is a perl script written by © 1995 David W. Baker, dwb@netspace.org. This program is free software under the terms of the GNU General Public License as published by the Free Software Foundation. LISERV® is maintained and administered for the CPCUG by CPCUG's LISERV Administrator Karl Signell <signell@cpcug.org>.

10 Reasons To Join CPCUG

Capital PC User Group (CPCUG) membership entitles each member of your family living in your household to all CPCUG membership benefits—

1. Helpline—a great way to get help from experts for your hardware, software, and Internet questions and problems at no additional cost. The Helpline Directory is updated and published in the *Monitor*, the magazine of the Capital PC User Group.

2. Mail delivery of a print copy of our award-winning magazine, the *Monitor*, with its practical tips for computer users; technical articles; regular columns; CPCUG-member-authored reviews of software, hardware, and computer-related books; CPCUG event calendar; and special interest group (SIG) and Training Program information.

3. Computer education and training classes, seminars, workshops, discussions, and labs at low member rates—some are even free to members while others are for members only.

4. Assistance from CPCUG Build Team mentors in specifying and building your own computer. CPCUG's popular "Build" Workshop gives participants the knowledge and confidence to select appropriate components to build and later upgrade their own computers without additional paid assistance. This workshop is only \$75 and is only available to CPCUG members.

5. Discounts on software, hardware, and training are periodically made available to members of our user group. [If you take advantage of several discounts available only to CPCUG members, your membership pays for itself.]

6. Internet service options available only to CPCUG members at competitive rates through our Internet domain cpcug.org.

7. Access to new member-only e-mail distribution lists being created to supplement our more than 30 public discussion and announcement lists. List subscribers can ask and get answers to computer hardware and software questions, and stay informed about CPCUG activities and Training.

8. New software and/or computer reference books—available without charge to members who review them for our magazine, the *Monitor*. You'll also get a byline in the *Monitor* and become a member of our product review coordinator's team.

9. Member-only door prizes—available at some General Meetings, some special interest group (SIG) meetings, and at occasional seminars. [This benefit has more than paid for the annual membership fee of many active CPCUG members. Software prizes have included Lotus Domino Go Webserver, MS Office Professional, and Adobe Photoshop. Hardware prizes have included Hewlett Packard Pocket PCs and Palm handhelds.]

10. Opportunities to develop and/or enhance leadership and management skills, while building your professional network, by volunteering with CPCUG.

The biggest benefit of all may be that by becoming active in the Capital PC User Group you become part of a very helpful community of computer users and IT professionals who are truly "Users Helping Users."

Before you know it you will also become a "User Helping Users."

The Capital PC User Group, Inc. (CPCUG), a nonprofit 501(c)(3) educational organization established in 1982, provides a forum for sharing information, experience, and resources among computer users, from novice to advanced. Although the group serves primarily the Washington, DC, metropolitan area, members are found around the world.

Membership Form

Mail to: Capital PC User Group, Inc.
19209 Mt. Airey Road
Brookeville, MD 20833

Call to (if paying by credit card): (301) 762-9372

Fax to (if paying by credit card): (301) 762-9375

Name _____

Address _____

City/State/ZIP _____

Telephone (Evening/Weekend) _____

Telephone (Day) _____

E-Mail Address _____

Member Number _____

New Membership 1 year—\$42 Outside the
 Renewal 2 years—\$78 United States,
 Change of Address 3 years—\$110 \$60 per year

Payment method: Check VISA MasterCard

Card Number _____

Expiration Date _____

Signature (required for credit cards): _____

List my name in the next Membership Directory? Yes No
Name and address information from this Membership Directory may be very occasionally made available to computer-related businesses, most often on a one-time basis to vendors desiring to announce their General Meeting presentations. If you do not wish to be included in the directory, mark the "No" box above.

Please check this box if you would *not* wish to receive a monthly e-mail message with current CPCUG training and meeting topics. We are considering using this means of keeping the membership informed of scheduled events and changes more rapidly than is possible via the *Monitor* magazine.

Your membership starts with the first *Monitor* magazine mailed to you. It may take 4–6 weeks before you are included on the mailing list or receive your membership card. Please be patient.

Five dollars of the membership fee is for a subscription to the *Monitor*.
902w

Capital PC User Group, Inc. *A Resource for Technology Users and IT Professionals*

Phone: (301) 762-9372

Fax: (301) 762-9375

E-Mail: admin@cpcug.org

Snail Mail: 19209 Mt. Airey Road
Brookeville, MD 20833

URL: <http://www.cpcug.org/>

President: Dennis Courtney
president@cpcug.org

Events Calendar:

<http://www.cpcug.org/user/comm/cal-6mon.html>

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VOICE 301-270-4966 FAX 301-270-5896

CPCUG MEETING SITES

1800 M = 1800 M St., NW, South Tower, 3rd Floor, Room S3031, Wash., DC

APA = American Psychological Assn, 750 1st St., NE, 6th Floor, Executive Office Suite, Wash., DC

ASHA = American Speech-Language-Hearing Assn, 10801 Rockville Pike, Rockville, MD

AUMC = Annandale United Methodist Church (see UHU Annandale, VA)

BCCSC = Bethesda Chevy Chase Services Center, 4805 Edgemoor Lane, Bethesda, MD: 3 locations on the 2nd Floor: Rooms A & B; Room C; and Senior Source

Bedford = Bedford Court, Activity Center, Senior Living Community, 3701 International Dr, Silver Spring, MD

CESC = Carver Educational Services Center, Auditorium, 850 Hungerford Dr., Rockville, MD

CPL = Cleveland Park Library, 3310 Connecticut Ave. NW, Large Mtg Rm, Washington, DC

DIK = Dupont Italian Kitchen, upstairs dining room, 17th and R Streets NW Washington, DC.

HH = Harmony Hall Regional Center, 10701 Livingston Rd., Ft. Wash., MD

HSCL = Harbour Square Cooperative Library, 500 N St, SW (1 block south of Waterfront Metro), Washington, DC

IADB = Room B-300, Inter-American Development Bank, 1350 New York Ave., NW, Wash, DC

IVL = Interstate Van Lines (Community Room), 5801 Rolling Road, Springfield, VA

KL = Martin Luther King Jr. Library, 901 G St., NW, basement auditorium, Room A-5, Washington, DC

MS = Microsoft Corporation, 5335 Wisconsin Ave, NW, 5th floor, Washington, DC

PC = Pentagon City Mall Eatery

Reboot (computer recycling) = 101 Fleet St, Rockville, MD

Teaism = Teaism Restaurant, 400 8th St, NW, Wash., DC

UHU = Annandale United Methodist Church, Room 305, 6935 Columbia Pike, Annandale, VA

VAMC = Veterans Affairs Medical Center, 50 Irving St., NW, 4th Floor, IRM Room, 4C106a, Wash., DC

WCC = Washington, DC Convention Center, 801 Mt. Vernon Place, NW, Washington, DC

WELib = West End Library, 2nd Floor, Large Meeting Room, 1101 24th Str, NW, Washington, DC

WGas = Washington Gas, 6801 Industrial Rd., Springfield, VA

Keep Updated!

Capital PC User Group meeting plans may change after the *Monitor* has gone to press. To get the latest information about meetings and special events (including topics, when available, and date, time, and location changes), bookmark and check www.cpcug.org/user/comm/.

CPCUG Training

UHU Annandale
Annandale United Methodist Church (AUMC),
Room 305
6935 Columbia Pike, Annandale, VA 22003

\$29 CPCUG & AUMC members. \$39 non-members. All classes 6:00-9:00 pm, except where noted. Register online at www.cpcug.net/trainingsearch.asp or call CPCUG 301-762-9372.

January

- 6 – Introduction to MS Access 2002 Part I
- 8 – Introduction to MS Access 2002 Part II
- 10 – Road Warrior (Remain connected while being completely mobile) 9AM -12PM
- 15 – Relational Database Design Using MS Access
- 20 – Introduction to XML
- 22 – Intermediate MS Access 2002
- 24 – Introduction to Quicken
- 27 – Introduction to Dreamweaver MX
- 29 – Advanced MS Access 2002

February

- 3 – Intro to the Unix OS and Shell
- 5 – Intro to MS Word
- 7 – Web Logs (Blogs) and XML
- 12 – Intermediate Dreamweaver
- 17 – Personal Disaster: Recover and Backup Techniques
- 19 – Network and System Monitoring
- 21 – Under the Hood
- 24 – Digital Imaging using MS Photo Editor
- 26 – Intermediate PowerPoint

Harmony Hall Regional Center
Computer Room, 2nd Floor
10701 Livingston Road
Fort Washington, MD 20744

\$35 Residents & CPCUG members. \$45 non-residents. Register by calling Harmony Hall 301-203-6040. All classes are 6:00-9:00 pm

January

- 6 – Basics of PCs for Very Beginners
- 8 – Basic Computer Keyboarding and Mouse Skills
- 13 – Organizing Your Files and Folders Using Windows Explorer
- 15 – Windows Computer Maintenance and Troubleshooting
- 20 – Searching the Internet
- 22 – Introduction to E-mail
- 27 – Introduction to Home Networking
- 29 – Creating GREAT Technical Presentations (Part 1) [PowerPoint]

February

- 3 – Shopping, Traveling, Auctioning on the Internet
- 5 – Intro to MS Word
- 10 – Creating and Posting a Resume Online
- 12 – MS Word - Flyers, Calendars and Graphics
- 17 – Job Hunting on the Internet
- 19 – MS Word - Templates, Tables and Tabs
- 24 – Adobe Acrobat - Creating PDF Files
- 26 – Creating GREAT Technical Presentations Part 2 [PowerPoint]

Capital PC User Group, Inc.
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Membership Benefits

1. Helpline for PC and Internet questions
2. Award-winning *Monitor* magazine
3. Economical classes at member rates
4. Mentors for computer specification/building
5. Discounts on software, hardware and training
6. Internet service options through CPCUG.ORG
7. Access to members-only e-mail lists
8. Free software and books for review writers
9. Valuable door prizes at some events
10. Opportunities to enhance leadership skills