

Bits of Bytes

Newsletter of the Pikes Peak Computer Application Society, Colorado Springs, CO

Volume XL

September 2020

Issue 9



The Prez Sez

by John Pearce,
President,
P*PCompAS

It seems like we have all gotten comfortable using Zoom for our meetings. Many "Thank You's" to Judy Taylour and APCUG for providing the Zoom license that we use. If you are having trouble with Zoom or would just like a few tips on how to use it, you can ask me or almost any of the club members for help. Zoom also has instructional videos on their website. If you have a really slow Internet connection, you can join without video or I can also arrange for you to join the meeting by telephone. Note: the call-in phone numbers are not local to Colorado Springs.

I keep thinking about how to improve our meetings and the breakfast gatherings while using Zoom. If anyone has an idea or suggestion, please tell me.

It is time to start arm twisting to find a person to lead (or be) the nominating committee. I have not talked to any of the current officers on their intentions for 2021. My guess is there will be one or two slots to fill.

Joe Nuvolini is feeling unloved. No one joined him at the church for the August meeting and no one joined him for breakfast at Golden Corral, either. If you would like to join Joe at the church for the September 5th meeting, please call him so he knows you will be there. See the membership list for his phone number.

Stay safe and take care of yourself. ☺

**Next P*PCompAS meeting: Saturday, 5 September 2020
(via Zoom and possibly at the church also)**

No news on the presentation for September.



Meeting Minutes

by Greg Lenihan,
for the P*PCompAS
Secretary

President John Pearce began the 1 August 2020 Membership Meeting via Zoom at 9 am. Joe Nuvolini set up our system at the church for anyone desiring to meet physically. A motion was made to approve the July meeting minutes and the minutes were approved.

OFFICER REPORTS

Vice-President Cary Quinn said we had two video presentations this month. We have scheduled Bob Gostischa from APCUG for an October presentation on cybersecurity.

Treasurer Chuck Harris reported we have \$3223.60 in savings and \$73.29 in checking. There was \$10 given to Joe Nuvolini for a registration fee.

Membership Chair Ann Titus had nothing to report.

Newsletter Editor Greg Lenihan announced the next deadline as 22 August.

Librarian Paul Godfrey had nothing to report.

Hospitality Chair Ilene Steinkruger sent sympathy cards to Norm Miller's and Marty White's families after their deaths.

APCUG Rep Joe Nuvolini announced the passing of Dave Williams, the APCUG president.

Board of Directors Chair Peter Rallis had nothing to report.

OLD BUSINESS: None

NEW BUSINESS:

John Pearce sent out the APCUG Reports newsletter and the schedule for the August 15th Virtual Technology Conference before the meeting.

Joe Nuvolini mentioned the Golden Corral has a senior's breakfast special on Fridays, if people want to switch to that day. Nobody had strong feelings about switching.

ANNOUNCEMENTS

The next social breakfast Zoom meeting will be 15 August at 9 am.

Our next membership meeting is on 5 September.

PRESENTATION

Cary Quinn showed a video titled "10 Free Programs that Should Not Be On Any PC" and another video by DottoTech on the Brave Browser. ☺

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Librarian: Paul Godfrey

Membership: Ann Titus

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Audio: A.J. Whelen

Hospitality: Ilene Steinkruger

Programs: Cary Quinn

Publicity: Cary Quinn

Nominating: Vacant

Board of Directors

Peter Rallis

Paul Godfrey

Ann Titus

Harvey McMinn

Jeff Towne



Zoom screenshot of the 1 August membership meeting.



Zoom screenshot of the 15 August breakfast meeting.

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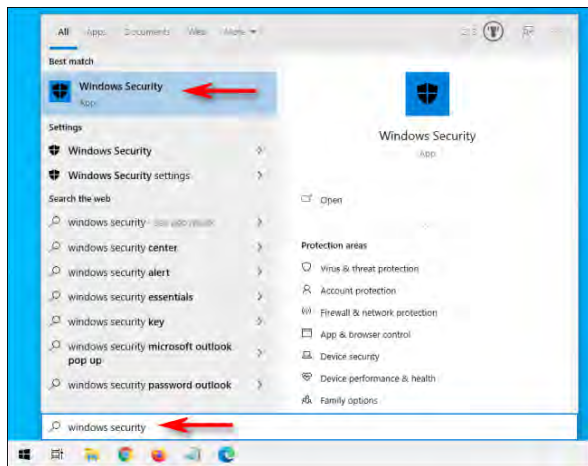
How to Scan with Microsoft Defender Antivirus on Windows 10

By Ben J. Edwards, reprinted with permission from [HowToGeek.com](https://www.howtogeek.com/679263/how-to-scan-with-microsoft-defender-antivirus-on-windows-10/)

Original article at: <https://www.howtogeek.com/679263/how-to-scan-with-microsoft-defender-antivirus-on-windows-10/>

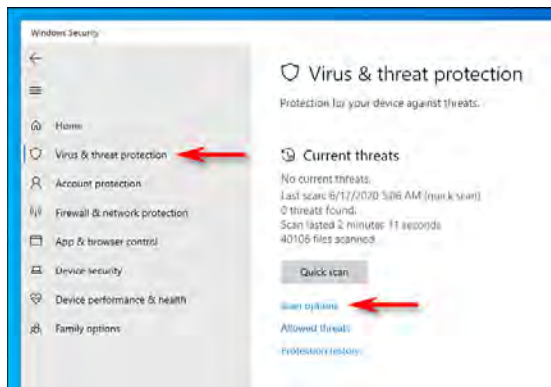
Windows malware is still a big problem. That's why Microsoft ships an antivirus named Microsoft Defender with Windows 10. It scans for malware in the background, but you can also perform a full-system scan with Defender.

First, open the Start menu and type "Windows Security." Click on the "Windows Security" app icon that pops up.



In the sidebar, click "Virus & Threat Protection."

It's possible to do a quick scan from here by clicking the "Quick Scan" button. If you haven't scanned recently, you might want to consider doing a deeper scan. In the area below the "Current Threats" heading, click "Scan Options."



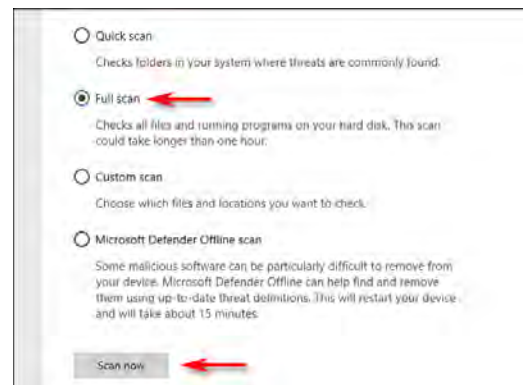
In the "Scan Options" menu, you will see a list of four different types of scans you can perform on your computer using Microsoft Defender.

- **Quick Scan:** Scans folders in your system where threats are usually found, such as the

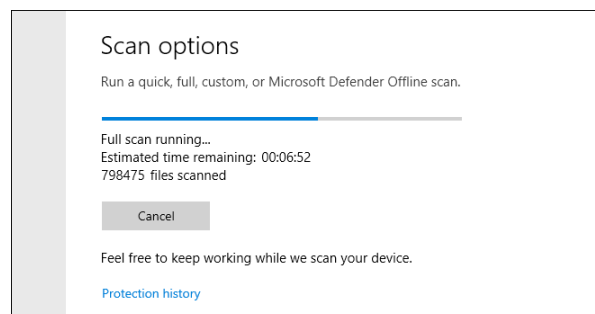
Downloads and Windows folders. This usually only takes a few minutes to complete.

- **Full Scan:** This scans every file on your computer and all running programs as well. The scan may take longer than an hour to complete.
- **Custom Scan:** If you choose this option, Windows Security will ask you for a specific file or folder location that you'd like to scan.
- **Microsoft Defender Offline Scan:** This option restarts your machine and scans system files and programs while they are not running, which is useful if a piece of malware is currently running and potentially interfering with the scan.

If you haven't tried Defender before or if your computer is acting funny and you're worried about an obvious threat, it's best to start with a Full scan. Select the radio button beside "Full Scan" and click the "Scan Now" button.



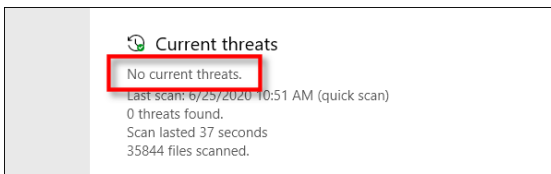
A full-system scan will begin, and Windows Security will show a progress indicator bar.



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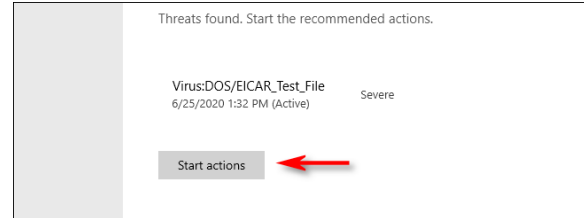
Microsoft Defender (Cont. from page 3)

When the scan is complete, you'll see the results. If everything was okay, you'll see a message that says "No Current Threats."



However, if the scan did find some malware, you will see a message that says "Threats Found" and a list of the infected files just below.

To remove the threats, click the "Start Actions" button.



After clicking "Start Actions," Microsoft Defender will remove the threats automatically. If you'd like to see details on what threats were removed, look beneath the scan results and [click "Protection History."](#)

Also, if Defender found a threat during a Quick or Full scan, it may be wise to choose "Microsoft Defender Offline Scan" on the Scan Options screen and run it immediately afterward just in case. Hopefully, everything will come out normal. Good luck, and stay safe! 😊

Keep Your Software Up to Date (Or Else ...)
 By Bob Rankin, <http://askbobrankin.com>, published through the APCUG

Many computer problems can be fixed or avoided altogether, simply by keeping all of your software up to date. Updates include patches for security vulnerabilities as well as fixes for bugs, new features, and improvements of existing features. Check out these free programs that will help you keep all your software updated, with just a few clicks...

Do You Need a Software Updater, Driver Updater, Both, or Neither?

Over the years, I have consistently exhorted readers to "keep your software up to date." The efficiency of your computer system depends upon this basic maintenance chore. So does the security of your system, the information stored on it, your identity, your credit rating, your ability to rent or buy a home... well, let's just say a lot of important things depend upon how well you keep your software up to date.

An old version of any program may seem "good enough" but it is

constantly getting worse in terms of vulnerability to hackers and conflicts with more recent software. So it is essential to keep all your software up to date. Unfortunately, that's no easy task, unless you have some help, which we'll get to in just a minute.

Most important is your Windows operating system, and fortunately, that's taken care of by Windows Update, which runs automatically. Windows Update also auto-updates Microsoft Office and other Microsoft software. But you probably have other vendors' software that also needs updating. Some vendors provide auto-update utilities similar to Windows Update, others do not.

Some updaters are notorious resource hogs or may be so buggy that they disrupt normal operation of your system. It is not uncommon for users to disable problematic updaters, leaving the software they support vulnerable to hackers and the increasingly inferior performance of obsolete software. That's where third-party "software

updater" software can come in handy.

Fortunately, there are software updaters that are free, and have the smarts to strip out those unwanted (and sometimes dangerous) extras. Let's take a look at two I believe are best of breed.

One Updater to Rule Them All?
[Patch My PC](#) silently updates over 300 popular programs. I

like that it downloads your updates directly from the software vendor websites, to ensure you're getting the official version from the most up-to-date source. It takes only a few seconds for it to identify any software that needs updating. Even better, it strips the foistware out of installation packages before installing updates; no toolbars or browser hijackings!

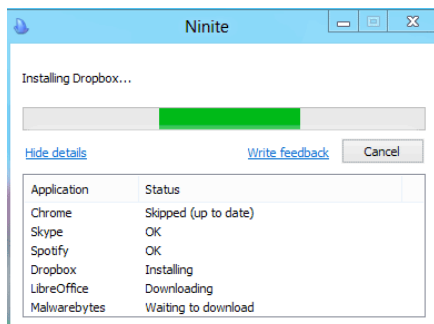
Also nice is that programs update silently, bypassing the "install wizards." There's an option to create a restore point before updating, and you can also use it to quickly uninstall any unwanted

Continued on page 5

Software Up to Date (Cont. from page 4)

programs. Patch My PC is 100% free and downloads quickly. The user interface is a bit cluttered, but just keep in mind that outdated software will show in Red, and software that's already up to date will show in Green. You can scroll through the list of suggested updates in the left column and uncheck any items that you do not want to update.

Ninite is a similar tool for software updates. It doesn't scan your system for outdated software, but instead focuses on simplifying the process of downloading, installing and updating your programs. Ninite bundles software installers and updates into a single, foistware-free package. Just check boxes next to the programs that you want to install or update, click "Get Your Ninite" and Ninite does the rest.



It fetches the latest files from the vendor websites, bundles them in a Ninite installer package, and downloads just one file to your computer. When the Ninite installer is run, it installs and/or updates everything in the background, stripping the foistware out of each. And my favorite part, it eliminates all the Next, Next, Next button clicking during the installation.

Aside from the fact that Ninite does not identify software in need of updates, there's one other issue to be aware of. The free web version of Ninite lets you easily select and install software, but there is no mechanism to keep things

automatically updated. You must remember to re-run the installer that Ninite creates for you. To solve that problem, you can download the [Ninite Updater](#) (\$10/year) which runs on your computer and automates the process of checking for and installing the updates.

Other Software Updaters

In my research for this article, I came across a few other free software updaters that seemed promising, but didn't make the cut. **Ucheck** was one of those, which claims to support 160 programs. I downloaded UCheck and it scanned my system quickly to see if updates were needed for any installed programs. It found several, but not as many as Patch My PC. One thing it flagged was an old version of Firefox, but when I tried to update it, the only option available was to download the update and install it manually. If you want the ability to click and auto-update, you must upgrade to the Premium version, which costs \$13/year.

SUMo (Software Update Monitor) is another program that was brought to my attention by an AskBob reader. Developed and supported by the French firm, KC Softwares, SUMo does an impressive job of scanning your installed software for any needed updates. It identified several programs that Patch My PC didn't flag for updates. The reason for that is SUMo uses color coding to indicate if an update is major (red) or minor (orange). Unfortunately, the free version (SUMo-Lite) is effectively demo-ware; it will show you what needs updating but won't update anything. When you click to update, it loads a web page that offers you the option to upgrade to SUMo Pro (\$29) or search online for the needed update. A related app, DUMo, is KC Softwares' Driver Update Monitor. (More on driver

updates later.)

Some anti-malware suites include software updaters as well. The [Avast software updater](#) is one example.

What About Device Drivers?

Device drivers, more commonly called "drivers," are small programs that act as translators between your operating system and the hardware devices it uses. Every hardware device needs a driver. Your printer, scanner, mouse, keyboard, hard drive, graphics card and network adapter are all examples of devices that require a software driver in order to respond to commands from the operating system. For example, when you hit the Print button, Windows issues the generic command "print," and a device driver translates that command into the specific instructions needed to enable your Dell computer communicate with your Epson printer.

I'll keep this simple -- **you do not need a third-party driver updater.** Windows Update handles typically the task of updating drivers, pushing them out to users when hardware vendors make them available. Some devices have built-in driver update features that download from the vendor's website. The only time I've ever needed to manually update a device driver is when upgrading to a new version of the Windows operating system, and some hardware device was not working properly. See my article [\[ALERT\] Time to Update Your Drivers?](#) to learn more about manual device driver updates, and the potential pitfalls of using third-party device driver updaters. ☺



God Mode, Remote Help, and Video Streaming: Windows 10 Tricks The Pros Use

by Kim Komando at Komando.com (tip from 8/8/20)

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Windows 10 turned five this past July. Over time, the operating system can start to take its toll on older computers. You've probably figured out how to use most of Windows 10 features. I love keyboard shortcuts. To truly be Windows 10 proficient, there are pro tricks of the trade. Here are my favorites.

1. A secret start menu

The start menu is a Windows classic. It's easily accessible through the stylized Windows icon in the corner of your screen. Click it, and you get a layout of your most-used programs, access to power options, and shortcuts to your file explorer and computer settings.

There's a secret version of the Start menu. By holding down the **Windows key** and clicking the **letter X**, you'll access an advanced menu with **Device Manager**, **Task Manager**, and **Disk Management** options. You can also right-click on the **Start button** to access the same menu.

2. Disk cleanup

Windows used to include ways to make your computer run faster when PCs had less storage than today. **Disk Cleanup** fell by the wayside for most of us as PCs and laptops have become more loaded. But your computer could still use a de-bloating now and again.

Disk Cleanup is still part of Windows 10. Here's how to use it.

Type **Disk Cleanup** into the taskbar where it says, "Type here to search." Click on **Disk Cleanup** app, and use the drop-down menu to **select which drive** you want to clean up and then **choose folders**, such as

temporary files.

If you have a ton of old files to remove, your best bet is to use additional tools made for this particular task.

3. Malware removal

It's more important than ever to have a multilayered approach to cybersecurity. Windows Defender is a security tool that can be set up to block malware attacks in real-time, or you can perform a scan when you need it.

To make sure it's on, type **Windows Defender** into your taskbar. Select **Windows Defender Firewall with Advanced Security** app, then click on **Monitoring** to make sure protection is turned on.

4. Open the taskbar quickly

Windows 10 brought with it a slew of new and convenient keyboard shortcuts. Take a look at the taskbar at the bottom of your screen where you have program icons lined up, most likely including your web browser and the Windows file explorer, among others.

You can open those programs by **holding down the Windows key** and then **typing the number** that corresponds to the icon's location in the bar.

Let's say from left to right, you have the File Explorer folder icon, the multi-colored round Chrome browser icon, and the new blue and green icon for Microsoft's Edge browser.

Hold down the Windows key and press "2," and Chrome will open right up. It's a quick way to access your most popular apps without reaching for your mouse.

5. Easy screen sharing

We all have that tech-challenged family member, don't we? It might be your Aunt Sally in Boise, your best friend from high school, or your book-smart but computer-novice dad.

That's why there's Quick Assist. In Windows 10, type **quick assist** into your taskbar > select **Get assistance or Give assistance** and then follow the onscreen instructions to remote in to help.

6. Video streaming

If you're like me, you probably don't think about Windows 10 as a way to stream videos on your TV. You can, though, using compatible devices such as Roku and Xbox One.

Type **media streaming** into the Windows 10 taskbar > select **Media Streaming Options**. Turn on the feature if it's not already enabled and follow the instructions.

7. Shake your Windows

Here's a fun one. If you have stacks and stacks of windows open and want to declutter down to just one, do this. Click on the top bar of your desired window, hold it down, and shake the mouse to minimize all other open windows instantly.

Do it again to restore those windows.

8. Find slow programs

You're working on your computer, but it's dragging. It's time to find out what's slowing you down, so open up the Task Manager and check out the **Processes** tab.

Continued on page 7

God Mode (Cont. from page 6)

It will show you which apps and background processes are running and how much of your CPU, memory, disk, and network resources they are each hogging up. Right-click on any apps or processes that are hogging CPU and memory and then click **End Task**.

Be aware that you may lose work when you do this, so save first if you can.

9. Stay focused

If you're distracted by the sheer number of notifications you receive, you can cut down on the number of interruptions using Focus assist.

Click on the **Start** button > **Settings > System > Focus assist**. You'll then see options for customizing which notifications you receive and go silently to the Action Center. You can also set up rules, including which times of day Focus assist is enabled.

10. Track your apps

When you open your regular **Start Menu**, you see a list of your apps running down the side. The recently installed followed by most-used apps are on top, but the rest are laid out in alphabetical order. You could scroll through them all to find the one you want to open.

A quicker way to manage your apps is by clicking on any of the main letters (like "A"). This opens up a view of the entire alphabet. Just click on the first letter of the app you want, and you will be taken directly to that part of the Start Menu.

11. Task Scheduler

Task Scheduler does what you think it does; it helps you schedule tasks on your computer, like turning it off at a specific time each day. **Type task scheduler** into your taskbar to get started.

12. Find missing or corrupted files

Remember this: **cmd**. It's a command prompt that can help you find files that your Windows operating system needs to work properly. It can also help you fix problems.

Type cmd into the taskbar > right-click on **Command Prompt** > select **Run As Administrator**. Choose **Yes** when asked if this program can make changes to your computer. To find missing or corrupted files, type **sfc/scannow**. To check for disk problems, type **chkdsk /f**.

13. Share files

You and your family members probably send each other files all the time. You can send a document or a video by email, but a better way is to set up everyone in your house on a Windows network.

You start by clicking on **File Explorer**, which looks like a folder icon on your taskbar. Find and select a folder or file you want to share, then right-click and select **Share**.

Then choose a person or app you want to share the file with, along with the method such as Bluetooth or Wi-Fi.

14. Print PDFs

PDF is a file format that's compatible across multiple operating systems and software programs. Windows 10 can easily convert a Word document into a PDF.

To do this, go through the steps to print as you usually would. When you see the option to choose a specific printer, select the one that says, **Microsoft Print to PDF**.

15. Enable 'God Mode'

If you want all kinds of Windows options and settings right at your fingertips, God Mode will make it

easy. Just right-click anywhere on your desktop. **Select New > Folder**.

Change the name from New Folder to this: **GodMode.{ED7BA470-8E54-465E-825C-99712043E01C}** and let the magic happen.

Be careful in here. You're not God and can mess things up.

16. Speed up your startup

When your computer gets slow, access Task Manager and trim down the number of programs that load on startup. Click the **Startup** tab, and you will see a list of all your programs, whether they're enabled, and what sort of impact each one has on your startup time.

Select a program and hit the **Disable** button to remove it from your startup process. Scrutinize anything with a medium or high impact, but focus on programs you don't use often. ☺

Call from a Scammer (Humor)

Me: "Hello."

Scammer: "Hello. This is Bob Bobson from Microsoft Support. We are seeing a lot of virus activity from your device."

Me: "Oh no. My device? Are you sure?"

Scammer: "Oh yes, we have many reports."

Me: "Oh jeez. How can I fix it?"

Scammer: "It's OK sir. We can help you right now. Are you in front of your device, sir?"

Me: "Yes. I was just about to use it. I'm glad you called."

Scammer: "Yes sir, we are going to help you. Can you please push the Start button?"

Me: "I think it's already on."

Scammer: "Okay, sir. Now you want to click on Control Panel."

Me: "I don't see that."

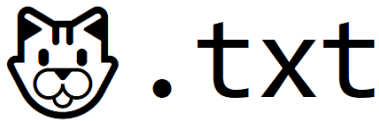
Scammer: "Do you see a bunch of information above the Start button?"

Continued on page 8

You Can Use Emoji in File Names on Windows

By Chris Hoffman, reprinted with permission from [HowToGeek.com](https://www.howtogeek.com)

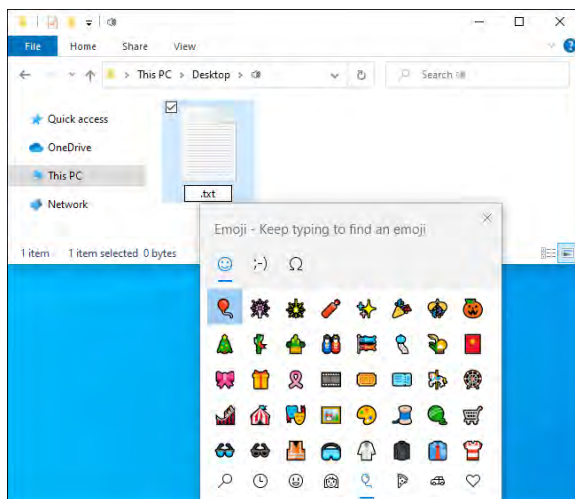
Original article at: <https://www.howtogeek.com/682868/%e2%9c%a8-you-can-use-emoji-in-file-names-on-windows-10/>



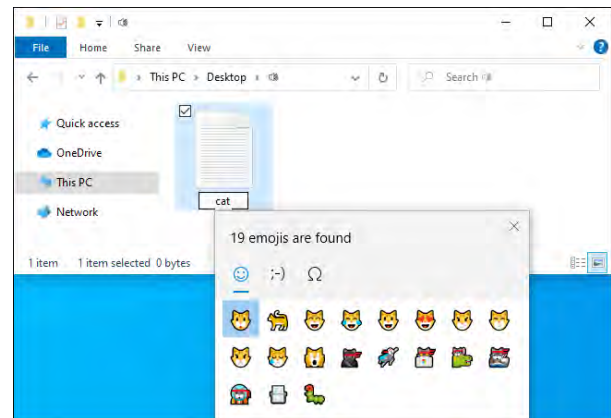
Did you know that emoji work almost anywhere these days? You can use them in nearly any application on your computer. You can even insert them into file and folder names on Windows 10.

How to Use Emoji in File Names

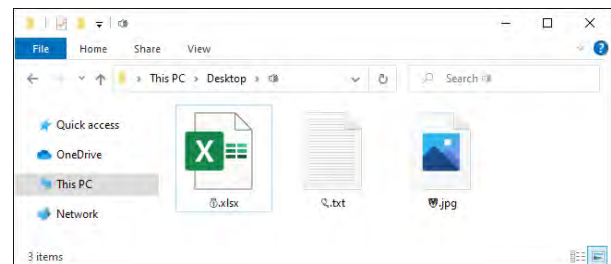
This is easy thanks to [Windows 10's built-in emoji picker](#). It's easy to miss—to open it, you have to press Windows+. (period) or Windows+; (semicolon.)



To insert an emoji into a file or folder name, just press the keyboard shortcut while renaming a file to open the picker. Start typing a search phrase to search the emoji—for example, type “dog” to search for dog-related emoji or “cat” to search for cat-related emoji—or use your mouse to click and scroll through the list. Press Enter or click an emoji to insert it.



That's it, you're done—it's that simple!



Continued on page 9

Scammer (Cont. from page 7)

Me: “Yes.”

Scammer: “That is your Control Panel.”

Me: “Wow, I didn’t realize it had a name.”

Scammer: “Yes sir, now press on Internet Options.”

Me: “Yeah, I definitely don’t see any Internet options. I don’t think I purchased that feature. This is just a cheap one.”

Scammer: “They all have the

Internet sir. Press the Start button again.”

Me: “OK, it’s the same as before.”

Scammer: “That’s OK sir. We are going to restart your device. Can you please turn it off?”

Me: “Ummm...I don’t know how. I’ve never turned it off. Since I bought it, it just kind of stays on all the time.”

Scammer: “There must be an off button on your device. How do you stop it when it’s running?”

Me: “In those cases, I usually press

the big button.”

Scammer: “OK sir. Please press that button.”

Me: “Ok.”

Scammer: “Is your device off?”

Me: “No. The door popped open.”

Scammer: “Door? Is there a disc inside the door?”

Me: “No, there’s a burrito.”

Scammer: “Why is there a burrito in your computer?”

Me: “Computer? I thought you said this was microwave support.” ☺

News Flash

[Microsoft announced](#) it will stop support for Internet Explorer in August 2021, with the Microsoft Teams web app stopping support for the browser on November 30, 2020. The tech giant will also be sunsetting Microsoft Edge Legacy on March 9 2021.

The end of Internet Explorer support next year will extend across Microsoft's 365 apps and online services, like OneDrive and Office 365. Microsoft is encouraging its customers—especially those who are loyal Internet Explorer fans—to migrate over to its newer browser, [Microsoft Edge](#), which boasts a faster and more responsive experience, improved privacy, and more helpful features and tools.

Microsoft has also created an [Internet Explorer legacy mode](#), which is housed within the Edge browser and offers enterprise users a way to access their business-related sites that were specifically designed for Internet Explorer until support fully drops in August of 2021. It has also offered [help for transitioning browsers](#), though this is primarily aimed at IT administrators.

Dropping support for the legacy version of Microsoft Edge in March of next year is another way Microsoft is trying to guide its Windows 10 users over to its new browser...also called Microsoft Edge (but this time built on a [Chromium framework](#)). At that point, the legacy version won't receive further security updates. ☺

More Humor

Going into a bar...

Me: What's the WiFi password?

Bartender: You need to buy a drink first.

Me: Okay, I'll have a coke.

Bartender: Is Pepsi okay?

Me: Sure. How much is that?

Bartender: \$3

Me: There you go. So, what's the wifi password?

Bartender: You need to buy a drink first. No spaces, all lowercase. ☺

Emoji in File Names (Cont. from page 8)

RELATED: [Secret Hotkey Opens Windows 10's New Emoji Picker in Any App](#)

Unicode Makes This Possible

This is all possible thanks to [Unicode](#). Unicode includes “characters for all the writing systems of the world, modern and ancient,” according to [The Unicode Consortium](#). It also includes emoji and various other symbols.

You'll notice that, when you use emoji in file and folder names, you don't get the full-color emoji you get elsewhere in Windows. You get small, black-and-white characters—just like you would when inserting emoji in Notepad.

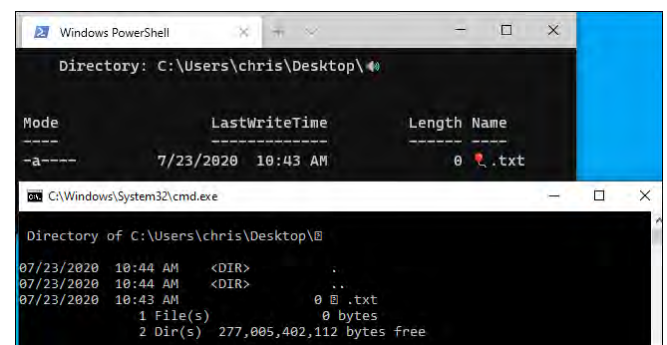
Thanks to Unicode, any application that supports standard Unicode characters—even if it doesn't support colorful emoji—can use the emoji characters found in standard fonts. Using an emoji in a filename is just like using a character or symbol from a different language. It just works.

Will It Break Anything?

In theory, some applications may not like these emoji if they don't support unicode

characters. However, modern applications are designed to work with a broad set of languages should properly support emoji.

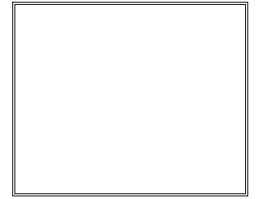
For example, the classic Windows Command Prompt can't see emoji characters in file names properly, but both [PowerShell](#) and [Microsoft's new Windows Terminal](#) can display them properly.



If you do run into a problem, you can always open File Explorer and rename the affected files and folders to remove the emoji characters. You can then use those files in applications that don't properly support emoji file names.

RELATED: [The New Windows Terminal Is Ready: Here's Why It's Amazing](#) ☺

P*PCompAS Newsletter
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Coming Events:

Next Membership Meeting: 5 September @ 9 am, via Zoom

Next Breakfast Meeting: 19 September via Zoom

Newsletter Deadline: 19 September

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