

# THE PRINTER

Chesapeake PC Users Group, Inc.

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## PRESIDENT'S CORNER

### Welcome Back!

I hope everyone had a safe and enjoyable summer! Changes continue to take place in the technology realm. Recently the Board of Directors held its monthly meeting and we had a heck of time coming up with topics for the meeting agenda. We need to hear from you! What do you want to see demonstrated? What can you demonstrate? Are the meeting topics too advanced for the things that interest you? Please send feedback to any of the Board members. Listed below are some meeting ideas we came up with, but I would be happy to change any or all of them.

**September** – In with the New out with the Old... Mike Regimenti will demonstrate how it really doesn't make sense to hang on to out dated software and hardware when these items become incompatible with what is state of practice. Some people are hanging onto a computer that is running Windows XP because they don't want to buy the updated version of a particular application that is incompatible with Windows 7. The problem

with this is that support is ending very soon for Windows XP and you can find yourself in a real pickle to keep the system secure.

**October** – Synchronizing data across different platforms.

Mike Young will show how data can be synchronized across different platforms (home, mobile, social media, etc.). This is useful for keeping contacts and calendars up to date and accurate.

**November** – Still open at this time.

**December** – Windows 8 (pre-release)

Mike Young will demonstrate the next release of Microsoft's flagship product, Windows 8. Details are a little fuzzy right now, but are becoming clarified over time.

Let's hear your ideas!

See you at the meeting,

*Michael*

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## The CRSIG

by

*Fran Damratowski, Chair. CRSIG*

By now everyone in the club has probably heard the term CRSIG. You may not know that the acronym stands for Computer Refurbishing Special Interest Group. If you do know the term you may not know much about it.

The CRSIG was started in February 1999 by Jerry Moskowicz. It is a federally designated 501 (c) 3 non-profit organization. This means that anyone who makes a hardware donation to the CRSIG can receive an

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## Tips & Tricks Windows Explorer - cont'd

If, however, we right-click anywhere on the Column Heading bar we get a lot of additional columns we can add. Depending on the type of files you can select some meaningful columns. If we are looking at picture files (jpg) some appropriate columns may be Date Taken, Dimensions or file size.

If you right-click on a file and select properties, you get to view all the possible information as well as the ability to edit some of the fields.

You can now sort your files by any of the columns (just left click on the column heading). If we right-click on a file, we can select Rename and change the name to a more meaningful title rather than a bunch of numbers. These features may be more meaningful if we use music files as an example.

Unfortunately, some of the "Ripper" programs (programs that copy CDs and often convert the files to MP3s) get it wrong or leave a lot of stuff out, which can be quite annoying, particularly if it is the artist's name or the title of the song.

When selecting a CD Ripper program this is one item worth checking.

### Extra Tip

If you select a file (click on it) then hold down the shift key whilst clicking on another file then the system will select all the files in between and including the first and last file you clicked on. Now, if you right-click on any one of the selected files and choose properties, you can edit a field for all the selected files. This is no good for titles as every file must have a different name. However, it is good when you want to edit the album title or artist for a number of tracks.

### Extra Extra Tip

Often the files you want to select are not consecutive in a list. No problem, hold down the control key then click on the files you want. As you click on the files they become marked as selected. You can then right-click on any selected file to edit the properties of all the selected files.

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## CRSIG - cont'd

acknowledgement that allows them to take a tax deduction for the donation. The CRSIG accepts computers with a processor of 3 GHz or better. Only working monitors, keyboards, mice, scanners and printers with ink/toner can be accepted, non working items cannot be repaired and it would be expensive to buy ink/toner to test a printer. The CRSIG cannot put a value on the donation. It is the responsibility of the donor to determine the value by find the value of comparable items in the newspaper, the internet or other publications.

Since the inception of the CRSIG, over 2106 computers have been refurbished by the workshop volunteers, there is no paid staff. The mission of the CRSIG is to provide computers to low income individuals/families and nonprofit organizations that cannot afford to buy new computers and do not have access to a computer. Only one computer can be provided to an Individual/family, this is part of the licensing agreement with Microsoft. The CRSIG asks for an \$80 donation to cover expenses. At the present time the CRSIG has no grants to support its work. In the past the CRSIG has had some small grants to cover the expense of providing specific groups of individuals with computers. The largest grant allowed provision of about 446 computers to low income students at the Mills-Parole Elementary School.

The refurbishing process consists of checking to determine if the computer has the necessary components. It then goes through about 18 hours of testing to determine if it is fully functional. The hard drive receives the bulk of the testing. After testing the computer is labeled and placed on a shelf ready to be assembled as a system with an operating system, presently Windows XP Professional, and some free software. After December 2011 Windows XP Professional will no longer be available for purchase by Registered Refurbishers, Windows 7 Home Edition will then be available to Registered Refurbishers. The older printers and scanners do not have drivers for Windows 7 consequently they will no longer be accepted by the CRSIG. For those of you who do not follow

Microsoft news the Windows XP operating systems have not been available for purchase by the public since last year.

To obtain a computer system a low income individual/family or a nonprofit organization fills out an application. An application for a computer is available on the club website. Once an application is received from an individual/family or nonprofit organization a work order is filled out and a volunteer assembles the computer and peripheral hardware. The hardware consists of the computer, a monitor, a keyboard, a mouse, and a set of speakers.

A request was made to publish in the newsletter a list of the free software that is installed on the computer. A companion article will be published in the newsletter titled "Free Software Installed on CRSIG Computers". It is actually a copy of the "Information for Computer Users" That is give to the individual/family or nonprofit organization when the computer is picked up.

There are two other main activities of the CRSIG occasional classes at AA county senior centers and a member benefit. The class at the senior centers is called "Updating Your Computer, A Hands on Experience" the class participants assemble a computer except for the motherboard, processor, heat sink and processor fan.

The member benefit consists of the opportunity for the ChPCUG members to bring their personal computer to the workshop once a year for the diagnosis of a problem and a possible solution (we cannot supply replacement parts). Please call for an appointment for the diagnosis. You are also invited to come to the workshop for a tour of the facility. Again, please call for an appointment first. The CRSIG is open Wednesdays and Thursdays from 9:30 AM to 4:30 PM except holidays and school closings.

**The phone number for the CRSIG workshop is (410) 923-1550**

# Free Software Installed on CRSIG Computers

by

*Fran Damratowski*

A request was made to publish in the newsletter a list of the software given to recipients of the CRSIG computers. Information in blue has been added for your convenience.

## Information for Computer User

If when the computer is first turned on you see a box that says Administrator and a place to type in a password. Ignore this and click OK or press the ENTER key. Do not be concerned if you do not see this box. There is no password on this computer.

If you are a new computer user turn on the computer. Using the left mouse button Click Start (lower left corner) then Click Help and Support (right side 3<sup>rd</sup> from the bottom) then Click on Windows basics then Pick your topic and keep clicking. You will also find a lot of helpful information on this screen.

Change the time for automatic updates when you turn on your computer for the first time. Click start (bottom left) then click on "Control Panel", then click on "Windows Update" (left side panel. If that does not take you to the update page do a Google search for Windows Update". Click on "Windows Update Home Page" (on the left) on the right side is a place to set or change the time for automatic updates.

**1. The following files and programs have been installed on your computer.**

**1. BeLarc Advisor [http://www.belarc.com/free\\_download.html](http://www.belarc.com/free_download.html)**

– Run this program and print the results. This program will list all of the programs on your computer and the product ID characters. The product

ID is needed if you need to reload a program.

**2. Ccleaner <http://www.piriform.com/CCLEANER>** - Run this program periodically it cleans and optimized your computer. It also cleans the registry

**3. Internet Explorer** – An internet browser let this one be you default browser if you want to use the **Digital Literacy Curriculum or the Windows Update in the Control Panel.**

**4. Mozilla Fire Fox <http://www.mozilla.org/en-US/firefox/fx/>** - Another internet browser

**5. Microsoft Security Essentials is an anti-malware program that has been installed on this computer upgrade & run it periodically. The program will try to catch malware (viruses, worms, Trojan horses etc.), but if you haven't upgraded the program malware may install itself on your computer so you should periodically update and run the program and upgrade it. It will automatically update if you set it up to do so. It is set to do a quick scan every day; you should periodically run the full scan periodically. <http://www.microsoft.com/download/en/details.aspx?id=5201>**

**a. Do not put another antivirus program on the computer unless you uninstall the**

current antivirus program. Never put two antivirus programs that run continuously on a computer they will not play nice together.

6. Malware bytes <http://www.malwarebytes.org/> – An antivirus program that does not run continuously. Update it and run it if you have malware (virus, Trojan horse etc.) that Security Essential does not remove.

There are other reputable free anti-malware programs such as Avast and AVG.

7. Site Advisor <http://www.siteadvisor.com/download/windows.html> – When doing a search for a website a green (✓) check mark will appear if it is a safe site, a red X means the site is not safe, a yellow or gray mark (! or ?) means the site has not been tested use caution.

8. Digital Literacy Curriculum (*in folder on the home page*) <http://www.microsoft.com/about/corporatecitizenship/citizenship/giving/programs/up/digitalliteracy/default.mspx> - Programs to help you learn about computers and how to use them. The information says that the courses take 2-3 hours. You can do the parts you wish to do. There is no need to do the full 2-3 hours. **You must be connected to the Internet and Internet Explorer must be your default browser**

a. **Computer Basics** - fundamentals of computing, explains the components of a computer, explores operating system basics, and how to

use a mouse and a keyboard.

b. **The Internet and the World Wide Web** - shows you how to connect to the Internet, browse Web pages, navigate Web sites, use search engines, and exchange e-mail with others.

c. **Productivity Programs** - This lesson is written for Microsoft Office programs, but much is the same in OpenOffice.org - fundamentals of word processing, spreadsheets, presentation software, and databases.

d. **Computer Security and Privacy** - explains the risks and threats to computer security and privacy so that you can understand and prevent them.

e. **Digital Lifestyles** - introduces you to new digital technologies, including digital audio, digital video, and digital photography

f. **Digital Literacy Certificate Test** - The Digital Literacy Certificate Test consists of 30 questions that cover key points from all five of the Digital Literacy courses. When you complete the test, you will get a Learning Plan with links to the course lessons you may need to review to master all of the topics. If you get a passing score, you will be invited to personalize and print a Digital Literacy Certificate. You need to go this website to take the test. **Place the cursor over the website below, hold the Ctrl key down, and click the right mouse button.** <http://www.microsoft.com/about/corporatecitizenship/citizenship/giving/programs/up/>

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[digitalliteracy/ASMT/Instructions.aspx?lang=eng&aid=as26a](http://digitalliteracy/ASMT/Instructions.aspx?lang=eng&aid=as26a)

9. **OpenOffice.org** (*this is the official name*) <http://www.openoffice.org/> - an office suite similar to other office suites (e.g. Microsoft Office) contains
- a. word processing program (Writer), similar to Microsoft Word;
  - b. spread sheet (Calc), similar to Microsoft Spreadsheet;
  - c. presentation program (Impress), similar to Microsoft PowerPoint.
  - d. Also contains basic database, drawing, and math programs.
  - e. You can save data as a Microsoft file if you click "Save as type" when you save the document

If you are using OpenOffice.org	Use the one below to save it as a Microsoft file
Writer/Text Document	Microsoft Word 97/2000/XP (.doc)
Calc/Spreadsheet	Microsoft Excel 97/2000/XP (.xls)
Impress/Presentation	Microsoft PowerPoint 97/2000/XP (.ppt)
Base/Database	Microsoft Access you - should read the manuals
Draw/Drawing	Cannot be saved as a Microsoft file
Math	Cannot be saved as a Microsoft file

- f. The user manual for OpenOffice.org is in a folder on the desktop.
- g. Tutorials and other information can be found at the following websites  
<http://www.tutorialsforopenoffice.org/>  
<http://wiki.services.openoffice.org/wiki/Documentation/Tutorials>

10. **Adobe Reader** <http://get.adobe.com/reader/> - A program needed to read PDF files

11. **PhotoStory 3** <http://www.microsoft.com/download/en/details.aspx?id=11132> – A program to create a slide show.

12. **Picasa 3** <http://picasa.google.com/> – A photo editing program for digital pictures.

- a. **Picasa Getting Started Guide** (*in folder on the home page*).
  - i. You need to be connected to the internet.
  - ii. Click on **Chrome HTML Document**  
**OR**
  - iii. Click on the **answer.py Firefox Document**
- b. You can also click the **HELP** tab at the top of the page after you open Picasa program.

13. **7-Zip** <http://www.7-zip.org/> - Open source archive program similar to WinZip.

14. **Free RIP MP3** <http://www.freerip.com/> – Converts CDs to MP3

15. **QuickTime** <http://www.apple.com/quicktime/download/> – Apple's movie viewer

*Some computers may contain blemishes such as scratches. This will not affect the operation of the computer.*

# Freebies!

by

*Dave Bilcik, Program Committee, Southern Tier Personal Computing Club, NY*

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Summer is still here and still hot.

Thunderstorms and chances of heat waves are all a part of August's end-game. It gets people to accept autumn more easily.

In last month's Freebie article I told you of DVD Flick and DVD Styler. Two free pieces of software that will allow you to take your finished movie clips and embed them into a DVD that is playable for everyone. What if your clips aren't finished? We have some help for you here as well... think free video editors. This software will allow you to tweak, edit and clip your digital movies so that even Spielberg might get a twinge of jealousy. If not high art, at least edit out the part where you caught Uncle Bob scratching his behind at the family reunion (no one needs to see that). A good Samaritan (Yogesh Mankani) posted, as part of his blog (at <http://bit.ly/cjHfMR>), a list of 18 different free software packages that you can experiment with. I will only deal with #1 on the list, Windows Movie Maker.

If you have XP as your operating system, you received Windows Movie Maker with your Service Pack 2 (SP2) updates. If you are using Vista (may the Lord have mercy on your soul), download it from <http://bit.ly/kXpG92> Or go to <http://bit.ly/gT4F8Z> if you're running Windows 7. The location gives you a download link and tells you how to find out if Windows Movie Maker is already installed on your system. Mr. Mankani has also kindly included a list of the top 10 free online editing software at <http://bit.ly/bICenR>, if you don't want to install any software on your PC. All you need is a browser and a broadband connection to the net and you are ready to go.

Speaking of YouTube (subtle transition here), by starting your account today you might avoid the DVD building entirely. Last month I suggested YouTube as a possible source of stock movie clips. If you post your immaculately edited movie to You Tube, just send your friends the web address of your video and let them watch it in their browser. Go to <http://www.youtube.com/> to get things started. Even radio shows are posting to You Tube. Check out <http://www.youtube.com/user/JRense?blend=6&ob=5> to hear (see?) some alternative radio. You may not agree with it but what a range of topics. YouTube content goes from stupid to sublime so be aware of your filtering options. YouTube is Google owned and operated.

Non-free warning! Do you want your YouTube posted podcast/rants sounding crisp and clear? Invest in a good microphone for your system. Don't depend on small built-in mics in your laptop or cheap gaming headphones. Blue Microphones has some highly rated USB microphones that you can check out at <http://www.bluemic.com/desktop/>. They may look a little funky but it is said their sound starts to get close (for the money) to the studio. I might suggest the Blue Yeti. Google "Blue Yeti" as key words, hit the Shopping button at the top of the screen and go from there.

Almost last words... the Barnes & Noble NOOKcolor at \$249 is the lowest price tablet disguised as an E-Book reader. You can read and browse as is. When the warranty runs out, root your NOOK and have a full Android tablet plus a well-regarded E-book reader. More details next month if I feel like it.

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# Microsoft Offers Free “Health Vault” for Personal Medical Records

by  
Ira Wilsker

## WEBSITES:

<http://www.healthvault.com>

<http://health.google.com>

[http://en.wikipedia.org/wiki/Microsoft\\_HealthVault](http://en.wikipedia.org/wiki/Microsoft_HealthVault)

For the past few years I have been using two primary methods for recording personal medical information. One method I have been using to keep track of my personal medical information and records is an 8 gig flash drive attached to my car key chain along with a large, red, aluminum, engraved medic alert logo. This flash drive has three redundant files in different formats (Word doc, RTF, and PDF) containing my medical history, medical imagery, prescription list, emergency contact information, a copy of my health insurance card, allergy information, and other relevant important information that may be useful in a medical emergency. The reason for the triple redundancy using the different file formats is that regardless of the type of computer or operating system used by emergency medical personnel or a hospital emergency room, at least one of the formats will be readable when needed.

The other method I have been using for a few years is the much vaunted Google Health ([health.google.com](http://health.google.com)), which I had previously written about in this column. I had been very satisfied with this free service offered by Google, where I tracked my vital signs, prescriptions, office visits, medical history, lab results, and other medical information. While Google securely stored my information, I did set it up such that my family could access it in the event of an emergency and share the information with appropriate health care professionals. When recently updating my Google Health information, I was chagrined to find that Google is discontinuing this service. A large red banner on the Google Health website announced “An important update about Google Health”, followed by, “Google Health will be discontinued as a service. The product will continue service through January 1, 2012. After this date, you will no longer be able to view, enter or edit data stored in Google Health. You will be able to download the data you stored in Google Health, in a number of useful formats, through January 1, 2013.” Since I have been using Google Health, like the idea of secure online access to personal medical health records, and had a lot of information stored there, I felt that it would be necessary to find an alternative resource, and found Microsoft’s competing product, Microsoft Health Vault.

Microsoft is promoting its free Health Vault service ([www.healthvault.com](http://www.healthvault.com)) as “A trusted place for people to organize, store, and share health information online.” Microsoft is also explicitly targeting Google Health users with the statement, “As Google Health retires their service, you can transfer your information to Microsoft Health Vault.” Microsoft has pledged to keep the information secure, and not to use the information for the purposes of creating personalized ads or the marketing of services without the explicit permission of the user. For those using smart phones and other mobile devices, a mobile version of Health Vault is accessible, enhancing access to the system. Many of us consider our health history and records as highly personal, and may have totally valid concerns about the security of our online medical records. Microsoft Health Vault says, “It’s your Health Vault record. You decide what goes into it, who can see, use, and share your info, and which health tools have access to it.”

Some may wonder why secured online medical records are necessary, or even useful. As federal mandates for electronic medical records become more widely implemented, paper records will become somewhat obsolete. If anyone has ever gone to a new doctor or specialist, you are well aware of the often lengthy medical questionnaire that the new patient is required to fill out. While there may be a

## “Health Vault” - cont'd

medical necessity for the physician to have that information, our personal memories are often inadequate and inaccurate when trying to recall complete and detailed information. Recently, in my primary care physician’s office, the nurse asked me when I had my most recent tetanus shot and some other vaccines, as I have used some other resources for periodic vaccines, now that flu shots and other vaccines are given in a multitude of convenient and non-traditional locations. I had a flu shot in the college gym, and another immunization at my local supermarket pharmacy! I had dutifully recorded the injections in my Google Health records, and could rapidly produce accurate information using my smart phone to access my records.

Microsoft Health Vault offers a variety of free services to the consumer, as well as commercial services to health care providers. Using Health Vault my prescription information, refills, and changes can be automatically tracked, as several of the major drug store chains (CVS Caremark, CVS Pharmacy, Walgreens) are interconnected with Health Vault. Since many of us may obtain prescriptions from multiple sources, Health Vault can help identify potentially dangerous drug interactions and side effects, as well as make your prescription information available to those of your choice. Health Vault offers a convenient method to share data about chronic conditions, such as blood pressure, blood sugar, weight, and other information with your doctor. It is important to remember that the individual has complete control over who can access the information, and what specific information each can access.

It is easy and free for an individual to open a Health Vault account. If you already have a Windows Live, Hotmail, Xbox or MSN account, you have immediate access to a Health Vault account, as they use the same username and password. Facebook users also have instant access, as Health Vault can be accessed via the users’ existing Facebook username and password by clicking on the Facebook icon in Health Vault. For users with none of these existing accounts, creating a new account is a simple process. Once connected, and some personal questions answered, the user is greeted with the main page where a variety of options are displayed. Across the top of the page are five links that lead the user to additional categories of personal information. The “About You” link is where the user can enter and update information on medications (prescription and non-prescription, including vitamins, herbs, supplements, etc.), allergies, and current health conditions. Family medical histories, documents, immunizations, lab test results, blood sugar, blood pressure, weight, emergency contacts, provider listings, and other information can be added or amended through this link. The “Health Tools” link opens a comprehensive listing of health information resources and agencies that participate in the Health Vault service, as well as medical devices that can upload data into the Health Vault. Among the participants in the “Health Tools” are the American Cancer Society, the American Diabetes Association, Aetna, Epilepsy Diary, H1N1 Response Center, American Heart Association, American Stroke Association, iGuard (drug interaction service), Quest Diagnostics (import lab results into Health Vault), Mayo Clinic, CVS, Caremark, Minute Clinic, Walgreens, and dozens of other resources. Medical devices, some of which may be interconnected with Health Vault, include AND (blood pressure machines and other devices), Bayer blood glucose meters, LifeScan (Johnson & Johnson) blood sugar monitoring devices, MicroLife asthma and blood pressure devices, Omron blood pressure devices, and many other devices. The “Family” link can be used to add family members to Health Vault; it is important to note that each family member’s information is contained in his own personal record. The “Contact List” can be used to add or edit emergency contacts and health care provider information. “Stories” is where the user can read stories about how others have used Health Vault.

On the right margin of the main page is an icon for “Sharing”. This icon leads to a page where,

# “Health Vault” - cont’d

“You control access to your health information. Use Sharing to decide which people or online health tools can access selected types of information in your Health Vault record.” Under the heading “Authorized people” is where the user can,

“Let family members or others you trust view or update information in your Health Vault record.” This is where I have my wife and my adult children listed as approved family members, such that they can access my information in an emergency situation. The link to share information with your health care provider

Quick links

- About you**  
Medication, Allergies, Conditions  
[ADD INFO](#)
- Health tools**  
Check out helpful tools & devices  
[FIND TOOLS](#)
- Family**  
Add a family member to this account  
[ADD PERSON](#)
- Contact list**  
Add an emergency contact or provider info  
[ADD CONTACT](#)
- Stories**  
How do others use HealthVault?  
[LEARN MORE](#)

**Online health tools** (?) [Find more tools](#)

- walgreens.com**  
Not yet connected  
[CONNECT NOW](#)
- Quest Diagnostics**  
Not yet connected  
[CONNECT NOW](#)
- My CVS/pharmacy Prescriptions**  
Not yet connected  
[CONNECT NOW](#)

**Recommended health tools** (?)  
Let us help you get the most out of your experience. [Personalize your recommendations](#)

- Care for my family (38) | ▼
- Track my prescriptions (30) | ▼
- Manage a chronic condition (40) | ▼
- Get fit and stay fit (22) | ▼
- Manage lab tests (24) | ▼
- Connect with a health provider (22) | ▼

**New in HealthVault** NEW!

- Message Center**  
Receive encrypted email through HealthVault from participating healthcare providers.
- Medical Images**  
Store, access, and share your X-rays, ultrasounds, MRIs and more.
- Enhanced Security**

There is a commercial side to Health Vault as Microsoft is actively marketing compatible software and utilities to physicians, hospitals, and other healthcare providers. For hospitals and clinics, Microsoft states, “Using Health Vault, patients can share their health history and information with your organization or specific physicians. This serves to improve the patient/provider relationship and can also streamline the admissions and discharge processes.” For individual physicians, “Microsoft Health Vault means easier access to a broader range of information from patients that can help you provide better service and more efficient, informed care. You can also share information more easily with your patients, enabling patients to make more informed health decisions every day.” Other Microsoft applications are available to medical device manufacturers, and other healthcare companies and organizations in order to seamlessly integrate with Health Vault.

While there are a variety of lesser known companies trying to take up the slack in personal medical record keeping, especially with the upcoming demise of Google Health, Microsoft, with its scale and reputation, may become the primary provider of such services.

## *from the Secretary's Desk*

### **Board of Directors Meeting August 24, 2011**

**ATTENDEES** – Mike Young, Mike Regimenti, Fran Damratowski, Kathy Walker, Kris Johnson

**MEETING TOPICS** –

September – “Out With the Old. In with the New” with Mike Regimenti

October – “Synching Data Across the Various Platforms” with Mike Young

December – Mike Young will demonstrate Windows 8

**SIGS** –

Tech SIG –

MSCUG SIG – No news

CRSIG – Fran reports that orders are down but CRSIG is still in the black.

**FINANCES** – Kathy reported a CD is coming due and was told to reinvest it.

**NEW BUSINESS** –

Mike Young reported that the club's laptop was lost in the flood at his home. He will check with his home owners insurance to see if it covered.

Mike Regimenti asked if the CRSIG would be able to provide 8 computers for the Marvin Gaye Recreation Center in D.C. Fran said the refurbishing center would be able to do this.

Kris asked Mike Regimenti if he would be able to put information about the CRSIG in the PRINTER to which he agreed.

Mike Regimenti will require a laptop for the newsletter and Tech SIG. The board agreed to this.

Kathy was asked to order sweatshirts for the CRSIG members and also order more polo shirts for the club members.

Mike Regimenti will be helping Margaret remove people from the membership list who haven't paid their dues.

Meeting adjourned at 8:45 P.M.

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## **Tips & Tricks Tutorial**

### **Better File Information with Windows Explorer**

#### **Sort your files more intelligently with a few simple clicks.**

*by*

*Les Townsing, Melbourne PCUG, Australia*

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*editor (at) melbpc.org.au*

There is often a lot of information automatically recorded when you save a file. This information can be easily displayed and can prove to be useful when sorting/categorizing files.

Normally, when you open Windows Explorer (right-click on the Start button and select 'Explore') you get displays indicating the file name, size, date modified, and other general information (see below).

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The Next Regular Meeting will be at  
The Severn River Middle School

**Wednesday**  
**September 14<sup>th</sup>, 2011**

Meeting will be held in the large meeting room.  
It starts at 7:00 P.M. with club business  
and a short discussion period.

*presentation on*

## **Out With the Old In With the New**

*hosted by*

**Mike Regimenti**

Members and their friends are welcome to  
come, ask questions and become enlightened.

### **How to Find: Severn River Middle School**

SRMS is close to the Arnold, MD campus of the Anne Arundel Community College. From Annapolis and points south, take Rte 2 (Ritchie Highway) north about 3 miles from the intersection of Rt. 50, **turn right on College Parkway**. At the first light, turn left on Peninsula Farm Road. (Of course, if you are coming from points North, you would turn left onto College Parkway) about a half-mile down the road the large SRMS school building, set back off a large two level parking lot, will be visible on your right. Park here and go to the main entrance. Signs will be posted to direct you to the **Large Group Room** where we will be meeting.

**How to find: The Technology SIG, A ChPCUG  
Special Interest Group\*\***

The meetings are held at the SRMS in the Library.



1783 Forest Drive #285  
Annapolis, MD 21401

**FIRST CLASS**

### **INSIDE THIS VERY ISSUE!**

**President's Corner**  
**Tip & Tricks**  
**CRSIG**  
**Health Vault**  
**"Freebies"**  
**... and a little bit more!**

**Note:** The date above your name on the mailing label is the expiration date of your membership. Contact the Membership Chairman (page 2, column 2) to update.

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